



**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, November 28th, 2018, at 1:20 p.m.**

The Grey Sauble Conservation Authority Board of Directors meeting was held at the Conservation Authority Administration Centre located on Inglis Falls Road.

1. Call to Order

Chair Cathy Little called the meeting to order.

Directors Present- Alan Barfoot, Jaden Calvert, Harley Greenfield, Dick Hibma, Cathy Little, Bob Pringle, Ana Vukovic, and Paul Eagleson

Directors Absent – Sue Carleton, Scott Greig, and John McGee

Staff Present – Sonya Skinner, Alison Armstrong, Gloria Dangerfield, Karen Gillan, Vicki Rowsell, Andy Sorensen, Doreen Robinson, Jason Traynor, Mike Fry, Carl Seider, and Tim Lanthier

2. Adoption of Agenda

Motion No.:	Moved by:	Dick Hibma
FA-18-096	Seconded by:	Alan Barfoot

THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of November 28th, 2018, with Item 7) Business Items g) Administration 4) First Review of 2019 Budget – being removed from the agenda.

Carried

3. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at this time.

4. Adoption of Minutes

Motion No.: Moved by: Harley Greenfield
FA-18-097 Seconded by: Ana Vukovic

THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of October 24th, 2018.

Carried

5. Business Out Of Minutes – nothing at this time

6. Consent Agenda

Motion No.: Moved by: Bob Pringle
FA-18-098 Seconded by: Alan Barfoot

THAT in consideration of the Consent Agenda Items listed on the November 28th, 2018, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: 1) Environmental Planning - Section 28 Permits – October 2018; 2) Administration - Receipts and Expenses – October 2018; 3) Minutes: a) Foundation - October 10th, 2018; b) Indigenous Relations Committee – July 25/18; 4) Correspondence – a) Letter from Jeff Yurek, Minister of MNRF re: Provincial Funding for Southern Georgian Bay Initiative; b) Letter to Minister Yurek, MNRF and Minister Rod Phillips, MECP, re: request for provincial funding and leadership for phragmites australis eradication;

Carried

Updated letters to the newly appointed Ministers have been re-submitted requesting provincial funding and leadership for phragmites australis eradication.

Bob Pringle asked if there were books available on the Indigenous Groups. There are books available at the GSCA office.

7. Business Items

a) Water Management

- 1) Propose and cost water level and flow monitoring equipment to move GSC to a desired state**

These staff recommendations support the “Better Monitor and Manage Flood Risks” priority that was set out in the 2019-2021 Strategic Plan. In partnership with the Federal, Provincial and local Municipalities. GSC provides Flood Warning services for our

watershed. Water level forecasting is complex, and in alignment with the Board's endorsement of GSCA's strategic direction. Staff strongly recommend that the flow monitoring equipment and real-time reporting be expanded over the next few years to ensure that essential data is available in a timely fashion.

In addition to use by GSCA, municipal emergency management staff (who support these network enhancements) and the public will have enhanced access to water information online. This [Watershed Conditions Map](#) is quickly approaching 20,000 visits.

These gauges also provide essential base data to understand flow trends in the context of potentially more severe weather and support future hydrology and hydraulic studies.

This proposal includes 11 water level station sites with the potential to expand further as funding permits.

GSC staff have been piloting and evaluating a low-cost alternative to the existing setup of the Water Survey of Canada-type stations (cost estimate \$30,000/station). The total estimated cost per station for the recommended station type is \$2000 plus \$120/year cellular data costs.

Staff propose that four new stations per year, meaning about \$8000 annually in capital costs plus ongoing data costs in each of the next three years be included in the budgeting process. Year end funds, where available, will also be used. Staff will actively apply for external funding opportunities, where available.

Dick Hibma commented that there is a strong and compelling case for this expenditure.

Motion No.:	Moved by:	Dick Hibma
FA-18-099	Seconded by:	Harley Greenfield

WHEREAS the Grey Sauble Conservation Authority (GSC) has the responsibility to provide a timely and accurate flood forecasting system to its member municipalities;

AND FURTHER WHEREAS GSC's strategic plan has a goal that includes actively striving to provide a strong technical understanding of our watersheds through the use of modern real-time monitoring and tools;

AND FURTHER WHEREAS GSC is actively promoting the public use of this monitoring to protect people and property from flood risks;

THAT the Grey Sauble Conservation Authority Board of Directors receive this report as information.

Carried

b) Environmental Planning

1) Planning and Permit Fees Update

Fees paid by applicants enables delivery of the “Enhance GSC Land Management and Natural Heritage Preservation” goal in the GSCA strategic plan and supports GSCA’s financial and human resources sustainability.

Through the timely response to development inquiries, GSC supports economic development, prevents the loss of life and unreasonable social burdens from flooding, ice and erosion, and helps to preserve natural heritage corridors and species at risk. GSC’s planning and permits work is well received.

GSCA has Memorandums of Agreement with local municipalities and counties to provide Natural Heritage expert comments for municipalities’ consideration when making planning decisions. As GSC’s Memorandums of Agreement (MOAs) have not yet been updated, each municipality and NEC must agree with the proposed selective fee changes. Discussions with staff have been very positive.

The municipally set fees currently increase with the Consumer Price Index when the next nearest \$10 increment is reached. However per a GSCA Resolution in 2017 the addition of a staff person in 2018 necessitates an overall re-setting of fees.

Staff recommend including the CPI-driven changes, as well as modest selective fee increases for Official Plan Amendments, Zoning By-law Amendments, Consents (to sever), Minor Variances, NEC Permit reviews and pre-circulation consultations for small developments, to increase annual revenue about \$17,000 to \$297,000.

This staff report considers the current geographic scope of commenting by GSCA. If a future decision increases that scope, staff will propose any associated changes.

**Motion No.: Moved by: Paul Eagleson
FA-18-100 Seconded by: Jaden Calvert**

WHEREAS the Grey Sauble Conservation Authority Board of Directors has directed staff to investigate fee schedules and make recommendations on the fee changes that should be made in 2019 to offset previously approved staffing needs within the Land Use Planning and Regulation Department;

THAT the Grey Sauble Conservation Authority Board of Directors approve Option 2, CPI plus selective fee increases on GSC-set fees and municipal agreement fees as noted on the Appendix and;

FURTHER THAT fees will automatically increase annually whenever applying a Cost of Living factor cumulatively reaches the next \$10 increment, using the recommended Option 2, CPI and Selective Fee Increases.

Carried

c) Lands Update

1) Property Tax Review and Changes

This item is related to the “Enhance Land Management” priority that was set out in the 2018 Strategic Plan. GSCA owns approximately 11,000-hectares of property throughout its watershed. In 2018, GSCA paid just over \$69,000 in property taxes to the relevant local municipality based on the MPAC assessed property value and the tax class designation.

GSCA tries to take advantage of tax incentive programs where available to assist in reducing the taxes we pay in any given year, such as the Managed Forest Tax Incentive Program and the Conservation Land Tax Incentive Program.

A recent tax review found issues in terms of the amounts being charged, tax exemption errors, and billings on properties not owned by GSCA, which resulted in an annual tax savings of over \$2000.

Staff also submitted applications for relief under the Community Conservation Land Tax Program, which is only open to charitable organizations and conservation authorities for lands which meet specific natural heritage criteria. If successful, GSCA should see an additional tax reduction of approximately \$7100.

Initial review for the 2018 budget suggested that the property tax increase would be 6 percent over 2017, however, the actual 2018 increase was approximately 12 percent, with some municipalities going as high as 37 percent.

Board Members again asked about the selling of some of GSC properties. Dick Hibma commented that he appreciated the report’s clarity. Two members questioned whether the ownership of lands by a Conservation Authority would decrease the municipal tax base, and staff clarified that most tax programs being used are open to the public and thus could be applied for by any owner.

Motion No.: Moved by: Jaden Calvert
FA-18-101 Seconded by: Dick Hibma

WHEREAS the Grey Sauble Conservation Authority (GSCA) owns property within the boundaries of each of its member municipalities upon which it pays property taxes;

AND FURTHER WHEREAS GSCA is actively striving to provide publicly accessible natural areas while considering a fair balance of funding to municipalities based on the types of land holdings and the use of available land tax incentive programs;

THAT the Grey Sauble Conservation Authority Board of Directors receive this report as information.

Carried

2) Annual Update on McKay Pay, Overall Lands Income Notice and Number of Visitors

This item is related to the “Enhance Land Management” priority that was set out in the 2018 Strategic Plan. The collection of reasonable fees for the use of GSCA’s properties is in place to enable the operations, maintenance and capital upgrades of the lands. Overall, fees are modest and are designed to encourage and enable local users to utilize the seasonal options that are available.

GSCA collects user fees for incidental uses including through film agreements, pavilion rentals, parking fees and user group agreements.

In 2018 GSCA started tracking property usage through the installation of both trail and car counters. From the information collected at the properties where counters were installed, over 85,000 visitors were recorded. This included some very surprising numbers, including over 22,000 visitors to Bruce’s Caves, and over 18,000 visitors to Spirit Rock. It is estimated that the annual visitor usage of all GSCA’s properties is over 200,000 people. Unfortunately, we have also established that overall parking compliance is quite low, at approximately 14 percent.

Staff are happy to report that in 2018 the user fees net revenue target of \$87,000 was exceeded, and there was significant success with the MacKay Pay parking system.

GSCA staff plan to:

1. Maintain the use of the MacKay Pay and other user fee collection systems and continue to increase and/or maintain signage, staff presence and compliance efforts at MacKay Pay serviced parking areas, including a notice and/or ticketing program;
2. Initiate a pilot project to add a gatehouse at Eugenia Falls that will be staffed on weekends;
3. Continue to update the User Fee Schedule with future endorsement from the Board of Directors;

Motion No.: **Moved by:** **Jaden Calvert**

FA-18-102 **Seconded by:** **Ana Vukovic**

WHEREAS the Grey Sauble Conservation Authority (GSCA) is currently collecting user fees for various activities through direct payment and the MacKay Pay parking app;

AND FURTHER WHEREAS GSCA has commenced with tracking property usage;

THAT the Grey Sauble Conservation Authority Board of Directors support the Recommended 2019 User Fees Actions identified in board report 23-2018 including signage and increased staff presence and compliance efforts.

Carried

Alan Barfoot asked to whether parking on the Inglis Falls road had decreased. Jason Traynor advised that it has not. Thanksgiving was one of the worst in years, and

additional enforcement from the Township of Georgian Bluffs is needed. Alan stated that this would need considered if there would be compensation for a Georgian Bluffs employee.

Fees for parking will not be increased for 2019. A Management Plan is being developed for Inglis Falls, and Dick Hibma advised that Inglis Falls parking fees were to be directed to improvements at this site. Harley Greenfield agreed that parking fees should be put dedicated to each specific area. Ana Vukovic asked if we could charge by hour instead of day and Cathy Little suggested additional Seasons Pass promotion.

d) Forestry

1) Forestry Tendering Plan

In line with a request from the forestry industry, on September 25, 2018, GSC Forestry staff emailed the proposed 2018, 2019 and 2020 Forestry Tendering plan to all known participants of the local forest industry. No comments were received, and tendering packages will now be sent out and posted on Grey Sauble's website.

Alan Barfoot asked if there is anybody getting into the harvesting industry and Bob Pringle asked if Keeso Lumber is active. Mike Fry advised there is only a small group.

FSC Certification provides independent oversight that GSCA is sustainably managing our forests, however GSCA has not seen increased lumber prices due to this certification and are questioning the \$8000 annual fee and will talk with lumber mills. Grey and Bruce Counties are both certified. SVCA has just left the FSC program.

Motion No.: Moved by: Alan Barfoot
FA-18-103 Seconded by: Harley Greenfield

WHEREAS Grey Sauble publicly tenders standing timber for competitive sale to generate revenue and offset operating costs;

AND FURTHER, WHEREAS Grey Sauble organized and held an open house to discuss forest management issues and opportunities with the logging industry on March 28, 2017 where they requested notification of "future forest management tenders that GSC is planning to put out for tender to allow potential bidders the opportunity to plan their bidding and their future operations in a more consistent manner."

AND FURTHER, WHEREAS in fall 2018 Grey Sauble staff have communicated the planned stands being considered for forest management between the years of 2018 to 2020 with the forest industry;

AND FURTHER, WHEREAS both GSC's Board of Directors and Forestry Committee have the authority to approve the GSC Tendering Plan;

THAT the Grey Sauble Conservation Authority Board of Directors approve the Grey Sauble Forestry Tendering Plan.

Carried

2) Forest Management Plan Consultations Update

Throughout 2018, GSC Forestry staff have been updating the Forest Management Plan (FMP). At the June 22, 2018, Forestry Committee meeting, the updated FMP was presented. The committee approved the FMP in principle and, subject to updates to the tables, to proceed with public consultations. GSC has reached out to the local logging industry with our Forest Management Policy and did not receive any feedback, and has spoken to both local First Nations (Saugeen First Nations and Chippewas of Nawash First Nations). Both have indicated they may be interested in providing comments.

A copy of the Forest Management Plan and Policy will also be placed on the GSC Website and in the GSC Administration Centre, and in conjunction with Grey County, staff will organize public meetings/open houses to give members of the public opportunities to provide comments in person.

3) Renaming of Grey Bruce Forestry Service to Grey Sauble Forestry Service

Motion No.: **Moved by:** **Paul Eagleson**
FA-18-104 **Seconded by:** **Jaden Calvert**

WHEREAS the joint Grey Bruce Forestry Service (GBFS) was a service of GSC and the Saugeen Valley Conservation Authority (SVCA) that provided forestry-related services to landowners within Grey and Bruce Counties;

AND FURTHER that the SVCA has advised GSC of their intention to dissolve the GBFS;

AND FURTHER that the GSC Forestry Committee has reviewed the SVCA letter and agreed to dissolve the joint GBFS, and establish an independent GSC-led GBFS that continues to use the GBFS branding, with a geographical focus on non-SVCA areas in and around the GSCA watershed;

THAT Grey Sauble Conservation rename and rebrand the Grey Bruce Forestry Service as the Grey Sauble Forestry Service.

Carried

e) DWSP/RMO Report

1) Research Paper on Water Quantity, covering GSC's interests and Potential Roles

This item is related to the "Support the Development of Watershed Plans with Municipalities" priority that was set out in the 2018 Strategic Plan and fulfils the request

from Board member John McGee to document and examine GSCA's roles and interests related to water quantity.

The *Provincial Policy Statement (2014)* provides direction for planning authorities (i.e. municipalities) to protect, improve or restore the quality and quantity of water. This is typically achieved through watershed management plans that consider a variety of factors at the watershed and/or subwatershed level. These plans can be used to better understand cumulative impacts of land use activities (such as development projects) within the balance of local watershed inputs (e.g. runoff, surface/groundwater inflows) and outputs (e.g. surface/groundwater outflows, residential/industrial uses).

Currently, GSC provides either a leading or supporting role on water quantity management in the following areas; 1) management of GSCA-owned and some Ducks Unlimited dams, 2) Regulatory controls on building in flood plains and wetlands (Regulation 101/06) and flood forecasting, 3) Low Water Response, 4) Municipal Drinking Water Budgets, and 5) Great Lakes Water Levels, all of which form a knowledge base of information required to develop watershed and/or subwatershed management plans, which staff recommend as the best avenue for a better understanding of watershed-wide water quantity for GSCA, municipalities and others.

Motion No.: **Moved by:** **Harley Greenfield**
FA-18-105 **Seconded by:** **Bob Pringle**

WHEREAS staff were requested to consider the possibility of including water quantity considerations under the Grey Sauble Conservation (GSC) Strategic Plan goal "Improve Water Quality";

AND FURTHER WHEREAS GSC has specified roles and responsibilities to address water quantity that are currently identified under the Strategic Plan goal to "Better Monitor and Manage Flood Risk", along with its role as a dam owner, coordinator of a local low water response team, and drinking water source protection;

THAT the Grey Sauble Conservation Authority Board of Directors supports the further examination of water quantity threats and opportunities through the GSC Strategic Plan goal "Support the Development of Watershed Plans with Municipalities" and receive this report as information.

Carried

Dick Hibma commented that Drinking Water Source Protection water budgets were completed through MOECC (now MECP) funding, however they are not updated and MECP does not consider them or request CA comments in issuing further Permits to Take Water. If all water-takers took the maximum allowable under their permits they would likely over-consume the sources. Grand River CA has completed an overall water budget for their watershed.

Harley Greenfield, Ana Vukovic, and Bob Pringle all expressed how dry the summer had been, based on their local observations, and that there was surprise the Low Level Response did not go below Level One.

Alan Barfoot suggested that GSCA become a member of the Great Lakes Initiative and to contact Warren Dickert or Mitch Twolan.

f) Community Relations – nothing at this time

g) Administration

1) Personnel Policy – Update with addition of Job Description for Forestry Technician

Motion No.: **Moved by:** **Paul Eagleson**
FA-18-106 **Seconded by:** **Jaden Calvert**

THAT the Grey Sauble Conservation Authority Board of Directors approve revising the Personnel Policy effective November 28th, 2018, to include the updated Job Description for Forestry Technician

Carried

Questions were raised as to the same or very similar titles for different Forestry Technician positions that fall into different levels on the Salary Grid.

2) 3rd Quarter 2018 Budget report-back and Year-End Forecast

Alison Armstrong, Finance Coordinator, reviewed the Q3 Comparative Report up to September 30th YTD and Forecast. Sonya Skinner mentioned that some forest harvest income expected in 2018 will be deferred to 2019 as loggers were delayed by the early snowfall.

3) End of Year Report-back on CAO's performance priorities

Sonya Skinner, the CAO, introduced a report-back on the CAO performance priorities set out by Board Resolution in March 2018. 2018 was a very productive year that included the confirmation of a GSCA Strategic Plan, the beginning of a new generation of more effective communications, a 99% increase in our net revenue from Mackay Pay, a full implementation of BOD-approved actions for GSCA's agricultural lands, the development of an Environmental Educators Collaborative in Grey Bruce, the 5-year update of the Watershed Report Card, implementation of an Indigenous Relationships group, and successful funding applications that allowed us to order an aircraft-based LiDAR information collection and hire a GIS/Water Technician.

Each Coordinator, Supervisor and Communication and Education staff spoke to and reviewed the accomplishments in each of their departments in 2018.

Alan Barfoot, Cathy Little and Dick Hibma provided positive feedback that included that the work was focused, evidence-based, strategic plan focused, has stepped up in the past couple of years, and that staff are being challenged to flourish. Sonya thanked the Board for their trust and support.

4) First Review of 2019 Budget – deferred until the January 2019 meeting.

5) CAO's Update and Monthly Calendar

- Under National Disaster Mitigation Program federal funding, GSC has sole sourced the purchase of a proprietary software used by multiple CAs and consultants for Water Management hydraulics and hydrology.
- The GSC Seasons Pass has a new design. A campaign through GSC website and Social Media will be carried out to promote the Pass.
- There were no responses to the basement renovations tender. Staff are examining whether the work can be carried out in collaboration with a local educational institution.
- Staff are part way through delivering brief orientation sessions for new municipal councils.
- Staff are examining if GSCA and/or our Foundation should become engaged in an auction of land near the GSCA Masse property that formerly belonged to a local logging company.

8. **Chair's Report**

- The Chair attended the Grey Bruce Healthy Communities meeting in October which highlighted the health in all policies concept, a Grey County Official Plan meeting, and an Indigenous Committee meeting at which Petal Furness from Grey Roots was a presenter. She spoke on history including her family.
- Also attended Latornell Symposium near Alliston from November 13th to 15th, 2018.
- Will attend University of Guelph on November 30th to hear about student proposals for the Epping Muir lookout and will continue to tour GSC properties.

9. **Other Business**

- a) Committees – Minutes – nothing at this time for the following:
 - 1) Friends of Hibou;
 - 2) Forestry;
 - 3) BRWI;
 - 4) Aboretum Alliance;
- b) Next Meeting – The December 12th, 2018, meeting is cancelled. The Christmas/Volunteer Luncheon is being held at the Beaver Valley Community Centre, 58 Alfred Street, Thornbury, ON, on December 12th, 2018, at 12 noon

Ana Vukovic said she had been on the GSC BOD's for 3 years and wanted to thank everyone and it was a pleasure to have served on this Board. She hoped directors will continue to enjoy the board and that the board will stay the way it is.

10. **Closed Session – Personnel**

Motion No.: **Moved by:** **Bob Pringle**
FA-18-107 **Seconded by:** **Harley Greenfield**

THAT the Grey Sauble Conservation Authority Board of Directors move into Closed Session to consider a Personnel Item;

Carried

Motion No.: **Moved by:** **Dick Hibma**
FA-18-108 **Seconded by:** **Bob Pringle**

THAT the Grey Sauble Conservation Authority Board of Directors rise from Closed Session.

Carried

11. **Adjournment**

Motion No.: **Moved by:** **Paul Eagleson**
FA-18-109 **Seconded by:** **Jaden Calvert**

THAT this meeting now adjourn.

Carried

The meeting adjourned at 4:30 p.m.

Cathy Little, Chair

Doreen Robinson
Administrative Assistant

This set of minutes was approved by the Grey Sauble Conservation Authority Board of Directors at their meeting held on January 23rd, 2019.