



Grey Sauble Conservation Authority

Minutes

Full Authority Board of Directors

Annual General Meeting

Wednesday, January 11th, 2017 – 1:15 p.m.

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

1. Call to Order

Chair Dick Hibma called the meeting to order.

Directors Present

Paul Eagleson, Harley Greenfield, John McGee, Dick Hibma, Marion Koepke, Al Barfoot, Jaden Calvert, Sue Carleton, Shawn Greig, Cathy Little, and Ana Vukovic

Staff Present – Sonya Skinner, Chris Hachey, Doreen Robinson, Anne Lennox, John Bittorf, Tim Lanthier, Krista McKee, Carl Seider, Alison Armstrong, and Gloria Dangerfield

2. Approval of Agenda

Motion No.:	Moved by:	Marion Koepke
FA-17-001	Seconded by:	Cathy Little

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of January 11th, 2017, with the following additions. Under Item 14. Business Items – a) Water Management – add 1) Successful purchase of Phragmites cutter; Under Item 14 b) – Environmental Planning – add 2) Request for Fee Waiver by the Bruce Trail Conservancy; Under Item 14 c) –

Lands Update – add 1) Plan to run competition to fill Carl Sadler’s position; Under 14 d) Forestry, Fish, and Wildlife – add 1) Forestry consultation plan/Committee Meeting Date; Under 14 e) Communications/Public Relations – add 1) Open House for Realtors on Land Use Planning and Source Water Protection – Wed. Feb. 15, 2017; Under 14 f) Administration, add the following – 2) Cleaning Contract update; 3) Potential MNRF Support for Stewardship Position; 4) Municipal presentation dates for draft budget; 5) Municipal CAOs/Clerks event on the draft budget

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. Introduction of and Comments from Guests

Dick introduced the following guests.

- Paul McQueen, Mayor, Grey Highlands
- Rob Adams, CAO, Grey Highlands
- Ian Boddy, Mayor, Owen Sound
- Elwood Moore, Retired Director
- Andrew Barrie, OMAFRA
- Kim Gavine, Conservation Ontario
- Shawn Carey, MNRF
- Tracy Allison, MNRF
- Wayne Brohman, CAO, SVCA
- Luke Charbonneau, Chair, SVCA BOD
- Don Sankey, Chair, Grey Sauble Conservation Foundation
- Doug Lougheed, Chair, NVCA
- Gayle Wood, CAO, NVCA
- Mitch Twolan, Warden, County of Bruce
- Al Barfoot, Warden of Grey County and Mayor, Township of Georgian Bluffs

Each guest brought greetings from their respective organizations and expressed their appreciation of the work done by, working relationship with, and co-operation of Grey Sauble Conservation Authority Board of Directors and staff. Congratulations were given to Sonya Skinner in her new role as CAO of Grey Sauble Conservation and also to Elwood Moore for his past service as the longest serving member of anyone within all Conservation Authorities.

5. Approval of Minutes

- a) Full Authority – November 9th, 2016; and
- b) Full Authority – December 14th, 2016

Motion No.:	Moved by:	Jaden Calvert
FA-17-002	Seconded by:	Al Barfoot

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of November 9th, 2016, and December 14th, 2016.

Carried

6. Business Out of Minutes

- a) Organizational Chart

As per direction from the Board at the December 14th, 2016, meeting the organizational chart was presented with positions that are funded in the proposed budget. Paul Eagleson felt it would be beneficial if all positions listed on the chart had the person who is in that position.

7. Remarks from the Chair

Dick Hibma, Chair, made a presentation to the Board on the following items

- This year is Grey Sauble Conservation's 60th anniversary. For 60 years we have been providing planning services to protect our environment.
- We have 30,000 acres of Grey Sauble owned land for everyone to use, enjoy, and benefit.
- 2017 is a time to celebrate our accomplishments and look forward.

- Grey Sauble took the lead role for Drinking Water Source Protection for Grey Sauble as well as North Bruce Peninsula and the Saugeen Valley, with the staff working out of the Authority offices. It is working well. We welcome DWSP staff as GSCA employees.
- DWSP staff are implementing the risk management program for 12 municipalities. It's a win for the GSCA region.
- 2016 had a record rainfall event, which broadened the Authority's role and actions with unpredictable weather patterns.
- Staff worked diligently to acquire a piece of property at Old Baldy which acquisition works well with the present property.
- The McKay payment systems was implemented in 2016 which allows people to pay fees for entry to Grey Sauble Conservation areas by an app on their phone or by phoning a toll free number. Donation boxes previously at Conservation Areas were often stolen, and the online option has netted more income for lands work.
- The Authority and the Foundation continue to work together on numerous projects. It is a great working relationship.
- The Authority participated in the Extraordinary Tree Program lecture series. It was fascinating with photos, essays, and a book being published on the series. Non-traditional partnerships and participants were involved in this program, including the Art Gallery, Grey Roots, and Steven Hogbin. The series sold out.
- GSCA's mapping is the best local information available, and supports GSCA and municipal decisions. The information is shared with municipalities and helps out in making planning and forestry operate more effectively and efficiently.
- The NEC had made a proposal to expand the area that they covered in Grey and Bruce Counties which would affect property owners and municipalities. GSCA lent their voice in asking the NEC to hold off on the expansion. The expansion was put on hold due to numerous similar requests/comments.
- Forestry staff have reviewed the Forestry Management Program and growth yield and it is not what we anticipated.
- John Cottrill retired from his position as CAO on September 30th, 2016. Sonya Skinner started in the position of CAO on November 1st, 2016. We are encouraged by what we have seen of Sonya in this position.
- Both staff and the Board throughout the year respond both professionally and with expertise, to many issues that come up.

- The MNRF is reviewing the Conservation Authorities Act which dates back to 1946. No commitments have yet been received from the MNRF with regards to funding for conservation authorities or a multi-ministry table.
- Authorities deal with erosion on a daily basis. We are losing agricultural capacity because of erosion.
- A new strategic plan will be prepared to guide us in collaboration with Municipalities, Ministries, and residents.
- In 2017 we are looking to have viable and sustainable facilities, address potential upcoming staff retirements, carry out a stewardship pilot, and dealing with some invasive species.
- It is our privilege to serve people locally as well as visitors so that they can get outdoors and enjoy all that we have to offer within the Grey Sauble watershed.

8. Election of Officers

Dick Hibma and Harley Greenfield vacated their Chairs.
All positions are vacant.

a) Appointment of Chair Pro Tem

Wayne Brohman was appointed as Chair Pro Tem.

b) Review of Voting Procedures

Wayne Brohman reviewed the voting procedures and asked if there were any questions.

c) Motion to Appoint Scrutineers

Motion No.:	Moved by:	Jaden Calvert
FA-17-003	Seconded by:	Harley Greenfield

THAT Kim Gavine and Luke Charbonneau be appointed scrutineers.

Carried

d) Election of 2017 Chair

Marion Koepke nominated Dick Hibma for the position of Chair for 2017.

Motion No.: **Moved by:** **Al Barfoot**
FA-17-004 **Seconded by:** **Jaden Calvert**

THAT nominations for the election of Chair for 2017 close.

Carried

Dick Hibma accepted the nomination for Chair for 2017 and thanked Marion Koepke for nominating him. Dick has over 20 years of service with the Authority. He thanked Directors and staff for their support and hard work.

Wayne Brohman declared Dick Hibma as Chair for 2017.

e) Election of 2017 Vice Chair

Shawn Greig nominated Marion Koepke for the position of Vice Chair.

Al Barfoot nominated Paul Eagleson for the position of Vice Chair.

Paul Eagleson nominated Harley Greenfield for the position of Vice Chair.

Motion No.: **Moved by:** **Cathy Little**
FA-17-005 **Seconded by:** **Jaden Calvert**

THAT the nominations for the election of Vice Chair for 2017 close.

Carried

Paul Eagleson declined his nomination for Vice Chair and thanked Al Barfoot for his nomination.

Harley Greenfield declined his nomination for Vice Chair and thanked Paul Eagleson for nomination.

Marion Koepke accepted her nomination for the position of Vice Chair.
Marion Koepke thanked Shawn Greig for nominating her.
Wayne Brohman declared Marion Koepke Vice Chair for 2017.
Dick Hibma resumed the Chair and Marion Koepke as Vice Chair.

f) Motion to destroy ballots – Ballots were not necessary.

9. Remarks by 2017 Chair Elect and Vice Chair Elect

Dick thanked staff, Harley Greenfield for his terms as Vice Chair, the Board, and staff. Marion thanked the Chair, former Vice Chair, the Board, and staff.

10. Motion to Update Conservation Ontario Voting Appointments

**Motion No.: Moved by: Al Barfoot
FA-17-006 Seconded by: John McGee**

THAT Dick Hibma, Chair, be appointed as the first voting delegate at Conservation Ontario with Marion Koepke, Vice Chair, being appointed as the 2nd voting delegate and Sonya Skinner, CAO, being appointed as an alternate voting delegate at Conservation Ontario.

Carried

11. Appointments of Committee Members

a) Conservation Foundation

**Motion No.: Moved by: Cathy Little
FA-17-007 Seconded by: Ana Vukovic**

THAT Marion Koepke, Harley Greenfield, and Chris Hachey be appointed to the Grey Sauble Conservation Foundation for 2017.

Carried

b) Forestry Committee

Motion No.: **Moved by:** **Al Barfoot**
FA-17-008 **Seconded by:** **Jaden Calvert**

THAT Shawn Greig, Jaden Calvert, Cathy Little, Dick Hibma, Ana Vukovic, Sue Carleton, and John McGee, be appointed to the Grey Sauble Conservation Forestry Committee for 2017.

Carried

c) Arboretum Alliance

Motion No.: **Moved by:** **Harley Greenfield**
FA-17-009 **Seconded by:** **Jaden Calvert**

THAT Bill Moses and Rodney Saunders be appointed to the Grey Sauble Conservation Arboretum Alliance.

Carried

12. Members' Update on Legal Services and Auditor Contracts for 2017

Collins Barrow provides audit services for the Authority. For legal services, Middlebro' & Stevens provide services for real estate and local issues, and Garrod – Pickfield for Planning Act, CA Act and OMB Hearings.

No new contracts or renewals for these services are required in 2017.

13. Correspondence - nothing at this time

14. Business Items

a) Water Management

1. Purchase of Phragmites Cutters

Funded by the Beaver River Watershed Initiative group, GSCA managed the purchase of two gas powered underwater weed eater/hedge trimmer units for the control of invasive plant species at the cost of \$2,000. When not in BRWI's use, BRWI has agreed to make these units available to other non-profit volunteer groups, and GSCA will manage the instruction and bookings.

This purchase has been welcomed by stakeholders. In particular, this equipment can be used by groups such as the Lake Eugenia working group who previously did not have access to appropriate in-water cutting equipment.

Ana Vukovic asked if the Town of South Bruce Peninsula would be able to borrow the equipment for a volunteer group in their Town. GSCA agreed to send a description of the phragmites cutters and their availability to all watershed municipalities with an explanation of how to book the equipment, that they are only available to volunteer groups, and that they must receive and adhere to safety instructions. Phragmites eradication best practices are also available.

b) Environmental Planning

1) Section 28 Permits – November 1st to December 31st, 2016

Motion No.:	Moved by:	Jaden Calvert
FA-17-010	Seconded by:	Cathy Little

THAT the Grey Sauble Conservation Authority Board of Directors receive the list of permits under Ontario Regulation 151/06 – “Development, Interference, with Wetlands and Alterations to Shorelines and Watercourses Regulation”, for November and December 2016.

Carried

2) Request for Fee Waiver by the Bruce Trail Conservancy

Tim Lanthier, Watershed Planner, made a presentation with regards to Consideration of Request to Waive a Planning Review Fee for the Bruce Trail Conservancy, and Recommendations to Update the GSCA Planning Review Fee Waiving Policy

- The GSCA Environmental Planning Department recently received a request to waive the planning review fees for a Bruce Trail Conservancy (BTC) Niagara Escarpment Commission (NEC) Development Permit application and a Municipal consent to sever application.
- The subject property is in the Municipality of Grey Highlands, approximately 300m north of the intersection of Grey Road 40 and Grey Road 7.
- Typically, for any applicant, in this type of situation we would waive the consent to sever fee to avoid duplication as the NEC application has already considered the severance
- Therefore, the typical fee for an NEC permit review in this situation for any applicant would be \$250.
- Historically, the GSCA has received several requests to waive or reduce fees for various reasons. Fee waiving requests from the BTC have historically been granted.
- At the September 8th, 2010, Board of Director's meeting, GSCA staff prepared a report and Resolution FA-10-89 was passed adopting a policy allowing for waiving of planning and regulation fees in the case of personal hardship to the applicant, and for not-for-profit organizations with similar conservation or resource management objectives as GSCA, with Board of Directors approval.

The following discussion by the Board of Directors included:

- The fee should be waived for the Bruce Trail Conservancy as the group is strictly a volunteer group who do a significant and valuable amount of work managing trails. The group does a lot of work for the community.
- The fee schedule is in place and it should be adhered to.
- The Authority typically receives between one and three applications per year from the Bruce Trail Conservancy.

- Requests from the Bruce Trail have been granted in past. The Group is aligned with conservation and the fee should be waived.
- In 2010 the Board did pass a motion to approve a policy on waiving fees. The Authority staff would like to include policy direction in a planning policy document and/or fee schedule which allows the CAO the discretion of waiving fees.
- The Board and the Authority staff want to be open and transparent.

Motion No.: Moved by: John McGee
FA-17-011 Seconded by: Jaden Calvert

THAT the three motions with regards to an exemption to pay a fee for the Bruce Trail Conservancy, ~~as amended~~, be separated and voted on individually.
****Motion amended at BOD’s mtg held Feb 8/17 by deleting words “as amended”.****

Carried

Motion No.: Moved by: John McGee
FA-17-011-1 Seconded by: Jaden Calvert

THAT the GSCA Board of Directors grant the Bruce Trail Conservancy’s request for relief from the GSCA’s planning review fees for this application.

CARRIED on endorsed division

Paul Eagleson and Shawn Greig were opposed

Motion No.: Moved by: John McGee
FA-17-011-2 Seconded by: Jaden Calvert

THAT the GSCA Board of Directors grant the Chief Administrative Officer the authority to waive planning and permitting related fees for the Bruce Trail Conservancy into the future, and THAT any such action shall be presented as information to the Board of Directors at the next Full Authority meeting.

Prior to a vote being taken on Motion FA-17-011-2, the following amendment was presented

Motion No.: **Moved by:** **Marion Koepke**
FA-17-011-2A **Seconded by:** **Ana Vukovic**

THAT Item No. 2 be amended as follows:

THAT the GSCA Board of Directors grant the Chief Administrative Officer the authority to waive the fees for up to three (3) planning and permitting related applications per year by the Bruce Trail Conservancy, and THAT any such action shall be presented as information to the Board of Directors at the next Full Authority meeting, with any requests in excess of three (3) being brought to the Board for their review.

CARRIED on endorsed division

Shawn Greig, John McGee, Cathy Little and Paul Eagleson were opposed.

No further vote was taken on Motion No. FA-17-011-2 as this motion was amended and passed by Motion No. FA-17-011-2A

Motion No.: **Moved by:** **John McGee**
FA-17-011-3 **Seconded by:** **Jaden Calvert**

THAT the Board of Directors ask staff to include a similar policy, which meets the intent of Motion FA-10-089, into any future planning and/or fee policy document updates, and THAT the Board of Directors shall be provided the opportunity to review such document(s) prior to final approval.

CARRIED on endorsed division

Shawn Greig and John McGee were opposed

c) Lands Update

1) Competition to fill Forestry Technician/Grey County Tree Cutting By-Law Officer Position

Carl Sadler who is currently in the position of Forestry Technician/Grey County Tree Cutting By-Law Officer, is retiring effective January 27th, 2017. Another staff person within the Authority's organization is temporarily in this role. The position will be posted internally for a week.

d) Forestry, Fish, and Wildlife

1) Forestry Consultation plan/Committee Meeting Date

The planned meeting for loggers, sawmill owners and others in the forestry industry will be scheduled for the end of March or the first week of April, with intent to seek feedback on GSCA's approach to forest management and tendering of forest work.

Shawn Greig asked about the delay in the meeting date since fall 2016, and Sonya Skinner explained that the time will enable another Forestry Committee meeting to review the Forest Policies document, and the receipt of recommendations from the GSCA review of the Authority's standard forestry tender package.

e) Communications/Public Relations

1) Open House for Realtors on Land Use Planning and Source Water Protection

An open house is scheduled for February 15th, 2017, at the Grey Sauble Conservation Administration Centre for the Realtors of Grey Bruce Owen Sound, with Land Use Planning and Source Water Protection being discussed.

f) Administration

1) Receipts and Expenses – November 2016 and December 2016

Motion No.: **Moved by:** **Jaden Calvert**
FA-17-012 **Seconded by:** **Cathy Little**

THAT the Grey Sauble Conservation Authority Board of Directors approve the receipts and expenses for November 2016 and December 2016.

Carried

2) Cleaning Contract

The Authority is tendering for a cleaner for the Administration Centre with the closing date of January 13th, 2017, with the contract commencing February 1st, 2017. We would like to award the contract prior to the next BOD's meeting scheduled for February 8th, 2017. Authority staff have made an estimate on a reasonable price for this tender and have placed that estimate in a sealed envelope. After the tender opening, staff will evaluate the price submitted compared to our estimate and planned budget, and an e-mail will be sent to the BOD's with regards to the prices received and what was estimated in the budget. References will also be checked on the low bid received.

3) Potential MNRF Support for Stewardship Position

Under the Southern Georgian Bay Shore Initiative, a representative from the Ministry of Natural Resources and Forestry has talked to CAO Sonya Skinner with regards to funding towards the proposed Stewardship position within Grey Sauble Conservation. This work appears to be very complimentary with the proposed Stewardship pilot position, and the work can be combined. Authority staff will seek to confirm the work and funding.

4) Municipal Presentation date for draft budget

- Town of South Bruce Peninsula, Town of the Blue Mountains, and the Township of Chatsworth, and the Municipality of Arran-Elderslie Directors indicated that a council presentation is not required in their municipalities, and they have had enough briefing personally on the material.
- There will be a council presentation in the Township of Georgian Bluffs on Jan. 18th at 7:15pm.
- For the Municipality of Grey Highlands, Director Cathy Little is checking with Clerk Debbie Robertson and the new CAO Rob Adams to determine next steps. At minimum, the GSCA letter and the draft Budget will be on the agenda for their next Council meeting on January 25th at 7 pm.
- Following the advice of Marion Koepke the Authority is following up with Kate Allan about a presentation at the City of Owen Sound's Corporate Services Committee in early February. The City's Budget is going to Council on Jan. 30th.
- For the Municipality of Meaford, Jaden Calvert suggested a presentation to Council and Sonya Skinner is following up with Margaret Wilton-Siegel the Deputy Clerk/Council and Accessibility Coordinator.

5) Budget/Finance Meeting with Watershed Municipal Clerks/CAOs

A budget/finance meeting has been scheduled for Thursday, January 12th, 2017, with Watershed Clerks and CAOs, and applicable department leads are also welcome. A brief overview will also be given on the responsibilities of each department at Grey Sauble Conservation.

15. **Closed Session** – nothing at this time

16. Chairman's Report

Since the last meeting, Dick attended the A D Latornell Symposium. There has been a book launch for the Extraordinary Tree Series. He attended a Forestry Committee meeting. Kim Gavine, Conservation Ontario, met with Dick and Sonya at the Grey Sauble office on December 2nd and gave staff an overview of Conservation Ontario. Attended a Conservation Ontario meeting on December 5th and reviewed the DWSP work plan with the Carl Seider and the DWSP Management Committee on December 19th.

17. Other Business

a) Foundation Minutes – November 9th, 2016

Motion No.:	Moved by:	Cathy Little
FA-17-013	Seconded by:	John McGee

THAT the Grey Sauble Conservation Authority Board of Directors receive the Foundation minutes of November 9th, 2016.

Carried

b) Next Meeting – February 8th, 2017, at 1:15 p.m.

c) Jones Falls

Al Barfoot made the Board and staff aware that he believes Jones Falls should be more visible from the highway, and that several dead trees seem to be blocking the sight lines. Chris Hachey advised that about six years ago Grey Sauble Conservation made improvements to access the falls via a side-road, and there are three public access points to Jones Falls. In the past there were comments about whether additional views could contribute to driving distraction. Staff will review the issue and report back to the Board.

18. Adjournment

Ana Vukovic made a motion to adjourn at 3:50 p.m.

“Original Signed”

Dick Hibma, Chair

Doreen Robinson
Administrative Assistant/
Accounting Clerk