Grey Sauble CONSERVATION

Protect.
Respect.
Connect.

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, December 22, 2021, 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 Scott Greig called the meeting to order at 1:15 p.m.

Directors Present: Chair Scott Greig, Vice Chair Andrea Matrosovs, Dwight Burley, Cathy Moore Coburn, Cathy Little, Harley Greenfield, Ryan Greig (1:39), Paul Vickers, Marion Koepke, Scott Mackey, Paul McKenzie

Regrets: Paul McKenzie

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resource Services, Alison Armstrong; Manager of Environmental Planning, MacLean Plewes; Water Coordinator, John Bittorf; Forestry Coordinator, Mike Fry; Stewardship Coordinator, Keith Reid

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 the time.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:	Moved By:	Scott Mackey
FA-21-144	Seconded By:	Dwight Burley

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of December 22, 2021.

Carried

DRAFT

5. Approval of Minutes

Motion No.:	Moved By:	Cathy Moore Coburn
FA-21-145	Seconded By:	Cathy Little

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of November 24, 2021.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.:	Moved By:	Harley Greenfield
FA-21-146	Seconded By:	Dwight Burley

THAT in consideration of the Consent Agenda Items listed on the December 22, 2021, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – November 2021; (ii) Administration – Receipts & Expenses – November 2021; (iii); (v) Minutes – GSCA Indigenous Committee Minutes; (vi) Recent Media Articles

Carried

8. Business Items

i. Administration

a. Report Back on Investment Reallocation

The Manager of Financial and Human Resource Services, Alison Armstrong, reported back with regard to the Board request for investment options and/or alternatives.

As per the 2014 financial investment questionnaire, GSCA maintains a 60/40 split between equities and cash. Staff investigated the options for moving investments out of the current equity holding and into something lower risk to ensure that gains will be available to utilize in the short term. Comparing five major banks and a credit union on availability and rate of return, it was determined that the interest rate that GSCA's saving account garners is comparable to that of mid-term Cashable GICs and greater than short-term options.

GSCA's portfolio manager recommended that prior to moving funds out of the investment portfolio that the Board complete another questionnaire. However, it was stressed that this should be done only once GSCA's short-term cash requirements were known.

Staff recommend maintaining the savings account at present and conducting a new questionnaire for the investments once staff have determined the needs of the Authority more thoroughly.

Motion No.:	Moved By:	Scott Mackey
FA-21-147	Seconded By:	Cathy Moore Coburn

DRAFT

WHEREAS, GSCA has reserve funds invested with TD Wealth having a market value of $1,580,426 and on deposit with BMO in the amount of $548,946;

AND WHEREAS, the current investment policy may carry a higher risk than current Board and market conditions warrant;

AND FURTHER WHEREAS, GSCA has considerable cash in a bank account earning a comparable rate to any alternatives recommended;

THAT, the GSCA Board of Directors direct the CAO and Manager of Financial Services to complete a new questionnaire for our TD portfolio strategy when we are better able to determine our future capital spending requirements and leave the funds on deposit with BMO until our cash requirements are determined.

Carried

b. CAA Transition Plan

The CAO, Tim Lanthier, presented the final copy of the GSCA Transition Plan for the Board's approval. The deadline for submission to the province is December 31, 2021.

The transition plan outlines the timeline for moving forward toward having the necessary agreements with member municipalities signed and in place within the required timeframe.

A Member asked Tim how much of his time was diverted away from other duties to address changes to the Conservation Authorities Act.

Tim explained that he did not have a specific number, however; estimated that between 10-15% of his time was dedicated to various meetings, consultations, and administration tasks associated with the changes to the Act.

Motion No.:		Moved By:	Marion Koepke
FA-21-148		Seconded By:	Cathy Little

WHEREAS on October 4, 2021, the Province of Ontario released Ontario Regulation 687/21 – Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act,

AND WHEREAS this regulation requires that, by December 31, 2021, conservation authorities develop a transition plan that includes a timeline for the authority to meet the requirements for the first and second phases of the transition period,

THAT the GSCA Board of Directors endorse the attached "Grey Sauble Conservation Authority Transition Plan" as presented,

AND THAT the CAO be directed to forward a copy of this transition plan to each of GSCA's participating municipalities and to the Ministry of the Environment, Conservation and Parks (MECP), as per the requirements of the regulation.

Carried

c. 2022 Board of Directors Meeting Schedule

Chair Greig presented the dates to the Board and asked for any questions or concerns. It was noted that the Board would evaluate the need for a July Board meeting in the spring of 2022.

DRAFT

Motion No.:	Moved By:	Dwight Burley
FA-21-149	Seconded By:	Harley Greenfield

THAT the Grey Sauble Conservation Authority Board of Directors approve the 2022 BOD's meeting dates as follows:

January 26th (AGM); February 23rd; March 23rd; April 27th; May 25th; June 22nd; July 27th (optional); August 24th; September 28th; October 26th; November 23rd; and December 21st.

Carried

d. 2022 Budget

The CAO, Tim Lanthier, presented the final 2022 Budget for the Board's approval. It was noted that the budget was circulated to all member municipalities for more than the required 30 days. Tim provided presentations and answered questions at the Township of Georgian Bluffs and the Town of the Blue Mountains councils.

Tim explained for the Board the motions and voting procedure, noting especially the weighted voting on the Non-matching Levy motion.

Member Ryan Greig joined the meeting at 1:39 p.m.

Motion No.:	Moved By:	Marion Koepke
FA-21-150	Seconded By:	Cathy Little

WHEREAS the Conservation Authorities Act provides that an Authority shall have the power to determine the portion of total benefit afforded to each municipality in establishing the annual levy, the Grey Sauble Conservation Authority resolves as follows, subject to such regulations under the Act as may be approved by the Lieutenant-Governor-in-Council:

i) That all participating municipalities be designated as benefiting for all projects included in the 2022 Operating Budget including administration and maintenance and the 2022 Capital Budget unless otherwise specified in the budget;

ii) That the Authority's share of the cost of the program and projects included in the 2022 Budget shall be raised from all participating municipalities as part of the General Levy, unless otherwise specified in the budget;

iii) That the 2022 General Levy be apportioned to the participating municipalities in the proportion that the modified current value assessment of the whole is under the jurisdiction of the Authority, unless otherwise provided in the levy or a project;

iv) That the appropriate Authority officials be directed to advise the participating municipalities pursuant to the Conservation Authorities Act and the regulations made thereunder; to levy the said municipalities the amount of General Levy set forth in the 2022 Operating Budget, to levy the said municipalities the amount of the General Levy set forth in the

2022 Capital Budget and in the approved projects of the Authority, and any special levy attributable to any project which has been deemed to be of specific benefit to any particular municipality.

Carried

Motion No.: FA-21-151 | Moved By: Scott Mackey | Seconded By: Cathy Moore Coburn

THAT the Grey Sauble Conservation Authority adopt the budget as presented for the year 2022 in the amount of $3,452,031.00.

Carried

Director	Yay	Nay	Absent
Dwight Burley	X		
Cathy Moore Coburn	X		
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		

Motion No.: FA-21-152 | Moved By: Dwight Burley | Seconded By: Harley Greenfield

THAT the Grey Sauble Conservation Authority adopt a matching levy for the year 2022 of $37,056.00 as required by Ontario Regulations 139/96 and 231/97.

Carried

Director	Yay	Nay	Absent
Dwight Burley	X		
Cathy Moore Coburn	X		
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		

DRAFT

Motion No.:	Moved By:	Marion Koepke
FA-21-153	Seconded By:	Dwight Burley

THAT the Grey Sauble Conservation Authority adopt a non-matching levy for the year 2022 of $1,520,574.08 as required by Ontario Regulations 139/96 and 231/97.

Carried

Director	Yay	Nay	Absent
Dwight Burley	X		
Cathy Moore Coburn	X		
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. Watershed Health Checks

The Water Resources Coordinator, John Bittorf, presented the Watershed Health Check Report Cards for the Sauble River and Pottawatomi River sub-watersheds.

John thanked all of the staff involved in the creation of the report cards, including Gloria Dangerfield, Vicki Rowsell, Kris Robinson, Elaine VanDenKieboom, and Rebecca Ferguson.

It was noted that GSCA has 28 watersheds & sub-watersheds and that three other health checks have been completed so far.

John gave an overview of both watersheds, noting their marks in specific categories and noted new features in these report cards.

One new category was Wetland Conditions, which both sub-watersheds scored high in.

John noted that there was insufficient data to grade the Ground Water Health of both areas and that more ground water well testing sites would be needed to get an accurate picture on the health of the area's ground water.

iii. Environmental Planning

a. 2022 Planning and Permits Fee Schedule

The Manager of Environmental Planning, MacLean Plewes, presented the proposed 2022 Interim Planning and Permits Fee Schedule. GSCA is continuing to move forward with Watson and Associates on a comprehensive fee review and is set to be presented for Board consultation in early 2022.

In the interim, staff have applied an increase that is in line with the Ontario CPI rate of 4.9% to the existing fee schedule.

DRAFT

Motion No.:	Moved By:	Dwight Burley
FA-21-154	Seconded By:	Marion Koepke

WHEREAS, under Section 21(1)(m.1) of the Conservation Authorities Act, the authority has the power to charge fees for services;

AND WHEREAS, previously approved planning agreements establish the process for annual fee increases based on the Consumer Price Index;

THAT, the GSCA Board of Directors approve the 2022 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation Ontario Regulation 151/06 fee schedule as presented in Appendix A to this report and that said fee schedule is to take effect on January 1, 2022.

AND That, the GSCA Board of Directors approve the 2022 Planning Agreement Fees and Related Planning Fees schedule as presented in Appendix B to this report and that said fee schedule is to take effect on January 1, 2022.

Carried

Member Marion Koepke left the meeting at 2:13 p.m.

iv. Operations

Nothing at this time.

v. Conservation Lands

Nothing at this time.

Member Paul Vickers declared a conflict of interest and left the meeting at 2:14 p.m.

vi. Forestry

a. 2021 Stewardship Activity Report

The Stewardship Coordinator, Keith Reid, presented the results of the 2022 Stewardship activities. GSCA was included in the Sauble South Subwatershed Agricultural Characteristics report for 2022. This included mapping constructed drains and erosion risk. The report showed that the GSCA watershed area had very few constructed drains and high erosion risk. Keith explained that there has been a shift from livestock farming to cash crop operations.

Member Dwight Burley left the meeting at 2:19 p.m.

The stewardship program provided grant funding for tree planting, exclusion fencing, water diversion projects, and cover crop planting.

Keith thanked all of the grant donors and partners.

The presentation will be made available to Board members through the Board Portal.

Member Paul Vickers rejoined the meeting at 2:27 p.m.

b. GSCA Cedar Cutting Approach

DRAFT

Forestry Coordinator, Mike Fry, reported to the Board regarding an alternative cedar harvesting approach that would reduce the impact on the land and encourage future cedar growth. This method is called the "Pearl Necklace" approach, whereby round openings and harvest trails are cut resembling a necklace of pearls from the air. The diameter of the openings are determined by the adjacent tree height.

Staff have identified some plots that this approach would be appropriate for trial. It was noted that it is a challenge finding contractors that will follow the proscribe method of harvesting. Staff are engaging with local contractors one on one to explain the project.

Motion No.:	Moved By:	Cathy Little
FA-21-155	Seconded By:	Ryan Greig

THAT, the GSCA Board of Directors receive this report number 063-2021 on Cedar Harvesting as information.

Carried

vii. Communications/Public Relations
Nothing at this time.

viii. Education
Nothing at this time.

ix. GIS/IT

a. Board Orientation – Sharepoint Board Portal
The Manager of Information Services, Gloria Dangerfield, provided a tour of the online Board Portal. Gloria thanked all the Member's for their patience in establishing this digital storage space. The portal became especially necessary when the Board was required to meet virtually due to the COVID-19 pandemic. Gloria went through the various folders and provided some trouble shooting advice for some common technical issues.

x. DWSP
Nothing at this time.

9. CAO's Report

The CAO, Tim Lanthier gave a report on December's activities.

- Elwood Moore Commemoration. On November 25th, GSCA held a ceremony in honour of Elwood Moore's 100th birthday and dedicated a bench in the Arboretum in his name. Several past and present staff and Board Members attended.
- Budget presentation at the Town of the Blue Mountains. There was excellent dialogue and many questions from council.
- Meetings with other CAs to discuss their approach to the CAA changes.
- December 13th was a CO council meeting.
- GSCA received a private donation of $10,000 as the result of the wonderful customer service of the Forestry Coordinator, Mike Fry.

A question was raised with regard to the GSCA Agricultural Advisory Committee. Forestry Coordinator, Mike Fry, was available to help answer. The newly appointed committee had it's first meeting and discussed the Terms of Reference and goals. There are presently five members in addition to Mike Fry and Keith Reid. The next meeting is scheduled for February.

10. Chair's Report

Chair Greig attended the CO meeting along with CAO Tim Lanthier.

Chair Greig thanked and acknowledged the support from Vice Chair Matrosovs and past Chair Little, Tim Lanthier, and all of the GSCA staff.

11. Other Business

Nothing at this time.

12. Resolution to Move into Closed Session

Motion No.:	Moved By:	Cathy Little
FA-21-156	Seconded By:	Cathy Moore Coburn

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 3:06 pm to discuss matters related to the following:

i. **Minutes of the Closed Session of the Regular Board of Directors meeting held on November 24, 2021; and,**

ii. **To discuss an item in the Town of South Bruce Peninsula regarding litigation or potential litigation including matters before administrative tribunals and/or the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (GSCA Administrative By-Law, Section 4(xvii)(1)(d)&(f)); and,**

AND FURTHER THAT CAO, Tim Lanthier, Administrative Assistant, Valerie Coleman, and Gloria Dangerfield, Manager of Information Services will be present.

Carried

13. Resolution that the Board of Directors has Resumed Open Session

Motion No.:	Moved By:	Harley Greenfield
FA-21-157	Seconded By:	Ryan Greig

THAT the Grey Sauble Conservation Authority Board of Directors resume open session.

Carried

14. Resolution Approving the Closed Session Minutes

Motion No.:	Moved By:	Scott Mackey

FA-21-158 Seconded By: Cathy Little

THAT the Grey Sauble Conservation Authority Board of Directors approve the November 24, 2021, Closed Session minutes as presented in the closed session agenda.

Carried

15. Reporting out of Closed Session

Nothing at this time.

16. Next Full Authority Meeting

Wednesday January 26th, 2021

17. Adjournment

The meeting was adjourned at 3:16 p.m.

Motion No.: FA-21-159 Moved By: Andrea Matrosovs Seconded By: Scott Mackey

THAT this meeting now adjourn.

Carried

Scott Greig, Chair

Valerie Coleman
Administrative Assistant

DRAFT