

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Full Authority Board of Directors
Wednesday, September 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, Paul Vickers, Marion Koepke

Regrets: Paul McKenzie, Scott Mackey

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 Conservation Lands, Rebecca Ferguson; Forestry Coordinator, Mike Fry; Operations Manager, Morgan Barrie; Communications & Education Specialist, Vicki Rowsell

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

- CAO, Tim Lanthier requested that item 8(ix)(a) be moved to the top of the Business Items.

4. Adoption of Agenda

Motion No.:	Moved By:	Dwight Burley
FA-21-105	Seconded By:	Harley Greenfield

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of September 22, 2021, as amended.

Carried

5. Approval of Minutes

Motion No.:
FA-21-106

Moved By: Marion Koepke
Seconded By: Andrea Matrosovs

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of August 25, 2021.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.:
FA-21-107

Moved By: Cathy Little
Seconded By: Ryan Greig

THAT in consideration of the Consent Agenda Items listed on the September 22, 2021, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning - Section 28 Permits – August 2021; (ii) Administration - Receipts & Expenses – August 2021; (vi) Recent Media Articles

Carried

8. Business Items

i. Operations

a. RFQ Results & Recommendation – Passenger Vehicles

Operations Manager, Morgan Barrie presented the results of the tendering for two passenger vehicles. The tender asked for bidders to provide quotes for a gas and an electric or hybrid vehicle for a compact car and for a small SUV.

Based on the bids received, Staff's recommendation is to purchase a 2021 Kia Forte LX Gas passenger car from Kia of Owen Sound and a 2021 Hyundai Kona Electric SUV from Owen Sound Hyundai. The total price on these two vehicles came in under budget allowing for the additional expense of the electric option over the gas option and the upgrade purchase of a charging station.

A member asked if the charging station would be made available to the public. Morgan explained that at this time it would not, citing the location and availability of proper electrical equipment for the charging station as the main factor.

It was asked what kind of mileage the electric vehicle will get and if it will affect how staff manage their work and travels. Morgan explained that the manufacturer estimates the mileage at approximately 415 kilometers per charge depending on driving style and trip type. It takes about 9 hours for one full charge. It is intended that the vehicle will be plugged in when not in use, ensuring a full charge. Prior to making the recommendation, Morgan had reached out to staff at the City of Owen Sound to get feedback on their experience with the same vehicle and found that they are achieving over 500 kilometers

per charge at a cost of \$10 per charge. Staff have opted to have both electric and gas options available for staff to accommodate different tasks and/or travel distances required.

Motion No.:	Moved By:	Marion Koepke
FA-21-108	Seconded By:	Cathy Moore Coburn

WHEREAS, GSCA staff issued a tender for the purchase of two passenger vehicles;

AND WHEREAS, seven proposals were received and reviewed;

AND WHEREAS, Kia of Owen Sound and Owen Sound Hyundai provided the lowest cost bids, and the option to switch to electric for one of the vehicles;

THAT the Board of Directors authorize the purchase of one from gas powered passenger vehicle from Kia of Owen Sound and one electric powered passenger vehicle from Owen Sound Hyundai.

Carried

ii. Administration

a. 2022 Draft Budget

CAO, Tim Lanthier reviewed the drafted budget with the Board and noted that 2022 will be a tough budget year. Increases in property taxes, insurance rates, and the incorporation of the approved salary review will mean that the requested levy increase will be higher than the 3.00% target of the last few years.

Board members discussed the budget numbers and asked clarifying questions.

It was asked if the increases in Conservation Lands expenses were not being offset by increased revenues from parking. The CAO clarified that parking revenues were being allocated to the Operations budget and noted that the municipal levy funding in that department has decreased from the 2021 budget, which in turn decreased from the 2020 budget.

A member asked if the Planning department has filled its vacancies and if the draft budget shows where the department hopes to be moving forward. The CAO answered that yes, the Planning department's five positions have been filled but that the draft budget does not include any further staffing or self-generated revenues as these are still to be determined. This would be brought forward and implemented once the revised fee schedule has been presented and approved by the Board.

Motion No.:	Moved By:	Marion Koepke
FA-21-109	Seconded By:	Cathy Little

THAT the Board of Directors receive the 2022 Draft Budget as presented.

Carried

b. Draft Transition Plan

CAO, Tim Lanthier presented the draft Transition Plan to the Board of Directors. As per the Province’s Regulatory Proposal Consultation Guide, transition plans need to be submitted to the Province by December 31, 2021. It was noted that this plan includes a workplan and an inventory of programs and services indicating mandatory or non-mandatory classification and current sources of funding.

The CAO is in the process of coordinating meetings with senior municipal staff to discuss the proposed transition plan and the greater transition period requirements.

The Province requires MOUs/Agreements to be in place by the end of 2022.

A member noted that the timing for the agreements being signed is a concern with an election scheduled for the Fall of 2022. The CAO agreed and stated that the timing was a concern for all CAs across Ontario. GSCA plans to have agreements in place by mid-2022 unless the Province changes their timelines.

The CAO noted that the draft transition plan would be brought back to the Board for final approval after consultation with member municipalities.

Motion No.:
FA-21-110

Moved By: Dwight Burley
Seconded By: Andrea Matrosovs

WHEREAS, the proposed changes to the Conservation Authorities Act will require all Conservation Authorities in Ontario to identify mandatory and non-mandatory programs and services;

AND WHEREAS, Conservation Authorities will be required to develop and execute agreements with member municipalities by December 31, 2022 for all non-mandatory programs and services that require municipal levy;

AND WHEREAS, to facilitate this transition, conservation authorities are required to develop Transition Plans for submission to the Ministry of the Environment, Conservation and Parks by December 31, 2021;

THAT the Board of Directors support the circulation of the Draft Transition Plan to municipal partners for the purposes of discussion and consultation.

Carried

c. NPCA Pollinator Resolution Request

CAO, Tim Lanthier spoke to the letter sent from the Niagara Peninsula Conservation Authority (NPCA) regarding the protection of pollinator species and their habitat. Recently the NPCA Board of Directors passed a motion requesting its member municipalities, all conservation authorities, and the provincial and federal governments to promote, protect, and develop pollinator habitat.

The CAO noted that the GSCA supports this motion in principal and GSCA will try to implement it where appropriate and feasible, recognizing that, this strategy will not be the right solution in every circumstance.

Motion No.:
FA-21-111

Moved By: Cathy Moore Coburn
Seconded By: Cathy Little

WHEREAS the Niagara Peninsula Conservation Authority (NPCA) has requested the support and collaboration of conservation authorities and their partner municipalities across the Province of Ontario to include the provision of native pollinator habitat with specialized native plant species through future development and redevelopment projects,

THAT the GSCA support this request, in principle, and where feasible and appropriate, incorporate recommendations for the expansion of pollinator habitat through development projects and appropriate GSCA projects.

AND THAT the cost of this review be paid through forecasted in-year surplus from the 2021 Environmental Planning Department budget.

Carried

iii. Water Management

Nothing at this time.

iv. Environmental Planning

Nothing at this time.

v. Conservation Lands

a. Inglis Falls Management Plan Update

Manager of Conservation Lands, Rebecca Ferguson provided a PowerPoint presentation on the Inglis Falls Management Plan and the progress so far.

Rebecca gave a description of the study area and the recommended zoning changes. Inglis Falls is one of GSCA's most popular areas. Rebecca reviewed the results of the survey and feedback from users and stakeholders. It was noted that much of the feedback was inline with staff concerns, especially around signage and infrastructure.

GSCA staff have shared their ideas, thoughts, and visions for the Inglis Fall property. These were compiled into five action categories, including: Conserve & Protect, Improve Visitor Experience, Enhance & Celebrate Cultural Heritage, Foster Partnerships & Expand Education, and Operational/Risk Management.

vi. Forestry

a. Board Orientation – Forest Operations

Forestry Coordinator, Mike Fry made a presentation to the Board about the Forestry Department, its history, program, and operations. Mike highlighted the goals of the department, these include ensuring the long-term health of the forest, maintaining wildlife and habitat features, providing recreational opportunities, and generating revenue through sustainable harvesting. Additionally, he outlined the process the Department utilizes to assess a forest stand prior to harvesting.

A member asked if there are guidelines in place that take into consideration the changing climate and how that will affect forest stands. Mike explained that the Department utilizes forest growth and yield modeling and endeavors to set GSCA forests up to be resilient to climate change.

A member asked if the GSCA has a continuous example of forests at different stages in the harvesting/recovering process for educational purposes. (i.e. Freshly cut, 1 year, 5 years, etc.) Staff are working on collecting photos and developing messaging around the various stages of harvest and recovery for the website and social media. Additionally, staff will be inviting Board members out into the field to view such properties.

vii. Communications/Public Relations

a. Property Brochure Digital Launch

Communications & Education Specialist, Vicki Rowsell presented the Board with a first look at GSCA's new Explore brochure and trail map. Vicki started with a look at the previous brochure from 2017.

The new brochure will be available in digital and hardcopy. GSCA usually prints 10,000 copies and sends them out to various tourist information sites and to those who request copies.

The new guide incorporates GSCA's new branding, logo, and messaging into its design and content. There are 23 properties highlighted with Peasemarth and St. Jean sites having been removed and the Clendenan site added.

The staff focused on clean lines, less text, more visual icons, along with clear warnings and disclaimers. Relying on more pictographic icons improves the guides accessibility. Additionally, the aerial photo maps have been replaced with topographical mapping that displays trails and features clearly. Vicki thanked GSCA's Geospatial Technician, Kris Robinson, for his work on developing and formatting the maps for the guide.

viii. Education

Nothing at this time.

ix. GIS/IT

Nothing at this time.

x. Operations

Nothing at this time.

xi. DWSP

Nothing at this time.

9. CAO's Report

The CAO, Tim Lanthier has been busy working on several large and key items this past month. Working with the managers to develop a draft budget for initial discussion with the Board in preparation of having first draft ready for the October Board meeting with the goal of ensuring that the 2022 budget is passed before the end of the year. The development of the Transition

Plan has taken significant time and consideration. Additionally, the CAO has been working with the Communications Team to get the 2023 Strategic Plan started. There will be a kick-off meeting with all staff in October to get input and prospective from staff. Planning to gather Board input in early 2022, have it finalized in mid-2022, and have it fully implemented for the start of 2023.

Work has started on the 2022 Operational Plan to inform the 2022 Budget Companion.

The service rates and fees review process has begun with Watson & Associates. Staff are now working on detailing the processes to assist in defining the time and costs associated with the many services the Environmental Planning Department provides. Results will be brought to the Board for input.

The RFP for the Administration Centre has been issued and will be open until October 11th. An on-site visit with several architects was scheduled. Submissions will be reviewed by the Board Chair, CAO, Manager of Conservation Lands, and the Operations Manager. Recommendations will go to the Board for approval at the October 27th Board meeting. Final concept designs are expected to be presented to the Board in the first quarter of 2022.

The Children's Water Festival committee has issued a call for volunteers for the committee. This would not be a committee of the Board. If Member's are interested, they can reach out to Tim for contact information.

10. Chair's Report

Chair Greig will be attending the Conservation Ontario meeting on September 27th. Questions are anticipated regarding direction from the Province.

11. Other Business

Nothing at this time.

12. Resolution to Move into Closed Session

Nothing at this time.

13. Resolution Approving the Closed Session Minutes

Nothing at this time.

14. Reporting out of Closed Session

Nothing at this time.

15. Next Full Authority Meeting

Wednesday October 27th, 2021

16. Adjournment

The meeting was adjourned at 3:47 p.m.

Motion No.:
FA-21-112

Moved By: Dwight Burley
Seconded By: Cathy Moore Coburn

THAT this meeting now adjourn.

Carried



Scott Greig, Chair



Valerie Coleman
Administrative Assistant