

June 19, 2008

The Board of Directors of the St. Clair Region Conservation Foundation met for their Annual Meeting, on the above date at the Administration Office at the hour of 10:00 a.m.

Directors Present:       Duncan Skinner, President  
                              Norm Giffen, Vice President  
                              Melvin Dale, Treasurer  
                              Bill Bilton  
                              Lyn Goddard  
                              Shirley Warner  
                              Ted Butler  
                              Ottavio Colosimo  
                              John Simmons  
                              Rex Crawford  
                              Ross Brewer

Directors Absent:       Ken Brooks  
                              Laura Margetts

Also Present:   Ralph Coe, Executive Director  
                      Marlene Dorrestyn, Administrative Assistant/Bookkeeper  
                      Rick Battson, Fundraising Officer  
                      Bill Dakin, Director of Financial Services

The President welcomed everyone to the meeting and requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.

**CF-08-028**

**Crawford - Warner**

**“That the minutes of the March 6, 2008 meeting be adopted as distributed.”**

**CARRIED**

The Executive Director’s report was presented:

- Recent Donations/Applications:
  - TD Friends of the Environment: an application was approved for \$6,400.00 to support species at risk, forestry and education support.
  - Vancouver Foundation: provided a donation of \$1550.00 to be used by the Arbour Tree Committee for planting of trees in Sarnia/ Lambton. Funds have been transferred to the Arbour Day Committee.
  - Memorial Forest Donations continue from individuals and funeral homes at approximately \$1200-\$1500 per month. The addition of the Dodge Funeral Home in Forest has been positive with an excellent dedication on June 8, 2008
  - Property Revenue: agricultural rents will provide approximately \$22,000.00 in 2008. (Sinclair and Gawne)

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- Bingo Revenue: net revenue received to date – (\$615.23 to the end of March)
- Larry McDonalds Chev-Olds : continues at \$200.00 per month in support of the outdoor education program.
- Private Donations: two private donors have provided \$5000.00 at the A.W. Campbell Conservation Area. (Maintenance or Development)
- Project/bus tour, Visitors Centre and more : September 18, 2008 – Morning tour. The tour will be a half day (morning) tour in eastern portion of the watershed and headwaters of the Sydenham. Beginning at the administration office. The tour will include the official dedication of the Warwick CA Visitors Centre. Details will follow. Lunch will be at the office and the Conservation Authority Regular Board meeting follows at 1 pm.
- new Conservation Area Booklet and new Provincial website.

**CF-08-029****Bilton - Goddard**

**“That the Board of Directors acknowledges the Executive Director’s Report, dated June 9, 2008.”**

**CARRIED**

A report on the Sydenham Canoe Race was reviewed.

- the Sydenham River Canoe Race was a great success this year with 162 people in 90 canoes and kayaks participating. Thanks to the generous participants, a record \$3,200 was raised for Outdoor Education. The race, which was held on April 20, included nine classes ranging from the very competitive 19 km expert class to the relaxing downstream 8 km recreation class. The fastest 19 km time was 1 hour 25 minutes by Dave Johnston and Keir Johnston. Jeff Agar and Steve Arnold from St. Clair Township not only won the award for most money raised, but also the 8 km VIP race

**CF-08-030****Butler - Goddard**

**“That the Board of Directors acknowledges the report dated June 11, 2008 on the Sydenham River Canoe Race.”**

**CARRIED**

A report on the 2008 Conservation Scholarships were presented.

- in March, scholarship packages were sent to each secondary school within our region with copies supplied for guidance and the science and geography departments. Included with the packages were a supply of posters for the school to post. A media release was issued in early May reminding students of the upcoming deadline. Several news papers published the release and a radio interview was done.
- eight applications were received for the 2008 Conservation Scholarships. The applications were reviewed by a team. The recommended recipients were taken to the Conservation Authority Board for approval. The applications were scored based on marks; interest and activities as they relate to conservation and the environment; future studies as they relate to conservation and the environment; their reference letter(s); and other comments offered by the applicant. Two \$1,000 A.W. Campbell Memorial Scholarships were recommended for the top two candidates: Craig Schritt from Strathroy District Collegiate Institute and Phillip Grover from North Lambton

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Secondary School. Four individuals are recommended to receive the Tony Stranak Conservation Scholarships (\$200 each): Stacey Broad, Lambton Kent Composite School; Amy Kuenzig, St. Patrick's High School; Susan McCormick, Lambton Central Collegiate and Vocational Institute; and Stefan Ivanski, Strathroy District Collegiate Institute.

**CF-08-031**

**Giffen - Simmons**

**“That the Board of Directors acknowledges the 2008 Conservation Scholarships report dated June 10, 2008.”**

**CARRIED**

A draft of a new Foundation brochure was considered.

**CF-08-032**

**Warner - Dale**

**“That the Board of Directors acknowledges the report dated June 10, 2008 on the need for a new Foundation brochure and further that the board approves the printing of 2,000 brochures.”**

**CARRIED**

A education staff report on Geocaching was explained.

- a new Conservation Education Program being developed by SCRCA Staff - in recognition of the need to keep up with technology, The St. Clair Region Conservation Foundation purchased 20 AGarmin e-trex@ GPS receivers through the approved Bingo Budget for an exciting new AGeocaching@ program. The GPS Receivers will be used as a teaching tool in connecting conservation messages to the school curriculum. After consulting with several teachers in grades 6-10, it was determined that a Geocaching program would be an asset to teachers in supporting the required curriculum. Many teachers commented they would definitely bring their classes on a Geocaching field trip to the Conservation Area. Four classes are already scheduled to participate in June and the program has not yet been advertised. Advertising will take place this fall.
- what is Geocaching? Geocaching is a high-tech treasure hunt which uses a global positioning system (GPS) to locate a cache (treasure) at set longitude and latitude co-ordinates. A cache is a hidden storage container of any size (film canister to large tupperware container). By posting co-ordinates of a cache on the geocaching website ([www.geocaching.com](http://www.geocaching.com)), geocachers can access the information to locate the cache. A cache will consist of a log to record the find, as well as trinkets. People are welcome to take a trinket as long as they leave a trinket.
- 2 Hour Program outline:
  - 60 min: with the aid of a power point presentation, students will be taught how to use the GPS receivers and learn how to input co-ordinates. Working in small groups, they will hide a cache in a defined area near the building and record the co-ordinates. Papers will be traded, and each pair of students will use the GPS co-ordinates to find the other group's cache. Hidden caches will consist of different items to prevent groups from finding the wrong cache.
  - 60 min: finding an AEarth Cache@: There is no physical container to search for. Students will find locations using GPS co-ordinates and will have a grade specific work sheet with questions on a clip board to answer. Earth caches will teach the students something about

the site. They will present a lesson on the location. ie) erosion control structures, wildlife habitat, tree i.d., etc.

**CF-08-033**

**Crawford - Colosimo**

**“That the Board of Directors acknowledges the education staff report dated June 10, 2008 outlining the new program which uses Geocaching as a tool to teach conservation messages to students.”**

**CARRIED**

A staff report on the Memorial Tree Program was presented.

- Memorial Forest Dedications
  - the Denning Bros. Funeral Home held their annual dedication in Strathroy on May 25. About 300 people attended the ceremony which commemorated the trees which were planted as part of the Conservation Foundation’s Memorial Forest Program. Duncan Skinner brought greetings from the Foundation and Authority. The Denning Bros. joined the program in 1997. Since that time 1,483 have been dedicated in the Strathroy-Caradoc community through donations received from the funeral home.
  - the new Dodge Funeral Home Memorial Forest Program was launched with its first dedication on June 8. The Dodge Funeral Home is now owned by Brett Denning and he made the decision to start a program in Forest community once again. Steve Arnold brought greeting on behalf of the Foundation and Authority. About 80 people attended on a very hot day. This program will be similar to the Denning program in Strathroy where trees are planted on public lands, wherever there is a need.
  - Upcoming Dedications:
    - McKenzie and Blundy Memorial Forest Dedication, Sunday September 21, 2:00 pm at the Wawanosh Wetlands Conservation Area
    - Conservation Foundation Memorial Forest Program Dedication, Sunday, September 28, 2:00 pm at the Lorne C. Henderson Conservation Area
  - Memorial Trees part of Strathroy Clean Up and Tree Planting Day
    - students from six Strathroy schools scoured the parks in Strathroy, cleaning up garbage and planting trees and shrubs. About 250 volunteers took part in this annual event. Strathroy-Caradoc staff, several businesses and organizations participated with the project which was organized by the Conservation Authority and Fanshawe College. Trees were supplied from funds provided through the Conservation Foundation (Denning Memorial Forest Program) and Langs Bus Lines donated a bus to help transport students to and from the parks. The Strathroy Lion’s Club looked after refreshments. Certificates of appreciation were presented to the schools by Strathroy-Caradoc Mayor Mel Veale

**CF-08-034**

**Goddard - Warner**

**“That the Board of Directors acknowledges the Memorial Tree Program report dated June 10, 2008.”**

**CARRIED**

A status report outlining bingo profits and purchases was presented.

**CF-08-035****Colosimo - Bilton**

**“That the Board of Directors acknowledges the status report, dated June 1, 2008, on the fund raising bingo held in Sarnia.”**

**CARRIED**

A staff report on the Visitor Centre at Warwick was discussed.

- Visitor Centre Project:
  - authority staff assisted by camper volunteers provide the visitor services activities
  - these include wagon rides, movie nights, arts and crafts, nature related programs and presentations, potluck or catered dinners, bingo for children and adults and board or card games.
  - the majority of the planned activities are delivered in the pavilion
  - the present facility is open to the elements and insects and it's design greatly restricts the number of people who can be sheltered for an event.
  - the pavilion also shows evidence of wood decay where the support posts meet the concrete pad and where the roof trusses protrude out beyond the roof.
- Progress to Date:
  - contract was awarded to Classic Design Fence & Deck Company (Kevin Huctwith) on March 31, 2008
  - pavilion was removed in mid-May and construction started on the visitor centre in late May
  - framing is complete and has passed inspection, all steel, underground hydro and supply panel has been installed
- to be Completed:
  - 4 overhead doors and regular door to be installed
  - ceilings, and interior hydro and lights
  - interior floor and exterior concrete patio
  - exterior landscaping and deck furniture (fund raising is ongoing by camper group)
  - anticipated completion date to be June 27<sup>th</sup>

**CF-08-036****Simmons - Dale**

**“That the Board of Directors acknowledges the report on the Visitor Centre at the Warwick Conservation Area.”**

**CARRIED**

A staff report on TD Friends of the Environment Foundation donation was reviewed.

- the St. Clair Region Conservation Foundation has been successful in obtaining a donation of \$6,400 from TD Friends of the Environment Foundation. The funds are to be used to support the following projects:
  - Watershed Report Card - production of a watershed report cards are near completion. We are seeking funds to produce a report which include all 14 report cards (one for each watershed – sample included) as well as a summary section which outlines the methods used and overall results. Each watershed is reported on its forest cover, surface water

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quality and ground water quality. Recommended actions are suggested. The purpose of the report cards is to inform the public about local forest and water quality conditions and to encourage local actions to improve the watershed. The report cards will be available on our website and at special events and the summary will be available upon request.

- Conservation Education Program - both outdoor and in-class conservation education programs are offered to schools throughout the region. Over 10,000 students participate in conservation education programs each year, primarily from the Sarnia Area. The program operates without municipal funds and must be self sufficient. The cost of the program is covered through student user fees and donations. We are requesting support for education supplies and equipment such as paper, photocopying, laminating, posters, wetland study equipment prepared microscope slides etc.
- Species at Risk Newsletter and Display - in March, 2009 a newsletter will be distributed to 49,000 households in the St. Clair region. The display would compliment the newsletter and would include recognition of the TD Friends of the Environment Foundation's role in supporting species at risk.
- Turtle Habitat - one of the limiting factors affecting the distribution of the eastern spiny softshell turtle is limited habitat. This project will create an additional nesting habitat site for the turtle. We monitor the sites to determine the success of the artificially created habitat on an annual basis.

**CF-08-037**

**Giffen - Colosimo**

**“That the Board of Directors acknowledges the report on TD Friends of the Environment donation of \$6,400.00.”**

**CARRIED**

The Executive Director presented a report on property management.

- Routine maintenance continues on all other Foundation properties.
  - Sinclair Conservation Area (Dawn-Euphemia): additional 40,000 tall grass prairie plugs have been planted by RLSN to complete the site as a seed nursery. A draft agreement has been sent to RLSN re: terms for the construction of any outbuildings on site. Awaiting their review. Prescribed burn of the tall grass prairie was successful.
  - Harrison Woodlot: (Middlesex Centre): hunting and access issues resolved. Site is developing very well with the access lane, tree planting, A volunteer from the neighbourhood cuts the grass at the front.
  - Reid Conservation Area: Sydenham Valley Naturalists have held successful nature hikes through the area this spring, recognizing the significance of this property. ATV issues have occurred and restrictions are being put in place to control trails. No changes in management at this time.
 

Gawne Property (Dawn Euphemia) RLSN have indicated their long term plans would be to ask if the Foundation would lease this as a Tall Grass Prairie Nursery site to compliment the Sinclair nursery and proposed Workshop and cold storage etc. This is a decision for the Foundation at a later date however input is always welcome.
- EAB (Emerald Ash Borer): all lands: forestry staff have reviewed the woodlots for any potential ash die off from Emerald Ash Borer. This remains a significant concern this year.

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- What we know thus far:
  - EAB arrived in the Detroit area on wood pallets or packaging 8-13 years ago
  - first confirmed in Ontario in Windsor in July of 2002.
  - the adults fly about 5 km per year
  - Emerald ash borer was first identified in Lambton near Port Lambton in August 2005
  - the double quarantine has been lifted for Lambton
  - currently there are 4 Counties Essex, Lambton, Middlesex and Elgin, and the Municipality of Chatham-Kent plus a portion of the City of Toronto under quarantine
  - the biggest concern about spread is from the movement of firewood especially for camping and cottages - the movement of ash nursery stock and logs with bark has greater controls and is therefore of less concern - as a result these are the rules within the quarantine area:
    - Ash products with bark and firewood may move within individual quarantines without a movement certificate anytime
    - Ash products with bark and firewood must have a movement certificate to be transported from one quarantine zone to another
    - Ash products with bark and firewood may only be transported outside quarantine zones to none-quarantine zones from September 1<sup>st</sup> - March 31<sup>st</sup> and be covered by a movement certificate
- Locally:
  - the area west of the Kimball had some dead and dying trees last year
  - it is anticipated that this area will experience significant die-off this year and neighbouring areas will begin to see dead and dying trees
- Action:
  - last year some parasitoids of EAB from its natural range in Asia were released in Michigan to try to control it - however, it may be as long as 10 years before we know whether these insects will have any impact on EAB. The second step in that process was successful - they did overwinter in Michigan and will be parasitizing EAB shortly.
  - additionally researchers have found a “Native” wasp whose populations seems to be expanding at the expense of the EAB.
  - in the US some Arborist companies have been treating EAB infested trees since before they even knew it was EAB that was attacking the trees. Not only have the trees survived they have recovered and appear quite healthy.
  - in 2007 Ontario/ Canada allowed the experimental Use of oil from the NEEM tree to be used in London. It was successful enough to allow for a 1 year registration of a product called “Treeazin” which can only be applied by licensed contractors. A sample cost would be \$190 for a 30 cm DBH tree. The treatment should be good for 2 years.
  - the Canadian Forestry Service is establishing new traps on areas with infestations of the beetle to test out the use of certain pheromones as attractants - One such set of 40 traps was established at The Mc Keough Dam on June 10.
  - all Authority owned properties contain at least 1 species of ash and the population

- ranges anywhere from a few scattered trees up to 80% of the tree population.
- Authority Concerns:
  - the only Authority properties where the EAB have been identified are located in St. Clair Township
  - there are three issues on Authority properties related to EAB,
    - loss of current and future revenues because of EAB.
    - loss of up to 50% of the growing stock in some plantations.
    - loss of memorial forest trees.
  - there does not seem to be any inexpensive or easy way to replace the 30-45% of ash trees in the plantations. Staff have tried direct seeding on 4 separate occasions. The acorns planted in the fall of 2007 are currently germinating as are the maple keys and white elm seeds planted in early June.
  - in 2007, the Authority harvested timber - mostly ash - from the Highland Glen and AW Campbell properties. This year, Authority staff will mark and harvest McKeough Upstream Properties 83, 84, 103 and 111 and the Maples Woodlot that is owned by the Conservation Foundation.
  - Lorne C. Henderson and Chontos should be considered for thinning in 2009 because sections contain 20-30% ash. In addition, there are almost 50 acres, which is 50 % ash around the workshop at the Warwick CA, which should be marked for thinning for 2009.
  - Coldstream CA and Sinclair properties can be left until 2010.
  - although ash will be the primary species of tree marked it should be noted that the marking and harvesting will be done under the principals of sustainable forestry.
  - the Maples Woodlot deserves special mention. The entire property will soon be surrounded by houses making it difficult to log. It is 80% ash and if the EAB gets there dead trees will pose a significant liability. If most of the trees die at once it will also be a significant safety hazard to people trying to fell the trees. It probably should be marked and logged as soon as possible but will require notification to the neighbours telling them why we are doing what we are doing. Even with notification it is likely there will be resistance from local residents, however, they may also be concerned about the potential property damage created by falling trees and the impact of a declining woodlot on property values.
- to date EAB has not been found at any of the Authority's Conservation Areas with camping facilities - however it appears to be only a matter of time unless there is a major change.

**CF-08-038**

**Goddard - Giffen**

**“That the Board of Directors acknowledges the Executive Director’s report on Property Management dated June 9, 2008.”**

**CARRIED**

**CF-08-039**

**Giffen - Colosimo**

**“That the Board of Directors request that the Maples Woodlot management recommendations of Donald Craig, RPF, be carried out.”**

**CARRIED**

An update on the Bates property was discussed.

- Trust Fund: reviewed correspondence from the solicitor for the estate of Melba Bates. \$220,926.96 was received April 11, 2008 as interim distribution. We anticipate the balance of trust funds by year end.
- letter of thanks/ acknowledgement and release sent back.
- tree planting (300) at the Bates Homestead (where the home, tennis courts etc were removed) Trees have also been planted in the former ball diamond however this site is ideal for additional tall grass prairie which is occurring naturally. Tree socks and stakes were required to keep the deer browsing, replacement trees planted in spring of 08.
- grass cutting between the rows of newly planted trees along with the tree maintenance spray program will continue until such time as the trees are established and free to grow. Grass cutting of the homestead lot contracted to Murray Steele at \$60/cut (519-674-0474.)
- Phragmites: we are monitoring the Bates Wetlands at the end of Rondeau Bay for the spraying of phragmites which occurred last fall. We sprayed only, Keith sprayed and then burned his wetland sites. These adjacent to each other with Kent Bridge Rd between them. We will monitor to see which is the most successful and cost effective method of control.

**CF-08-040**

**Warner - Goddard**

**“That the Board of Directors acknowledges the Bates Property Update, including the signing of the release for partial satisfaction of estate distribution, dated June 9, 2008.”**

**CARRIED**

Statements outlining the financial status of the Foundation to April 30, 2008 were presented.

**CF-08-041**

**Butler - Arnold**

**“That the Board of Directors approves the statement of revenue and expenses to April 30, 2008.”**

**CARRIED**

A list of disbursements to for March, April and May, was reviewed

**CF-08-042**

**Dale - Crawford**

**“That the Board of Directors approves the list of disbursements for March, April and May, 2008.”**

**CARRIED**

A report outlining the Foundation’s Investments was discussed.

**CF-08-043**

**Goddard - Simmons**

**“That the Board of Directors acknowledges the investment report, outlining the status of Foundation investments.”**

**CARRIED**

A report on banking and auditing services beginning in 2009 was explained.

- our current 5 year agreements with The Libro Financial Group, for banking services, and Woods Pearson Associates (Formerly Fred C. Hoffener) for auditing services to the Foundation expires at the end of 2008.
- Banking Services: we are receiving excellent customer service from Libro and they are very responsive to our needs. It is because of this excellent working relationship, and the added value of being an owner as opposed to a customer, that I would recommend that we extend our existing agreement with Libro Financial Group a further five years.  
The key items of the agreement will remain the same:
  - Interest paid on balances prime +1.75%
  - Borrowed funds at prime
  - No service fees
  - Online banking at no charge
  - Profit sharing \$1.00/1,000 average balance (2007 = 1,174)
- Audit Services: the audit services of Woods Pearson Associates have been excellent. Currently the Authority and the Foundation have two separate audit firms. The audit firms provide a 5 year pricing schedule. We would like to request proposals for both the Conservation Authority and Foundation audits simultaneously. They would be separate RFP's. In light of the fact of the PSAB 3150 mandate for recording of all Capital Tangible Asset effective January 1, 2009, and the need for the Auditors for that period to be in agreement with our process. I would recommend that we go out for requests for proposals for auditing for the period January 1, 2009 to December 31, 2014, and that the results be considered at the October Foundation Board of Director's meeting.

**CF-08-044**

**Bilton - Dale**

**“That the Board of Directors approves the extension of the agreement for banking services with the Libro Financial Group for a further 5 years beginning in 2009, and further approves the tendering of auditing service beginning in 2009 and further that that the results be brought for consideration at the next Board of Director's meeting as outlined in the memorandum dated May 28, 2008.”**

**CARRIED**

A staff report on PSAB 3150 Tangible Capital Assets was explained.

- the 2002 CICA research report *Accounting for Infrastructure in the Public Sector* concluded that “a major factor in determining a local government's financial ability to maintain its existing service levels is access to financial information about the stock and use of its capital assets.” Yet for the majority of local governments in Canada, financial information about the stock, use and condition of capital assets is generally not available.

- the situation is about to change. Effective with fiscal years starting January 1, 2009, the Public Sector Accounting Board will require local governments, and conservation authorities to present information about the complete stock of their Tangible Capital Assets (TCA) and amortization in the financial statements.
- Background: to address this issue the Authority brought on Marlene Lavery as Capital Asset Clerk through the JCP program on April 28, 2008. Marlene spent the first week reading through two documents 1. *Implementation of Accounting for Tangible Capital Assets – Reference Manual* (Produced in conjunction with the Province of Ontario and 15 municipalities throughout Ontario) 2. *Guide to Accounting for and Reporting Tangible Capital Assets* (Produced by the Public Sector Accounting Group of the Canadian Institute of Chartered Accountants CICA). This reading provided the framework required to establish standards on how to account for and report TCA's of the Authority/Foundation.
- on May 13, 2008 staff met with Ken Williams of Woods Pearson Associates our current auditor to ensure we were required to account for and report our TCA's, to which he assured me were. For the foundation, currently the only TCA's that we own are Land. Our current policy is to record or value the land at the value for which we offer the tax receipt for. As we are already in the practice of recording land in this manner we need not make any adjustments or new provisions for this legislation, as we are already in compliance.

**CF-08-045**

**Crawford - Giffen**

**“That the Board of Directors acknowledges the report dated June 2, 2008, regarding the work already undertaken, as it pertains to Tangible Capital Assets in compliance with PSAB 3150, which comes into effect January 1, 2009 and further approves and adopts the two policies FIN -01 Tangible Capital Assets - Asset Categories and FIN-02 Tangible Capital Assets -Tangible Capital Asset Threshold as contained in the report.”**

**CARRIED**

The meeting went In Camera to discuss property issues.

**CF-08-046**

**Giffen - Warner**

**“That the Board of Directors go in camera at 11:20 a.m. to discuss property issues with all staff remaining.”**

**CARRIED**

**CF-08-047**

**Crawford - Brewer**

**“That the Board of Directors rise and report at 12:10 p.m.”**

**CARRIED**

A staff report on the proposed sale of surplus buildings and access drive at the Clark Wright Conservation Area was considered.

- at the March 6 2008 meeting the Board discussed and provided direction to negotiate the terms and

conditions of sale of the surplus buildings at the Clark Wright CA. The Board was in support of this sale if the purchasers, who are the abutting landowners, paid for all severance and transfer costs and for the cost of relocating their hydro service to be wholly on their own property.

- Subsequent to the Foundation Board meeting in March 2008:
  - Mike Hopkins/Jill Glover: (potential purchasers ) met with potential purchasers and they accepted the general terms of agreement – this resolves several issues such as hydro servicing, private/shared laneway access to the home and outbuildings, and removes the significant liability/costs of maintaining or removing horse barn, garage and drive shed. It also provides a clear building site (approved by municipality) for the construction of a workshop and cold storage. The purchasers have agreed to assume all costs and agreed/requested the Authority/Foundation staff act as their agent in the planning applications.
  - planning requirements: met Township planner to review the plans, severance, rezoning and seek their general support and direction prior to applying for a severance/variance. Building permit has been received from the Chief Building Inspector, for the construction of the Cold Storage facility.
  - Solicitor: Rob Waters, (agreed by both parties and at purchasers cost) to complete the agreement of purchase and sale, and transfer based on the Foundation Board approval.
- Next steps:
  - subject to the approval of the Foundation Board of Directors the application for severance and minor variance to be presented at the July 2, 2008 Committee of Adjustment for Strathroy-Caradoc.
  - severance for approx 1.5 acres to be transferred to the abutting landowners. Minor variance required as the size of the new lot exceeds the area allowed for a residential lot within the agricultural zone.

**CF-08-048**

**Arnold - Giffen**

**That the Board of Directors acknowledges the report on proposed sale of surplus buildings and access drive at the Clark Wright Conservation Area to Mike Hopkins and Jill Glover of 7258 Walkers Dr. Strathroy, and further authorizes the signing officers to execute the Agreement of Purchase and Sale, with the Foundation to act as an agent for the purchasers to complete the transfer.**

**CARRIED**

A staff report on Glenview Estates was reviewed.

- Considerations/issues:
  - Trust fund: terms, amount, etc has not been confirmed based on several unknowns, extent of development proposed (trails, parking, taxes, insurance, oil well plugging etc, standard operating and maintenance issues. ) While the indications are that the fund will be put in place it is an unknown.
    - the option is to have this as part of the subdivision agreement with the municipality that a fund be established and it will then be required. Preliminary discussions with the Clerk of Enniskillen indicated this was certainly possible.. The downside is a mandated condition of trust fund may not have the same tax benefits to the donor.

In addition the donors indicated it may be years before the donation as that is when they will be in the financial position to require the tax benefits.

- second option is to have a clause in the agreement that if a satisfactory funding agreement/fund is not in place upon the decision to transfer that the Foundation can unilaterally withdraw from the agreement. (discussion required)
- Conservation Area: the developers have already presented their plan as a conservation area in their plans, documents and preliminary promotion. They wish to continue to promote the future donation and be known as the Glenview Conservation Area. The developers will maximize this as a positive marketing tool, however we will not have ownership and if the transfer does not proceed if for any reason the (conditions of a trust fund).
- use of the designation Conservation Area. Under the Conservation Authorities Act only land owned by a Conservation Authority can be called a Conservation Area. We extend the use to Foundation owned land on certain properties because of the unique partnership and agreements. (some Conservation Authorities do not)

**CF-08-049**

**Arnold - Goddard**

**“That the Board of Directors agree in principle to the terms and conditions of the draft Trust Agreement with Glenview Estates and direct staff to finalize the agreement subject to satisfactory agreement on the terms of the trust agreement, unilateral opt out clause for the Foundation if conditions of the Trust agreement cannot be met and use alternate designation in name until such time as all conditions of the trust agreement be met.”**

**CARRIED**

**CF-08-050**

**Warner - Bilton**

**“That the meeting be adjourned.”**



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Duncan Skinner  
President

Ralph Coe  
Executive Director