



**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, October 28, 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 1:28 p.m.

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

Staff Present – Chief Administrative Officer (CAO) Tim Lanthier, Recording Secretary Nancy Guest, Administrative Assistant Valerie Coleman, Manager of Finance and Human Resources Alison Armstrong, Manager of Information Services Gloria Dangerfield, Forestry Coordinator Michael Fry, Manger of Conservation Lands Rebecca Ferguson, Drinking Water Source Protection Project Manager Carl Seider, Environmental Planning Coordinator Andy Sorensen, Programs & Communications Planner Vicki Rowsell

Regrets – None

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-20-070

Moved by: Dwight Burley
Seconded by: Andrea Matrosovs

THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of October 28, 2020.

Carried

5. **Approval of Minutes**

Motion No.:
FA-20-071

Moved by: Scott Mackey
Seconded by: Sue Carleton

THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of September 23, 2020.

Carried

6. **Business Out of Minutes** - none

7. **Consent Agenda**

Motion No.:
FA-20-072

Moved by: Marion Koepke
Seconded by: Dwight Burley

THAT in consideration of the Consent Agenda Items listed on the October 28, 2020, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning - Section 28 Permits – September 2020; (ii) Administration - Receipts & Expenses – September 2020; (iii) Correspondence – Letter to Minister Yurek and Minister Yakabuski, Email to Minister Yakabuski, CO Letter to Premier; (iv) Other Minutes – Forestry Committee August 19, 2020; (v) Recent Media Articles;

Carried

8. **Business Items**

i) **Administration**

a) **2020 Q3 Budget Update and Adjustments**

The Manager of Financial and Human Resources Alison Armstrong presented the 2020 3rd Quarter budget update and adjustments. A year end surplus was noted in the total operations budget with positions left vacant for a portion of the year and positions filled at a lower wage rate as major contributing factors. Additionally, Alison noted a deficit in funding caused by a reduction in sales and services, cancellation of summer day camp, and lower tree sales resulting from COVID-19 restrictions, though this was offset by higher than anticipated parking revenue.

Director Greig asked about progress on Capital projects. It was explained that due to the shut-down and subsequent restrictions progress on Capital projects was delayed. Staff will be making headway on those projects moving forward.

Harley Greenfield	X		
Ryan Greig	X		
Scott Greig	X		
Marion Koepke	X		
Cathy Little	X		
Scott Mackey		X	
Andrea Matrosovs	X		
Paul McKenzie	X		
Paul Vickers	X		

ii) Water Management

a) Report back on Stewardship Funding and Project for 2020

The Manager of Conservation Lands Rebecca Ferguson presented the results of the Stewardship projects from 2020, including a PowerPoint with photos of the individual projects. There was a total of \$68,767 in grant funding awarded for 2020. Resulting in 8600 trees planted or 14 acres of riparian/windbreak, 3416m of livestock exclusion fencing, and 800 acres of cover crops across the watershed.

b) Sub-Watershed Planning Framework

The DWSP Project Manager Carl Seider reviewed this report laying out the process and steps for staff to move forward in creating a broader watershed management framework as identified in the strategic plan. An integrated ecosystem-based approach focuses on the cumulative effect of all activities and how they impact the watershed. Identify goals/objectives that are needed now and in the future. Three steps to getting the plan started; characterization of watershed, setting goals and objectives for managing the watershed over the long term, and monitoring. Examples of plans of different intensities and regions were provided.

Municipal support is required to create a broader integrated watershed management plan.

Motion No.:
FA-20-076

Moved by: Harley Greenfield
Seconded by: Scott Greig

WHEREAS staff presented (BOD Meeting November 28, 2019) a review of successful watershed management planning approaches and developed a draft table of contents under the Strategic Plan goal “Support the Development of Watershed Plans with Municipalities”;

THAT the Grey Sauble Conservation Authority Board of Directors supports the further development of an integrated watershed management framework and directs staff to explore collaboration opportunities with municipalities and receive this report as information.

Carried

iii) Environmental Planning

a) Recommended 2021 Fee Schedule Update

The Environmental Planning Coordinator Andy Sorensen presented the recommended 2021 Fee Schedule explaining that some increases were necessary to bring baseline fees in line with each other and compensate for increases in staff time. Proposed increases include regulation fees for legal inquires, expired permit replacements, clearance letters requiring a site inspection, and small increases for most planning and related fees. Changes to some definitions have been made to improve clarity.

Motion No.:
FA-20-077

Moved by: Dwight Burley
Seconded by: Marion Koepke

WHEREAS the Grey Sauble Conservation Authority is seeking ways to continually improve client services and streamline regulation and planning processes.

THAT the Grey Sauble Conservation Authority Board of Directors approve the 2021 Development, Interference with wetlands and alteration to Shorelines and Watercourses Regulation Ontario Regulation 151/06 fee schedule as presented in Appendix A to this report and that said schedule is to take effect in January 1, 2021.

THAT the Grey Sauble Conservation Authority Board of Directors approve the 2021 Planning and Related Fee schedule as presented in Appendix B to this report and that said schedule is to take effect in January 1, 2021.

Carried

b) Report Back on the Status of Planning MOU's

The Environmental Planning Coordinator Andy Sorensen advised that Planning Memorandums of Understanding with the Municipalities are being finalized and will be updated at a later date.

iv) Conservation Lands

a) Report Back on Property Usage and Revenues

The Manager of Conservation Lands Rebecca Ferguson provided a PowerPoint presentation outlining revenues generated through fees and leases

Increases in usage can be attributed to continued improvements by the operations department, updating and increasing signage, and the adoption of Park Ambassadors to Christie Beach, Eugenia Falls, Inglis Falls, Hibou, and Old Baldy.

An increased staff presence at GSCA's most popular areas for 2021 is expected to result in increased parking compliance, improved relationships with area neighbours and municipalities, and a reduction of safety and parking issues.

Operations staff were congratulated for their hard work despite challenges faced with COVID-19 and a surge of attendance.

v) Forestry

a) Forest Management Tenders

The Forestry Coordinator Mike Fry advised that two of three forest management tenders received bids. Skinner Marsh Management Area having received no bids and Massie Hills Management Area and Kemble Mountain Management Area each having received one bid each. GSCA staff follow provincial guidelines and to good forestry practices when marking trees with the priority of improving forest health, habitat, and ecosystem services. The Forest Committee will discuss forest management and revenue generation further.

Motion No.:
FA-20-078

Moved by: Paul McKenzie
Seconded by: Harley Greenfield

WHEREAS Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land comprised of 207 individual properties organized into 79 groupings;

AND WHEREAS, GSCA manages nearly 5,260 hectares (13,000 acres) of forested area to offset the operating expenses of the Forestry department and GSCA;

AND WHEREAS, GSCA conducts forest management activities on their products to improve the health of the forest and to generate revenue to offset operating expenses of the forestry department;

THAT the Grey Sauble Conservation Authority Board of Directors award the following forestry tenders:

Pine Second Thinning tender (GSC-20-02) for Massie Hills Management Area – Compartment 108 - to Moggie Valley Timber for their total bid of \$7,000, subject to signing the agreement;

Sawlog Harvest tender (GSC-20-03) for Kemble Mountain Management Area – Compartments 71 and 73 – to Bester Forest Products Ltd. For their total bid of \$30,000, subject to signing the agreement;

Carried

vi) Communications/Public Relations

- a) Update on Corporate Image Strategy

The Programs and Communications Planner Vicki Rowsell updated the Board on the progress of the branding and corporate image strategy. Siting that several deliverables in the strategy have been met. Next steps are to provide consistent, easily understandable, and memorable key messaging. In consultation with eSolutions Key Messaging and Brand Platform documents have been created. Feedback and input are being requested from GSCA staff and Board Members. Input should be submitted to Vicki Rowsell via email by November 4, 2020.

vii) Education

Nothing at this time.

viii) GIS/IT

- a) Report Back on Website Update

The CAO reported that a comprehensive website revamping is planned for 2021 with aims of improving accessibility and incorporating the corporate image strategy. The IT team have been making improvements to several areas of the website. Feedback is welcomed can be directed to the CAO or the Manager of Information Systems, Gloria Dangerfield.

ix) Drinking Water Source Protection & Risk Management

- a. Report on 5-year RMO Agreement Renewals

The DWSP Project Manager Carl Seider updated the Board on the status of RMO agreement renewals. Draft agreements have been distributed to partner municipalities with some having been returned signed. Requests have been made for presentations to municipal council. Owen Sound still has one year left on their agreement.

9. CAO's Report

The CAO reported that the year has been very busy. Welcomed Valerie Coleman as the new Administrative Assistant and thanked Nancy Guest for filling in as the Recording Secretary.

The board trip to Eugenia Falls on October 16th was very successful. Having been scheduled on the Friday of Thanksgiving weekend allowed members to witness the pressure being put on areas. Moving forward additional site visits may be scheduled for 2021.

In conjunction with other Conservation Authorities on the Lake Huron shoreline, staff are finalizing a grant from Healthy Lake Huron through Ontario Ministry of Agriculture, Food and Rural Affairs to provide partial funding of the Stewardship Technician role for at least two years.

CAO is now sitting on a Conservation Ontario led committee to review and discuss Great Lakes Shoreline Issues. The committee is comprised of two GM/CAO's from each of the Canadian Great Lakes to discuss common issues and possible solutions associated with the Great Lakes shorelines and to lobby for resources to address identified issues.

CO has created four advisory committees to assist in the creation of a Strategic Plan. The CAO will sit on the Member Services committee. Additionally, NVCA and SVCA will sit on the other three committees to represent this general part of the Province.

GSCA continues to have productive meetings with the Friends of Hibou and are working to nurture this positive relationship. Terms of Reference will be developed and will be a model for future "Friends of..." groups. The local Optimist Club is driving playground fundraising efforts forward surpassing 30% of their total fundraising goal. They feel strongly that they will be able to meet their goal.

Staff are working on completing capital items that have been delayed due to staff shortages and the property maintenance required by increased visitation. Some of these projects will need to be deferred to 2021.

At the CO Council AGM on September 28, 2020 Minister Yurek extended greetings from his Ministry and Government, complimented CA's on the work they do, and fielded a few questions. Minister Yurek was asked about the timing for updates to the regulations and stated that new regulations and some updates to the legislation should occur this session. GSCA has not heard anything at this point.

10. Chair's Report

The Chair was happy to report getting back to Chair duties such as attending, virtually, the CO AGM. One question posed was regarding the value of CA's. The increase in attendance amid COVID-19 and 2019 Spring Flood report speaks to the value and importance of CA's.

11. Other Business

Nothing at this time.

12. Closed Session

Motion No.:
FA-20-079

Moved by: Marion Koepke
Seconded by: Dwight Burley

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 4:14 pm to discuss matters related to the following:

- i. A position, plan procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority. s.4(4)(xvii)(1)(h);**
- ii. Personal matters about an identifiable individual including authority directors or Authority employees. s.4(4)(xvi)(1)(b);**
- iii. Litigation or potential litigation including matters before administrative tribunals. s.4(4)(xxvii)(1)(d), and the security of the property of the authority; and,**
- iv. Litigation or potential litigation including matters before administrative tribunals. s.4(4)(xvii)(1)(a)&(d)**

AND FURTHER THAT CAO, Tim Lanthier, Administrative Assistant, Valerie Coleman, Recording Secretary, Nancy Guest, and Manager of Conservation Lands, Rebecca Ferguson, remain in attendance.

Carried

Motion No.:
FA-20-080

Moved by: Marion Koepke
Seconded by: Paul McKenzie

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

THAT the Board of Director's provided direction to Staff on Items 12(i) and 12(ii).

AND THAT the Grey Sauble Conservation Authority Board of Directors approve the June 24, 2020 Confidential Closed Session minutes as presented in the closed session agenda.

Carried

13. Next Full Authority Meeting – Wednesday, November 25, 2020 at 1:15 p.m.

14. Adjournment

The meeting was adjourned at 5:14 p.m.

Cathy Little, Chair

Valerie Coleman
Recording Secretary