



**GREY SAUBLE CONSERVATION AUTHORITY  
MINUTES  
Full Authority Board of Directors  
Wednesday, June 27th, 2018, at 1:25 p.m.**

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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 - Sue Carleton, Bob Pringle, Cathy Little, Jaden Calvert, Harley Greenfield, Ana Vukovic, Alan Barfoot, Dick Hibma, Scott Greig, and John McGee

Director Absent - Paul Eagleson

Staff Present – Sonya Skinner, Doreen Robinson, and John Bittorf

**2. Adoption of Agenda**

<b>Motion No.:</b>	<b>Moved by:</b>	<b>Jaden Calvert</b>
<b>FA-18-051</b>	<b>Seconded by:</b>	<b>Harley Greenfield</b>

**THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of June 27th, 2018, as amended by including under “Other Business” some questions by John McGee and Alan Barfoot.**

**Carried**

**3. Disclosure of Pecuniary Interest**

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. Dick Hibma noted that in the May receipts under cheque #10138, he was issued \$57 for reimbursement for fuelling a GSC vehicle using his personal credit card for return trip to Conservation Ontario Council meeting.

#### **4. Adoption of Minutes**

**Motion No.:**                      **Moved by:**                      **Ana Vukovic**  
**FA-18-052**                      **Seconded by:**                      **Alan Barfoot**

**THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of May 23rd, 2018.**

**Carried**

#### **5. Business Out Of Minutes**

##### 1) Strategic Plan – Update and Next Steps

Staff have reviewed the Board-endorsed CAO/Staff Priorities for 2018 considering the approved strategic plan document. No changes need to be made to the CAO Performance Plan.

In line with the 2018 priorities, and to support the rollout of the strategic plan, staff proposed professional support for the development of a strategic communications approach and key products.

Funding for consultant communications support was not included in the 2018 budget, however:

- The Foundation are willing to financially contribute towards professional communications services that will also support the Foundation.
- There may be some in-year savings (e.g. postage machine, staff vacancies)
- The approved 2018 budget includes some funding toward a GSC logo update.

As higher-level strategic communications expertise is not available in-house, staff recommended a sole source honorarium to Mr. Lorne Kirshenbaum. Mr. Kirshenbaum initially discussed providing GSCA with volunteer advice, and it was determined that given his extensive advertising experience he could also assist in coaching and delivery of strategy products. He will continue to volunteer additional time and expertise. The scope of his activities is recommended to include working with staff and Board Members to develop a full communications review, deliver a strategic communications plan, identify initial communications products, and support procurement of qualified professionals.

Discussion was held as follows:

- Our current communications messaging doesn't make clear what GSCA has to offer, define our brand (including our differences from MNR) and show people why they should care. Our ratepayers need to support GSC and we must encourage municipalities with clear enunciation where they can see benefits for their dollars invested.
- We need top line and fact-based research on what people know about us.

- A ballpark cost to produce a renewed communications strategy and initial deliverables is \$25,000. Costs could be split between fiscal years.
- The highlights summary of our BOD's meetings need to be more eye catching. A communications style update is an essential change.
- It was suggested that the upset limit for a sole source should be set, and it should not exceed \$5000. The procurement-related policy at GSCA will allow a board-approved sole source decision.
- Some options to use the community and decrease costs include having a community college prepare a design or a logo, and having a contest with a prize for the winner.
- The new strategic plan is an incredible opportunity. Cathy is proud of work the staff has done. We should ensure the plan is attention grabbing and impactful. For example, do people know that almost forty percent of the Niagara Escarpment and one third of the Bruce Trail is in our watershed?
- It is intended to report back to the Board in September and have the initial communications products ready in December

Staff recommended and the Board agreed that unless requested earlier, presentations to municipal Councils on the strategic plan and other CA updates should occur after the upcoming municipal election.

**Motion No.:**                      **Moved by:**                      **Dick Hibma**  
**FA-18-053**                      **Seconded by:**                      **Ana Vukovic**

**WHEREAS the 2018 work plan includes Communications planning, GSC Logo renewal, and development of a camera-ready strategic plan, and**

**WHEREAS the work could be scoped to be completed within the funding available from GSCA and the GSCA Foundation in 2018,**

**THAT the Board directs staff to investigate options and bring back a costed strategic communications plan, identifying any external professional communications services recommended,**

**AND FURTHER provide an upset limit of \$5,000 for the single sourcing of expertise and scoping advice to deliver the costed strategic communications plan and oversee its delivery.**

**Carried**

**6. Consent Agenda**

**Motion No.:**                      **Moved by:**                      **Sue Carleton**  
**FA-18-054**                      **Seconded by:**                      **Jaden Calvert**

**THAT in consideration of the Consent Agenda Items listed on the June 27th, 2018, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: 1) the list of permits under Ontario Regulation 151/06 – “Development, Interference, with Wetlands and Alterations to Shorelines and Watercourses Regulation”, for May 2018; 2) the Receipts and Expenses for May 2018; 3) Foundation Minutes: 1) Regular Meeting of May 9th, 2018; and 2) AGM of May 9<sup>th</sup>, 2018; 4) Arboretum Alliance Minutes of June 8<sup>th</sup>, 2018;**

**Carried**

John McGee asked that Item 5) – Correspondence be pulled from the consent agenda. John felt that the watershed municipalities need to be copied on this letter as well as all other Conservation Authorities and the Ontario Treasury Board.

**Motion No.:**                      **Moved by:**                      **John McGee**  
**FA-18-055**                      **Seconded by:**                      **Bob Pringle**

**THAT the letter from the City of Owen Sound re: increase in base funding to Ontario Conservation Authorities be received;**

**AND FURTHER, THAT the City of Owen Sound be contacted asking them to circulate this letter to watershed municipalities, Conservation Authorities and also to the watershed MPPs, the new Natural Resources and Forestry and Environment Ministers, and the Ontario Treasury Board Chair.**

**Carried**

Board members commented that it is important for the new Conservative government to understand about GSCA and the lack of funding. A meeting will be requested with Bill Walker and Jim Wilson, MPP's, and will include Cathy Little, Alan Barfoot, Sonya Skinner and Dick Hibma.

The potential of organizing a delegation or meeting at the Association of Municipalities of Ontario (AMO) annual meeting in Ottawa was discussed. If so, the deadline is July 3<sup>rd</sup> and Conservation Ontario representatives could be included. Alan Barfoot and Bob Pringle advised that Grey County Council is presently dealing with this and they, through County Council, will suggest an application on GSCA's behalf at their meeting being held on June 28<sup>th</sup>.

## 7. **Business Items**

- a) Water Management – nothing at this time
- b) Environmental Planning – nothing at this time
- c) Lands Update - Parking Fees for buses at Conservation Areas

Under GSC's current fee schedule, GSCA charges for parking at several popular conservation areas (with many others having free parking).

For buses the fee schedule is \$1/person on the bus. This pricing approach could be perceived as a fee for entry, which would hold GSCA to an unintended higher standard of care.

To summarize the relevant portions of the Occupier's Liability Act:

- GSC owes a duty of care to all people who enter onto our property;
- Where the entry is for recreational purposes, the person entering the premises assumes all risks and is therefore subject to a lower standard of care than otherwise owed;
- A stipulation of this lower standard of care is that no fee is paid for entry or an activity;
- Parking fees are not considered to be a fee for entry.

The proposed change would charge \$35 per bus on weekdays and \$50 per bus on weekends. The average coach style bus holds 50 to 60 people. The average school bus holds 72 people. GSC properties do not typically see a high volume of bus traffic.

Season Passes are not applicable to buses. A tour operator pass is being considered by staff and will be brought forward at a later date.

**Motion No.:**                      **Moved by:**                      **Harley Greenfield**  
**FA-18-056**                      **Seconded by:**                      **Sue Carleton**

**WHEREAS, GSC charges fees for parking of vehicles, but not for admission to property,**  
**THAT the Board of Directors authorize staff to modify the existing fee schedule to change the rate for buses from \$1/person to \$35/bus on weekdays and \$50/bus on weekends at Inglis Falls and Hibou.**

**Carried**

### **d) Forestry**

- 1) Forest Management Policy & Plan Consultation Update

The Forestry Committee has endorsed proceeding with a public consultation on the draft Forest Management Policy and Forest Management Plan. The consultation will include local Indigenous communities and the forest products industry.

Pending completion of final analysis on low/high sale prices and yields, it is intended that consultation will start in August.

e) Communications/Public Relations – nothing at this time

f) DWSP/RMO Report – nothing at this time

g) Administration

1) CAO's Update and Monthly Calendar

- We are close to filling the Forestry Coordinator position.
- The Environmental Planner position was not filled in the competition, and it has been re-advertised.
- The Geospacial Technician job which was funded through the Natural Disaster Mitigation Program (NDMP) has been advertised and closes July 6<sup>th</sup>.
- Meetings have been held with the City of Owen Sound with regards to a joint climate change funding application to hire a person to complete digital elevation, stormwater infrastructure and current and future land use modelling for Owen Sound and the Springmount sub-watershed. This position would create a better understanding of water risks and potential mitigations due to extreme weather.
- There have been discussions with staff at The Town of the Blue Mountains about the potential for a joint application to NDMP for small drainage works at location(s) to be confirmed.
- Lands staff have been updating signing, and have ordered new signs to thank visitors for paying for parking, and to warn of areas with no access permitted. The Board suggested that on the paid parking sign – “It is mandatory to pay for parking on this Property”, should appear before “Thank you” and it should include a link to the parking app or webpage.
- The approved 2018 budget anticipates increased parking income that will be re-invested in lands staff and activities. For June we are trending towards being about 35% over last June's numbers by the end of the month. We are on track to achieve the target. However, we are dependent upon July and August results. Better compliance is being achieved at Eugenia and Inglis Falls. However, staff will examine options for Spirit Rock, Bruce's Caves, and Old Baldy.
- The Spirit Rock spiral staircase rehabilitation work has commenced, and the Pottawatomie Foot Bridge Resurfacing will commence shortly.
- There has been an unauthorized ATV trail constructed at the Holland property and lands staff visited the site with the OPP.
- Staff have continued to monitor and have had to enforce the no camping rule several times each week by asking campers to leave.

- There was an inquiry about whether ATV hunting would be allowed for disabled persons, and upon review staff will use the MNRF Criteria for being deemed a disabled hunter and then have a discussion with an individual about potential next steps.
- The Water Resources Coordinator John Bittorf is contracting with Ducks Unlimited for \$1,500 for Dams Inspections and advice that can be used to update the GSCA asset management plan and prioritize further dam engineering studies.
- The provincial MNRF South Georgian Bay Coastal Initiative funding has been delayed and may be cancelled.
- There is a delay in NDMP funding, as this federal funding program flows-through the province and the new signatories are not yet in place.
- The Latornell Symposium organizers are asking for donations towards an auction that will enable more people to attend and support research. It was agreed to donate about \$100 of shelf-stable products from local producers such as wineries.

## **8. Chair's Report**

- June 2 Participated in the NVCA Bioblitz at Minesing Wetlands  
It was a very worthwhile experience and I look forward to the time when we at GSC are offering bioblitzes in our communities, on our lands.
- June 10 At the Memorial Forest Ceremony, brought greetings from GSC. It was a very touching service and I ask our representatives to convey our thanks at their next meeting, to the Foundation and to our staff who contributed to making this event a success.
- June 21 Attended a GSC Foundation Executive Meeting.
- June 22 Attended the Forestry Committee meeting along with Dick, John and Anna that included discussion of the updated Forestry Management Plan.
- June 25 Along with Sonya and Dick, attended the Conservation Ontario quarterly meeting. I am so impressed by the CO research and reports undertaken on our collective CAs' behalf, the volume and quality of the work being done, and the process of collaborating with other people and organizations with influence, on an equal footing. Conservation Ontario is doing valuable work that informs and assists GSC and other CAs.

Summer 2018 – goal is to visit every property featured in our Guide Book. My hope is that you will accompany me when I visit your municipality. I invite you to walk with me at Old Baldy, Eugenia Falls and Feversham Gorge in Grey Highlands. We don't meet again until late August and so to all of you, Board Members and Staff, I wish you a wonderful summer.

## **9. Other Business**

- a) Authority of BOD's in an election year

**Motion No.:**                      **Moved by:**                      **John McGee**  
**FA-18-057**                      **Seconded by:**                      **Scott Greig**

**THAT the Grey Sauble Conservation Authority Board of Directors instruct staff to prepare a policy on the limits of BOD's authority in an election year after last nomination day.**

**Carried**

- b) Committees – Minutes – nothing at this time for the following: 1) Friends of Hibou; 2) Forestry Committee; 3) BRWI; 4) Staff;
- c) Next Meeting – ***No meeting in July***  
The date of the August meeting was adjusted to avoid other meetings to Wednesday, August 29th, 2018 – 12:30 p.m.

John Bittorf left the meeting.

**10.        Closed Session**

- a) Personnel & b) Property

**Motion No.:**                      **Moved by:**                      **Alan Barfoot**  
**FA-18-058**                      **Seconded by:**                      **Harley Greenfield**

**THAT the Grey Sauble Conservation Authority Board of Directors move into Closed Session to consider 1) Personnel Item and 2) The sale of the property of the Authority;**

**Carried**

**Motion No.:**                      **Moved by:**                      **Sue Carleton**  
**FA-18-059**                      **Seconded by:**                      **John McGee**

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

**Carried**



11. **Adjournment**

On motion by Bob Pringle, the meeting adjourned at 4:12 p.m.

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Cathy Little, Chair

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Doreen Robinson  
Administrative Assistant

This set of minutes was approved by the GSC BOD's at their meeting held on August 29<sup>th</sup>, 2018.