

Grey Sauble Conservation Authority
R.R. #4, 237897 Inglis Falls Road
Owen Sound, Ontario N4K 5N6 (519) 376-3076; ext. 221
v.coleman@greysauble.on.ca

The next regular meeting of the Grey Sauble Conservation Authority Board of Directors is scheduled for Wednesday, November 22nd, 2023, at 1:15 p.m. The regular meeting will occur in a hybrid format, both in person at the GSCA Administrative Centre and via the Webex web-based application. Please notify Valerie Coleman if you are unable to attend.

Directors

Sue Carleton (Chair)
Greig, Scott (Vice Chair)
Bell, Tony
Day, Tobin
Dubyk, Nadia
Durst, Kathy
Farmer, Jon
Mackey, Scott
Maxwell, Alex
Shaw, Jennifer
Uhrig, Robert

Honourary Members

Betty Adair

Oosting, Lara, MNRF Peterborough
Allison, Tracy, MNRF Owen Sound
Byers, Rick, MPP Bruce Grey Owen Sound
Ruff, Alex, MP Bruce Grey Owen Sound
Dowdall, Terry, MP Simcoe-Grey
Saunderson, Brian, MPP Simcoe-Grey

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

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https://www.youtube.com/channel/UCy_ie5dXG8aFYDYG8tV9Yg/videos.

Please note that this is a Notice of Meeting only for your information.

The Sun Times
Bayshore Broadcasting
The Meaford Independent
The Bounce
The Wiarton Echo
The Advance
The Post
The Thornbury Paper
The Owen Sound Current
Blue Mountains Review
South Grey News
Collingwood Today

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

AGENDA

Grey Sauble Conservation Authority
Full Authority Meeting
Wednesday, November 22, 2023, at 1:15 p.m.

1. Call to Order

We acknowledge with respect, the history, spirituality, and culture of the Anishinabek: The People of the Three Fires known as Ojibway, Odawa, and Pottawatomi Nation, who have inhabited this land from time immemorial. And further give thanks to the Chippewas of Saugeen, and the Chippewas of Nawash, now known as the Saugeen Ojibway Nation, as the traditional keepers of this land. We also recognize, the Metis whose ancestors shared this land and these waters. May we all, as Treaty People, live with respect on this land, and live-in peace and friendship with all its diverse peoples.

2. Disclosure of Pecuniary Interest

3. Call for Additional Agenda Items

4. Adoption of the Agenda

5. Approval of Minutes

- i. Full Authority – October 25, 2023 – Resolution – Attachment # 1

6. Business Out of Minutes – None at this time.

7. Consent Agenda

- i. Environmental Planning – Section 28 Permits and Planning Applications– October 2023 – Attachment # 2
- ii. Administration - Receipts & Expenses – October 2023 – Attachment # 3
- iii. Correspondence
 - Budget Motion from the Municipality of Arran-Elderslie – Attachment # 4
 - Budget Motion from the Township of Chatsworth – Attachment # 5
- iv. Conservation Ontario – None at this time.
- v. Minutes – None at this time.
- vi. Media – Attachment # 6

8. Business Items

- i. Board Orientation
 - a. Operations – Attachment # 7 (30 min)
- ii. Administration
 - a. Change of December Meeting Date – Resolution (5 min)

- b. Delegation of Responsibilities for MFIPPA – Resolution – Attachment # 8 (10 min)
- c. Q3 Budget Report Back – Information – Attachment # 9 (20 min)
- d. Administration Renovation – Information (10 min)
- iii. Water Management – Nothing at this time.
- iv. Environmental Planning – Nothing at this time.
- v. Operations – Nothing at this time.
- vi. Conservation Lands – Nothing at this time.
- vii. Forestry
 - a. Forestry Tender – Four Corners – Resolution – Attachment # 10 (15 min)
- viii. Communication/Public Relations – Nothing at this time.
- ix. Education
 - a. Environmental Educator Position – Resolution – Attachment # 11 (10 min)
- x. GIS/IT – Nothing at this time.
- xi. DWSP/RMO Report – Nothing at this time.

9. CAO's Report

10. Chair's Report

11. Resolution to Move into Closed Session

"THAT the GSCA Board of Directors now move into 'Closed Session' to consider:

- i. Minutes of the Closed Session of the Regular Board of Directors meeting held on September 27, 2023; and,
- ii. To discuss an item of commercial significance, such as but not limited to a proposed or pending acquisition of real property for Authority purposes, internal reserve bid amounts, leases and property sales (GSCA Administrative By-Law Section 4 (xvi)(g)); and,
- iii. CAO Performance Review - closed as it relates to personal matters about an identifiable individual including Authority directors or Authority employees (GSCA Administrative By-Law, Section 4 (xvii)(b)); and,
- iv. To discuss two separate items related to litigation or potential litigation including matters before administrative tribunals (GSCA Administrative By-Law, Section 4(xvi)(d)).

12. Declaration that the Board of Directors has resumed Open Session

13. Resolution Approving the Closed Session Minutes of September 27, 2023

14. Reporting out of Closed Session

15. Adjournment

Grey Sauble Authority Board of Directors

M O T I O N

DATE: **November 22, 2023**

MOTION #: **FA-23-105**

MOVED BY: _____

SECONDED BY:_____

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of November 22, 2023, 2023.



GREY SAUBLE CONSERVATION AUTHORITY MINUTES

Full Authority Board of Directors
Wednesday, October 25, 2023, at 1:15 p.m.

The Grey Sauble Conservation Authority (GSCA) Board of Directors' meeting was held in a hybrid format of in-person at the Grey Sauble Conservation Authority Administrative Office and virtually via the meeting application, WebEx.

1. **Call to Order**

Chair Sue Carleton called the meeting to order at 1:16 p.m., welcomed all those present in person and virtually, and made a land acknowledgement declaration.

Directors Present In-Person: Chair Sue Carleton, Vice Chair Scott Greig, Tobin Day, Nadia Dubyk, Tony Bell, Scott Mackey, Robert Uhrig, Scott Mackey, Jennifer Shaw

Directors Present Virtually: Alex Maxwell, Jon Farmer (1:40)

Regrets: Jay Kirkland,

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resources Services, Alison Armstrong; Manager of Conservation Lands, Rebecca Anthony; Operations Manager, Morgan Barrie; Manager of Environmental Planning, MacLean Plewes; Water Resources Coordinator, John Bittorf; Forestry Coordinator, Mike Fry; DWSP Project Manager, Carl Seider; 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**

Nothing at this time.

4. **Adoption of Agenda**

Motion No.:
FA-23-095

Moved By: Tony Bell
Seconded By: Scott Mackey

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of October 25, 2023.

Carried

5. Approval of Minutes

Motion No.:
FA-23-096

Moved By: Scott Greig
Seconded By: Robert Uhrig

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of September 27, 2023.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.:
FA-23-097

Moved By: Scott Greig
Seconded By: Jennifer Shaw

THAT in consideration of the Consent Agenda Items listed on the October 25, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits and Planning – September 2023; (ii) Administration – Receipts & Expenses – September 2023; (iii) Correspondence – Donation to GSCA Forestry Department; (iv) Minutes – GSCF Board – September 21, 2023; IFAA Committee September 5, 2023; (v) Recent Media Articles

Carried

8. Business Items

i. Board Orientation – Forestry Department

Forestry Coordinator, Mike Fry, provided a Forestry Department orientation presentation to the Board of Directors.

A Member asked about the Forestry Services that GSCA provides and if these are revenue generating and if there is capacity to increase those revenues. Mr. Fry responded that those services are revenue generating and that there may be room for additional revenue generation, however, staff strive to ensure that they are not undercutting private forestry services businesses.

Mr. Fry introduced the Forestry Department's staffing compliment, their roles, and job category.

Mr. Fry gave an overview of GSCA's total land area by cover type. It was noted that upland deciduous cover comprises the largest area by percentage.

Mr. Fry outlined GSCA's forest management designations by percentage. It was noted that 5% of GSCA lands have been designated as "No Forest Management", these had been selected by members of the public and cannot be changed without consultation.

A Member asked if there is a standard buffer zone around protected species. Mr. Fry explained that it depends on the situation and that, in most cases, GSCA staff would defer to the best practices established by the Ministry of Natural Resources and Forestry.

Mr. Fry gave a brief history of forest management within the GSCA watershed. It was noted that the current makeup of species is very different then it had been historically.

A Member asked what the forest cover would have been compared to present day. Mr. Fry replied that he did not have a specific number, however; noted that it would have been significantly higher than present day.

Mr. Fry gave a high-level overview of GSCA's forest management program, how it originated, and some of the changes that have come with time. The programs goals were reviewed, and it was noted that revenue generation is a secondary goal.

Mr. Fry detailed the steps that staff take in the management of forestry stands. The first step is to take an inventory of the stand, this information is saved for future reference. Next the prescription is completed using the information gathered from the inventory, this determines what and how much can be safely harvested. In step three staff physically mark trees for harvest. Lastly, staff put the harvest out to tender. It was noted that changes in harvest techniques and equipment may require changes in how trees are selected for harvest to accommodate and reduce damage in areas that should not be impacted.

A Member asked how much control staff have over the methods that contractors use. Mr. Fry responded that it is on a case-by-case basis.

Member Jon Farmer joined the meeting at 1:40 pm.

A Member asked if the tenders are presented to the board and if price is the only factor used to determine the successful bidder. Mr. Fry responded that staff have the experience and history to determine good versus sub-standard contractors. Additionally, it was noted that there is room for control in refusing a bid based on previous work. Mr. Fry explained that once bids are opened and reviewed by a committee that includes a member of the board, staff recommendations are brought to the Board for approval.

A Member asked if the traditional or historical uses of a forest are recorded and saved. Mr. Fry responded that staff take every effort to work with user groups and achieve as much balance as possible while still fulfilling the mandate of the forest management program.

A Member asked about the danger of forest fires caused by the debris left behind in the harvesting process. Mr. Fry responded that forest fire is generally low risk in hardwood forests of southern Ontario, and that the tops and branches left behind provide habitat for small species and do break down over time, providing nutrients to the soil.

Mr. Fry gave an overview of the department's revenue generation over the years.

A Member asked about the revenue generated and the volume of material being removed. Mr. Fry responded that the price by volume has increased a small amount but that the greatest difference would be accounted for by the type of material being harvested, for example firewood versus saw logs.

It was noted that due to the nature of the program, there are highs and lows in revenue from year to year.

A Member asked about what is done with surplus revenues during the peak periods. Mr. Fry responded that those surplus revenues go into the Forestry Reserve.

Mr. Fry reviewed some of the services that staff provide on a fee for service basis. Tree planting is one of the main services that staff provide and have planted 2.6 million trees since 2005. Staff also write Managed Forest Tax Incentive Program plans for clients for a fee.

A Member asked if staff discuss/educate landowners on the tax savings opportunities associating with renting agricultural land. Mr. Fry responded that staff have discussions with landowners to determine the best path forward, however; it remains in the hands of the landowner which path they take moving forward.

A Member asked about the species of trees being planted. Mr. Fry responded that the plan is developed for the long-term health of the forest, however; it was noted that large scale hardwood seedling planting is at risk of deer predation, so often a mix of coniferous and deciduous seedlings are a better option.

A Member asked about Carolinian tree species. Mr. Fry responded that staff are exploring these, however; staff strive to ensure that there is long term forest health.

Mr. Fry outlined the department's annual tree sales. The department conducts a pre-order bulk sale and a one-day tree sale for individual sales. The one-day sale is very popular with the public and Mr. Fry noted that it would be an excellent opportunity to highlight the programs and services GSCA provides.

Mr. Fry highlighted the internal and external committees that department staff sit on or are involved with.

ii. Administration

a. Draft 2024 Budget

The motion was put on the floor specifying a 3% COLA increase.

CAO, Tim Lanthier spoke to the three versions of the budget presented with 5%, 4%, and 3% COLA increases respectively, as requested by the Board.

Mr. Lanthier reviewed the changes that staff made from the initial draft 2024 budget that was presented to the Board in September. It was noted that the initial levy increase of 7.07% was reduced to 6.21% with the same 5% COLA increase. Mr. Lanthier noted that the proposed levy increase with a 4% COLA would include a 5.09% levy increase (which would be lower than the 2023 increase) and with a 3% COLA would include a 4.19%. It was noted that, in all other respects, the three budgets are generally identical.

Mr. Lanthier stressed that the main driver of the proposed increase in the 2024 budget is salary, including COLA, merit-increases, and increases to OMERS, EI, and CPP contributions. Mr. Lanthier added that as a service provider, staff are the primary cost to the organization and stressed that it is important to compensate them fairly.

It was noted that a significant portion of GSCA's total salary expenses is not funded through levy but through self-generated revenue or funding provided through other agencies. Mr. Lanthier detailed the impact of each COLA percentage increase.

A Member asked if spreading the COLA increase over multiple years would be an option. Mr. Lanthier responded that, as the Board analyzes and approves the budget annually, a multi-year phasing may not be the best fit.

A Member offered support of the GSCA staff and encouraged rewarding their skills, knowledge and experience appropriately and asked when the last salary review was completed. Mr. Lanthier responded that it was completed in 2021 and implemented in 2022. At the time of the review, it was geared to place GSCA at the 50th percentile of its comparators. It was noted that since then, inflation

has increased significantly and that GSCA is being outcompeted by neighbouring CAs and member municipalities. The Member asked to clarify that the goal of the most recent salary review was to set wages at the 50th percentile and which of the three COLA options would maintain that status. Mr. Lanthier responded that it was, however; without having all the information required on hand, he would be unable to answer accurately.

A Member added that members would be able to estimate roughly what increase would be needed to maintain the 50th percentile standing based on what increase was afforded their own municipal staff in 2023 and will be put forward for 2024. It was noted that inflation is no longer staying steady at 2%.

A Member expressed that they felt a 3% COLA increase to be the financially prudent decision considering the 2021 salary review having been fully implemented in 2022. Additionally, the Member cautioned the Board about reduced planning applications and the resulting slow down of growth within their municipalities.

A Member asked about the Engineering Services department and funding being drawn from reserves. Mr. Lanthier responded that to limit the levy increase, part of the salary of the Manager of Engineering Services position would be funded through sales and services and reserves.

A Member asked about the 2021 salary review and if a COLA increase was included. Mr. Lanthier responded that the annual COLA increase is at the discretion of the Board. The Member asked a follow up question about the COLA increases from 2022 and 2023. Mr. Lanthier and Ms. Armstrong responded that the COLA increase in 2022 was 1.6% and 2023 was 2%.

A Member expressed support for GSCA staff, however; is concerned with rising interest rates and increases from the counties, and the resulting impact on municipalities. The Member suggested taking the average of the eight member municipalities COLA increases and applying that rate for GSCA staff.

A Member commented that while Board Members must be mindful of what is going on in their respective municipalities, they are also responsible to ensure that GSCA staff can continue to afford to continue to work at GSCA. The Member added that the cost of losing staff to other agencies would be significant and would be a much more difficult number to quantify.

Mr. Lanthier stated that staff had collected the averages of member municipalities for the previous three years and the average COLA increase was 6.93%. GSCA's three-year average was 5.56%.

A Member expressed their belief in fair market pay for staff and with the past three years of COLA increase taken into account, made a motion to amend the motion from a 3% to 4% increase. This motion was seconded.

A Member commented that the agency will experience turn over regardless of increases in pay and that there will be a cumulative impact long term.

A Member commented that the agency is nothing without its staff and believes in fair market pay. Additionally, the Member asked for clarification on who GSCA's comparators were for staff. Mr. Lanthier responded that both counties, neighbouring municipalities, neighbouring CAs, and CAs with similar demographics were used as comparators.

A Member commented that GSCA should be looking for areas to limit expenses and areas to increase revenues. Mr. Lanthier replied that a significant percentage of GSCA's salaries are funded by self-generated revenue and not through levy.

A Member asked to have the amendment motion be a recorded vote.

Motion No.:
FA-23-099

Moved By: Nadia Dubyk
Seconded By: Jennifer Shaw

THAT the GSCA Board of Directors amend Motion FA-23-098 to reflect a 4% COLA increase for GSCA Staff for the 2024 budget year.

Carried

Director	Yay	Nay	Absent
Alex Maxwell		X	
Jon Farmer	X		
Robert Uhrig		X	
Tobin Day	X		
Jay Kirkland			X
Tony Bell	X		
Nadia Dubyk	X		
Jennifer Shaw	X		
Scott Mackey		X	
Sue Carleton	X		
Scott Greig		X	

Motion No.:
FA-23-098

Moved By: Scott Mackey
Seconded By: Scott Greig

WHEREAS GSCA Staff have prepared the 2024 Draft Budget for the Board of Directors' consideration,

AND WHEREAS the Conservation Authorities Act requires that this Draft Budget be circulated to participating municipalities for a minimum 30-day commenting period,

THAT the Grey Sauble Conservation Authority Board of Directors receive the 2024 Draft Budget,

AND THAT the GSCA Board of Directors generally accept a 4% COLA increase for GSCA Staff for the 2024 budget year,

AND THAT Staff be directed to distribute the 2024 Draft Budget and Budget Companion reflecting a 4% COLA increase to participating municipalities for the minimum 30-day review period.

AND THAT Staff bring a report before the Board of Directors at the December 2023 meeting of the Board for final review and approval of the 2024 Budget.

Carried, as amended

Mr. Lanthier outlined the budget process moving forward and explained the weighted voting process.

b. Cultural Mindfulness Training

Member Jennifer Shaw spoke about discussions held at the GSCA and Indigenous Relationships Committee meetings around cultural mindfulness training and participation.

It was noted that GSCA hosted a cultural mindfulness training session that was mandatory for staff to attend and for which Board Members were invited to attend, however; there was little uptake from Members.

Member Shaw relayed that the committee has proposed that another baseline training session be scheduled, and that Board Members be requested and to attend.

A Member commented that including on-going training in addition to the baseline training is an important part of the motion.

A Member asked to clarify what commitment is being required of Board Members through the motion and if training provided by Member's municipalities would be accounted for. Member Shaw responded that the committee recognized that not all Member Municipalities have been conducting the same level of training. The committee is asking Members to commit to participate at the same level that staff are being required to attend.

A Member expressed support for the motion and training indicated and added that isolated training opportunities are not enough and that as Members it is about demonstrating the leadership.

There was general discussion around the benefits of additional training, a variety of teaching styles and training formats, and showing commitment to further knowledge and understanding.

Concern was raised with regard to the expense versus value of providing training for Board Members and being aware of duplication of content.

Motion No.:
FA-23-100

Moved By: Jennifer Shaw
Seconded By: Tobin Day

WHEREAS, the legislated mandate of the GSCA is to provide programs and services designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals and the mission is to promote and undertake sustainable management of renewable natural resources and to provide responsible leadership to enhance biodiversity and environmental awareness, in partnership with stakeholders;

AND WHEREAS, Indigenous people have been the traditional caretakers and stewards of these lands and waters since time immemorial and share a great interest in their preservation and conservation;

AND WHEREAS Grey Sauble Conservation Authority is committed to advancing reconciliation as demonstrated by the formation of the Indigenous & GSCA Relationships Committee and acknowledgement of the people on whose lands we operate;

AND WHEREAS, the purpose of the Indigenous & GSCA Relationships Committee is to take an active role in self education, and to develop real, non-goal-oriented relationships between GSCA, its Board and Staff, and the Indigenous communities whose traditional territory coincides with the GSCA watershed area;

AND WHEREAS, the GSCA Board of Directors strives to lead by example and recognizes how this contributes to a positive workplace culture;

THAT, the GSCA Board of Directors supports baseline and ongoing skills-based training and/or education related to intercultural competency, conflict resolution, human rights, and anti-racism for all board members and staff.

Carried

iii. Water Management

Nothing at this time.

iv. Environmental Planning

a. Provincial Offences Officer Appointment

Manager of Environmental Planning, MacLean Plewes spoke to GSCA's responsibility to enforce Section 28 regulations and the need to have staff trained and appointed as Provincial Offences Officers for GSCA.

Member Jon Farmer left the meeting at 3:23 pm.

A Member expressed congratulations to Chris Scholz on his successful completion of the training.

Motion No.:
FA-23-101

Moved By: Scott Mackey
Seconded By: Tony Bell

WHEREAS Grey Sauble Conservation Authority must monitor compliance with the Conservation Authorities Act and, where appropriate, enforce the provisions of that Act, AND WHEREAS certain staff have completed the appropriate Provincial Offences Officer training,
THAT the Grey Sauble Conservation Authority Board of Directors designate Chris Scholz, Intermediate Planner, as a Provincial Offences Officer under the Conservation Authorities Act and Ontario Regulation 151/06.

Carried

v. Operations

Nothing at this time.

vi. Conservation Lands

a. Agricultural Lease Tenders

Manager of Conservation Lands, Rebecca Anthony, spoke to the recent agricultural lease tender process and results.

It was noted that all seven tendered agricultural properties saw increased tender bids ranging from a \$5,250 to a \$36,300 increase.

A Member asked what the average bid per acre was. Ms. Anthony responded that it was roughly \$200 per acre.

A Member asked what the properties will be used for. Ms. Anthony responded that the seven tendered properties will be used for cash crops. Additionally, GSCA has other agricultural properties used for hay and/or pasture that are not tendered.

A Member asked if GSCA pays the full tax rate. Ms. Anthony responded that GSCA receives the Farm Tax incentive, Conservation Lands Tax Incentive, and the Managed Forest Tax Incentive. It was noted that these programs help to reduce the total taxes owed by GSCA.

A Member asked what other criteria is used to determine the winning bidder or if it is simply highest bid. Ms. Anthony responded that there are controls built into the contract to ensure proper use of the properties and that staff conduct roadside inspections of the properties.

Motion No.:
FA-23-102

Moved By:
Seconded By:

Robert Uhrig
Tobin Day

WHEREAS under Section 21(1)(d) of the Conservation Authorities Act, GSCA has the power to lease for a term of five years or less land acquired by the Authority;

AND WHEREAS GSCA Staff tendered seven agricultural leases for GSCA properties and completed the tender opening on October 20, 2023;

THAT the Board of Directors accept the Staff recommendation to award the tenders to the highest bidder for each property as presented; AND,

THAT the Board of Directors direct Staff to enter into a lease agreement with the highest bidder for each property; AND,

THAT, should the chosen tender and lease agreement be rejected by any selected applicant, the Board of Directors authorize Staff to enter into an agreement with the next highest bidder.

Carried

b. Conservation Lands Operational Reviews

Manager of Conservation Lands, Rebecca Anthony, spoke to the provided operational review of GSCA properties. Staff have visited twenty properties per year since 2018, assessing their condition, signage, compliance issues, risk management, and SWOT analysis.

These reviews link to several other policies, procedures, and plans within the GSCA.

Staff found that there are significant signs of properties being misused, including encroachments, unauthorized trails, tree/grass cutting, campfires, ATV use, garbage dumping, hunting/fishing issues.

Staff assessed risks on properties like hazard trees, however; it was noted that many risks cannot be mitigated due to the nature of the properties.

Staff will be including additional funds in the operational budget for signage to mitigate some of the compliance and risk issues. Staff are also looking into the installation of gates at strategic locations to restrict ATV access to trails.

Ms. Anthony stressed that communication and education are vital to getting the message out to the community. Staff will be updating the website, attending more community events, and improving signage to address some of the general and site-specific issues.

Ms. Anthony raised concerns with signage being vandalized, stolen, and ignored. Staff may need to explore other enforcement options in the future, either internal or contracted.

A Member commented that gates to restrict ATV access may not be as effective, and asked if the funds to purchase and install gates would be better allocated towards increasing enforcement. Ms. Anthony responded that she agreed and that GSCA is not alone in the issue of ATV trespassing issues. Ms. Anthony added that the gates would also prevent cars and trucks from driving onto the properties, which has also been an issue.

A Member asked if staff could try to forge relationships with the local community groups to help with compliance. Ms. Anthony responded that staff have worked with the OPP in the past to deal with ATV trespassers, however; noted that the OPP continues to be very busy and cannot always dedicate time to deal with these infractions. Staff also work with the Municipality of Grey Highlands and the Town of the Blue Mountains around compliance and keeping an eye on the areas in those regions.

There was general discussion around reaching out to local agencies and clubs around curbing ATV trespassing.

A Member asked if some type of camera on properties could be used towards improving enforcement. Ms. Anthony responded that trail cameras could be looked into, however noted that there would be a cost associated with them and raised the concern around the legalities of enforcement.

A Member raised a concern around trail cameras being stolen or tampered with. Additionally, asked if the public's perception of GSCA properties being "public" versus "private" could be part of the issue and if education signage around this would be helpful. Ms. Anthony agreed that this perception is at play.

Motion No.:
FA-23-103

Moved By: Nadia Dubyk
Seconded By: Tobin Day

WHEREAS 20 operational reviews per year were a deliverable of the 2019-2023 Strategic Plan;

AND WHEREAS under Regulation 686/21, 9(1) 2.i of the Conservation Authorities Act, GSCA is required to undertake programs and services to secure the authority's interests in its lands that include measures for fencing, signage, patrolling and any other measures to prevent unlawful entry on the authority's land and to protect the authority from exposure to liability under the Occupiers' Liability Act;

THAT the GSCA Board of Directors accept the Report back on Operational Reviews for GSCA Properties (Report Code 039-2023) as information.

Carried

vii. Forestry

Nothing at this time.

viii. Communications/Public Relations

Nothing at this time.

ix. Education

a. Education Framework

Manager of Information Services, Gloria Dangerfield and Communications and Education Specialist, Vicki Rowsell spoke to the Draft Education Framework and outlined the purpose and need for the framework document.

Staff sought approval of the document for circulation for comment.

Member Mackey left the meeting at 3:58 pm.

It was noted that staff intend for the document to evolve and change with experience, input, and feedback. Staff are looking to get input and feedback from partners and stakeholders.

Ms. Rowsell detailed the three key messages of the framework and the three pillars of GSCA's environmental education program. Additionally, outlined the guiding principles and overall criteria for education program development.

Ms. Dangerfield reviewed the existing programming that is offered by GSCA and some potential programming that could be included in the future.

Ms. Dangerfield outlined the staffing resources that would be required moving forward and some of the funding avenues staff will be exploring. The potential for corporate sponsorships is being explored. Ms. Dangerfield went through the proposed Fees for Service chart, stressing that these are preliminary.

Ms. Dangerfield reviewed the budget for 2024 and noted the contribution from the Grey Sauble Conservation Foundation for wage support.

A Member expressed support for the plan and suggested reaching out to some of the teaching college programs for potential teacher candidate volunteers.

A Member expressed support for the plan and especially the corporate sponsorship potential.

A Member asked about the catchment area for the education programming. Ms. Dangerfield responded that some of the programs that GSCA are involved in are organized by the Boards of education and may draw participants from outside of the watershed. Staff intent for the programming offered by GSCA to be available watershed wide, however; noted that there could be an opportunity to capitalize on desire for programming from outside of the watershed.

There was general discussion around corporate sponsorships and how that could look.

A Member expressed concern about what the plan will be if the proposed funding does not materialize, how will success be measured, and whether the demand is strong enough, in light of NVCA eliminating their education programming. Ms. Dangerfield responded that the intent is to diversify funding sources to ensure stable funding and added that the numbers suggest that there is demand for programming in SVCA and that demand was not the impetus behind SVCA from pulling back their education programming.

Mr. Lanthier added that enhancing environmental education programming is one of the pillars of the strategic plan and commended staff on the work that has been done in putting the plan together.

There was general discussion around sustainable funding for the long term.

Member Nadia Dubyk left the meeting at 4:40 pm

A Member asked if there is a specific age demographic that is being focused on. Ms. Dangerfield responded that initially programming will be focused on school age participants, however; there is a desire and demand to develop programming for all ages in the future.

A Member asked if there was room or potential to develop online fee for service education course options. Ms. Dangerfield responded that this is something that has been done by other CAs and believes there is potential in that stream. Ms. Dangerfield mentioned the secondary school High Skills Major program and that there may be potential there.

Motion No.:
FA-23-104

Moved By: Tobin Day
Seconded By: Robert Uhrig

WHEREAS staff have created an Environmental Education Framework that will provide guidance for services, resources and funding for the GSCA Environmental Education program;

AND WHEREAS, input from the broader education community will ensure better success in framework implementation, and endorsement by teachers, of the provided services;

THAT, the GSCA Board of Directors approve the circulation of the draft Grey Sauble Conservation Authority Environmental Education Framework for feedback from boards of education, teachers, private education providers and other partners groups.

Carried

x. **GIS/IT**
Nothing at this time.

xi. **DWSP**
Nothing at this time.

9. **New Business**
Nothing at this time.

10. **CAO's Report**

The CAO, Mr. Lanthier gave a brief report on activities within the GSCA over the last month.

Mr. Lanthier reported that all Category 3 agreements have been signed and will be ready for reporting to the MNRF.

Attended October 4th Grey Bruce Forest Festival and was given a tour of the event by Forestry Coordinator, Mike Fry. Roughly nine hundred grade seven students attended and roughly two hundred fifty high school students volunteered. Mr. Lanthier spoke very highly of the program and encouraged all Members to attend next year.

Mr. Lanthier and Manager of Finance and Human Resources Services, Alison Armstrong have been meeting with the CAOs and finance leads from member municipalities, and with lenders with regards to funding the Administration Center renovations, as per the Board's direction. Meetings have been positive. A report will be brought forward at the November Board of Directors meeting.

Mr. Lanthier let the Board know that staff have been exploring several grants for flood plain modelling updates and coastal resiliency. Staff will bring more information to the Board in the near future.

Mr. Lanthier thanked staff for their hard work in creating three budgets with associated documents for the Board to review.

11. Chair's Report

Chair Sue Carleton had nothing to report.

12. Other Business

Nothing at this time.

13. Resolution to Move Into Closed

Nothing at this time.

14. Declaration that the Board of Directors has Resumed Open Session

Nothing at this time.

15. Resolution Approving the Closed Session Minutes

Nothing at this time.

16. Reporting out of Closed Session

Nothing at this time.

17. Next Full Authority Meeting

Wednesday November 22, 2023

18. Adjournment

The meeting was adjourned at 4:49 p.m.

Sue Carleton, Chair

Valerie Coleman
Administrative Assistant



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-106

MOVED BY: _____

SECONDED BY: _____

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of October 25, 2023.

Permits Issued from October 1, 2023 to October 31, 2023

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-329	14-Sep-23	03-Oct-23	Across Lo	2 & 3 SWTSR	Municipality of Grey Highlands	Artemesia Township
Approved works:			Culvert replacements.		Project Location: West Back Line	
					<input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline	Reviewed by:
					<input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill	Chris Scholz
GS23-134	16-May-23	04-Oct-23			Township of Chatsworth	Sullivan Township
Approved works:			Horizontal Directional Drilling for the installation of conduit		Project Location: Conc Road 2B, Conc Road 6, Conc Road 8, Conc Rd 12, Side	
					<input checked="" type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline	Reviewed by:
					<input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input type="checkbox"/> fill	Olivia Sroka
GS23-238	17-Jul-23	04-Oct-23			Municipality of Meaford	Sydenham Township
Approved works:			Drainage improvements, culvert replacement and bank stabilization		Project Location: Princess Street, Bayshore Road, Market Lane and Queen St	
					<input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline	Reviewed by:
					<input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill	Mac Plewes
GS23-281	24-Jul-23	06-Oct-23			Municipality of Grey Highlands	Euphrasia Township
Approved works:			HDD for installation of Rogers conduit		Project Location: 7th Line, Sideroad 4A, Sideroad 7B, 3rd Line A, Artemesia Eu	
					<input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline	Reviewed by:
					<input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input type="checkbox"/> fill	Olivia Sroka
GS23-282	24-Jul-23	06-Oct-23			Town of the Blue Mountains	Town of the Blue Mtns.
Approved works:			HDD for installation of Rogers conduit		Project Location: 10th Line, 12 Sideroad, 6th Line, 9 Sideroad, Blue Mountai	
					<input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline	Reviewed by:
					<input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input type="checkbox"/> fill	Olivia Sroka
GS23-283	24-Jul-23	06-Oct-23			Town of the Blue Mountains	Town of the Blue Mtns.
Approved works:			HDD for installation of Rogers conduit		Project Location: Grey Road 2, Grey Road 19. Grey Road 40, Grey Road 13	
					<input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline	Reviewed by:
					<input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input type="checkbox"/> fill	Olivia Sroka

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-288	24-Jul-23	06-Oct-23			Municipality of Grey Highlands	Euphrasia Township
Approved works:			HDD for installation of Rogers conduit		Project Location: Sideroad 19, Sideroad 16C, 7th Lne, Sideorad 13A, Sideroa <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input type="checkbox"/> fill Olivia Sroka	
GS23-349	30-Aug-23	06-Oct-23			Town of the Blue Mountains	Town of the Blue Mtns.
Approved works:			HDD for installation of Rogers conduit		Project Location: Schooners Rd, 30th Sideroad, Slabtown Road, 21st Sideoad <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	
GS23-350	30-Aug-23	06-Oct-23			Town of the Blue Mountains	Town of the Blue Mtns.
Approved works:			HDD for installation of Rogers conduit		Project Location: 1st Sideroad, 6th Line, 18th Sideeorad, 15th Sideroad, 4th <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	
GS23-351	30-Aug-23	06-Oct-23			Town of the Blue Mountains	Town of the Blue Mtns.
Approved works:			HDD for installation of Rogers conduit		Project Location: 10th Line, Sideroad 7C, 6th Sideroad, 3rd Sideroad <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	
GS23-352	30-Aug-23	06-Oct-23			Town of the Blue Mountains	Town of the Blue Mtns.
Approved works:			HDD for installation of Rogers conduit		Project Location: Marsh St, Clark St, Grey Rd 2, Grey Road 119, Scenic Caves <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	
GS23-353	30-Aug-23	06-Oct-23			Municipality of Grey Highlands	Grey Highlands
Approved works:			HDD for installation of Rogers conduit		Project Location: Sideroad 25, Old Mail Road, 26 Sideroad, 3rd Line, Sideroa <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-345	04-Oct-23	06-Oct-23			Town of South Bruce Peninsula	Albemarle Township
Approved works:		Construction of Residential Dwelling, Garage & Septic System		Project Location: 82 Hea Road <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill Nicole McArthur		
GS23-354	03-Oct-23	10-Oct-23			Municipality of Meaford	Town of Meaford
Approved works:		Alteration associated with municipal road and servicing improvements		Project Location: Algonquin Drive and Lakeshore Road South <input type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Mac Plewes		
GS23-300	14-Aug-23	10-Oct-23			Municipality of Grey Highlands	Euphrasia Township
Approved works:		Single family dwelling, accessory structures, septic, and associated site alterations.		Project Location: 825158 Grey Road 40 <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Chris Scholz		
GS23-333	23-Aug-23	11-Oct-23			Township of Chatsworth	Holland Township
Approved works:		Enclose a portion of a watercourse by installing a 900mm Ø Culvert.		Project Location: 803309 Grey Road 40 <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Chris Scholz		
GS23-257	11-Jun-23	11-Oct-23	PT MILL		Municipality of Grey Highlands	Artemesia Township
Approved works:		Shoreline protection additions and repairs.		Project Location: 177 Blue Mountain Maples <input type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input checked="" type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill Chris Scholz		
GS23-339	06-Sep-23	11-Oct-23	Plan 370		Town of South Bruce Peninsula	Amabel Township
Approved works:		Garage		Project Location: 242 Bay Street, Oliphant <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill Nicole McArthur		

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-341	24-Sep-23	11-Oct-23	26	C	Town of South Bruce Peninsula	Amabel Township
Approved works:			Addition room to hold water softener, heater		Project Location: 807 Main Street <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Nicole McArthur	
GS23-344	28-Sep-23	11-Oct-23	28	5	Municipality of Arran-Elderslie	Arran Township
Approved works:			Installation of Tile Drainage		Project Location: <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Nicole McArthur	
GS23-364	20-Sep-23	13-Oct-23	Part 4		Township of Georgian Bluffs	Keppel Township
Approved works:			Construction of a single family dwelling		Project Location: No civic address <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill Olivia Sroka	
GS23-365	02-Oct-23	13-Oct-23	12		Municipality of Meaford	Sydenham Township
Approved works:			Installation of a septic system		Project Location: 112 Ugovsek Crescent <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	
GS23-355	10-Oct-23	13-Oct-23			Town of the Blue Mountains	Collingwood Township
Approved works:			Grading associated with septic system.		Project Location: 107 Brook St <input type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Chris Scholz	
GS23-227	05-Jul-23	13-Oct-23	15	6	Municipality of Meaford	Sydenham Township
Approved works:			Construction of an isolated pond for a DUCS wetland project		Project Location: 144080 Sideroad 15 <input type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Olivia Sroka	

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-263	09-Aug-23	17-Oct-23	PT LT 17	1	Municipality of Grey Highlands	Euphrasia Township
Approved works:			Channel cleanout.		Project Location: 356098 The Blue Mountains/Euphrasia Townline <input type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Chris Scholz	
21313	08-Jun-21	18-Oct-23	36	10	Town of the Blue Mountains	Collingwood Township
Approved works:			Construction of a residential dwelling, shoreline protection, and associated site alterations.		Project Location: 161 Cameron Street <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Chris Scholz	
GS23-241	17-Jul-23	19-Oct-23	27	5	Town of South Bruce Peninsula	Albemarle Township
Approved works:			Demolition & reconstruction of lodge/restaurant, Cabins #1 to #7 & #10, replacement of sanitary & water lines, addition of culverts, swales, parking lot and associated site alterations		Project Location: 118 Resort Road <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Nicole McArthur	
GS23-348	30-Sep-23	19-Oct-23	7		Town of South Bruce Peninsula	Albemarle Township
Approved works:			Attached deck		Project Location: 160 Hope Bay Rd. <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill Nicole McArthur	
22447	05-Dec-22	20-Oct-23			Town of the Blue Mountains	Collingwood Township
Approved works:			Single family residential dwelling, accessory structure, pool, and associated site alterations.		Project Location: 115/117 Margaret Street South <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill Chris Scholz	
GS23-370	23-Oct-23	23-Oct-23	20	11	Municipality of Grey Highlands	Euphrasia Township
Approved works:			Lane widening and culvert replacement.		Project Location: 076298 Grey Road 12 <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill Chris Scholz	

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-371	20-Sep-23	23-Oct-23	Pt lot 4	9	Town of the Blue Mountains	Collingwood Township
Approved works:			Construction of an accessory structure.		Project Location:	495284 Grey Road 2
					<input checked="" type="checkbox"/> construct	<input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline
					<input type="checkbox"/> alter structure	<input type="checkbox"/> alter wetland <input type="checkbox"/> fill
					Reviewed by:	
					Chris Scholz	
GS23-338	24-Aug-23	25-Oct-23	PT Lot 16	9	Municipality of Grey Highlands	Euphrasia Township
Approved works:			Schoolhouse addition and septic.		Project Location:	136006 9th Line
					<input checked="" type="checkbox"/> construct	<input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline
					<input type="checkbox"/> alter structure	<input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill
					Reviewed by:	
					Chris Scholz	
GS23-319	02-Aug-23	25-Oct-23	PLAN 529		Town of the Blue Mountains	Collingwood Township
Approved works:			Dwelling addition and deck.		Project Location:	125 Blue Mountain Drive
					<input checked="" type="checkbox"/> construct	<input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline
					<input type="checkbox"/> alter structure	<input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill
					Reviewed by:	
					Chris Scholz	
GS23-323	21-Aug-23	26-Oct-23	34		Municipality of Meaford	Sydenham Township
Approved works:			Construction of a detached garage		Project Location:	116 Mimi Crescent
					<input checked="" type="checkbox"/> construct	<input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline
					<input type="checkbox"/> alter structure	<input type="checkbox"/> alter wetland <input type="checkbox"/> fill
					Reviewed by:	
					Olivia Sroka	
GS23-221	12-Jun-23	26-Oct-23			Township of Chatsworth	Holland Township
Approved works:			Installation of shoreline protection		Project Location:	129 Lakeview Road
					<input type="checkbox"/> construct	<input type="checkbox"/> alter watercourse <input checked="" type="checkbox"/> shoreline
					<input type="checkbox"/> alter structure	<input type="checkbox"/> alter wetland <input type="checkbox"/> fill
					Reviewed by:	
					Olivia Sroka	
GS23-229	28-Jun-23	26-Oct-23			Municipality of Meaford	Sydenham Township
Approved works:			Repair existing shoreline protection revetment & installation of at grade patio		Project Location:	359026 Grey Road 15
					<input type="checkbox"/> construct	<input type="checkbox"/> alter watercourse <input checked="" type="checkbox"/> shoreline
					<input type="checkbox"/> alter structure	<input type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill
					Reviewed by:	
					Olivia Sroka	

Permit #:	Date Applied:	Date Issued:	Lot:	Conc:	Municipality:	Former Municipality:
GS23-373	13-Sep-23	26-Oct-23			Municipality of Grey Highlands	Artemesia Township
Approved works:			Culvert replacements		Project Location: Grey Road 14 - 900m North of Southgate Road 24 to Grey <input type="checkbox"/> construct <input checked="" type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill <div>Olivia Sroka</div>	
GS23-366	28-Sep-23	27-Oct-23	Lot 10 PI		Township of Chatsworth	Sullivan Township
Approved works:			Storm Sewer Outlet		Project Location: 822794 Sideroad 1 & 822808 Sideroad 1 <input type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input type="checkbox"/> alter structure <input checked="" type="checkbox"/> alter wetland <input checked="" type="checkbox"/> fill <div>Nicole McArthur</div>	
GS23-361	25-Aug-23	31-Oct-23			Town of the Blue Mountains	Collingwood Township
Approved works:			Dwelling addition.		Project Location: 160 Blueski George Crescent <input checked="" type="checkbox"/> construct <input type="checkbox"/> alter watercourse <input type="checkbox"/> shoreline Reviewed by: <input checked="" type="checkbox"/> alter structure <input type="checkbox"/> alter wetland <input type="checkbox"/> fill <div>Chris Scholz</div>	

GSCA completed comments on Municipal Planning Act Applications From October 1, 2023 to October 31, 2023

Municipality	Town of the Blue Mountains	App. ID	P3265, P3266 & P3267	GSCA Planfile I	23131
Comment Date	2023-10-18	Application Typ	Official Plan Amendment		
Municipality	Town of the Blue Mountains	App. ID	P3265, P3266 & P3267	GSCA Planfile I	23131
Comment Date	2023-10-18	Application Typ	Zoning By-law Amendment		
Municipality	City of Owen Sound	App. ID	ST2023-003	GSCA Planfile I	23348
Comment Date	2023-10-20	Application Typ	Large Site Plan Review (SPA)		
Municipality	Town of the Blue Mountains	App. ID	A39-2023	GSCA Planfile I	23350
Comment Date	2023-10-17	Application Typ	Minor Variance		
Municipality	Town of the Blue Mountains	App. ID	A40-2023	GSCA Planfile I	23351
Comment Date	2023-10-17	Application Typ	Minor Variance		
Municipality	Town of the Blue Mountains	App. ID	A41-2023	GSCA Planfile I	23352
Comment Date	2023-10-17	Application Typ	Minor Variance		
Municipality	Town of the Blue Mountains	App. ID	A42-2023	GSCA Planfile I	23353
Comment Date	2023-10-17	Application Typ	Minor Variance		
Municipality	Town of the Blue Mountains	App. ID	A43-2023	GSCA Planfile I	23354
Comment Date	2023-10-17	Application Typ	Minor Variance		
Municipality	Town of the Blue Mountains	App. ID	A44-2023	GSCA Planfile I	23355

Comment Date	2023-10-18	Application Typ	Minor Variance	
Municipality	Town of the Blue Mountains	App. ID	42CMD-2022-11	GSCA Planfile I 23131
Comment Date	2023-10-18	Application Typ	Condominium (560 min, lesser of 70/unit or 1340/Ha, maximum 6690)	
Municipality	Municipality of Meaford	App. ID	MV A13-2023	GSCA Planfile I 22616
Comment Date	2023-10-20	Application Typ	Minor Variance	

**Grey Sauble Conservation Authority
Receipt Report
October 1st - 31st, 2023**

Regulation Permits	\$	29,820.00	
Planning	\$	33,706.00	
Land Use Agreements	\$	9,309.55	
Square Parking Revenue	\$	19,390.00	
Forestry	\$	5,288.74	
4th Levy Installment	\$	153,645.19	Grey Highlands, Meaford, Arran- Elderslie, Georgian Bluffs
Donations	\$	406.73	
Arboretum Alliance	\$	652.70	
Bruce Grey Forest Festival	\$	32,150.00	
Oliphant Phragmites	\$	5,560.00	

Total Monthly Receipts	\$	289,928.91
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Grey Sauble Conservation Authority

Expense Report

October 1st to 31st, 2023

12311	Municipality of Arran-Elderslie	\$	398.31	Property Tax
12312	Bayshore Broadcasting Corp.	\$	678.00	Ag. Tender Advertisement
12313	Bell Canada	\$	95.15	Tara Stream Gauge Service
12314	Township of Chatsworth	\$	365.95	Property Tax
12315	Chime Security	\$	2,434.02	Bruce Grey Forest Festival
12316	DirectDial	\$	1,403.46	New Desktop Workstation
12317	Georgian Bay Chemical	\$	584.86	Shop Supplies
12318	Township of Georgian Bluffs	\$	3,579.23	Property Tax, Indian Falls Water Charges
12319	Kilsyth Auto Service Ltd.	\$	2,063.19	Vehicle Maintenance and Repair
12320	MacDonnell Fuels	\$	1,739.80	Vehicle Fuel
12321	Municipality of Meaford	\$	878.16	Property Tax, Hibou Water Charges
12322	Mildmay Tent Rental	\$	7,017.30	Bruce Grey Forest Festival
12323	Nancy Brown	\$	189.77	IFAA Expenses
12324	Rogers Communications Canada Inc.	\$	141.43	Teams Phone
12325	Carl Sadler	\$	50.00	IFAA Expenses
12326	Scales Nature Park	\$	2,034.00	Bruce Grey Forest Festival
12327	Sprucedale Agromart Limited	\$	949.20	Buckthorn Pesticide
12328	Verbinnen's Nursery Ltd	\$	2,305.54	Tree Purchase
12329	Xerox	\$	24.70	Copy and Print Charges
12330	Wilton Sanitation	\$	2,260.00	Bruce Grey Forest Festival
12331	A-1 Toilet Rentals	\$	593.25	Toilet Rentals
12332	Bell Canada	\$	31.34	Monthly Phone Service
12333	Bluewater Sanitation Inc.	\$	829.68	Toilet Rentals
12334	City of Owen Sound	\$	41.26	Property Tax
12335	Coates & Best	\$	157.83	Office Supplies
12336	Sunbelt Rentals	\$	172.80	Equipment Rental
12337	Staples Advantage	\$	103.95	Office Supplies
12338	Georgian Bay Chemical	\$	96.58	Shop Supplies
12339	Harold Sutherland Construction	\$	1,275.50	Capital Project, crushed gravel

12340	MacDonnell Fuels	\$	1,598.33	Vehicle Fuel
12341	Municipality of Meaford	\$	61.49	Hibou Water Charges
12342	Nancy Griffin	\$	995.69	Bruce Grey Forest Festival
12343	North Huron Publishing Company Inc.	\$	492.61	Advertisement
12344	Rogers Wireless	\$	239.25	Monthly Cell Phone Service
12345	Ross E Young Bus Lines	\$	1,597.92	Bruce Grey Forest Festival
12346	Martin's School Bus Transit Ltd.	\$	1,371.82	Summer Camp, Forest Festival Bussing
12347	Home Hardware	\$	8,170.27	Inglis Falls Bridge
12348	RG Masonry	\$	14,887.75	McNeill Estate Spirit Rock Repairs
	Mastercard Payments	\$	8,386.00	See Summary Below
	Amilia	\$	398.12	
	HST Return	\$	35,280.18	
	Miller Waste	\$	316.59	
	Pickfield	\$	949.20	
	Durand Webs and Design	\$	500.00	
	O-KAY Cleaning	\$	988.75	
	Square Fees	\$	1,182.60	
	Hydro, Reliance	\$	2,085.99	
	Receiver General, EHT, WSIB	\$	54,605.53	
	Group Health Benefits	\$	12,635.24	
	OMERS	\$	30,649.00	
	Monthly Payroll	\$	118,840.51	

Total Monthly Expenses	\$ 328,727.10
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Mastercard Summary

Building Services	\$	659.62
Administrative Expenses	\$	793.58
IT Expenses	\$	1,360.70
Flood Forecasting	\$	1,057.86
Watershed Monitoring	\$	2,470.18
Grey County	\$	100.00
Shop Supplies	\$	305.37
Education Supplies	\$	774.04
Capital Projects	\$	376.29
Staff Training	\$	488.36
Monthly Mastercard Payments	\$	8,386.00



Agenda Number: 16.2.
Resolution No. 308-21-2023
Date: Monday, November 13, 2023

Moved by: Councillor Nickason
Seconded by: Councillor Hampton

Be it Resolved that Council of the Municipality of Arran-Elderslie hereby supports the Grey Sauble Conservation Authority 2024 Draft budget as presented.

Carried



Mayor Initials



Clerk Initials



TOWNSHIP OF CHATSWORTH
316837 Highway 6, RR 1
Chatsworth, Ontario N0H 1G0
Telephone 519-794-3232 – Fax 519-794-4499

November 16, 2023

By Email Only: t.lanthier@greysauble.on.ca

Grey Sauble Conservation Authority
237897 Inglis Falls Road
Owen Sound, ON N4K 5N6

Attention: Tim Lanthier, Chief Administrative Officer

**Re: Resolution: Grey Sauble Conservation Authority
2024 Draft Operating and Capital Budget**

Please be advised at Township of Chatsworth Council held on November 15, 2023 the following resolution was defeated:

THAT Committee of the Whole receive the correspondence dated October 31, 2023 from Grey Sauble Conservation Authority regarding the 2024 Draft Operating and Capital Budget for information; and
FURTHER THAT Committee of the Whole recommends to Council that the Township of Chatsworth support the draft Grey Sauble Conservation Authority 2024 Operating and Capital Budget and the proposed 2024 levy of \$53,426.80.

At this time, the following resolution was introduced and carried:

THAT Committee of the Whole receive the correspondence dated October 31, 2023 from Grey Sauble Conservation Authority regarding the 2024 Draft Operating and Capital Budget for information; and
FURTHER THAT Committee of the Whole recommends to Council to not accept the Grey Sauble Conservation Authority proposed 2024 Draft Operating and Capital Budget and recommends that Grey Sauble Conservation Authority return a proposed reduced budget with a 3% COLA increase.

Should you require additional information please contact the undersigned.

Sincerely,

Tyler Zamostny
Deputy Clerk

Cc:
Grey Sauble Conservation Authority Board Member:
Mayor Scott Mackey (scott.mackey@grey.ca)



MEDIA RELEASES AND ARTICLES

ATTACHMENT # 6

Bayshore Broadcasting

November 1, 2023

"Signs Destroyed at Clendenan Conservation Area"

[Signs Destroyed At Clendenan Conservation Area | Bayshore Broadcasting News Centre](#)

Owen Sound Sun Times

November 1, 2023

"New signs damaged and destroyed at Clendenan Conservation Area"

www.owensoundsuntimes.com/news/local-news/new-signs-damaged-and-destroyed-at-clendenan-conservation-area

Collingwood Today

November 1, 2023

"Blow to morale': Wayfinding signs vandalized at Clendenan Dam"

www.collingwoodtoday.ca/local-news/blow-to-morale-wayfinding-signs-vandalized-at-clendenan-dam-7763540

The Blue Mountains Review

November 2, 2023

"Vandalism at Clendenan Conservation Area Report to the OPP"

[The Review - November 1st Edition from Blue Mountains Review](#)

Owen Sound Sun Times

November 3, 2023

"Grey Sauble Conservation Authority pass prices going up"

[Grey Sauble Conservation Authority pass prices going up | Owen Sound Sun Times](#)

The Owen Sound Sun Times

November 8, 2023

"Conservation authority offices near Inglis Falls to be renovated"

[Conservation authority offices near Inglis Falls to be renovated | Owen Sound Sun Times](#)



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-107

MOVED BY: _____

SECONDED BY: _____

THAT in consideration of the Consent Agenda Items listed on the November 22, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits and Planning – October 2023; (ii) Administration – Receipts & Expenses – October 2023; (iii) Correspondence – Budget Motion from the Municipality of Arran-Elderslie; Budget Motion from the Township of Chatsworth; (vi) Recent Media Articles



Grey Sauble
CONSERVATION

Introduction to Operations

Operations Staff

Full Time Staff

Morgan Barrie
Operations
Manager

Lloyd Nicoll
Assistant
Operations
Manger

Contract Staff

Spencer Young
Field Assistant
(12month)

Jade Stannard
Operations Field
Assistant
(10month)





Seasonal Staff

Property Maintenance – Two positions

Parking Ambassador – Seven positions





Partnerships and Friends

- Friend of Hibou
- Inglis Falls Arboretum Alliance
- Bruce Trail Conservancy
- OPP
- Dufferin Grey ATV Club
- Municipalities, Counties, Townships and Cities
- 32 Combat Engineer Regiment
- Optimist Club





What does Operations do?

- The Operations department is responsible for a broad range of tasks, including removing hazards, implementation of capital projects, building and repairing infrastructure, landscaping, snow removal, addressing compliance issues, over see Grey County CP Rail contract, installation removal and maintenance of dams, fleet management, working with partners to enhance properties, and managing the Ambassador parking program.

Lands Management



Manage

Manage day to day operations, including maintenance of authority buildings, facilities, signage and lands



Execute

Execute and/or oversee any construction on authority lands



Conduct

Conduct risk management inspections on authority lands



Coordinate

Coordinate hazard tree removal





Compliance





Fetch and you can go to the dog park



LOOKS LIKE

WE'RE ON A SHORT LEASH

quickmeme.com

Capital Project

- Operations looks after implementing Capital Projects on GSCA lands.

- **Recent Notable Projects**

- New Entrance Signs
- New Bridge at Inglis Falls
- Demolition of Privies and Change Room
- New Privy built at Spirit Rock
- New Wayfinding Signs at Inglis Falls
- New Gate Houses
- Stone Repointing at Spirit Rock



Dams

Operations is responsible for the installation and removal of GSCA Dams. This includes inspections of dam related tools, dam operation, removing debris, minor repairs and building stop logs as required.









Grey County Rail Trail



THIS MULTI-USE TRAIL IS 77 KM WHICH BEGINS AT EAST BAYSHORE ROAD IN OWEN SOUND TO DUNDALK. TRAIL USE INCLUDES HIKING, SNOWSHOEING, CROSS-COUNTRY SKIING, SNOWMOBILING, CYCLING, ATV AND EQUESTRIAN USE.



OPERATIONS IS RESPONSIBLE FOR MANAGING CAPITAL PROJECTS, HAZARD REMOVAL, INSPECTIONS, MINOR REPAIRS ETC....





Paid Parking & The Ambassador Program

Operations oversees the paid parking program. GSCA has five properties that have seasonal staff on site collecting parking revenue and four other properties with paid parking signs.

Since the inception of the Ambassador program in 2020, parking revenues have grown over 250%



Fleet & Equipment Management

- Perform monthly inspections
- Schedule regular maintenance
- Responsible for purchasing and decommissioning of expired vehicles
- Identifying authority needs





Other
Responsibilities



Snow Survey



Responding to
complaints



Operational
Reviews



Support
Management Plans



Strategic Plan



Board Reports



THANK YOU



Grey Sauble
CONSERVATION





Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-108

MOVED BY: _____

SECONDED BY: _____

THAT the Grey Sauble Conservation Authority Board of Directors approve moving the date of the December Full Authority meeting to Tuesday December 19, 2023.



STAFF REPORT

Report To: Board of Directors
Report From: Tim Lanthier, CAO
Meeting Date: November 22, 2023
Report Code: 041-2023
Subject: MFIPPA – Delegation of Authority

Recommendation:

WHEREAS GSCA's Administrative By-Laws state that the Board shall designate a member or committee to Act as the Head of the institution for the purposes of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA),

AND WHEREAS, the MFIPPA allows the Head to delegate an officer of the institution to make certain decisions on its behalf,

THAT, the Board of Directors authorize amending GSCA's Administrative By-Laws to reflect this allowance under the MFIPPA,

AND THAT, the GSCA Board of Directors delegate all powers and duties under the Municipal Freedom of Information and Protection of Privacy Act to the Chief Administrative Officer

AND THAT the powers and duties delegated may also be exercised by such persons who hold the position in an acting capacity to which he or she has been duly appointed, or by such persons who are duly authorized to act for the delegate in his or her absence.

AND THAT any previous delegations under the Act by the Board of Directors are hereby revoked.

AND THAT this delegation is effective from the date of this resolution and shall remain in effect until such date as it is revoked by the Board of Directors.

Strategic Initiative:

This item is part of GSCA's corporate services that supports and assists all of GSCA's Strategic Plan deliverables and desired outcomes.

Summary:

GSCA, as a conservation authority, is subject to the requirements of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Under this Act, the "head" of an institution is responsible for taking specified actions with specified timelines to accommodate requests for records from the organization. As per GSCA's Administrative By-Laws, the Board of Directors shall designate a member or a committee of members to act as the "head", for the purposes of the Act.

Alternately, under the MFIPPA, the Board can delegate this responsibility to an officer of the Authority, whereby the Board retains responsibility, but delegates the decision-making power to that officer.

Given the cumbersome nature of drawing the full Board together within the legislated timelines, and the number of details required for interpreting the Act, it is proposed that the Board delegate these responsibilities to the CAO.

Background:

Access and privacy laws play a central role in government. These laws promote accountability, transparency, public participation and protect the privacy rights of individuals.

The Ontario Government established the Commission on Freedom of Information and Individual Privacy in 1977 to look at ways to improve public information policies and public sector access and privacy legislation. The Commission was headed by Dr. D. Carlton Williams and is known as the "Williams Commission".

The framework for Ontario's legislation is set out in the Commission's report entitled "Public Government for Private People, The Report of the Commission on Freedom of Information and Individual Privacy" published in 1980.

FIPPA received royal assent in 1987 and came into force on January 1, 1988. The municipal counterpart, MFIPPA, came into force on January 1, 1991.

The legal term for organizations covered by the legislation is "institution". Each institution is a separate entity responsible for administering the legislation.

Provincial and municipal institutions are defined differently. Institutions are either defined in the legislation or listed individually under the regulations. Conservation authorities are considered a municipal institution.

The “head” of an institution is the legal term that refers to the official accountable and responsible for:

- Overseeing the administration of the legislation;
- Ensuring compliance with the legislation and regulations; and
- Making decisions regarding the legislation.

While the legislation refers to responsibilities of the head, responsibilities can be carried out by other positions in an institution through a Delegation of Authority.

Under MFIPPA, the head is the council of a municipality or the board of a local board unless they choose to designate as head an individual or sub-group from among themselves. Examples of designations may include the mayor, a warden, a councillor, a special committee or a board member.

The designation must be in writing and in the case of a municipal council; it should be set out in a by-law.

Alternately, the legislation allows the head of an institution to delegate some or all powers and duties to an officer or officers of an institution or to another institution. This is known as a “Delegation of Authority” (DOA). It is through a DOA that many Coordinator responsibilities are formalized.

Analysis:

GSCA periodically receives requests for records under MFIPPA. On average, GSCA receives between five and ten requests per year.

The turnaround time on an MFIPPA request varies depending on the nature of the request, but typically requires that the request is completed within 30 calendar days. This timeline can be impacted by certain other requirements, such as the need to issue notice to third parties or an affected person.

In the interim period, the MFIPPA requires institutions to provide written correspondence to the requestor regarding any updates to the process or when/how decisions will be made.

To ensure that GSCA provides responsive records within the timelines set out in the MFIPPA, it is impractical to wait for a monthly Board of Directors meeting to address these requests. Further, the ability to call together a subcommittee of the Board is also challenging on short notice.

Subject: MFIPPA: Delegation of Authority

Report No: 041-2023

Date: November 22, 2023

Financial / Budget:

There are no financial or budget implications to this resolution.

As per Motion FA-06-017, Board Members will not be paid travel expenses for mileage incurred for attendance at regular meetings of the Full Authority Board.

As per Motion EX-06-98, the Chief Administrative Officer and/or Manager of Financial and Human Resource Services are authorized to pay such compensation, on a semi-annual basis, based on attendance sheets signed by the individual Board Members, at each meeting they attend.

19) Records Retention

The Authority shall keep full and accurate records including, but not limited to:

- i. Minutes of all meetings of the Authority, including registries of statements of interests in accordance with the *Municipal Conflict of Interest Act*;
- ii. Assets, liabilities, receipts and disbursements of the Authority and Financial Statements and Reports of the Auditors;
- iii. Human Resources Files for all employees and Members as applicable;
- iv. Workplace Health and Safety documents including workplace inspections, workplace accidents, investigations, etc.;
- v. Electronic Communications including emails
- vi. Contracts and Agreements entered into by the Authority;
- vii. Strategic Plans and other documents providing organizational direction
- viii. Projects of the Authority;
- ix. Technical Studies and data gathered in support of Programs of the Authority;
- x. Legal Proceedings involving the Authority;
- xi. Incidents of personal injury or property damage involving the Authority and members of the public.

Such records shall be retained and protected in accordance with all applicable laws and the Records Retention Policy of the Authority as approved by the General Membership from time-to-time.

20) Records Available to Public

Records of the Authority shall be made available to the public, subject to requirements of the *Municipal Freedom of Information and Protection of Personal Privacy Act* (MFIPPA).

The Authority shall designate a Member or a committee of Members to act as head of the Authority for the purposes of MFIPPA unless there is a time bound resolution to the Authority Chair that will be for the purposes of MFIPPA.

Alternately, the Authority may delegate the powers and duties of the head to the Chief Administrative Officer, the duly appointed Acting CAO, or such persons duly authorize to act for the delegate in their absence.

21) By-law Review

In accordance with the Act, these by-laws shall be reviewed by the Authority to ensure the by-laws are in compliance with the Act and any other relevant law. The General Membership shall review the by-laws on a regular basis to ensure best management practices in governance are being followed to comply with Section 19.1 of the Act. CA's with review in a minimum of between two and five years.

22) By-law Available to Public

In accordance with the Act, the Authority shall make its by-laws available to the public on the Authority's website. By-laws shall also be available for review by any member of the public at the Authority's administration centre or provided in alternative formats, in accordance with the *Accessibility for Ontarians with Disabilities Act*, if requested by



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-109

MOVED BY: _____

SECONDED BY: _____

WHEREAS GSCA's Administrative By-Laws state that the Board shall designate a member or committee to Act as the Head of the institution for the purposes of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA),

AND WHEREAS, the MFIPPA allows the Head to delegate an officer of the institution to make certain decisions on its behalf,

THAT, the Board of Directors authorize amending GSCA's Administrative By-Laws to reflect this allowance under the MFIPPA,

AND THAT, the GSCA Board of Directors delegate all powers and duties under the Municipal Freedom of Information and Protection of Privacy Act to the Chief Administrative Officer

AND THAT the powers and duties delegated may also be exercised by such persons who hold the position in an acting capacity to which he or she has been duly appointed, or by such persons who are duly authorized to act for the delegate in his or her absence.

AND THAT any previous delegations under the Act by the Board of Directors are hereby revoked.

AND THAT this delegation is effective from the date of this resolution and shall remain in effect until such date as it is revoked by the Board of Directors.



STAFF REPORT

Report To: Board of Directors
Report From: Tim Lanthier, CAO
Meeting Date: November 22, 2023
Report Code: 042-2023
Subject: 2023 Q3 Budget Report Back

Recommendation:

WHEREAS the Board of Directors approved the GSCA 2023 Operating and Capital Budget on February 22, 2023, by motion FA-23-017,

THAT, the Board of Directors receive staff report 042-2023 – 2023 Q3 Budget Report Back as information.

Strategic Initiative:

This item is part of GSCA's corporate services that supports and assists all of GSCA's Strategic Plan deliverables and desired outcomes.

Summary:

Overall, GSCA has experienced a few unbudgeted changes to the end of the third quarter. We were later hiring a new position than budgeted and had two unexpected departures from our Planning Department. Revenue in our planning department is higher than 2022 but less than budgeted. These reduced revenues impact several areas of the budget, including Environmental Planning, Administration, GIS/IT, and Communications, as funds from Environmental Planning were budgeted towards these departments as part of full cost recovery. Our Stewardship budget also reflects project costs and funds carried forward from 2022.

Subject: 2023 Q3 Budget Report Back

Report No: 042-2023

Date: November 22, 2023

Due to these changes, the 2023 Budget is showing a slight (1.4%) deficit at the end of the third quarter. In an effort to mitigate these impacts, we have delayed replacing one of the Environmental Planning positions, and we are planning to utilize some in-year savings from other parts of the budget to manage the deficit.

It is important to note that the forecasts for year end include increase contributions to reserves and deferred revenue. Without factoring in these contributions as expenses, the budget forecast is actually demonstrating an overall surplus.

Analysis:

The summaries below provide a brief synopsis of the 2023 Q3 Budget and anticipated year-end forecasts by program area. The Q3 budget update is included as an appendix to this report.

Water Management

The Water Management budget is showing slight surplus at the end of Q3. Within the sub-categories within this department, staff time has been shuffled around relative to original budget in order to effectively manage the various program areas.

Surpluses recognized in this budget area will be utilized to manage deficits in other program areas.

Watershed Monitoring and Management

The Watershed Monitoring and Management budget is forecasted to be higher but remain balanced. The increased expenses are associated with increased staff time and materials. This is balanced with some unexpected funding from MECP, as well as with shuffling staff costs out of the Conservation Lands Policy department and into Watershed Monitoring, as these wages are split between the two departments.

Stewardship

The Stewardship budget is forecasted to remain balanced based on the revenues and expenses at the end of Q2.

It should be noted that both the revenues and expenses are forecasted to increase over the originally budgeted amounts. This change is associated with recognizing grant funding carried forward from 2022 for 2023 projects.

Environmental Planning

The Environmental Planning budget is forecasted to show a deficit based on the revenues and expenses at the end of Q3.

There is a forecasted decrease in both revenues and expenditures in this department. The decrease in expenses is related to a decrease in staffing costs associated with the later onboarding of one staff person, the unexpected departure of two planners,

and the delay in backfilling one of these positions. This is countered on the revenue side of the budget with a decrease in revenues associated with a combination of lower than anticipated application volumes, some challenges collecting fees, and fees at the beginning of the year that were based on the previous years' fee schedule (ie: received by municipalities prior to 2023).

This deficit is substantial and has implications for Administration, GIS/IT, and Communications, based on a re-working of the funding models for 2023. As this Department has moved to a largely user pays funding model, there is very little can be done in-year to address this shortfall. Q4 will allow us to better define this situation.

Forestry, Species & Forestry Services

Although overall expenses and revenues are lower than budgeted, the Forestry portion of the budget is forecast to balance based on Q3 projections.

Conservation Lands Policy & Strategy

The Conservation Lands Policy & Strategy portion of the budget is forecasted to be slightly underspent in 2023 based on the revenues and expenses at the end of Q3. There is decrease in property taxes based on staff wisely managing our tax incentive programs. Additionally, there are some contracts and service work that will be pushed into the 2024 budget year. This is balanced in revenue with a decreased draw on reserves.

Grey County Management Contract

The Grey County Management Contract is forecasted to be approximately \$12,000 over the original budget at the end of 2023. However, this is associated with additional invasive species removal work that was added to the County contract after the original budget was approved.

This program area is funded 100 percent through a service agreement with Grey County.

Conservation Lands Operations

The Conservation Lands Operations portion of the budget is forecasted to remain balanced based on the revenues and expenses at the end of Q3.

Parking revenues have done very well again this year, and this is likely to be reflected in higher than expected contributions to reserves at the end of 2023. Due to this parking revenue, the Conservation Lands Operations Department has only utilized a one percent levy increase in total over four years (0.25% per year), despite inflationary costs. This is additional to the 9.8% levy decrease in the Department from 2020 to 2021.

Conservation Information & Community Outreach

This Department is forecast to have a small deficit at the end of 2023. This is the result of decreased revenues in Environmental Planning that flow into this Department as an indirect service provider. This will be balanced across the broader budget.

Education

This Department is forecasted to remain balanced based on the revenues and expenses at the end of Q3.

Administration, Finance & Human Resources

This Department is forecast to have a surplus at the end of 2023 resulting from lower insurance costs than budgeted and increases in interest and gains over budget. This will continue to be assessed throughout the year and will be used to offset deficits realized in other budget areas.

GIS, Information Management & Information Technology

This Department is forecast to have a small surplus at the end of 2023 despite decreased revenues in Environmental Planning that flow into this Department as an indirect service provider. This will be balanced across the broader budget.

Some additional costs showing in this budget are associated with 2022 expenses that carried over into 2023 and are appropriately covered through surplus from the 2022 budget.

Source Water Protection

The Source Water Protection budget is forecasted to remain balanced based on the revenues and expenses at the end of Q3.

The increase in revenues and associated increase in deferred revenues is reflective of the difference in fiscal year between MECP and GSCA.

Source Water Risk Management Service

The Source Water Risk Management Services budget is forecasted to remain balanced based on the revenues and expenses at the end of Q3.

Fleet & Equipment Management

The Fleet and Equipment Management budget is forecasted to remain balanced based on the revenues and expenses at the end of Q3. However, overall mileage across the organization is down, causing lower revenues to the fleet reserve. As costs associated with managing the fleet continue to increase and GSCA has budgeted for a higher mileage rate in 2024.

Capital Budget

The capital budget is forecast to be underspent in Conservation Lands, Administration and Fleet.

Subject: 2023 Q3 Budget Report Back

Report No: 042-2023

Date: November 22, 2023

In Conservation Lands, this is largely based on staff finding cost effective means of completing projects under budget.

In Administration, this is based on the current costs realized for the architectural renewal of the administrative center.

Within Fleet, this is related to pushing out the purchase of a new vehicle into 2024.

Consultation:

Senior Management Team

APPENDIX 1

GREY SAUBLE CONSERVATION AUTHORITY 2023 BUDGET - ACTUAL Q3

	Approved 2022 Budget	2022 Actual Q3	Approved 2023 Budget	2023 Actual Q3	Forecast
WATER MANAGEMENT					
Flood Forecasting & Warning					
Total Flood Forecasting & Warning	140,177	93,296	154,830	108,685	144,630
Flood Control Structures					
Total Flood Control Structures	7,350	3,453	12,500	4,293	7,750
Erosion Control Structures					
Total Erosion Control Structures	2,100	427	1,850	1,824	2,300
Other Dams					
Total Other Dams	21,100	9,973	17,600	5,658	12,100
TOTAL WATER MANAGEMENT	170,727	107,149	186,780	120,459	166,780
Watershed Monitoring & Management					
Total Watershed Monitoring & Management	36,928	27,266	40,055	32,507	50,555
Stewardship					
Total Stewardship	62,776	72,410	72,027	70,583	193,202
Environmental Planning & Regulations					
Total Environmental Planning & Regulations	414,298	336,046	694,430	456,029	612,646
Forestry, Species & Forestry Services					
Total Forestry, Species & Forestry Services	141,959	97,480	168,278	118,889	161,678
Grey Sauble Forestry Service					
Total Grey Sauble Forestry Service	249,602	170,135	221,546	190,228	208,047
TOTAL FORESTRY & SPECIES	391,561	267,615	389,824	309,117	369,725
CONSERVATION LANDS					
Conservation Lands Policy & Strategy					
Total Conservation Lands Policy & Strategy	234,903	175,114	224,920	153,819	195,132
Grey County Management Contract					
Total Grey County Management Contract	200,895	131,278	204,715	176,165	216,513
Conservation Lands Operations					
Total Conservation Lands Operations	353,844	281,541	409,779	283,196	431,528
Conservation Information & Community Outreach					
Total Conservation Information & Community Outreach	96,326	65,481	103,001	72,339	102,701
Education					
Total Education	67,108	63,275	49,280	41,626	68,935

	Approved 2022 Budget	2022 Actual Q3	Approved 2023 Budget	2023 Actual Q3	Forecast
WATER MANAGEMENT					
Flood Forecasting & Warning					
Total Flood Forecasting & Warning	140,177	80,988	154,830	123,285	145,830
Flood Control Structures					
Total Flood Control Structures	7,350	4,280	12,500	8,286	9,300
Erosion Control Structures					
Total Erosion Control Structures	2,100	825	1,850	1,600	3,050
Other Dams					
Total Other Dams	21,100	15,825	17,600	13,200	17,600
TOTAL WATER MANAGEMENT	170,727	101,918	186,780	146,371	175,780
Watershed Monitoring & Management					
Total Watershed Monitoring & Management	36,928	27,696	40,055	33,566	50,555
Stewardship					
Total Stewardship	62,776	143,414	72,027	157,945	193,202
Environmental Planning & Regulations					
Total Environmental Planning & Regulations	414,298	353,927	694,430	392,281	507,601
Forestry, Species & Forestry Services					
Total Forestry, Species & Forestry Services	141,959	75,932	168,278	115,930	143,567
Grey Sauble Forestry Service					
Total Grey Sauble Forestry Service	249,602	190,753	221,546	220,720	226,157
TOTAL FORESTRY & SPECIES	391,561	266,685	389,824	336,650	369,725
CONSERVATION LANDS					
Conservation Lands Policy & Strategy					
Total Conservation Lands Policy & Strategy	234,903	177,064	224,920	172,891	202,455
Grey County Management Contract					
Total Grey County Management Contract	200,895	133,896	204,715	176,165	216,513
Conservation Lands Operations					
Total Conservation Lands Operations	353,844	372,271	409,779	368,571	431,528
Conservation Information & Community Outreach					
Total Conservation Information & Community Outreach	96,326	70,873	103,001	71,532	97,978
Education					
Total Education	67,108	56,659	49,280	48,935	68,935

GREY SAUBLE CONSERVATION AUTHORITY 2023 BUDGET - ACTUAL Q3

	Approved 2022 Budget	2022 Actual Q3	Approved 2023 Budget	2023 Actual Q3	Forecast
Administration, Finance & Human Resources					
Total Administration, Finance & Human Resources	598,750	481,404	652,710	470,711	624,985
GIS, Information Management & Information Technology					
Total GIS & Information Management	277,494	205,687	281,148	224,875	274,648
Source Water Protection					
Total Source Water Protection	188,660	138,833	211,407	247,922	247,922
Source Water Risk Management Service					
Total Source Water Risk Management Service	67,460	48,052	69,905	55,670	67,119
Fleet & Equipment Management					
Total Fleet & Equipment Management	83,500	55,466	82,650	60,276	78,650
Total Operating Budget	3,245,231	2,456,617	3,672,628	2,775,296	3,701,040

Total Operations Budget Expenses					
Salary, wages & benefits	2,443,689	1,824,699	2,770,623	2,066,916	2,665,621
Contracts & Services	215,470	196,371	247,055	168,187	239,768
Vehicles & Equipment	83,500	56,527	82,650	60,689	87,050
Materials & Supplies	226,371	200,012	213,882	197,377	289,638
Training & Workshops	15,000	6,946	22,000	3,878	13,000
Donations	100	-	3,100	2,500	2,600
Other	216,105	172,062	257,365	169,755	211,928
To Reserves	44,996	-	66,902	10,227	145,868
To Deferred Revenue/Surplus	-	-	9,053	95,768	45,568
Total Operating Budget	3,245,231	2,456,617	3,672,628	2,775,296	3,701,040

	Approved 2022 Budget	2022 Actual Q3	Approved 2023 Budget	2023 Actual Q3	Forecast
Administration, Finance & Human Resources					
Total Administration, Finance & Human Resources	598,750	461,958	652,710	501,873	659,816
GIS, Information Management & Information Technology					
Total GIS & Information Management	277,494	207,711	281,148	202,934	282,072
Source Water Protection					
Total Source Water Protection	188,660	222,948	211,407	247,922	247,922
Source Water Risk Management Service					
Total Source Water Risk Management Service	67,460	50,200	69,905	55,670	67,119
Fleet & Equipment Management					
Total Fleet & Equipment Management	83,500	56,324	82,650	60,276	78,650
Total Operating Budget	3,245,231	2,703,543	3,672,629	2,973,581	3,649,850

Total Operations Budget Funding					
Municipal Levy	1,515,329	1,136,498	1,560,625	1,170,469	1,560,625
CAA S39	37,056	-	37,056	37,056	37,056
MECP (DWSP)	188,660	221,389	211,407	247,922	247,922
Agreements, MOUs and Grants	140,625	244,445	127,200	221,304	269,105
Services & Sales	1,093,904	1,070,515	1,663,241	1,265,628	1,474,340
Donations	8,746	500	4,100	3,349	3,600
Interest & Gains	2,000	10,396	4,000	22,384	29,845
From Reserves	232,049	12,800	62,001	5,470	20,857
From Surplus	26,862	7,000	3,000	-	6,500
Total Operating Budget	3,245,231	2,703,543	3,672,629	2,973,581	3,649,850

APPENDIX 2

GREY SAUBLE CONSERVATION AUTHORITY 2023 APPROVED CAPITAL BUDGET

EXPENSES

FUNDING

	Approved 2023 Budget	Actual Q3	Forecast		Approved 2023 Budget	Actual Q3	Forecast
WATER MANAGEMENT				WATER MANAGEMENT			
Flood Forecasting & Warning				Flood Forecasting & Warning			
Clendenan Log replacement Phase 1				Clendenan Log replacement Phase 1			
Materials and Supplies	8,000	4,695	8,000	Reserves	3,000	2,895	3,000
				WECI	5,000	1,800	5,000
Clendenan Log replacement Phase 2				Clendenan Log replacement Phase 2			
Materials and Supplies			21,900	WECI		7,784	10,950
				Reserves			10,950
WATER MANAGEMENT Subtotal	8,000	4,695	29,900	WATER MANAGEMENT Subtotal	8,000	12,480	29,900
CONSERVATION LANDS Policy/Operations				CONSERVATION LANDS Policy/Operations			
Entrance Signs				Entrance Signs			
Contracts & Services	2,500	719	2,500	Municipal Levy	2,500	719	2,500
				Reserves			
Wayfinding Signage - Inglis, Clendenan				Wayfinding Signage - Inglis, Clendenan			
Materials	2,000	326	2,000	Municipal Levy	2,000	326	2,000
Trailhead Signage - Inglis				Trailhead Signage - Inglis			
Materials	2,200	137	2,200	Reserves	2,200	137	2,200
				Sales and Services			
Trail Edging - Inglis				Trail Edging - Inglis			
Materials	600		600	Reserves			
				Sales and Services	600		600
Flagship Signage - Inglis				Flagship Signage - Inglis			
Contracts & Services	2,500		2,500	Municipal Levy	2,500		2,500
Property Acquisition				Property Acquisition			
Contracts & Services		3,846	3,846	Reserves		3,846	3,846

GREY SAUBLE CONSERVATION AUTHORITY 2023 APPROVED CAPITAL BUDGET

EXPENSES

FUNDING

	Approved 2023 Budget	Actual Q3	Forecast
Foot Bridge & Trail replacement - Inglis			
Contracts & Services	25,000		10,000
Christie Beach - Change Rooms			
Contracts & Services	1,500	288	288
Feversham Washroom			
Contracts and Services	1,500	80	80
Various - Stone Repointing Projects			
Contracts & Services	15,000		15,000
CONSERVATION LANDS Subtotal	52,800	5,396	39,013
Administration, Finance & Human Resources Admin Centre refurbish - Phase 1 & 2			
Contracts & Services	100,000		10,000
Administration, Finance & Human Resources Admin Centre renovation reserve			
To Reserves	50,000	37,500	50,000
Admin Centre - Office Furniture			
Materials and Supplies	5,000	3,867	5,000
Reserves			
Administration, Finance & Human Resources Subtotal	155,000	41,367	65,000

	Approved 2023 Budget	Actual Q3	Forecast
Foot Bridge & Trail replacement - Inglis			
Municipal Levy			
Reserves	19,000		4,000
Donations	6,000		6,000
Christie Beach - Change Rooms			
Municipal Levy			
Reserves	1,500	288	288
Feversham Washroom			
Municipal Levy			
Reserves	1,500	80	80
Various - Stone Repointing Projects			
Reserves	15,000		15,000
CONSERVATION LANDS Subtotal	52,800	5,396	39,013
Administration, Finance & Human Resources Admin Centre refurbish Phase 1 & 2			
Reserves	100,000		10,000
Administration, Finance & Human Resources Admin Centre renovation reserve			
Municipal Levy	50,000	37,500	50,000
Admin Centre - Office Furniture			
Municipal Levy	5,000	3,867	5,000
Reserves			
Administration, Finance & Human Resources Subtotal	155,000	41,367	65,000

GREY SAUBLE CONSERVATION AUTHORITY 2023 APPROVED CAPITAL BUDGET

EXPENSES

FUNDING

	Approved 2023 Budget	Actual Q3	Forecast
GIS, Information Management & Information Technology - Socet Machine			
Materials	8,000		8,000
GIS, Information Management & Information Technology - Swoop			
Reserve	3,000	3,000	3,000
GIS, Information Management & Information Technology - Workstations			
Materials & Supplies	13,500	7,988	13,500
GIS, Information Management & Information Technology - Subtotal	24,500	10,988	24,500
Fleet & Equipment Management			
Vehicles & Equipment	70,000	-	-
Fleet & Equipment Management Subtotal	70,000		
Total Capital Budget	310,300	62,446	158,413

	2023 Budget	Actual Q3	Forecast
Total Capital Budget			
Salary, wages & benefits			
Contracts & Services	148,000	4,932	44,213
Vehicles & Equipment	70,000		
Materials & Supplies	39,300	17,014	61,200
Training & Workshops			
Donations			
Other			
To Reserves	53,000	40,500	53,000
To Deferred Revenue			
Total Capital Budget	310,300	62,446	158,413

	Approved 2023 Budget	Actual Q3	Forecast
GIS, Information Management & Information Technology - Socet Machine			
Levy	4,000		4,000
Reserves	4,000		4,000
GIS, Information Management & Information Technology - 2020 Smart Screen			
Municipal Levy	3,000	3,000	3,000
GIS, Information Management & Information Technology - Workstations			
Municipal Levy	11,000	7,988	11,000
Reserves	2,500		2,500
GIS, Information Management & Information Technology - Subtotal	24,500	10,988	24,500
Fleet & Equipment Management			
Services & Sales			
From Reserves	70,000	-	-
Fleet & Equipment Management Subtotal	70,000		
Total Capital Budget	310,300	70,231	158,413

	2023 Budget	Actual Q3	Forecast
Total Capital Budget			
Municipal Levy	80,000	53,400	80,000
CAA S39			
MECP (WECI)	5,000	9,584	15,950
Agreements, MOUs and Grants			
Services & Sales	600		600
Donations	6,000		6,000
Interest & Gains			
From Reserves	218,700	7,246	55,863
From Deferred Revenue			
Total Capital Budget	310,300	70,231	158,413



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-110

MOVED BY: _____

SECONDED BY: _____

WHEREAS the Board of Directors approved the GSCA 2023 Operating and Capital Budget on February 22, 2023, by motion FA-23-017,

THAT, the Board of Directors receive staff report 042-2023 – 2023 Q3 Budget Report Back as information.



STAFF REPORT

Report To: Board of Directors
Report From: Cam Bennett, Senior Forestry Technician
Meeting Date: November 22, 2023
Report Code: 043-2023
Subject: Awarding of Forestry Tender – GSC-23-03 – Little Germany MA (Compartment 91)

Recommendation:

WHEREAS Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land comprised of 207 individual properties organized into 79 groupings;

AND WHEREAS, GSCA manages nearly 5,260 hectares (13,000 acres) of forested area to offset the operating expenses of the Forestry department and GSCA;

THAT the Grey Sauble Conservation Authority Board of Directors award the following forestry tender:

Sawlog and Fuelwood tender (GSC-23-03) for Little Germany Management Area – Compartment 91 – to _____ for their total bid of \$_____, subject to signing the agreement.

Strategic Initiative:

This initiative applies to the GSCA Strategic Plan goal of ‘Enhance Land Management and Natural Heritage Preservation.’ It also falls under GSCA’s Overall Desired Outcome of Healthy and Enough Forests and Habitats.

Background:

Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land throughout its watersheds. Forest management activities are conducted in a sustainable manner to ensure the long-term supply of wood products as

well as the continual existence of values, such as wildlife habitat and wetlands. Forest management activities use the best available scientific information to ensure values are maintained.

The following table describes the location, area, and expected forest products to be harvested. A map showing the property is contained within Appendix A.

Property	Area	Harvest Operation Type
Little Germany MA – Compartment 91	30.4 hectares / 75 acres	Hardwood Stand Improvement (Sawlog and Fuelwood harvest)
Total Area Marked	30.4 hectares / 75 acres	

Financial/Budget Implications:

Revenues raised through the sale of wood products from GSCA properties are used to offset the operating expenses of GSCA.

Funds from the sale of wood products will be utilized to ensure safe access to the property. Any additional funds required to ensure this have not been included in the annual budget.

Communication Strategy:

The tender documents were sent to 34 known contractors. The documents were also posted on GSCA's website to allow others to access the information. The documents were viewed or downloaded 86 times.

After the tender is awarded, the selected bidder will be notified, and a contract will be entered into with them. Other bidders will be informed of the results and have their deposit cheques returned.

The results of the tendering process will be posted on the GSCA website.

During the operation, the property will be closed to ensure the safety of the public and the operators. Closures will be posted on GSCA's website and social media channels. For known affected groups, they will be notified directly by staff.

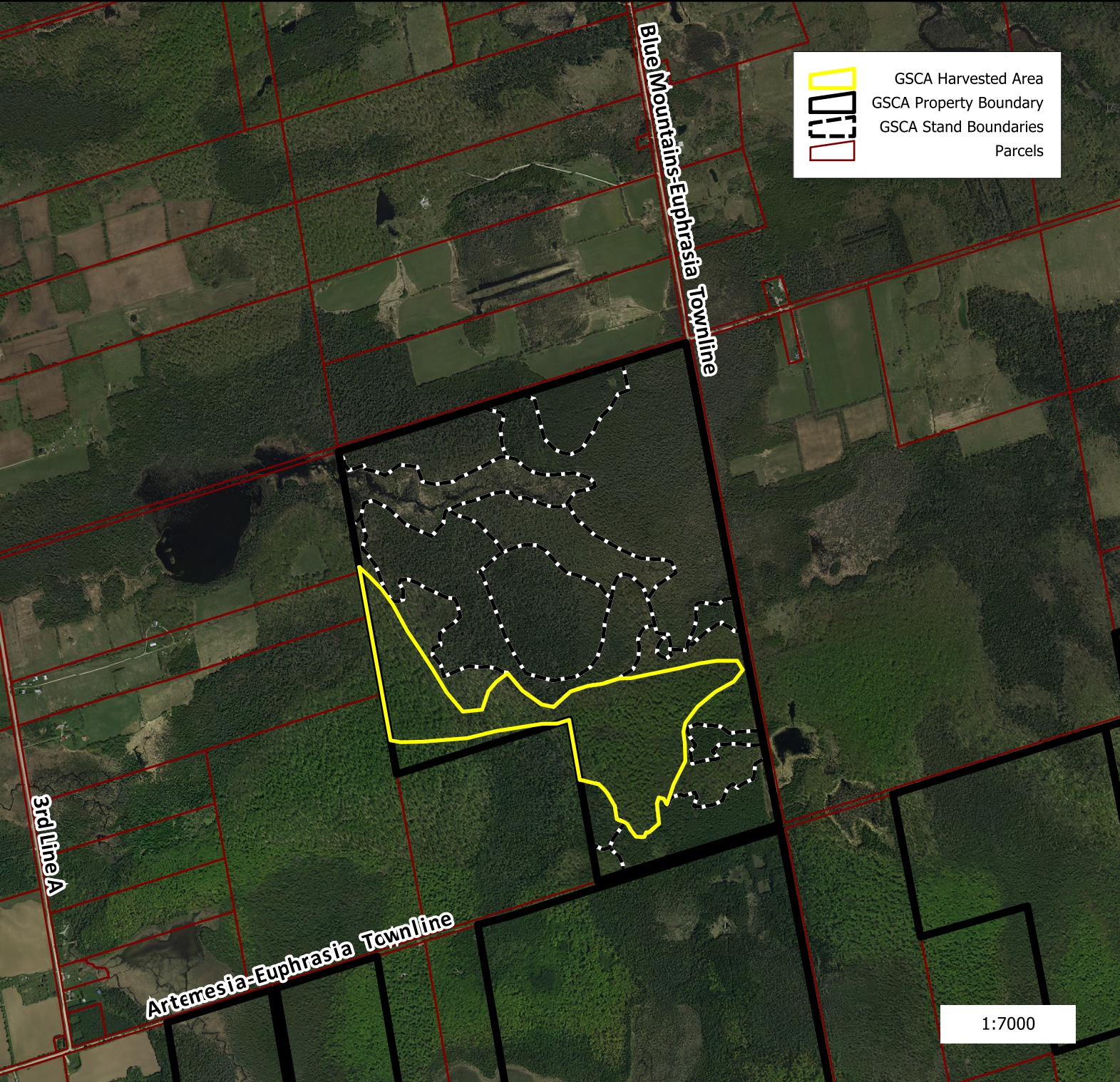
Consultation:

- GSCA Forestry staff
- GSCA Board of Directors' Chair
- Chief Administrative Officer



Appendix A
Rob Roy Management Area - Compartment 85
Proposed Harvest Areas

Comp	Assessment Roll #	Lot	Concession	Municipality	Former Twp	County
91	420839000100200	2, 3, E Pt. 1	1	Municipality of Grey Highlands	Euphrasia	Grey



The included mapping has been compiled from various sources and is for information purposes only. Grey Sauble Conservation Authority (GSC) is not responsible for, and cannot guarantee, the accuracy of all the information contained within the map. By accepting this map you agree not share or edit the map or disclaimer without the explicit written permission of GSC. You also agree to inform GSC of any errors in mapping or missing base features that you are aware of. Produced by GSC with Data supplied under Licence by Members of the Ontario Geospatial Data Exchange. Includes Material [2023] of the © Queen's Printer for Ontario and its licensors. All rights reserved. May Not be Reproduced without Permission. THIS IS NOT A PLAN OF SURVEY. The use of this Data does not constitute an endorsement by the MNR or the Ontario Government of use of such Data. This mapping contains products of the South Western Ontario Orthophotography Project (SWOOP). These images were taken in 2010 at 20 cm resolution. They are the property of Grey Sauble Conservation.



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-111

MOVED BY: _____

SECONDED BY: _____

WHEREAS Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land comprised of 207 individual properties organized into 79 groupings;

AND WHEREAS, GSCA manages nearly 5,260 hectares (13,000 acres) of forested area to offset the operating expenses of the Forestry department and GSCA;

THAT the Grey Sauble Conservation Authority Board of Directors award the following forestry tender:

Sawlog and Fuelwood tender (GSC-23-03) for Little Germany Management Area – Compartment 91 – to _____ for their total bid of \$_____, subject to signing the agreement.



STAFF REPORT

Report To: Board of Directors
Report From: Gloria Dangerfield, Manager of Information Services
Meeting Date: November 22, 2023
Report Code: 044-2023
Subject: Environmental Educator Position

Recommendation:

WHEREAS Environmental Education has been identified as a main strategic goal, supported by the Environmental Education Framework which defines a path forward for programming and resources.

AND WHEREAS, GSCA currently lacks a dedicated resources for education offering no room for program sustainability, improvement, or expansion.

THAT, the GSCA Board of Directors approve the creation of a full time, contract Environmental Educator position.

Strategic Initiative:

The current strategic plan states that GSCA will enhance children's programming across the watershed, align and encourage curriculum-based k-12 programming and develop new education offerings to youth and adults.

Within the strategic initiative, one of the actions identified is to hire a dedicated staff for environmental education.

Background:

Staff presented the draft Environmental Education Framework to the Board of Directors at the October 2023 board meeting. They have begun to circulate this document to teachers

Subject: Environmental Educator Position

Report No: 044-2023

Date: November 22, 2023

and other partners, groups, and individuals in our watershed. This framework identifies 3 main pillars or groupings of education programming and the estimated resources required to begin to offer these programs.

In September, the Day Camp Supervisor's contract was extended, through financial support from the Foundation, until the end of 2023 to begin the work required to support this Framework through funding applications for education resources, networking with education providers and starting the design of programming for 2024.

Since September staff have begun some of the fundamental work required to move towards successful program expansion and implementation. They've completed many tasks including: over 5 funding application submissions, mailouts to 41 potential funders, researched and obtained available course designs and scripts from other CAs, investigated potential community-education offerings, created a programming summary for a signature curriculum-linked "Watershed Guardians" program, initiated an environmental book club with local libraries, started implementation of sponsorship program, and completed educator and grant training.

Analysis:

To continue with the work started this fall and fully implement the programming that is defined in the Environmental Education Framework, GSCA must create a dedicated Environmental Education position. It is recommended that this position have the title of Environmental Educator.

The Grey Sauble Conservation Foundation has agreed to initially provide \$20,000/year for 3 years towards this position. Other funding will include the GSCA youth reserve and fees-for-service education offerings. Grants and corporate sponsorships are also anticipated to add additional funding as well as some municipal levy in future years, pending municipal agreements.

This position will continue the work they've begun with acquiring financial support, and programming and will also work on the 2025 summer day camp programming and registration. They will act as supervisor unless/until other funding can be found to hire an extra day camp staff.

The initial goal for curriculum-linked offerings, will be to update and offer the World of Trees programming, in partnership with and paid by the Inglis Falls Arboretum Alliance, in May 2024. The Watershed Guardians programming will have a planned start for September 2024.

This position will be a contract position that will report to the Manager of Information Services and work closely with the Communications and Education Specialist to undertake the design and delivery of education programs at GSCA.

Subject: Environmental Educator Position

Report No: 044-2023

Date: November 22, 2023

Financial/Budget Implications:

Outlined in Education 2024 budget

Consultation:

Consultation with CAO, Tim Lanthier, GSC Staff, Foundation Board and Finance Committee, Quinte Conservation Authority, Lakehead Conservation Authority, Toronto Region Conservation Authority, local school boards, teachers, educators and partner groups.



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-112

MOVED BY: _____

SECONDED BY: _____

WHEREAS Environmental Education has been identified as a main strategic goal, supported by the Environmental Education Framework which defines a path forward for programming and resources.

AND WHEREAS, GSCA currently lacks a dedicated resources for education offering no room for program sustainability, improvement, or expansion.

THAT, the GSCA Board of Directors approve the creation of a full time, contract Environmental Educator position.



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-113

MOVED BY: _____

SECONDED BY: _____

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

- i. Minutes of the Closed Session of the Regular Board of Directors meeting held on September 27, 2023; and,**
- ii. To discuss an item of commercial significance, such as but not limited to a proposed or pending acquisition of real property for Authority purposes, internal reserve bid amounts, leases and property sales (GSCA Administrative By-Law, Section 4(xvi)(g)); and,**
- iii. CAO Performance Review – closed as it relates to personal matters about an identifiable individual including Authority directors or Authority employees (GSCA Administrative By-Law, Section 4 (xvii)(b)); and,**
- iv. To discuss two separate items related to litigation or potential litigation including matters before administrative tribunals (GSAC Administrative By-Law, Section 4 (xvi)(d)).**

AND FURTHER THAT CAO, Tim Lanthier and Administrative Assistant, Valerie Coleman, will be present, with the Manager of Conservation Lands, Rebecca Anthony being present for item ii only.



Grey Sauble Authority Board of Directors

M O T I O N

DATE: November 22, 2023

MOTION #: FA-23-114

MOVED BY: _____

SECONDED BY: _____

THAT the Grey Sauble Conservation Authority Board of Directors approve the September 27, 2023, Closed Session minutes as presented in the closed session agenda.