



**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, February 26th, 2020, at 1:15 p.m.**

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 - Cathy Little, Marion Koepke, Dwight Burley, Sue Carleton, Harley Greenfield, Scott Greig, Ryan Greig, Paul Vickers, Andrea Matrosovs, and Paul McKenzie

Director Absent – Scott Mackey

Staff Present – Tim Lanthier, Doreen Robinson, Alison Armstrong, Carl Seider, John Bittorf, Vicki Rowsell, Gloria Dangerfield

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. Scott Greig brought to the attention of the Board that his company, Runners Den, is a sponsor for the Foundation's Earth Film Festival.

3. Closed Session

Motion No.: **Moved by:** **Dwight Burley**
FA-20-018 **Seconded by:** **Sue Carleton**

THAT the Grey Sauble Conservation Authority Board of Directors move into Closed Session to discuss two Personnel Items and one Legal Item.

Carried

Motion No.: **Moved by:** **Sue Carleton**
FA-20-019 **Seconded by:** **Paul McKenzie**

THAT the Grey Sauble Conservation Authority Board of Directors return to the regular agenda of February 26th, 2020.

Carried

Personnel

**Motion No.: Moved by: Dwight Burley
FA-20-020 Seconded by: Sue Carleton**

**THAT the GSCA Board of Directors acknowledge and support the terms of employment offered to and accepted by Tim Lanthier for the position of Chief Administrative Officer for the Grey Sauble Conservation Authority.
AND FURTHER THAT the GSCA Board of Directors formally notify Tim Lanthier of this decision and direct the Finance Coordinator to implement the terms of the offer effective as of the signing date of February 6, 2020.**

Carried

4. Call for Additional Agenda Items

Paul Vickers asked that the following item be put on the agenda: Grey County Federation of Agriculture Advisory Committee.

5. Adoption of Agenda

**Motion No.: Moved by: Harley Greenfield
FA-20-021 Seconded by: Ryan Greig**

THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of February 26th, 2020, as amended with the addition under Item 12 ii) Other Business – Grey County Federation of Agriculture Advisory Committee.

Carried

6. Approval of Minutes

**Motion No.: Moved by: Scott Greig
FA-20-022 Seconded by: Andrea Matrosovs**

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

Carried

7. Consent Agenda

A question was asked about payment to the Township of Georgian Bluffs listed on the expenses in the amount of \$4,223.02. It was explained that \$223.02 was for water charges at Indian Falls and \$4,000 was for road improvements at Skinners Marsh.

Motion No.: **Moved by:** **Marion Koepke**
FA-20-023 **Seconded by:** **Andrea Matrosovs**

THAT in consideration of the Consent Agenda Items listed on the February 26th, 2020, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: i) Environmental Planning - Section 28 Permits – January 2020; ii) Administration - Receipts & Expenses – January 2020; iii) Correspondence: a) Resolution from Municipality of Dutton Dunwich re: CA's; b) Resolution from Municipality of Strathroy-Caradoc re: CA's; c) Letter/Resolution from Municipality of Chatham-Kent re: CA's; iv) Minutes – a) Inglis Falls Arboretum – October 7/19; November 18/19; and January 20/20; b) Foundation - January 15th, 2020;

Carried

8. Business Out Of Minutes – nothing at this time

9. **Business Items**

i. Water Management – nothing at this time

ii. Environmental Planning

a) Regulation Mapping Updates and Board Approval – Potential Conflict of Interest

The Board of Director's does not approve individual updates to the regulation mapping. Rather, through a resolution passed at the September 13, 2017 Board of Directors meeting, the Board has approved the process by which the changes to the mapping occur. The mapping updates are brought before the Board as information only. Further, Ontario Regulation 151/06 is a text-based regulation. That is, where the text of the regulation differs from the mapping, the text shall take precedence.

iii. Lands Update

a) Paid Parking partnership with Town of Blue Mountains

In 2019, GSCA Lands Management staff brought forward a comprehensive report on the history and current state of GSCA's paid parking program. Based on the success of this program in offsetting operating costs, GSCA has been approached by staff from the

Town of the Blue Mountains to allow the charging of parking fees at Peasemars. The Town is proposing to share the fees collected at Peasemars with GSCA.

GSCA currently leases a portion of the Peasemars property to the Town of the Blue Mountains. This lease is in affect until February 12, 2021. The Town of the Blue Mountains (TBM) is currently investigating the option of offering paid parking at four municipal parking areas. Northwinds Beach, Thornbury Harbour, Lora Bay, and Peasemars (under agreement with GSCA). Based on a report brought before TBM Council, municipal staff are proposing a pilot project that would collect parking fees from non-residents at the above noted locations at an hourly rate. A portion of the fees collected at Peasemars would be remitted to GSCA.

Based on initial discussion with TBM staff, this proposal appears very beneficial to both parties. TBM is proposing to assume all costs associated with the project, including signage, transaction/subscription fees, and enforcement. GSCA would receive a portion of the fees collected.

Based on the report to Council, TBM staff are anticipating approximately \$29,600 in gross annual revenues from this property. Net review is expected to total \$7,700 in year one, with an anticipated decline in costs after the initial buy-in phase is complete.

Financial/budget implications of this collaboration would be positive for GSCA. Potential revenues will depend on the terms of the agreement, with specific revenues depending on actual uptake. Updates will be required to GSCA's website to indicate that this is a paid parking area. Any updates to GSCA's *Explore* brochure would also indicate this.

Motion No.: **Moved by:** **Scott Greig**
FA-20-024 **Seconded by:** **Dwight Burley**

WHEREAS under Section 21(1)(m) of the Conservation Authorities Act, Grey Sauble Conservation Authority (GSCA) may charge fees for the use of its properties and facilities;
AND WHEREAS under Section 21(1)(n) of the Conservation Authorities Act, GSCA may collaborate and enter into agreements with municipal councils;
AND WHEREAS GSCA charges fees for parking at eight property locations and these fees are used to support the management and maintenance of GSCA's properties;
THAT the GSCA Board of Directors direct staff to negotiate a collaborative parking fee agreement with the Town of the Blue Mountains for the Peasemars Nature Preserve.

Carried

b) Boat Lake Decommissioning Report Back

The cottages at Boat Lake were going to be removed by GSC Staff. As staff have not had the time to remove the cottages, contractors will be contacted to submit a price for the removal.

- iv. Forestry – nothing at this time
- v. Communications/Public Relations/GIS
 - a) Corporate Image Strategy Update

Vicki Rowsell updated the BOD's on the corporate image strategy. At the BOD's meeting in October 2019, it was recommended that eSolutions be chosen as the consulting firm to undertake Corporate Image Design, Strategy, and Training for GSCA. This work will assist Grey Sauble in developing key messaging that is easily understood and a consistent, recognizable look for the organization, which will help us increase public awareness and support for the important work that we do throughout the watershed. This had been a challenging endeavour for GSCA in the past because our story is a very complex one.

An official Kick-Off meeting was held between GSCA Staff and members of the eSolutions team that will be primarily working on the GSCA project. Staff and Marion Koepke, representing the BOD, was in attendance. Overall it was a productive meeting and with positive discussions surrounding timelines, priority deliverables and project goals. eSolutions was provided with specific information about GSCA's strengths and weaknesses, conducted some brand brainstorming activities, and highlighted the challenges GSCA has telling its story. The next step in this process will be a focus group meeting to be held on March 26th from 1:00 p.m. to about 2:30 p.m. The point of this meeting will be to engage staff and the BOD's directly in order to have these types of branding identify discussions. Everyone will be invited to attend, but there will also be an option for the BOD's to submit your feedback via a digital survey. A Doodle poll will be sent out shortly to determine who is available to attend this meeting and who would prefer to utilize the digital survey that will have similar questions.

- vi Administration
 - a) Awarding of Cleaning Contract for the Administration Centre for period Feb 1/20 to Jan 31/23

The previous cleaning contract for the Administration centre ended January 31/20. GSC advertised and two bids were received. A company called "The Cleaning Brigade" was awarded the tender which results in a savings of \$1,762.80 per year.

- b) Updating signing authorities for cheques for GSCA

Motion No.:	Moved by:	Harley Greenfield
FA-20-025	Seconded by:	Sue Carleton

THAT effective January 22nd, 2020, the signing authorities for Grey Sauble Conservation Authority for cheques be updated as follows: Cathy Little, Scott Greig, Tim Lanthier, Gloria Dangerfield, and John Bittorf, due to Scott Greig replacing Marion Koepke as Vice Chair.

Carried

c) Year End Reserves

Alison Armstrong reviewed the summary of reserves as of December 31st, 2019. The following points were made.

- Risk Management costing more than what was received in 2019
- Water and Erosion Control Infrastructure (WECI) funding received and utilized in 2019. Matching funds utilized from dam reserve. This amount was lower than budgeted.
- Forest Management – 2019 harvests carried forward into 2020 – Associated costs taken from reserve to temporarily balance the budget.

Reserve amounts in each category in the budget were also reviewed.

d) 4th Quarter 2019 Financial Report and Year End Actuals

Alison Armstrong reviewed the 2019 Approved and Capital Budget. The auditors were completed the 2019 audit.

The TD investment account statement was presented. GSC's personal rate of return was 13.61% in the last 12-months, 4.97% for the last three years, and 4.38% over the last five year period.

e) Report on Board Advisory Committee

At the January 22, 2020 meeting of the Grey Sauble Conservation Authority Full Authority, the Board was presented with a Terms of Reference for an Executive Committee. The Board unanimously voted to reject this proposal and directed staff to come back with options for an Advisory Committee.

Based on this decision, Staff have put together three possible options for the Board's consideration.

Option 1: Advisory Committee

As follow up to the direction from the Board, Staff have drafted a Terms of Reference for an Advisory Committee. The Board will note that this option is considered and permissible under both the Conservation Authorities Act and the GSCA's Administrative By-Laws. The Board will also note that Committee does not have the power to make decisions for the Board and must bring any recommended actions before the Full

Authority for a decision. The structure and administration of this committee is quite formal in nature.

Option 2: Changes to the Administrative By-Law

The second option is to amend the *Officers and Responsibilities* section of the Administrative By-Law. The proposed changes to the by-law would expand and better define the role of the Vice-Chair, in order to formally give the Vice-Chair a more involved role. Additionally, the proposed amendment defines that Chair, Vice-Chair, and CAO as the voting delegates (or alternates) for Conservation Ontario Council.

Option 3: Status Quo

Option 3 is the “do nothing” option.

Motion No.: **Moved by:** **Dwight Burley**
FA-20-026 **Seconded by:** **Marion Koepke**

THAT the Grey Sauble Conservation Board of Directors are in favour of Option 2: Changes to the Administrative By-Law - The second option is to amend the *Officers and Responsibilities* section of the Administrative By-Law. The proposed changes to the by-law would expand and better define the role of the Vice-Chair, in order to formally give the Vice-Chair a more involved role. Additionally, the proposed amendment defines that Chair, Vice-Chair, and CAO as the voting delegates (or alternates) for Conservation Ontario Council.

Carried

f) Requests for Board Engagement

Gloria Dangerfield addressed the BOD’s. Last year staff provided several orientation sessions at BOD’s meetings, including Background on Conservation Authorities, Flood Forecasting and Monitoring, Risk Management and Water Management. GSC Staff would like the BOD’s to advise what they are interested in seeing at future orientation sessions. Some options brought up included:

1. more pre-budget preparation, such as status and needs for GSCA Fleet;
2. Forestry needs;
3. Communications and Strategy;
4. Administration Policy overview;
5. AODA;
6. CA Collaborations;
7. Climate change actions that GSCA is undertaking;
8. Review of works completed by GSCA in each municipality, such as trees planted, properties managed;

Additionally, the BOD was asked what business areas or properties they would like to see included in the Annual Bus Tour

10. CAO's Report

1. Tim Lanthier thanked the BOD's for the opportunity to lead GSCA as the new Chief Administrative Officer.
2. Update to the BOD on the status of the changes to CA Act:
 1. CA's are working towards positive outcomes with MECP and municipal partners.
 2. Cathy Little, Dick Hibma, Barbara Dubryn, and Tim Lanthier met with Bill Walker, MPP, Bruce Grey Owen Sound, about CA Act changes with the hope that key messages will be relayed to Minister Yurek:
 - Change in which programs can be levied against does not impact the Provincial budget but could dramatically impact the programming provided by CA's and CA's ability to provide services to member municipalities.
 - The Province needs to change their messaging to align CA's as partners. Although much education has occurred over the last year regarding CA business, the Provincial messaging around reigning in CA's has not changed.
 - Conservation authorities partner with MECP, MNRF, and MMAH on a number of fronts. This offers tremendous value to these agencies.
 3. Cathy Little and Tim attended an MECP workshop in London. Conservation Ontario made presentations.
 4. Section 28 – centred around planning and permitting role
 5. Ministry put out a survey. Feedback on what CA Act look like in the future
3. Met with the Sydenham Optimists Club with regards to the Club funding playground equipment at Hibou. They will donate \$50,000 in total.
4. Cathy Little and Tim met with the Foundation executive and interaction. May hire staff person to find effective ways to fund raise.
5. Foundation's Earth Film festival – being held on Thursday, April 30th, 2020 – Two films – Bruce Grey Monarchs & Flight of the Butterflies
6. Phoned by Dave Shearman to appear on politically speaking on Rogers near the end of April.
7. Have been approached by a benefits provider for health benefits for staff. Investigate further – potential for savings.
8. Contact Rogers to ask if Foundation could be on their program
9. Dwight Burley asked that if there are any concerns expressed to GSC with regards to construction/closure of the Inglis Falls Road, contact Georgian Bluffs

11. Chair's Report

- Myself, Dick Hibma, B Dubryn, and Tim Lanthier met with Bill Walker, MPP, Bruce Grey Owen Sound, about changes with the hope he can bring messaging back.
- Attended Foundation meeting which is the 2nd Wednesday of the month

- Tim Lanthier and I attended an MECP workshop in London. Conservation Ontario made presentations. It is important to listen to criticisms and valid concerns
- Attended SVCA's AGM. Dan Gieruszek was re-elected Chair
- Attended Executive Foundation meeting

12. Other Business

- i. Committees – Minutes – nothing at this time for:
 - a) Indigenous & GSCA Relationships Committee
 - b) Forestry Committee
 - c) BRWI
- ii) Grey County Federation of Agriculture Advisory Committee

Paul Vickers advised that Hugh Simpson, President, Grey County Federation of Agriculture, had talked to Paul to advise that he is disappointed that there is no Agriculture Advisory Committee for GSCA. Hugh would like the Conservation Authority involved in the development and policies for agriculture. Board comments as follows.

- This issue needs to be revisited. It is an active group waiting to be acknowledged. Andrea Matrosovs is on the NVCA Board and suggested that it is effective for outreach and collaboration for stewards of the land. Support Chair of Ag Advisory Committee for TOBM.
- A reason GSC didn't establish a Committee is that it did not fit into GSC's Strat Plan
- Ask the CAO to bring back Terms of Reference what the Ag Committee would consist of. What would an Ag Committee do? What would the purpose of this Committee be?
- Contact other organizations.
- The Committee may be advisory with relevance to the farming community.
- The OFA is the lobbying arm of agriculture. They feel they can contribute. There are other farming organizations.
- They address climate change, share stewardship opportunities and reach out to farmers.
- GSC represents 8 municipalities, of which 7 are rural.
- Recap our previous decision.
- Doreen will forward the previous minutes on this item to the Directors.
- Tim Lanthier or Cathy Little will talk to Hugh Simpson.

It was asked if the flood forecasts sent out by John Bittorf could be sent to the Police. John stated that he sends the forecasts to the municipalities who in turn forward it to their emergency agencies if they feel it is warranted.

12. Next Full Authority Meeting – Wednesday, March 25th, 2020, at 1:15 p.m.

13. Adjournment

Motion No.: Moved by: Sue Carleton
FA-20-027 Seconded by: Andrea Matrosovs

THAT this meeting be now adjourned.

Carried

Cathy Little, Chair

Doreen Robinson
Administrative Assistant

This set of minutes was approved by the Grey Sauble Conservation Authority Board of Directors at their meeting held via the web on April 22nd, 2020.