



**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, May 27, 2020, at 1:15 p.m.**

The Grey Sauble Conservation Authority Board of Directors meeting was held via the internet on the meeting application, WebEx.

1. Call to Order

Chair Cathy Little called the meeting to order at 1:15 p.m.

Directors Present – Chair Cathy Little, Dwight Burley, Sue Carleton, Harley Greenfield, Vice Chair Scott Greig, Marion Koepke, Scott Mackey, Andrea Matrosovs, Paul McKenzie, Paul Vickers

Directors Absent – Ryan Greig

Staff Present – Tim Lanthier, Nancy Guest, Gloria Dangerfield, Alison Armstrong, John Bittorf, Carl Seider

Also Present – Michael Konopka, TD Wealth Management and Nancy Brown, Grey Sauble Arboretum Alliance

2. 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.

3. Call for Additional Agenda Items – none

4. Adoption of Agenda

Motion No.:
FA-20-041

Moved by:
Seconded by:

Dwight Burley
Andrea Matrosovs

THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of May 27th, 2020.

Carried

5. **Approval of Minutes**

Motion No.:
FA-20-042

Moved by: Marion Koepke
Seconded by: Harley Greenfield

THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of April 22nd, 2020.

Carried

6. **Consent Agenda**

Motion No.:
FA-20-043

Moved by: Scott Mackey
Seconded by: Scott Greig

THAT in consideration of the Consent Agenda Items listed on the May 27th, 2020, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: i) Environmental Planning - Section 28 Permits – April 2020; ii) Administration - Receipts & Expenses – April 2020; iii) Correspondence: a) Letter from The County of Bruce to Premier Ford regarding Support for Conservation Authorities – May 11, 2020; b) Letter from AMO to Minister Yurek regarding Next Steps in the Conservation Authorities Act Review – May 19, 2020.

Carried

7. **Business Out of Minutes** – None

8. **Deputation**

Mike Konopka, Senior Portfolio Manager, TD Wealth Management gave the annual presentation respecting the Authority's Wealth Portfolio Market Outlook for 2020 noting that the primary goal for the portfolio is to preserve capital; the secondary goal being to grow/increase the funds in the portfolio. The objective is for a balanced projection taking into consideration market volatility. Currently the equity range and long-term goal is between 35-65%. The current market value showed an average rate of return of 4-6%, with a decline since mid-February 2020. The original capital is still intact with an equal balance between stocks and bonds. Recently there has been some improvement since the original report due to economic changes. Indications are to have investments in the strongest companies, with emphasis on the U.S. markets, which have a broader representation and better opportunities. A positive sign for the economy will be when the jobless rates decline.

9. **Business Items**

i) **Administration**

a) Update on COVID-19 related Business and Operations Status

The CAO reviewed the Staff Report and advised that there have been substantial changes in the business model and legislation since the last report on this matter. The pace has slowed down somewhat and the focus is on re-opening. Staff are working remotely as much as possible, some engaged in field work, and the model is working well. The CAO is working with Public Health with respect to re-opening. We are able to proceed with our strategic plan and for the most part, operating as normal with business as usual.

The following is a brief update by program area:

Administration and Corporate Services

Generally operating as normal with the goal of seeking a new Administrative Assistant as soon as the situation allows. Serenity Morton has been covering some of the duties of the former Administrative Assistant, and Nancy Guest, of the Source Water Protection office, is assisting with Board of Directors meetings.

Environmental Planning and Regulations

Planning applications are down slightly, and permit applications appear to be up.

Water Management

Water management and flood forecasting are generally proceeding as per normal.

Watershed Monitoring

No water sampling is being undertaken at this time due to logistical issues with getting pairs of staff into the field. Additionally, MECP labs are not currently accepting samples.

Stewardship

Stewardship goals are on track and proceeding with the expectation that grant funds will all be used before the end of the year.

Forestry

Contrary to our understanding at the time of the April Board meeting, some of GSCA's Forestry activities were not deemed essential business by the Province in late April – early May, and therefore have been substantially reduced. The Arbour Day tree sale was cancelled, and pre-ordered tree sales were not able to proceed. However, tree planting is

well underway and should be finished by mid-June. The forestry business has opened up recently but too late for much of what our Forestry Department plans for in the early Spring.

Education

We are assessing the feasibility of running the summer day camp, but it doesn't look promising with numerous safety precautions causing a possible deficit in costs versus intake. With provincial orders pushed into June, day camp will likely be cancelled.

Lands Policy and Management

There is currently no new Manager in this department due to COVID-19 hiring issues, which may result in not all priority tasks being fulfilled this year.

Operations

With no Manager in this department, Morgan Barrie is filling in as Acting Operations Manager, and is responsible for all of GSCA property management operations. We are bringing on two staff next week, and if we are successful with grant applications, we will hire two seasonal staff to assist in managing the properties. Grants have been applied for and positions posted.

b) First Quarter Investments

The Manager of Financial and Human Resource Services reviewed the TD Investment Account statement for the period of January 1, 2020 to March 31, 2020 and advised that, as covered by the aforementioned report from Mike Konopka, the portfolio decreased at the end of the first quarter, but has been increasing since the second week of April.

c) First Quarter Financial Report and Year-end Forecasts

The Manager of Financial and Human Resource Services reviewed the budgets and advised that there have been some delays in obtaining all the information. Several staff positions have not been filled due to COVID-19 restrictions. This has resulted in some savings in salaries. The year-end forecast has been adjusted and there may be further savings in mileage, due to the price of gas, as well as in the forestry area. Revenue will need to be revisited as, among other things, revenue is down because of the closing of our properties and reduction in some service areas.

ii) Water Management

Water Resources Coordinator, John Bittorf, presented a PowerPoint report regarding the condition of GSCA dams and advised that all dams have been installed in time to capture sufficient water prior to dry summer weather. It was noted that a pair of mute swans were nesting in the low water area upstream of GSCA's Mill Dam in the Mill Pond in Owen Sound. A crew of staff managed to move the nest undisturbed, including several eggs to higher

ground while keeping the parents at bay long enough to complete the move. This was successful and the female returned to the nest immediately and has continued to use it.

iii) Environmental Planning

Environmental Planning had nothing to report at this time.

iv) Conservation Lands

a) Re-opening Properties

The CAO reviewed the Conservation Land Re-opening report and advised that all GSCA properties had been closed due the COVID-19 and are now slowly being re-opened for public access. The specific properties are listed on the GSCA website and are being inspected prior to opening for safety and maintenance. One of the primary goals of the extending the closures was not encouraging travel to the area at this time. Options are being considered respecting compensations for current season pass holders.

b) Drainage Easement

A landowner in the Town of the Blue Mountains, whose property is surrounded by GSCA's Peasemarsch property, has requested an easement or right-of-way over GSCA lands for drainage purposes. A lease agreement was discussed by the Board and it was agreed that an offer be made to the landowner in consideration of the use of Authority property.

Motion No.:
FA-20-044

Moved by: Scott Mackey
Seconded by: Dwight Burley

WHEREAS, the Grey Sauble Conservation Authority (GSCA) is the fee-simple owner of the lands known to us as Peasemarsch Nature Reserve (herein, Peasemarsch) in the Town of the Blue Mountains;

AND WHEREAS, Mr. John Antchak, owner of 208485 Highway 26, has approached GSCA with an interest to have a drainage easement over a portion of GSCA's Peasemarsch Property;

AND WHEREAS, under Section 21(1)(c), (d) and (n) of the Conservation Authorities Act, GSCA may enter into an agreement with an individual to lease a property;

THAT the Board of Directors agree to Staff negotiating an ongoing 5-year lease agreement with Mr. Antchak for the purposes of allowing drainage across GSCA's lands.

Carried

v) Forestry

There were no forestry issues at this time.

vi) Communications

Manager of Information Services, Gloria Dangerfield, reviewed the recent media releases including the erroneous sale of part of the Hibou property, the closing of GSCA lands, and the staged re-opening of GSCA lands.

vii) GIS/IT

a) Lora Bay Project

Manager of Information Services, Gloria Dangerfield, advised that a risk assessment has been completed with respect to the Lora Bay Project (NDMP 5), however the Ministry of Municipal Affairs and Housing was unable to get the Federal Government to extend the deadline for project completion and thus no federal funds can be used after March 31, 2020.

b) Owen Sound Climate Change Adaptation Plan

Manager of Information Services, Gloria Dangerfield, advised that the City of Owen Sound was undertaking a Climate Change Adaptation Plan, however staff working on this project were laid off due to COVID-19 related concerns.

The City was also planning a Healthy Communities Climate Conference planned for October 28, 2020 but will now be undertaking a virtual event on that date, with the actual conference postponed to the Spring of 2021.

c) LiDAR Pricing and Use

Manager of Information Services, Gloria Dangerfield, reviewed her report on the Light Detection and Ranging (LiDAR) memorandum of understanding which allows for the sharing of all data amongst GSCA, the County of Grey and Town of the Blue Mountains, and sets the parameters for sale of the data.

Motion No.:
FA-20-045

Moved by: Sue Carleton
Seconded by: Harley Greenfield

WHEREAS Grey Sauble Conservation Authority (GSCA) acquired LiDAR for the lake fringe watersheds of Grey County;

AND FURTHER WHEREAS this project was funded through a partnership between GSCA, The County of Grey and The Blue Mountains under the National Disaster Mitigation Program Intake 4;

AND FURTHER WHEREAS The Blue Mountains paid additional costs to have the entirety of the municipality flown;

THAT the Grey Sauble Conservation Authority enter into a memorandum of understanding with The County of Grey and The Blue Mountains that permits the sale of LiDAR data by GSCA, for commercial purposes, at a cost of \$250 per square kilometre tile, or stereo pair, outside of The Blue Mountains Jurisdiction.

Carried

viii) Drinking Water Source Protection & Risk Management

Nothing to report at this time.

10. CAO’s Report

The CAO reported that a new employee benefits plan is being investigated and is in the final stages of decision-making. This new plan would provide slightly better benefits for employees and cost approximately \$5000 less for GSCA. It is anticipated that the new benefits would be effective June 1, 2020.

The CAO continues to meet with municipal mayors and CAOs respecting COVID-19 restrictions and re-openings, as well as with GSCA volunteer groups. Volunteers and staff have been instrumental with the inspection and maintenance of 172 kilometres of GSCA trails to prepare for re-opening. The CAO also meets with the General Managers/CAOs of Ontario’s conservation authorities, organized by Conservation Ontario, to discuss many items, including COVID-19 challenges. Also involved in the CAO’s workload are meetings with the Healthy Communities group; reviewing the resumes and hiring a new Manager of Conservation Lands; and preparing to employ a new Administrative Assistant. Board member Marion Koepke suggested sending a special letter to volunteers for their help during this challenging time. Ms. Koepke also suggested that the CAO set up a meeting with the newly hired City Manager for Owen Sound, Tim Simmonds.

11. Chair’s Report

The Chair was happy to hear of all the co-operation amongst the various groups to work together during the COVID-19 challenges and advised that she is keeping in contact with the Vice Chair, Scott Greig, and CAO, Tim Lanthier, to deal with immediate matters.

12. Other Business

None at this time.

13. Closed Session

Motion No.:
FA-20-046

Moved by: Dwight Burley
Seconded by: Scott Greig

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 3:00 pm to discuss matters related to the following:

Item 1: The security of the property of the Authority – s.4(17)(xvii)(a) and litigation or potential litigation including matters before administrative tribunals - s.4(17)(xvii)(d).

Item 2: Personal matters about an identifiable individual including Authority Directors or Authority employees.

AND FURTHER THAT CAO, Tim Lanthier, Administrative Assistant, Nancy Guest, and Manager of Information Services, Gloria Dangerfield remain in attendance for both items and that Manager of Financial and Human Resource Services, Alison Armstrong, be in attendance for ‘Item 2’.

Carried

Motion No.:
FA-20-047

Moved by: Marion Koepke
Seconded by: Scott Greig

THAT a closed meeting was held, and only closed session items identified were discussed in closed session.

AND THAT The Grey Sauble Conservation Authority Board of Directors endorse and direct the CAO and the Manager of Financial and Human Resource Services to proceed as directed regarding the personal matters about an identifiable individual including Authority Directors or Authority employees as discussed during the closed session meeting.

AND THAT the Grey Sauble Conservation Authority Board of Directors approve the April 22, 2020 Confidential Closed Session minutes as presented in the closed session agenda.

Carried

13. Next Full Authority Meeting – Wednesday, June 24, 2020, at 1:15 p.m.

14. Adjournment

The meeting adjourned at 3:30 p.m.

Cathy Little, Chair

Nancy Guest
Recording Secretary