

**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES**

**Full Authority Board of Directors
Wednesday, May 24, 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 1:18 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, Scott Mackey, Robert Uhrig, Tobin Day, Nadia Dubyk, Jennifer Shaw, Jay Kirkland, Alex Maxwell, Tony Bell

Directors Present Virtually: Jon Farmer (1:25 pm)

Regrets: N/A

Guest: Sue Bragg, Baker Tilly

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 Environmental Planning, MacLean Plewes; Manager of Conservation Lands, Rebecca Anthony, Stewardship Technician, Keith Reid

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at the time.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:
FA-23-051

Moved By: **Scott Mackey**
Seconded By: **Jennifer Shaw**

**THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of
May 24, 2023.**

Carried

5. Approval of Minutes

Motion No.: FA-23-052	Moved By: Seconded By:	Scott Greig Tobin Day
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THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of April 26, 2023.

Carried

Member Jon Farmer joined the meeting at 1:25 p.m.

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.: FA-23-053	Moved By: Seconded By:	Jennifer Shaw Robert Uhrig
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THAT in consideration of the Consent Agenda Items listed on the May 24, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – April 2023; (v) Minutes – GSC Foundation – March 23, 2023; (vi) Recent Media Articles

Carried

A Member had a question related to the Receipts and Expenses item. This item was pulled for discussion.

A Member asked why there were municipal tax payments for some municipalities listed but not others. It was explained that Municipal tax due dates vary from one another.

A Member asked if staff have given Member's a point of reference with regard to the receipts and expenses to compare monthly expenses and receipts from one year to another. The CAO, Tim Lanthier, explained that it would not necessarily be helpful to compare the same month from one year to the next as there are too many variances, however; staff prepare and present quarterly reports.

A Member asked with regard to specific property tax amounts. A Member commented that it would be onerous to ask staff to parse out that level of detail for all of the various properties.

Motion No.: FA-23-054	Moved By: Seconded By:	Scott Greig Tobin Day
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THAT in consideration of the Consent Agenda Items listed on the May 24, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following item: (ii) Administration - Receipts and Expenses – April 2023

Carried

8. Presentation

i. Sue Bragg – Baker Tilly

Manager of Financial and Human Resources Service, Alison Armstrong introduced Sue Bragg of Baker Tilly. Ms. Bragg joined the meeting virtually to discuss GSCA's 2022 Financial Statements. Ms. Bragg reviewed the results of GSCA's financial audit and explained the notes included in the report.

GSCA received a clean auditor's opinion.

It was noted that grant revenues increased significantly from the budgeted amount. This was attributed to grants in the Stewardship and Water Resources departments.

A Member asked with regard to OMERS pension plan deficit and potential risk to GSCA. Ms. Bragg answered that the risk to GSCA as an employer is very low.

A Member asked with regard to reserve funds and specifically the land reserve. Ms. Armstrong explained that it originated with excess parking fees at Inglis Falls and has grown to include several other properties. Mr. Lanthier added that its intent is to contribute to all property related costs, including capital improvements and wages for the Park Ambassadors.

Motion No.:
FA-23-055

Moved By: Scott Mackey
Seconded By: Jay Kirkland

WHEREAS Section 38 (1) of the Conservation Authorities Act states that, “every authority shall cause its accounts and transactions to be audited annually by a person licensed under the Public Accounting Act, 2004 and shall ensure that the annual audit is prepared in accordance with generally accepted accounting principles for local governments recommended by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada, as they exist from time to time”.

THAT the Grey Sauble Conservation Authority Board of Directors accept and receive the draft financial report for 2022 as prepared by Baker Tilly, Licensed Public Accounts

Carried

9. Business Items

i. Administration

a. Q1 Budget Update

Manager of Financial and Human Resource Services, Alison Armstrong, spoke to the Q1 Budget report update. Ms. Armstrong made note of few items that deviated from the budgeted amounts. Wages in flood control were higher, however; there was an influx of funds from the Water and Erosion Control Infrastructure (WECI) grant. There were deferred revenues in Stewardship. In Planning, revenues were lower than anticipated, however wages were also lower.

A Member asked with regard to Clendenen Dam expenses in relation to the value that the community realizes. Ms. Armstrong explained that the dam updates have been conducted in phases with phase 1 being the replacement of the winches and phase 2 being the building and replacement of the logs.

Both phases received WECl grant funding to cover half of the incurred expenses. Mr. Lanthier added that there have been capital dollars spent on the dam over the past three years but added that the value of the dam to the Town of the Blue Mountains is much higher than the dollars being spent.

A Member suggested that staff make note of the value of CA properties to each municipality as a means of demonstrating the value-for-investment that residents get from the CA.

Mr. Lanthier added that apportionment (levy) is calculated at the same rate across the watershed, but the actual dollar amount depends on the assessed value of property within each municipality. As a result, some municipalities have a larger percentage of the apportionment than others. It was noted that this is similar to the fact that different properties within a municipality may have the same tax rate (eg: residential), however the actual taxes paid vary according to assessed value of the property.

Motion No.:
FA-23-056

Moved By: Jon Farmer
Seconded By: Alex Maxwell

WHEREAS the Board of Directors approved the GSCA 2023 Operating and Capital Budget on February 22, 2023, by motion FA-23-018,

THAT, the Board of Directors receive the 2023 Q1 Budget Report Back as information.

Carried

ii. Water Management
Nothing at this time.

iii. Environmental Planning
Nothing at this time.

iv. Operations
Nothing at this time.

v. Conservation Lands

a. Land Severance at Oxenden Creek Conservation Area

Manager of Conservation Lands, Rebecca Anthony, gave a brief overview of the situation at the Oxenden Creek CA. After speaking with GSCA legal counsel and the property owners, staff negotiated with the landowner to transfer the land in question in exchange for all GSCA legal, professional and transfer fees and a payment of \$5,120.29.

Motion No.:
FA-23-057

Moved By: Scott Mackey
Seconded By: Jennifer Shaw

WHEREAS, the Grey Sauble Conservation Authority (GSCA) under Section 21(c) has the power to acquire by purchase, lease or otherwise any land that it may require, and, subject to subsection (2), to sell, lease or otherwise dispose of land so acquired;

THAT the GSCA Board of Directors approve GSCA staff moving forward with a land severance of 0.1 ha (0.25 acres) at Oxenden Creek Conservation Area. This disposition will

further the objects of the Conservation Authority, pursuant to Section 20 of the Conservation Authorities Act.

Carried

vi. Forestry

a. GSCA Agricultural Advisory Committee – Review and Approve Stewardship Projects and Grants

Stewardship Technician, Keith Reid spoke to the GSCA Agricultural Advisory Committee and a request from Staff to have the Agricultural Advisory Committee act as a review committee for applications for the allocation of grant dollars to various stewardship projects on private lands. It was noted that this would mitigate any real or perceived conflicts of interest associated with Staff making this decision in isolation.

Motion No.:
FA-23-058

Moved By: Robert Uhrig
Seconded By: Nadia Dubyk

WHEREAS GSCA maintains an Agricultural Advisory Committee comprised of members of GSCA Board of Directors and local Agricultural community members;

AND WHEREAS GSCA Stewardship staff have successfully applied for grant funding intended to offset landowner costs to implement on the ground projects;

THAT, the GSCA Board of Directors delegate authority to the GSCA Agricultural Advisory Committee to review and approve landowner grant applications.

Carried

vii. Communications/Public Relations

Nothing at this time.

viii. Education

Nothing at this time.

ix. GIS/IT

Nothing at this time.

x. DWSP

Nothing at this time.

10. New Business

Nothing at this time.

11. CAO's Report

The CAO, Tim Lanthier, gave a review of news and activities from the past month.

GSCA has successfully filled the Water Resources Engineer position. It was noted that this has been a need for the organization for many years. This new position will oversee a new Engineering Department. This position will provide technical support to the Environmental Planning Department and will also provide assistance to the Water Management Department. Ian Erikson, P.Eng, has been hired to fill the position and will be starting in mid-July.

Mr. Lanthier informed the Board that, in addition to permit applications, starting next month the consent agenda will also include a list of planning applications to further highlight the volume of work that the planning department is handling.

A Member asked if Mr. Lanthier believes that member municipalities over use GSCA staff time to conduct site visits that end up being unnecessary. Mr. Lanthier answered that staff screen applications to determine if GSCA comments are required.

A Member asked if Environmental Planning staff assist potential land purchasers or their representatives in determining a property's building envelope or suitability to build. Mr. Lanthier responded that the Department provides two service options in these circumstances; a desktop review that provides a Regulation Letter and a more in-depth site visit and Regulation Letter. The Manager of Environmental Planning, MacLean Plewes, clarified the services that staff provide and noted that staff focus on directing landowners (or potential landowners) away from areas deemed natural hazards and rely on municipalities to determine other zoning setbacks.

Mr. Lanthier noted that GSCA staff continue to foster a relationship and partnership with M'Wikwedong. M'Wikwedong and GSCA will be hosting a sharing circle at Hibou Conservation Area on June 2 at 10:00 am. Additionally, staff are negotiating an agreement with M'Wikwedong that will allow for a sweat lodge to be installed within the Arboretum property.

A Member asked if Board approval is required to move forward with the installation of the sweat lodge. Mr. Lanthier answered that this agreement is being carried out at a staff level.

The GSCA Indigenous Relationships Committee met on May 4th, minutes from the meeting will be shared following approval of those minutes at the next Indigenous Relationships Committee meeting in July.

The Administration Building Ad Hoc committee met on May 24th immediately preceding the Board meeting to review the existing concept designs, staff comments, and architect's cost proposal of the next stage. The architect's cost proposal will be brought forward to the next Board meeting.

Staff are moving forward on the review and refreshment of GSCA's strategic plan. Staff will be meeting to discuss on May 25th and a meeting will be scheduled with the Board in June. Mr. Lanthier would like to schedule this separately from a formal Board meeting.

A Member asked if the strategic plan will be presented to municipalities? Mr. Lanthier answered that councillors will be invited to an information and input session, rather than staff delegating at council meetings.

Upcoming Events:

- Giiwe Sharing Circle – Hibou CA on June 2nd from 10:00 am to 12:00 pm
- Memorial Tree Ceremony – Arboretum on June 11th from 2:00 pm to 4:00 pm
- IFAA Arboretum Sign Unveiling – Arboretum on June 19th at 1:30 pm

- GSC Foundation AGM – GSCA Office on June 20th at 1:00 pm
- Friends of Hibou 50th Anniversary Celebration – Hibou CA on June 24th from 4:00 pm to 10:00 pm

12. Chair’s Report

Chair Sue Carleton reported on the IFAA trees of the world day and the school groups that participated. Chair Carleton expressed her pleasure at seeing the enthusiasm and excitement of the students.

13. Other Business

Nothing at this time.

The Board recessed session at 2:27 pm.

The Board resumed session at 2:39 pm

14. Resolution to Move into Closed Session

Motion No.:	Moved By:	Jon Farmer
FA-23-058	Seconded By:	Nadia Dubyk

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 2:39 pm to discuss matters related to the following:

- i. **Minutes of the Closed Session of the Regular Board of Directors meeting held on March 22, 2023; and,**
- ii. **To discuss a property item requiring the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. (GSCA Administrative By-Law, Section 4(xvi)(f)); and,**
- iii. **To discuss items related to litigation or potential litigation including matters before administrative tribunals (GSCA Administrative By-Law, Section 4(xvi)(d)).**

AND FURTHER THAT CAO, Tim Lanthier and Administrative Assistant, Valerie Coleman, Manager of Conservation Lands, Rebecca Anthony, and Manager of Environmental Planning, MacLean Plewes will be present, and John Middlebro’ will be present for item ii only.

Carried

15. Resolution Approving the Closed Session Minutes of March 22, 2023

Motion No.:	Moved By:	Scott Greig
FA-23-059	Seconded By:	Scott Mackey

THAT the Grey Sauble Conservation Authority Board of Directors approve the March 22, 2023, Closed Session minutes as presented in the closed session agenda.

Carried

16. **Reporting out of Closed Session**

Nothing at this time.

17. **Next Full Authority Meeting**

Wednesday June 28, 2023

18. **Adjournment**

The meeting was adjourned at 4:23 p.m.



Sue Carleton, Chair



Valerie Coleman
Administrative Assistant