



GREY SAUBLE CONSERVATION AUTHORITY
Minutes
Full Authority Board of Directors
Wednesday, February 8th, 2017

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 Dick Hibma called the meeting to order.

Directors Present

Al Barfoot, Sue Carleton, Paul Eagleson, Dick Hibma, Marion Koepke, Cathy Little, John McGee, and Ana Vukovic

Directors Absent - Jaden Calvert, Harley Greenfield, and Shawn Greig

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

2. Motion to Adopt Agenda

Motion No.:	Moved by:	Sue Carleton
FA-17-014	Seconded by:	Al Barfoot

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of February 8th, 2017, with the addition Under Business Out of Minutes of 5 b) Jones Falls.

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. Approval of Minutes

a) Full Authority – January 11th, 2017

Motion No.:	Moved by:	Marion Koepke
FA-17-015	Seconded by:	Cathy Little

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of January 11th, 2017, with the following amendment. Resolution FA-17-011 be amended by removing the words “as amended” from the resolution.

Carried

5. Business Out of Minutes

a) Cleaning Contract Award (Jan. 2017)

Doreen advised that after checking references and meeting with the owners of NJE Janitorial, this company has been awarded the cleaning contract for the Administration Centre, at the total bid price of \$450 per month, plus HST. The owners of the company appear dedicated to their cleaning responsibilities.

Ana Vukovic asked what was contributing to the amount of icicles and water dripping from the Administration Centre. Was it due to air loss in the building? Chris Hachey advised that staff are getting a plan in place to assess in 2017 the Administration Centre deficiencies also with the use of an energy audit.

b) Jones Falls

Sonya Skinner provided Chris Hachey with a lead at the Ministry of Transportation with regards to finding out more about the dead trees that make Jones Falls less visible from Highway 21. Photos taken of the area were forwarded to the MTO contact person who has responded to Chris' request and indicated that MTO intends to add this to their work plan for delivery in 2017.

6. **Correspondence** – nothing at this time

7. **Deputation** – 1:30 p.m. – Mike Konopka, Portfolio Manager, TD Wealth, re: Update on Grey Sauble Conservation investments

Mike Konopka, Senior Portfolio Manager, TD Wealth, made the annual presentation to the Board on the Authority's Wealth Portfolio and on the Market Outlook 2017. An investment return of over 3% has been achieved since the initial investment, with over 6% in the past year. Various questions were asked. It was agreed that the responsibility of reinvesting would remain with Mike Konopka, with any decisions on major changes being forwarded to the CAO Sonya Skinner for her review. The CAO and the Finance Coordinator will continue to update and sign the detailed Investment Policy Statement on behalf of the Authority, within the initial parameters for investments that were set out by the Board. The Authority is not bound by municipal investing restraints. Fees for TD Wealth services are charged to the portfolio monthly. The Chair thanked Mike for his presentation.

8. **Business Items**

a) Water Management

1) Stewardship Position Update – MNRF Funding

Chris updated the BOD regarding funds available for the Stewardship pilot position and related stewardship activities. The MNRF has verbally confirmed that about \$35,000 in funding is available to GSCA to fund a position that will coordinate the activities of stakeholders around the Southern Georgian Bay Shoreline Initiative (SGBSI). This funding was applied for by MNRF under the Canada Ontario

Agreement and is annual for the next three years. Combining this work and funding with the newly created Stewardship pilot position and activities is a win-win, as the work is complimentary, it can offset the GSCA funding required for the Stewardship position and it provides MNRF with multi-year continuity.

Staff will advertise the Stewardship position in February with a goal to have the person in place in March.

Due to a scheduling conflict which would require Al Barfoot to leave at 2:30 p.m., Al asked if budget discussions could be held at this point.

f) 2) 2017 Budget Discussions and Resolutions

Motion #1

Motion No.:	Moved by:	Al Barfoot
FA-17-016	Seconded by:	Cathy Little

WHEREAS the Conservation Authorities Act provides that an Authority shall have the power to determine the portion of total benefit afforded to each municipality in establishing the annual levy, the Grey Sauble Conservation Authority resolves as follows, subject to such regulations under the Act as may be approved by the Lieutenant-Governor-in-Council:

- i) That all participating municipalities be designated as benefiting for all projects included in the 2017 Operating Budget including administration and maintenance and the 2017 Capital Budget unless otherwise specified in the budget;**
- ii) That the Authority’s share of the cost of the program and projects included in the 2017 Budget shall be raised from all participating municipalities as part of the General Levy, unless otherwise specified in the budget;**
- iii) That the 2017 General Levy be apportioned to the participating municipalities in the proportion that the modified current**

value assessment of the whole is under the jurisdiction of the Authority, unless otherwise provided in the levy or a project;

- iv) That the appropriate Authority officials be directed to advise the participating municipalities pursuant to the Conservation Authorities Act and the regulations made thereunder; to levy the said municipalities the amount of General Levy set forth in the 2017 Operating Budget, to levy the said municipalities the amount of the General Levy set forth in the 2017 Capital Budget and in the approved projects of the Authority, and any special levy attributable to any project which has been deemed to be of specific benefit to any particular municipality.

Carried

Motion #2

Motion No.: Moved by: Marion Koepke
FA-17-017 Seconded by: John McGee

THAT the Grey Sauble Conservation Authority adopt the budget as presented for the year 2017 in the amount of \$3,163,334.00.

Carried

Motion #3

Motion No.: Moved by: John McGee
FA-17-018 Seconded by: Ana Vukovic

THAT the Grey Sauble Conservation Authority adopt a matching levy for the year 2017 of \$71,779.00 as required by Ontario Regulations 139/96 and 231/97.

Carried

Motion #4

Motion No.: **Moved by:** **Al Barfoot**
FA-17-019 **Seconded by:** **Sue Carleton**

THAT the Grey Sauble Conservation Authority adopt a non-matching levy for the year 2017 of \$1,276,554.58 as required by Ontario Regulations 139/96 and 231/97.

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

Carried

b) Environmental Planning

1) Section 28 Permits – January 2017

Motion No.: **Moved by:** **Ana Vukovic**
FA-17-020 **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 January 2017.

Carried

Al Barfoot left the meeting at 2:30 p.m.

2) Fee Waiver for Bruce Trail Conservancy (CAO Approval 1 of 3 – 2017)

Tim Lanthier advised that another fee waiver request has been received from the Bruce Trail Conservancy. The property is adjacent to the Slough of Despond and is a regulations inquiry with the associated fee of \$175.00. The fee has been waived

by CAO Sonya Skinner. Cathy Little expressed what great collaborative efforts are shared between the Conservancy and the Authority with each party working towards a common goal. It would be worthwhile to have a summary on how each of the organizations assist each other.

3) Clear Public Communication on Planning and Regulatory Requirements

Tim Lanthier explained to the board that GSCA has been receiving some questions and encouragement to better explain to the public GSCA's regulatory requirements and how these fit with the requirements of other regulators.

Tim provided an initial draft flow chart that outlines the steps necessary on pre-consultation for any building, development, and/or property transaction decision, and emphasized that the first step is a pre-consultation with the Municipality, the local Conservation Authority, and possibly the Niagara Escarpment Commission, depending on property location and desired activities. Unified public messaging and instructions among these partners is also desirable.

Board members felt the information was very important and an excellent idea. It was suggested that a heading be put on page one stating that it relates to the Grey Sauble Conservation process and if possible, what fee pertains to each step. Page two should be identified as Drinking Water Source Protection. It would be worthwhile to have a meeting with municipal watershed planners and planners from both Grey and Bruce County offices with the final document being posted on the Grey Sauble website. Sonya Skinner acknowledged the work that had been prepared for this document by Tim Lanthier, Andy Sorensen, and Carl Seider.

It was also suggested that the GSCA website be updated to tell the public the appropriate steps if they feel someone is not in compliance with regulatory requirements.

c) Lands Update – nothing at this time

d) Forestry, Fish, and Wildlife

1) Forestry Committee Meetings

A Grey Sauble Conservation Forestry Committee has been scheduled for February 24th, 2017, at 1 p.m. at the West Grey Municipal Office, followed by a joint GSCA/SVCA Forestry Committee Meeting at 3 p.m. The agenda includes forest management practices, a proposed tendering policy, and the forestry industry consultation.

e) Communications/Public Relations – nothing at this time

f) Administration

1) Receipts and Expenses – January 2017

Motion No.: **Moved by:** **John McGee**
FA-17-021 **Seconded by:** **Cathy Little**

THAT the Grey Sauble Conservation Authority Board of Directors approve the receipts and expenses for January 2017.

Carried

3) Borrowing Resolution

Motion No.: **Moved by:** **John McGee**
FA-17-022 **Seconded by:** **Sue Carleton**

WHEREAS the Grey Sauble Conservation Authority Directors may deem it necessary to borrow a sum of money, up to a maximum of Four Hundred Thousand Dollars (\$400,000.00) to meet the current expenditures of the Authority for the current year (2017), until levies and grants are received; NOW THEREFORE, be it resolved that the signing officers of the Authority are hereby authorized, on behalf of the Authority, to borrow from time to time, by way of promissory note or banker’s acceptance, from the Bank of Montreal, a sum or sums not exceeding Four Hundred Thousand Dollars (\$400,000.00) to

meet the current expenditures of the Authority for the year, until the levies and grants are collected.

Carried

4) Auditor Update re: 2016 Year-End

The auditors for Grey Sauble Conservation carried out the 2016 audit the week of January 30th. The Auditors will attend the March BOD meeting.

Initial conversations lead staff to believe there will be a recommendation to update GSCA's capital asset policy. Directors and staff discussed the desirability in the future of being able to value conservation assets not only for their sale price but also their conservation or environmental contributions.

5) Conservation Authorities Delegation to China – May 2017

Mike Walters, CAO, Lake Simcoe Region Conservation Authority, contacted all CA CAOs to invite CAOs, Chairs or other key personnel to accompany him on a trip to two of China's major watersheds. The trip is partially sponsored by the Chinese government, and is meant to share conservation information with the Chinese, and potentially also to attract Chinese investment/sponsorship of further work by Ontario's conservation experts.

The cost to CAs is \$3,500 per person, which covers the air flight and lodgings. Other costs such as food, in-country travel and translation are sponsored by the Chinese government.

Sonya is interested in going to China on behalf of Grey Sauble Conservation and she has also approached the MOECC with regards to funding. The trip could also be funded from the savings now available due to the MNRF supplement for the stewardship program and some cost savings from tenders.

Board members were supportive of the trip to potentially attract tourism and investment to the local municipalities and GSCA. Dayi, China, is the twin city of Owen Sound, and Mayor Ian Boddy traveled to Dayi last year. It was recommended that the economic development departments of Grey and Bruce Counties and Saugeen Valley Conservation Authority be approached for funding and their input or materials for the trip.

Motion No.: **Moved by:** **Paul Eagleson**
FA-17-023 **Seconded by:** **Ana Vukovic**

THAT the Grey Sauble Conservation Authority Board of Directors approve a 2017 budget item to allow Sonya Skinner, CAO, to attend as a delegation to China from May 6th to May 17th, 2017.

Carried

6) Calendar

Staff prepared a calendar which lists key upcoming meetings and dates for Grey Sauble Conservation for February – April 2017. March 6th should be added into the calendar as attendance by the Chair and the CAO at Owen Sound City Council.

Directors commented that the calendar is helpful and they would like to continue receiving it.

g) DWSP/Risk Management

1) Program Update

Carl Seider, Project Manager, Drinking Water Protection/Risk Management Official, presented a Program Update. The proposed Source Protection 2017/2018 work plan/budget was submitted to the Ministry of Environment and Climate Change (MOECC) for review on December 22nd, 2016. The MOECC is in the final stages of selecting a new Source Protection Committee Chair.

Carl also manages the Risk Management Office (RMO) which is funded through contracts with municipalities for the delivery of Risk Management work. Program status report updates have been provided to all participating municipalities for risk management activities completed in 2016. 75% of threats verification work for properties identified within the vulnerable source protection areas were completed by staff in 2016. This is on track with the planned implementation schedule. The RMO has initiated invoicing to all twelve participating municipalities for a total budget of \$218,000 for the 2017 calendar year.

Motion No.: **Moved by:** **Ana Vukovic**
FA-17-024 **Seconded by:** **Cathy Little**

THAT the Grey Sauble Conservation Authority Board of Directors receive the DWSP/Risk Management Program Update.

Carried

Carl Seider will provide a brief refresher overview of Source Protection, Risk Management and the related committees if requested.

9. Updated Fee Schedule

Krista McKee reviewed with the Board, a proposed 2017 Fee Schedule, with changes to some fees in Planning, Lands, and Day Camp. Directors asked about the changes, including why the weekend and weekday rates are different. Staff articulated that the goal is to spread out demand through the week, and we are encouraging local residents to purchase the \$40 annual pass which remains the lowest cost CA pass in Ontario and can be used on any day of the week.

Motion No.: **Moved by:** **Marion Koepke**
FA-17-025 **Seconded by:** **Sue Carleton**

THAT the Grey Sauble Conservation Authority Board of Directors approve the proposed Fee Schedule increases for the operating year of 2017.

Carried

10. Chair's Report

Since the AGM on January 11th the Chair attended the workshop on January 12th with watershed municipal CAOs and financial staff in support of Sonya's communication efforts with our partners.

Dick also felt privileged to join family, friends, and co-workers of Carl Sadler for

his retirement celebration. He congratulated the staff who put together a great program to salute Carl and his work with us.

On February 3rd he attended the meeting of the Source Protection Committee as well as having a teleconference with a new staff member of Great Lakes Blue Accounting, a binational advisory group charged with supporting the Great Lakes Commission in their decision making for allocating resources to projects and programs.

And yesterday Dick was in Markham to make a pre-budget submission for funding for Conservation Authorities to the provincial government. That was followed up with a visit to the Conservation Ontario office to discuss a variety of matters and to conduct the CAO's performance review.

11. Other Business

- a) Staff Meeting Minutes – January 20th, 2017
- b) Foundation Minutes – January 11th, 2017

Motion No.: Moved by: John McGee
FA-17-026 Seconded by: Sue Carleton

THAT the Grey Sauble Conservation Authority Board of Directors receive the Staff Meeting Minutes of January 20th, 2017, and the Foundation Minutes of January 11th, 2017.

Carried

- c) Next Meeting – March 8th, 2017, at 1:15 p.m.

12. Closed Session

**Motion No.: Moved by: Ana Vukovic
FA-17-027 Seconded by: Cathy Little**

THAT the Grey Sauble Conservation Authority Board of Directors move into Closed Session to consider a Personnel Matter and a Legal Matter.

Carried

**Motion No.: Moved by: John McGee
FA-17-028 Seconded by: Marion Koepke**

THAT the Grey Sauble Conservation Authority Board of Directors rise from Closed Session at 4:20 p.m.

Carried

13. Adjournment – The meeting adjourned at 4:20 p.m.

 "Original Signed"
Dick Hibma, Chair

Doreen Robinson
Administrative Assistant/
Accounting Clerk