

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Annual General Meeting & Full Authority Board of Directors
Wednesday, January 26, 2022, at 12:45 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 12:51 p.m.

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

Regrets: None

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, Operations Manager, Morgan Barrie; DWSP Coordinator Carl Seider

Guests: John Anderson, Dick Hibma, Jennifer Stephens, Paul McQueen, Bob Hann, Ron Savage, Don Sankey, Marie Knapp, Kim Wingrove, Brian Low, Mariane McLeod, Sally Leppard, Steve Hamell, John Tamming, Lorraine Sutton, Barbara Dobreen, Sonya Skinner

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.:
FA-22-001

Moved By: Cathy Little
Seconded By: Dwight Burley

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of January 26, 2022.

Carried

5. Remarks from the Chair

On behalf of the GSCA Board of Directors, Chair Greig extended greetings to all those who were able to attend the 2022 GSCA Annual General Meeting.

“We are genuinely thankful to have your support for the Conservation Authority and extraordinarily appreciative of your commitments aligned with our mission of promoting and undertaking sustainable management of renewable natural resources and to provide responsible leadership to enhance biodiversity and environmental awareness.

2021 despite all of its challenges was a year, while your Board of Directors wishes to be once again meeting together, of working extremely cordially together to advance Authority goals and to meet various challenges.

I hope that each of your municipalities knows that you are very well represented at the Conservation Authority by your appointed and committed officials.

Despite one court decision, which I respectfully disagree with, your Board of Directors is very pleased of the achievements in 2021, and tremendously appreciate the Conservation Authority staff who produce the results. We look forward to the year in review forthcoming.”

Chair Greig introduced Dr. John Anderson of the Georgian Bluffs Climate Action Committee. A retired marine scientist, Dr. Anderson has lived in the Owen Sound area since 2009 and has researched climate change in the region. Dr. Anderson co-produced “Resilience: Transforming our Community”, a local climate change film released in 2019 at a sold out show at the Roxy Theatre. Dr. Anderson serves as scientific advisor for several groups and has lectured on climate change at Georgian College.

Member Scott Mackey joined the meeting at 12:54 p.m.

6. Guest Speaker

John Anderson of the Georgian Bluffs Climate Action Committee provided a presentation on climate action.

7. 2021 Highlights and Accomplishments

CAO, Tim Lanthier thanked John Anderson for his presentation, the GSCA Board of Directors for their support, and the GSCA staff for all of their hard work in the past year.

Tim provided a presentation that reviewed GSCA’s mission, vision, values, strategic goals and highlighted some of GSCA’s accomplishments in 2021.

Flood Forecasting and Warning

- Increase rain gauge access to 90 stations.
- Created monthly rain fall summaries and new crop heat unit maps.
- New water level Gauge on the Beaver River.

Environmental Planning

- 488 Development Permit applications
- Nearly 600 Planning applications

Land Management

- Launched GSCA Property Ambassador Program and contactless payment option.
- New playground feature at Hibou Conservation Area in partnership with Sydenham and District Optimist Club and several other community partners.

- First draft of the Inglis Falls Management Plan completed.
- A pilot project to tackle Emerald Ash Borer in partnership with Natural Resource Canada and the Canadian Forest Service.
- \$150,000 in grant funding for tree planting.

Improve Water Quality

- Completed Source Protection Plan amendments.
- Renewed service agreements with 13 out of 14 service partners.

Strengthen Environmental Education and Communication

- New GSCA Explore Guide property brochure.
- Upgraded the GSCA Augmented Reality Sandbox educational tool.

Other

- Completion and implementation of salary review.
- Implementation of new, more efficient payroll and time sheeting system.
- New online forms for development permits, tree orders, membership passes and MFIPPA requests.

GSCA staff created a video presentation to introduce themselves and gave some highlights of staff goals, favorite properties, and other fun facts.

8. Greetings from Guests

Chair Greig offered guests the opportunity to introduce themselves and bring greetings from their respective organization. In order of appearance:

- Member Koepke on behalf of Mayor Ian Boddy of the City of Owen Sound.
- Marie Knapp of the Friends of Hibou
- Don Sankey on behalf of the Grey Sauble Conservation Foundation
- Mayor Steve Hamell of the Township of Aaron-Elderslie
- Chair Mariane McLeod of Nottawasaga Valley Conservation Authority
- Ron Savage of Sydenham Bruce Trail Club
- Robert Hann of Beaver Valley Bruce Trail Club
- Mayor Paul McQueen on behalf of the Municipality of Grey Highlands
- Vice Chair Barbara Dobreen of Saugeen Valley Conservation Authority

9. Board Appointments

i. Election of Officers

Chair Scott Greig and Vice Chair Andrea Matrosovs vacated their Chairs.

a. Appointment of Chair Pro Tem

Motion No.: FA-22-002	Moved By: Seconded By:	Marion Koepke Scott Mackey
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THAT Dick Hibma be appointed as Chair Pro Tem for the 2022 election of officers.

Carried

b. Review of Voting Procedures

Dick Hibma reviewed the voting procedures and asked if there were any questions.

c. Motion to Appoint Scrutineers

Motion No.:
FA-22-003

Moved By: Cathy Little
Seconded By: Marion Koepke

THAT Sonya Skinner and Don Sankey be appointed scrutineers.

Carried

d. Election of 2022 Chair

Chair Pro Tem, Dick Hibma called three (3) times for nominations from the floor for the position of Chair for 2022.

1. Member Dwight Burley nominated Scott Greig for the position of Chair for 2022.
2. None declared.
3. None declared.

Motion No.:
FA-22-004

Moved By: Paul Vickers
Seconded By: Paul McKenzie

THAT nominations for the election of Chair for 2022 close.

Carried

Scott Greig accepted his nomination for Chair for 2022 and thanked Member Dwight Burley for nominating him.

Dick Hibma declared Scott Greig as Chair for 2022 by acclimation.

e. Election of 2022 Vice Chair

Chair Pro Tem, Dick Hibma called three (3) times for nominations from the floor for the position of Vice Chair for 2022.

1. Member Scott Mackey nominated Andrea Matrosovs for the position of Vice Chair for 2022.
2. None declared.
3. None declared.

Motion No.:
FA-22-005

Moved By: Cathy Little
Seconded By: Dwight Burley

THAT nominations for the election of Vice Chair for 2022 close.

Carried

Andrea Matrosovs accepted her nomination for Vice Chair for 2022 and thanked Member Scott Mackey for nominating her.

Dick Hibma declared Andrea Matrosovs as Vice Chair for 2022 by acclimation.

f. Motion to Destroy Ballets – Nothing at this time.

ii. Remarks by 2022 Chair Elect and 2022 Vice Chair Elect

2022 Chair Elect Scott Greig extended his thanks to Member Dwight Burley for his nominations and to the Board for their continued support. Chair Greig also extended thanks to Dick Hibma for serving as Chair Pro Tem and to Sonya Skinner and Don Sankey for serving as scrutineers.

Chair Greig acknowledged the work the Board and staff have been doing to respond to the province's changes to the Conservation Authority Act and the work that is still to be done. It was noted that the Board and staff are continuing to move forward on the improvements that are needed for the administration offices. The Board will continue to assess the staffing needs to provide a high-quality level of service in a fiscally responsible manner. Chair Greig commended the Board for working well together and noted that 2022 will be a busy year with an election coming in the fall.

Chair Greig congratulated Vice Chair Matrosovs for her re-election and thanked her for extending her service for another year.

2022 Vice Chair Elect Andrea Matrosovs thanked Member Scott Mackey for his nomination and the Board for their support.

Vice Chair Matrosovs commended the forward thinking of the early work done on flood risk management and the creation of conservation authorities and watershed boundaries. GSCA is a leader in the field in responding to the directions from the province. It was noted that Conservation Authorities are an excellent example of how to contribute to all three pillars of sustainability: environmental, social, and economic.

iii. Appointments

- a. Conservation Foundation
- b. Forestry Committee
- c. Arboretum Alliance
- d. Drinking Water Source Protection Management Committee
- e. Agricultural Committee

Motion No.:
FA-22-006

Moved By: Dwight Burley
Seconded By: Andrea Matrosovs

THAT the Grey Sauble Conservation Authority Board of Directors make the following appointments to the Committees as listed:

Conservation Foundation: Cathy Little, Scott Greig

Forestry Committee: Paul Vickers, Dwight Burley, Ryan Greig, Harley Greenfield, Marion Koepke

Arboretum Alliance: Scott Greig

Indigenous Relationships Committee: Cathy Moore Coburn, Dwight Burley, Cathy Little, Paul McKenzie

Source Protection Region Management Committee: Scott Greig, Andrea Matrosovs

Carried

Question regarding the Agricultural Advisory Committee and Board appointments. It was believed that the Terms of Reference did not include any Board Member appointments. Staff will confirm.

Motion No.: FA-22-007	Moved By: Seconded By:	Scott Mackey Harley Greenfield
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THAT the Agricultural Advisory Committee Terms of Reference be amended to include Board Member appointees and be brought back to the Board for approval.

Carried

After review, it was confirmed that there are 2 Board Member appointments, and a motion will be brought to the February Full Authority Meeting for appointment and approval.

10. 15 Minute Break

Chair Greig called a 15-minute break at 2:25 p.m.

11. Resume Full Authority Meeting

Chair Greig resumed the meeting at 2:43 p.m.

Member Cathy Moore Coburn did not return to the meeting.

12. Approval of Minutes

Motion No.: FA-22-008	Moved By: Seconded By:	Marion Koepke Dwight Burley
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THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of December 22, 2021.

Carried

13. Business Out of Minutes

Nothing at this time.

14. Consent Agenda

Motion No.: FA-22-009	Moved By: Seconded By:	Cathy Little Scott Mackey
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THAT in consideration of the Consent Agenda Items listed on the January 26, 2022, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – December 2021; (ii) Administration – Receipts & Expenses – December 2021; (iv) Conservation Ontario – Letter from CO to Minister’s of Finance, and Environment and Climate Change; (v) Minutes – GSCA Agricultural Advisory Committee Minutes; (vi) Recent Media Articles

Carried

15. Business Items

i. Administration

a. 2022 Operational Plan

The CAO, Tim Lanthier, presented the 2022 Operational Plan. It was noted that this plan is designed to forward the strategic goals of the GSCA. Additionally, each department has its own operational plan that extends beyond these tasks.

A Member asked with respect to the Board Engagement and Onboarding item.

CAO Lanthier responded that this item is largely to prepare for the potential appointment of new members following the 2022 municipal elections. Staff want to ensure that there is a strong orientation package of information available for new members. Additionally, having a package of information for all council members of all member municipalities to provide information about what conservations are and what they do.

A Member asked with respect to the personnel policy and when it was last reviewed.

CAO Lanthier responded that parts of it have been reviewed and updated as needed, however; it has not been reviewed in its entirety in a number of years and requires a holistic review.

Motion No.:
FA-22-010

Moved By: Marion Koepke
Seconded By: Dwight Burley

WHEREAS the General Membership of the Authority has approved a Strategic Plan for the operations of the Authority;

AND FURTHER WHEREAS The Chief Administrative Officer of the Authority is responsible for developing short and long-term goals of the Authority to support the Strategic Plan;

THAT the Grey Sauble Conservation Authority Board of Directors accept and approve the 2022 Priority Workplan as presented.

Carried

b. GSCA Programs and Services Inventory Report

The CAO, Tim Lanthier, presented the GSCA Programs and Services Inventory Report as required by the province. It was noted that this report will act as a starting point for discussions with member municipalities.

The inventory is required to contain which programs and services are provided or planned to be provided, their approximate cost and funding sources, and what category they fall into. Category 1 are mandatory programs and services; Category 2 are programs and services provided on behalf of a municipality; and Category 3 are other programs and services that the Authority deems beneficial.

The inventory has been designed to be consistent with the GSCA Budget format to improve clarity and readability, and to assist in facilitating discussion.

The next step will be to circulate the inventory to member municipalities, local counties, and those municipalities with agreements in place.

MECP requires quarterly reporting starting in July of 2022 on the status of agreement discussions and any changes to the inventory.

Motion No.:

Moved By: Scott Mackey

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 February 28, 2022, conservation authorities develop an Inventory of Programs and Services,

THAT the GSCA Board of Directors endorse the attached “Grey Sauble Conservation Authority Programs and Services Inventory” as presented,

AND THAT this document be included in the broader Transition Plan as an appendix,

AND THAT the CAO be directed to forward a copy of this updated 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. Staffing Update

The CAO, Tim Lanthier spoke to need to hire an additional full-time position in the Environmental Planning Department. Due to the substantial increase in formal planning and permit applications that are not projected to decrease, staff recommended the inclusion of a full-time Regulations Officers position in advance of the completion of the Watson and Associates report, which will be presented to the Board in March or April. This position is intended to help manage permitting and the increasing number of violation reports. This was one of three additional positions to be added to the Department following the service rate review.

It is planned that 2021 surplus and/or deferred revenues generated through the increased applications in 2021 will cover approximately half of the first-year costs. Interim increases in service fees, as well as a change to these fees following the Service Rate Review is predicted to cover the majority of the remaining costs.

There was discussion around the likelihood of the current growth rate of applications continuing into the future and what would be done if the number of applications decreases. CAO Lanthier advised that it does not look likely that the volume of planning and permitting applications will decline in the near future, and should it become necessary, the department staffing could be re-evaluated at that time.

Several Member’s voiced support for expanding the staffing resources in the department, especially where staff wellbeing, longevity, and retention is concerned. Additionally, to support the high quality of work that the department produces.

WHEREAS GSCA is experiencing a trend of increased development and increases in applications within the Environmental Planning Department;

AND WHEREAS current staff capacity is unreasonably strained;

AND WHEREAS the GSCA is currently in the midst of a service fee review of the Environmental Planning Department service fees to ensure full cost recovery and to facilitate an expansion of the Department to address development pressures;

AND THAT the Board of Directors endorse creating and hiring a “Regulation Officer” position effective immediately.

Carried

ii. Water Management

Nothing at this time.

iii. Environmental Planning

Nothing at this time.

iv. Operations

Nothing at this time.

v. Conservation Lands

Nothing at this time.

vi. Forestry

a. 2022 Forestry Fee Schedule Update

The Forestry Coordinator, Mike Fry presented the proposed fee schedule for the Forestry Department for 2022. There is an average of 9% increases in fees to cover the increased costs of the department. Forestry is a self-funded department that receives no levy funds.

A Member asked when the fee schedule was last reviewed. Mike Fry answered that the tree sales fees are reviewed annually and that most fees were last reviewed two to three years ago.

A Member asked if Forestry services could be a revenue generator for the GSCA. Mike Fry explained that the tree sales and planting, and Forest Management Plans (MFTIPs) are busy, and pricing is in line with the costs to fund that work. GSCA does not engage in a great deal of tree marking unlike many of the competitors in the region.

A Member asked if GSCA has relationships with municipalities to generate additional revenue. Mike Fry explained that GSCA does have relationships with municipalities and private landowners. This is an area that could be expanded to generate additional revenue.

Motion No.:
FA-22-013

Moved By: Marion Koepke
Seconded By: Cathy Little

WHEREAS, the GSCA Forestry department provides forest management services to private landowners throughout GSCA's jurisdiction;
AND WHEREAS, the fee schedule is reviewed on an annual basis to ensure fees are consistent and appropriate;
THAT, the GSCA Board of Directors approve the 2022 Forestry Fee Schedule as presented in Appendix A.

Carried

vii. Communications/Public Relations

Nothing at this time.

viii. Education

Nothing at this time.

ix. GIS/IT

Nothing at this time.

x. DWSP

Nothing at this time.

16. CAO's Report

The CAO, Tim Lanthier welcomed the Board back from the holiday season. CAO Lanthier gave an update on COVID-19 status at GSCA. Staff were asked to work remotely for the two weeks after the holiday break, this has been extended in response to the increased numbers and in accordance with provincial and health unit recommendations. GSCA will continue to monitor the situation and will bring back staff when appropriate. GSCA staff have made arrangements with the County of Grey to utilize their council chambers to host hybrid meetings when appropriate. Office has been closed to the public since the holiday break but will open again when deemed appropriate.

Staff have put in a lot of time and effort into creating the inventory of programs and services and formatting it in a way that is clear and transparent.

GSCA provided two parking passes in 2021 to the Owen Sound Public Library that could be checked out by library card holders. This was well received. Staff are reaching out to additional local library branches across both counties to provide parking passes that can be lent out.

Staff have already started working on operational plan items.

CAO Lanthier commended the staff for their work on the staff video with a special mention to Manager of Conservation Lands, Rebecca Ferguson, for putting it all together.

A Member asked about the \$10,000 donation noted in the December receipts and where it will be allocated. Tim explained that this was a private donation in response to Forestry Coordinator Mike Fry's excellent customer service. With non-specified donations, staff will determine where best to utilize the funds. They are typically used where no other funding would cover the expenditure, equipment needs for example.

17. Chair's Report

Chair Greig noted that the GSC Foundation has raised concern over space for the Memorial Forest program. The current properties are getting full and new space will need to be found. Chair Greig asked if any Members had any ideas to please speak with Chair Greig or Member Little.

18. Other Business

Nothing at this time.

19. Resolution to Move into Closed Session

20. Resolution Approving the Closed Session Minutes

Nothing at this time.

21. Next Full Authority Meeting

Wednesday February 23rd, 2022

22. Adjournment

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

Motion No.:
FA-22-014

Moved By: Paul Vickers
Seconded By: Andrea Matrosovs

THAT this meeting now adjourn.

Carried



Scott Greig, Chair



Valerie Coleman
Administrative Assistant