



**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, December 16, 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

Vice Chair Scott Greig called the meeting to order at 1:19 p.m.

Directors Present – Dwight Burley, Sue Carleton, Harley Greenfield, Ryan Greig, Vice Chair Scott Greig, Marion Koepke, Scott Mackey, Andrea Matrosovs, Paul McKenzie, Paul Vickers, Chair Cathy Little (arrived at 2:20)

Staff Present – Chief Administrative Officer (CAO) Tim Lanthier, Administrative Assistant Valerie Coleman, Manager of Finance and Human Resources Alison Armstrong, Manager of Information Services Gloria Dangerfield, Manger of Conservation Lands Rebecca Ferguson, Acting Operations Manager Morgan Barrie, Forestry Coordinator Mike Fry

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-20-095

Moved by: **Scott Mackey**
Seconded by: **Dwight Burley**

THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of December 16th, 2020.

Carried

5. **Approval of Minutes**

Motion No.:
FA-20-096

Moved by: Sue Carleton
Seconded by: Paul McKenzie

THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of November 25th, 2020.

Carried

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

7. **Consent Agenda**

Motion No.:
FA-20-097

Moved by: Andrea Matrosovs
Seconded by: Harley Greenfield

THAT in consideration of the Consent Agenda Items listed on the December 16th, 2020, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning - Section 28 Permits – November 2020; (ii) Administration - Receipts & Expenses – November 2020; (iii) Correspondence – Beaver River Watershed Initiative November 2020 Newsletter; Hibou News Winter 2020/21; (v) Recent Media Articles;

Carried

8. **Business Items**

i. **Administration**

a) **Update on CAA Amendments**

The CAO provided the Board an update on the status of Section 6 of Bill 229 regarding the changes to the CAA. GSCA staff engaged in a great deal of outreach to the partners, stakeholders, watershed municipalities, Premiere Ford, Ministers Yurek, Yakabuski, Clark and Philips, and local MPPs.

Substantial unsolicited public comment was submitted to the Province after first reading regarding the removal of Section 6 that proposed changes to the CAA. After receiving 2nd reading the Bill went to Standing Committee on November 30th, December 1st, and December 2nd. There were some changes to Section 6 that came out of Standing Committee. On December 8th Bill 229 received 3rd reading and royal ascent.

The CAO outlined some of the changes and reported that Minister Yurek is expected to put together a working group involving CAs that is tasked with looking at regulations as they are developed.

Member Paul Vickers left the meeting at 1:35.

b) Report Back on Operational Plan

The CAO reported back with respect to the 2020 Priority Workplan that was agreed upon in January 2020. It was noted that several unforeseen challenges caused delays in the completion of some operational plan items. Despite these challenges staff were able to complete most of the workplan items, those that were not completed will be noted in the 2021 Priority Workplan with high priority.

c) Salary Review Update

The Manager of Finance and Human Resources, Alison Armstrong, updated the Board with respect to the Salary Review included in GSCA's 2020 budget. A request for proposal has been distributed and closes on January 15th, 2021. Staff expect to bring an recommendation forward to the Board on January 27th, 2021 for awarding of the contract. The scope of the review includes pay equity compliance, select job descriptions, collection and analysis of market data, an update to the existing grid, and a report to the board. It is expected to take at least three months to complete.

ii. Water Management

a) Subwatershed Report Cards

The Manager of Conservation Lands, Rebecca Ferguson, provided a presentation on the Indian Brook Subwatershed report card. Staff gave an overview of the make up of the Indian Brook Subwatershed. Indian Brook received an overall Grade of 'B' or "Good" for Stream Health, "C" or "Fair" for Forest Conditions, and "F" or "Very Poor" for Wetland Conditions. It was noted that once wetlands have been lost it can be difficult to re-establish them. Staff outlined some actions for improving the health of the watershed at individual landowner and municipal levels.

iii. Environment Planning

Nothing at this time.

iv. Conservation Lands

a) Report on Hibou Finance Agreement

The Manager of Conservation Lands, Rebecca Ferguson, reported with respect to a proposed finance agreement between GSCA and the Optimist Club of Sydenham and District to fund the construction and installation of an accessible playground at Hibou CA.

The Optimist Club has been actively fundraising and have received more than \$21,000 in donations to date.

In an effort to keep the project moving forward, the Optimist Club has requested that GSCA pay for the playground with the understanding that the Optimist Club would reimburse those funds through their ongoing fundraising efforts. It was noted that the cost of the equipment is expected to increase in 2021. Staff recommend ordering the equipment before the end of 2020 to avoid the extra cost. Additionally, if GSCA orders the equipment rather than the Optimist Club, there is no deposit required and payment is not due until installation.

Construction is scheduled to begin in April 2021 with the playground structure to be installed in May 2021.

Staff asked for a Board motion supporting GSCA entering into this financial agreement with the Optimist Club of Sydenham and District.

Member Paul Vickers re-joins the meeting at 2:11 p.m.

Motion No.:
FA-20-098

Moved by:
Seconded by:

Marion Koepke
Harley Greenfield

WHEREAS under Section 21(1)(m) of the Conservation Authorities Act, Grey Sauble Conservation Authority (GSCA) has the authority to use lands owned or controlled by the authority for park or other recreational purposes, and to erect, or permit to be erected, buildings, booths and facilities for such purposes and to make charges for admission thereto and the use thereof;

AND WHEREAS under Section 21(1)(n) of the Conservation Authorities Act, GSCA has the authority to collaborate and enter into agreements with ministries and agencies of government, municipal councils and local boards and other organizations and individuals; and

THAT the GSCA Board of Directors support the proposed Financial Contribution Agreement with the Optimist Club of Sydenham and District for an accessible playground at Hibou Conservation Area.

Carried

v. Forestry
Noting at this time.

vi. Communications/Public Relations

a) Update on Branding

The Manager of Information Services, Gloria Dangerfield, reported back with regards to the creation of the GSCA brand strategy. Key messaging was one of the strategy’s deliverables and will assist in achieving consistency and setting a professional tone.

GSCA staff have given input regarding these Key Messages and are asking one last time for any additional feedback or comment from Board members.

Staff will be working with eSolutions to finalize the strategy documents and wrap up the process. As part of this process, eSolutions will be providing Brand Ambassador and Plain Language Writing training sessions for staff and Board members in February 2021.

vii. Operations

a) Request for Quotation Recommendation: Vehicle Purchase Tender

The Acting Operations Manager, Morgan Barrie, reported back with the results of the vehicle tender for the purchase of two new trucks. Staff previously tendered the vehicle purchase in the summer of 2020 but did not receive a sufficient number of submissions. Staff chose to expand the tender search area and received nine tender submissions.

Staff recommended Wilson Niblett, having quoted the best price to meet the specifications required.

Chair Little joined the meeting at 2:20.

Motion No.:
FA-20-099

Moved by: Dwight Burley
Seconded by: Paul McKenzie

WHEREAS GSCA staff issued a tender for the purchase of two pickup trucks;

AND WHEREAS, Staff have received and reviewed nine proposals.

AND WHEREAS, Wilson Niblett Motors LTD provided the lowest bid that met the requirements of the tender document.

THAT the Board of Directors authorize staff to approve the purchase of two trucks from Wilson Niblett Motors LTD.

Carried

viii. Education

Noting at this time.

ix. GIS/IT

Noting at this time.

x. Drinking Water Source Protection & Risk Management

Nothing at this time.

9. CAO's Report

The CAO reported that he has been active in reaching out to media, MPPs, Ministers, government staff, partners, and stakeholders with regards to changes to the CAA. Also, reaching out to partners and stakeholders on a variety of GSCA initiatives keeping relationships strong.

The CAO and Manager of Conservation Lands, Rebecca Ferguson took part in a stakeholder meeting hosted by Grey County to discuss increased visitation to the region and how this can be managed.

Staff have been working on year end performance reviews and goal setting for 2020. Putting together workplan items and goals for 2021.

Dates for 2021 Board Meetings are voted on at the AGM. Currently, staff are continuing with the 4th Wednesday of each month. At the AGM the Board can decide on the December 2021 meeting date. The AGM is currently scheduled for January 27, 2021.

10. Chair's Report

Chair Little reported that she was interviewed by the Sun Times regarding the Board's decision to increase parking fees.

Chair Little has fielded inquiries regarding a permit issued for the Town of South Bruce Peninsula.

Chair Little, Vice Chair Greig, and the CAO attended the Conservation Ontario meeting. CO staff reviewed some of the changes to the CAA. Minister Yurek attended and gave a brief address regarding the changes introduced into Section 6 of Bill 229 that came out of Standing Committee. Ministry staff fielded questions regarding the changes to the CAA.

Member Sue Carleton let the Board know that she would not be returning to the board in 2021. She thanked the Board and wished members all the best.

11. Other Business

Nothing at this time.

12. Closed Session

**Motion No.: Moved by: Dwight Burley
FA-20-100 Seconded by: Ryan Greig**

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 2:50 pm to discuss matters related to the following:

- i) To hear and discuss an item related to Section 4(4)(xvii)(1)(f) of GSCA’s Administrative By-law: the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**
- ii) To hear and discuss an item related to Section 4(4)(xvii)(1)(d) GSCA’s Administrative By-law: litigation or potential litigation including matters before administrative tribunals.**
- iii) To hear and discuss an item related to Section 4(4)(xvii)(1)(d) GSCA’s Administrative By-law: litigation or potential litigation including matters before administrative tribunals, AND Section 4(4)(xvii)(1)(f) GSCA’s Administrative By-law: the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.**

AND FURTHER THAT CAO, Tim Lanthier, Administrative Assistant, Valerie Coleman, Gloria Dangerfield, Manager of Information Services, and Manager of Conservation Lands, Rebecca Ferguson remain in attendance.

Carried

**Motion No.: Moved by: Marion Koepke
FA-20-101 Seconded by: Scott Mackey**

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 6(i), 6(ii), and 6(iii).

AND THAT the Grey Sauble Conservation Authority Board of Directors approve the October 28, 2020 Confidential Closed Session minutes as presented in the closed session agenda.

Carried

13. Next Full Authority Meeting – Wednesday, January 27 at 12:30 p.m.

14. Adjournment

Motion No.:
FA-20-102

Moved by: Dwight Burley
Seconded by: Andrea Matrosovs

THAT this meeting now adjourn.

Carried

The meeting was adjourned at 3:54 p.m.

Cathy Little, Chair

Valerie Coleman
Administrative Assistant