

**GREY SAUBLE CONSERVATION AUTHORITY  
MINUTES**

Full Authority Board of Directors  
Wednesday, November 22, 2023, at 1:15 p.m.

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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 1:15 p.m., welcomed all those present in person and virtually, welcomed new member Councillor Kathy Durst from the Municipality of South Bruce Peninsula, and made a land acknowledgement declaration.

Directors Present In-Person: Chair Sue Carleton, Vice Chair Scott Greig, Tobin Day, Tony Bell, Scott Mackey, Robert Uhrig, Kathy Durst

Directors Present Virtually: Alex Maxwell, Jennifer Shaw, Jon Farmer

Regrets: Nadia Dubyk

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Financial and Human Resources Services, Alison Armstrong; Operations Manager, Morgan Barrie; Water Resources Coordinator, John Bittorf; Forestry Coordinator, Mike Fry

**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**

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**Motion No.:**  
**FA-23-105**

**Moved By:** Tony Bell  
**Seconded By:** Scott Mackey

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

**Carried**

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5. **Approval of Minutes**

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<b>Motion No.:</b> FA-23-106	<b>Moved By:</b> <b>Seconded By:</b>	<b>Scott Greig</b> <b>Robert Uhrig</b>
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**THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of October 25, 2023.**

**Carried**

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6. **Business Out of Minutes**

Nothing at this time.

7. **Consent Agenda**

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<b>Motion No.:</b> FA-23-107	<b>Moved By:</b> <b>Seconded By:</b>	<b>Kathy Dust</b> <b>Robert Uhrig</b>
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**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; (vi) Recent Media Articles**

**Carried**

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A Member asked to have an item pulled from the consent agenda for discussion. Concern was raised with regard to the wording of the item, noting that individual councils may comment on the levy, but should not be providing comment on how GSCA allocates budget.

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<b>Motion No.:</b> FA-23-108	<b>Moved By:</b> <b>Seconded By:</b>	<b>Scott Greig</b> <b>Tony Bell</b>
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**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: (iii) Correspondence – Budget Motion from the Township of Chatsworth**

**Carried**

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8. **Business Items**

i. **Administration**

a. **Change of December Meeting Date**

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<b>Motion No.:</b> FA-23-109	<b>Moved By:</b> <b>Seconded By:</b>	<b>Scott Mackey</b> <b>Jennifer Shaw</b>
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**THAT the Grey Sauble Conservation Authority Board of Directors approve moving the date of the December Full Authority meeting to Tuesday December 19, 2023.**

**Carried**

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**b. Delegation of Responsibilities for MFIPPA**

CAO, Tim Lanthier spoke to the need for the Authority to amend GSCA’s Administrative By-Law Section 20 with regard to who is the “head” on MFIPPA requests.

It was noted that there are timelines around fulfilling MFIPPA requests. The recommended change allows for the Board to delegate the CAO to perform the duties of the “head”.

A Member asked how many requests GSCA receives per year. The CAO replied that GSCA receives between eight to ten MFIPPA requests per year.

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**Motion No.:**  
**FA-23-110**

**Moved By:** Robert Uhrig  
**Seconded By:** Tobin Day

**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.**

**Carried**

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**c. Q3 Budget Report Back**

CAO, Tim Lanthier spoke to the Q3 budget report back, noting that several departments are showing a surplus for the year. However, the Environmental Planning Department is currently showing deficit. Mr. Lanthier attributed this to several factors, including a loss of revenue associated with different interpretations of Municipal planning agreements resulting in fees not being collected on files that GSCA staff provided comment on. Additionally, there has been a slow down in applications and a loss of revenue due to the lag between 2022 and 2023 fee schedules being applied.

A Member asked with regard to municipalities not collecting fees and asked for clarification on how that happened. Mr. Lanthier explained that it was a matter of a difference in interpretation of the planning agreement.

A Member asked what the current level of reserves are and how much has been pulled in 2023 to offset Environmental Planning. Mr. Lanthier responded that GSCA currently has a total of \$1.9 million in various reserves and that no funds have been allocated to Environmental Planning at this time.

A Member asked if the Environmental Planning Department has been adhering to Ministry of Natural Resources and Forestry (MNR) suggested timelines for issuing permits and if so, what is the Department's performance rate. Mr. Lanthier clarified the MNR versus Conservation Ontario (CO) suggested timelines, with the CO timelines being more expedient and participation optional. CAO let the Board that staff are participating in the CO collective timelines, however the performance rate was not known at the time. Additionally, staff are working how to document events that trigger the timeline to pause due to applicant caused delays.

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**Motion No.:**  
**FA-23-111**

**Moved By:** Tony Bell  
**Seconded By:** Jennifer Shaw

**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.**

**Carried**

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#### **d. Administration Renovation**

CAO, Tim Lanthier gave an update on the administration centre renovation funding discussions and options. As requested by the Board, Mr. Lanthier and the Manager of Financial and Human Resource Services, Alison Armstrong have been meeting with senior staff at GSCA's member municipalities. It was noted that there was a sense from municipal staff that paying in full over one or two years would not work.

Mr. Lanthier and Ms. Armstrong have had discussions with Infrastructure Ontario and will be meeting with several banks to explore all borrowing options.

A Member asked with regard to GSCA's fundraising relationship with the GSC foundation, and if staff will be connecting with the Foundation. Mr. Lanthier replied that staff will be working with Foundation for fundraising on those parts of the renovation that align with the potential for fundraising.

It was noted that staff will be setting the budget for the full amount while pursuing fundraising and grant opportunities to lower the cost or to be able to apply bulk payments towards the loan.

Discussion was had with regard to benefits and consequences of the various sources of funding loans.

Mr. Lanthier will report back to the Board once more information has been received.

**ii. Water Management**  
Nothing at this time.

**iii. Environmental Planning**  
Nothing at this time.

**iv. Operations**  
Nothing at this time.

**v. Conservation Lands**

Nothing at this time.

**vi. Forestry**

**a. Forestry Tender – Four Corners**

Forestry Technician, Cam Bennett, spoke to the Little Germany Management Area (Four Corners) Harvest Tender, and gave a brief history and geography of the area.

It was noted that the entire area is approximately five hundred acres with seventy-five acres marked for harvesting. The stand has had fourteen harvesting operations between 1977 and 2000. Most of these have been stand improvement operations.

GSCA received three bids, staff recommended accepting the highest bid.

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**Motion No.:**  
**FA-23-112**

**Moved By: Scott Greig**  
**Seconded By: Scott Mackey**

**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 Bester Forest Products for their total bid of \$ 58,802.00, subject to signing the agreement.**

**Carried**

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**vii. Communications/Public Relations**

Nothing at this time.

**viii. Education**

**a. Environmental Educator Position**

CAO, Tim Lanthier spoke with respect to creating a new Environmental Educator position within the organization.

This position, as outlined for the Board previously, will be funded in part by the GSC Foundation, with the remainder being drawn from day camp revenues, youth reserves, and deferred revenue for 2024.

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**Motion No.:**  
**FA-23-113**

**Moved By:** Tobin Day  
**Seconded By:** Jon Farmer

**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.**

**Carried**

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**ix. GIS/IT**

Nothing at this time.

**x. DWSP**

Nothing at this time.

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**Motion No.:**  
**FA-23-115**

**Moved By:** Scott Mackey  
**Seconded By:** Kathy Durst

**THAT, the GSCA Board of Directors defer the Operations Department Board Orientation presentation.**

**Carried**

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**9. New Business**

Nothing at this time.

**10. CAO's Report**

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

GSCA hosted a ribbon cutting on November 10th for the new foot bridge at Inglis Falls. GSCA partnered with the 32 Combat Engineers Regiment to complete the project. The project came in under budget and forged a relationship with the Canadian Armed Forces to provide hands on training. GSCA staff hope to foster the relationship with subsequent projects in future years.

Mr. Lanthier attended the Town of the Blue Mountains council on November 20, 2023, to present and discuss the 2024 GSCA draft budget. Their Council asked to have their Board representative to work with staff to lower the proposed levy increase.

Mr. Lanthier reported that GSCA is one of several CAs working with Conservation Ontario to submit a Federal level grant through Natural Resources Canada (NRCan) for the Climate Resilient Coastal Communities funding opportunity.

GSCA and NVCA staff hope to partner with all of the shoreline municipalities and counties between Wasaga Beach and South Bruce Peninsula, inclusive, to provide staffing and resources to create a coastal resiliency plan along the southern shore of Georgian Bay. This would include updated flood and erosion mapping, including climate change scenarios, as well as working with multi-stakeholder groups to create policy direction for adapting to this change. Mr. Lanthier outlined the project's

expected outcomes and expressed the benefit to all communities along the shoreline to have access to the data.

The project cost is estimated at \$600,000 with 75 percent funding coming from the Federal grant.

A Member asked what the likelihood of success would be with receiving the grant. Mr. Lanthier responded that the grant is a nation-wide, but the Great Lakes – St. Lawrence region has been identified as a key area. Conversations with NRCan have been positive.

A Member asked if a letter of support from municipal council partners would be of help. Mr. Lanthier responded that they would.

**11. Chair's Report**

Chair Sue Carleton attended the ribbon cutting at the new bridge at Inglis Falls.

**12. Other Business**

Nothing at this time.

**Member Alex Maxwell left the meeting at 2:41 p.m.**

**13. Resolution to Move Into Closed**

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<b>Motion No.:</b>	<b>Moved By:</b>	<b>Scott Greig</b>
<b>FA-23-115</b>	<b>Seconded By:</b>	<b>Robert Uhrig</b>

**THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 2:42 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.**

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**Carried**

Chair Sue Carleton and Member Tobin Day returned to the meeting at 4:02 p.m.

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

Chair Carleton declared that the Directors resumed open session at 4:03 p.m.

Member Scott Mackey left the meeting at 4:03 p.m.

15. **Resolution Approving the Closed Session Minutes**

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Motion No.:  
FA-23-116

Moved By: Tobin Day  
Seconded By: Kathy Durst.

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

Carried

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16. **Reporting out of Closed Session**

Chair Carleton reported that the Members approved the closed session minutes of September 27, 2023, and gave direction to staff on items that were identified and nothing else.

17. **Next Full Authority Meeting**

Tuesday, December 19, 2023

18. **Adjournment**

The meeting was adjourned at 4:06 p.m.



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Sue Carleton, Chair



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Valerie Coleman  
Administrative Assistant