



**GREY SAUBLE CONSERVATION AUTHORITY  
MINUTES  
Full Authority Board of Directors  
Wednesday, March 28th, 2018, at 1:15 p.m.**

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The Grey Sauble Conservation Authority Board of Directors meeting was held at the Conservation Authority Administration Centre located on Inglis Falls Road.

**1. Call to Order**

Chair Cathy Little called the meeting to order.

Directors Present – Scott Greig, Sue Carleton, Bob Pringle, Cathy Little, Paul Eagleson, Jaden Calvert, Dick Hibma, Ana Vukovic, and Harley Greenfield

Directors Absent – Alan Barfoot and John McGee

Staff Present – Sonya Skinner, Alison Armstrong, John Bittorf, Karen Gillan, Rebecca Ferguson, and Doreen Robinson

**2. Adoption of Agenda**

<b>Motion No.:</b>	<b>Moved by:</b>	<b>Bob Pringle</b>
<b>FA-18-022</b>	<b>Seconded by:</b>	<b>Jaden Calvert</b>

**THAT the Grey Sauble Conservation Authority Board of Directors approve the Agenda of March 28th, 2018, with the following addition: Under Item 7. Consent Agenda – Under Item 4 – Correspondence – Add Item #4) Letter from Municipality of Grey Highlands re: increase base funding to Conservation Authorities;**

**Carried**

**3. 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 this time.

**4. Adoption of Minutes**

<b>Motion No.:</b>	<b>Moved by:</b>	<b>Dick Hibma</b>
<b>FA-18-023</b>	<b>Seconded by:</b>	<b>Sue Carleton</b>

**THAT the Grey Sauble Conservation Authority Board of Directors approve the minutes of February 28th, 2018.**

**Carried**

5. 1:20 p.m. - Deputation – Mike Konopka, Senior Portfolio Manager, TD Wealth, Annual presentation re: Authority’s Wealth Portfolio Market Outlook 2018. This deputation has been rescheduled to May 23<sup>rd</sup>, 2018. A copy of the TD Wealth Portfolio Summary as of March 27, 2018 was handed out.

**6. Business Out Of Minutes**

- 1) AODA Training – As per GSC’s new Accessibility Standards Policy, Directors were reminded to review the mandatory directors’ training package provided in the March meeting materials.

**7. Consent Agenda**

<b>Motion No.:</b>	<b>Moved by:</b>	<b>Sue Carleton</b>
<b>FA-18-024</b>	<b>Seconded by:</b>	<b>Jaden Calvert</b>

**THAT in consideration of the Consent Agenda, Items listed on the March 28<sup>th</sup>, 2018, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: 1) the list of permits under Ontario Regulation 151/06 – “Development, Interference, with Wetlands and Alterations to Shorelines and Watercourses Regulation”, for February 2018; 2) the Receipts**

and Expenses for February 2018; 3) Foundation Minutes of February 15th, 2018; 4) BRWI Minutes – January 18<sup>th</sup>, 2018; 5) Letter from Minister of MNRF re: Ontario Tree Seed Plant; 6) Letter from Township of Chatsworth re: increase base funding to Conservation Authorities; 7) Letter from Municipality of Arran-Elderslie re: increase base funding to Conservation Authorities. 8) Letter from Municipality of Grey Highlands re: increase in base funding to Conservation Authorities.

### Carried

Sonya Skinner expressed appreciation to municipalities who have sent letters to the Honourable Kathleen Wynne with regards to the government increasing base funding to Conservation Authorities. Dick Hibma spoke at the SVCA AGM about the lack of funding for Authorities and upon request he drafted a template letter for municipalities which has also been shared with the Association of Municipalities of Ontario (AMO).

## 8. Business Items

### a) Water Management

#### 1) Watershed Report Card 2018 – Results and March 22<sup>nd</sup> rollout plan

Karen Gillan, Programs and Communications Planner/Risk Management Inspector, reviewed the rollout planned for the 5-year update of the GSC Watershed Report Card. The rollout is centered around World Water Day on March 22<sup>nd</sup>. Activities include a media release, posting on the GSC website, social media posts/tweets, copies for municipalities, stakeholders and partners and an offer of presentations to municipal councils of the findings.

Jaden Calvert complimented staff on the product. GSC's grades are better than those of many other watersheds.

Staff were asked to follow up on the process for municipal drain loans, and where applicable whether these are related to GSC permits for the work.

2) Comments on Draft Watershed Planning Guidance EBR

Under the Provincial Policy Statement it is mandatory for municipalities to have a watershed plan to guide decisions made under the Planning Act. The province has posted a draft of what the planning approach and plan should contain. CAO provided a brief overview of the draft, including that overall, the document provides an excellent aspirational articulation of what watershed plans should contain. However, it does not acknowledge the regulatory powers and accountabilities of Conservation Authorities. Where they exist, Conservation Authorities must be mandatory partners in the development of watershed plans. The document also appears to assign to municipalities powers and roles that have in the past been under the jurisdiction of the province, such as:

- o Deciding how much development is too much and making the decision to limit new development or changes in development based on water quality, even in areas that are currently zoned for commercial or industrial uses.
- o Analyzing and determining thresholds for the cumulative effects of developments and resulting emissions and then limiting further emissions. To-date most emissions have had a related provincial permission (such as Environmental Compliance Approval or a Nutrient Management Act approval) and information on permitted and actual emissions from the province is limited. Other than through Drinking Water Source Protection Plans, municipalities and Conservation Authorities are generally not delegated provincial regulatory instruments to control emissions.

One of GSC's emerging Strategic Plan goals is to support municipalities in their preparation of Watershed Plans.

**Motion No.:**                      **Moved by:**                      **Harley Greenfield**  
**FA-18-025**                      **Seconded by:**                      **Jaden Calvert**

**THAT the Grey Sauble Conservation Authority Board of Directors endorse staff comments on the Draft Watershed Planning Guidance, and direct staff to submit GSC's comments to the province.**

**Carried**

**Motion No.:**  
**FA-18-026**

**Moved by:**  
**Seconded by:**

**Bob Pringle**  
**Dick Hibma**

**FURTHER to the Resolution with regards to submission of the Watershed Planning Guidance to the Province, it be stipulated that discussions would need to take place with the province and Conservation Ontario on said funding in keeping with the recent C.A. Act amendments and the Modernization of Funding commitments in the accompanying Conserving our Future document from the Minister of MNRF.**

**Carried**

3) Southern Georgian Bay Initiative Update

Becca Ferguson, Stewardship Technician, updated the Board on the Southern Georgian Bay Coastal Initiative, a three-year broad-based collaborative initiative funded via MNRF to develop an overall shoreline strategy, build capacity to understand Georgian Bay on and near-shore habitats, and to harmonize regulatory and conservation approaches.

The work is intended to support conservation organizations and municipalities in making decisions around development and to protect or rehabilitate habitats. It also provides communication products intended to positively influence individual landowners' and partner groups shoreline activities and stewardship activities.

The work to-date includes reviewing municipal official plans to determine gaps and opportunities, development of Best Management Practice guides for each shoreline type. Work is underway to create an infographic of the shoreline state for each municipality.

We are hosting a workshop with municipal planners, key stakeholders and conservation authorities this fall to discuss regulatory gaps and streamlining approval processes.

4) Great Lakes Guardian Fund

Staff were pleased to inform the Board that the Great Lakes Guardian Fund approved our application to deliver a \$25,000 water quality improvement



Sonya Skinner, CAO, recommended an update of the Job Description for the Field Superintendent/Fleet Manager, including changing the title to Operations Manager and placing it in Value Group 9 in the standard GSC Salary Grid. The Species at Risk job description was updated and re-titled as the “Ecological Lands Technician” contract position. There are also minor changes in the organizational chart.

**Motion No.:**            **Moved by:**            **Scott Greig**  
**FA-18-028**            **Seconded by:**        **Paul Eagleson**

**THAT the Grey Sauble Conservation Authority Board of Directors approve revising the Personnel Policy as follows: a) Update to include wording under Fair Workplaces, Better Jobs Act, 2017, under Bill 148; b) Updating Job Descriptions for the following: i) Operations Manager; ii) Ecological Lands Technician; iii) Field Assistant; iv) Trails Assistant; v) Conservation Resource Technician; vi) Day Camp Assistant; vii) Day Camp Supervisor; viii) Water Resources Technician; c) Minor Housekeeping Changes to Personnel Policy dated March 28<sup>th</sup>, 2018; and d) Organizational Chart;**

**Carried**

2)    CAO’s Update and Monthly Calendar

Sonya Skinner advised that she continues to be proud of our staff, who have risen to many challenges, including developing the details for the Strategic Directions and actions for the next Board meeting.

As per a resolution passed by the BOD’s in 1996, BOD’s are not paid by GSC for attendance at the Board meetings, but are paid for Committees such as the Forestry Committee.

GSC sold a tree planter, which was surplus to our needs, to Eccles Forestry.

GSC has ordered four water level loggers to better monitor water levels, and eleven trail counters to enable GSC to better understand and make decisions based on the number of users at our properties.

The 2018 Invasive species pilot work has been initiated with local municipalities.

Tim Lanthier and Elaine VanDenKieboom have received an Ontario Lands Trust Assistance Grant in the amount of \$1,000 to be used towards past lands costs.

Ads for seasonal positions and the Forestry Coordinator position are out.

Staff are in discussion with staff from Grey Highlands around proposed changes to a municipal gun discharge by-law. Changes in permitted uses on GSC lands would be discussed with the Board.

Jaden Calvert asked that the Bruce Calvert Earth Day Hike be added to the GSC calendar for April 20<sup>th</sup>.

### 3) CAO's Performance Plan – Year Start

Sonya Skinner proposed the 2018 GSC Staff Priorities (CAO's Performance Plan). Goals were as follows:

- 1) Better Monitor and Manage Flood Risks;
- 2) Enhance Current Land Management;
- 3) Support more Educational Programs and Engage Public with the Environment and GSC;
- 4) Improved Water Quality;
- 5) Support Development of Watershed Plans with Municipalities;
- 6) Other Priorities such as deliver updated GSC Strategic Plan in partnership with Board; Continue to search for new revenues options; Develop a lands data model;
- 7) Fulfill the Purpose of the CAO Position.

There was a discussion about continuing to work closely with Grey County, and in addition to the delivery of forest management work for Grey County by GSC staff, there was a suggestion to consider joint public consultations on Forest Management policies and plans, and the potential to combine Forestry Committees.

<b>Motion No.:</b>	<b>Moved by:</b>	<b>Dick Hibma</b>
<b>FA-18-029</b>	<b>Seconded by:</b>	<b>Jaden Calvert</b>



**THAT the Grey Sauble Conservation Authority Board of Directors endorse the Staff Priorities/CAO's Performance Plan for 2018.**

**Carried**

4. Meetings Policy Review/Update

Doreen Robinson, Administrative Assistant, reviewed with the Board changes to the Meetings Policy. Changes were made in comparison with a template Meetings Policy/By-Law prepared by Conservation Ontario. Several changes were recommended with approval of the amended document being presented at the April 25<sup>th</sup> meeting.

5. Review of Professional Services – Legal, Postage Machine and Auditor

Doreen Robinson reviewed with the Board the status on the following Professional Services. **Legal Services** - In March 2011, GSC sent out a Request for Proposals for Legal Services to six law firms. The firm of Garrod – Pickfield was retained for environmental, municipal and planning matters, and the firm of Middlebro' and Stevens was retained for real estate and property issues, civil litigation, prosecution of provincial offences, and labour and employment law. We will renegotiate with the two law firms for a fair fee. **Postage/Mailing System** - GSC's contract with our present provider ends April 30<sup>th</sup>, 2018. A Request for Quotation including postage, employee training, and upgraded equipment has been posted and sent to local service providers. It will close on April 6<sup>th</sup>, 2018. **Proposals for the Provision of External Audit Services** - - GSC's contract with our present provider ends in 2018. A public call for proposals is planned for June.

6. Extension of Trails and Forestry MOU's with Grey County

The Memo of Understanding Agreements between Grey County and Grey Sauble Conservation expire in 2018. Under this agreement GSC staff deliver trails management, forest management and forest management bylaw work on behalf of Grey County.

**Motion No.:**            **Moved by:**            **Bob Pringle**  
**FA-18-030**            **Seconded by:**        **Harley Greenfield**

**THAT the Grey Sauble Conservation Authority Board of Directors endorse extending the current Trails and Forestry MOU agreements with Grey County for an additional year.**

**Carried**

7. Indigenous Relationship Sub-Committee

**Motion No.:            Moved by:            Bob Pringle  
FA-18-031            Seconded by:        Dick Hibma**

**THAT the Grey Sauble Conservation Authority Board of Directors appoint Cathy Little, Dick Hibma, Sue Carleton, and Jaden Calvert to investigate the creation of an Indigenous Relationship Sub-Committee; AND FURTHER, THAT if a Sub-Committee is recommended that the Terms of Reference be proposed for this Sub-Committee.**

**Carried**

- e) Forestry – nothing at this time
- f) Communications/Public Relations – nothing at this time
- g) DWSP/RMO Report
  - 1) Source Protection Management Committee Appointments

The three Source Protection Authorities (SPA) that make up the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region are each represented on a Management Committee that oversees administrative responsibilities concerning the local Drinking Water Source Protection Program.

The Memorandum of Agreement between the three Source Protection Authorities requires that each SPA appoints three people to the Management Committee.

**Motion No.:**           **Moved by:**           **Paul Eagleson**  
**FA-18-032**           **Seconded by:**       **Sue Carleton**

**THAT the Grey Sauble Conservation Authority Board of Directors appoint Cathy Little, Alan Barfoot, and Sonya Skinner as its representatives to the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Management Committee.**

**Carried**

## **9. Chair's Report**

In the last month, I've continued to attend meetings as follows:

March 1        Attended GSC Foundation Committee Meeting with Dick, Sonya and Tim for very constructive discussion on a revised fundraising strategy.

March 1        Met with Dick and Sonya to get information updates important for the incoming Chair

March 8        Attended OSFN meeting and reconnected with Chair, Kate McLaren

March 15       Attended (with John and Rebecca) a Beaver River Watershed Initiative meeting and reconnected with Chair Ellen Anderson. The group expressed an interest in becoming more inclusive of individuals and groups upriver, something that would be very desirable and beneficial to all.

March 16       Attended the County Official Plan Review Recolour Grey workshop. While invited as a Municipal councilor, I had to notice that the Review presents opportunities for improved communication and cooperation between the County and CAs around such shared interests as Natural Heritage System planning, watershed planning and healthy development.

March 20       Attended Stewardship Grey Bruce AGM (along with Sonya, Rebecca, Lee) – met Chair Norah Toth and other Board members. This group has broad spectrum organizational representation seems to be a good model for collaborative effort. Reconnected with guest Barry Randall of Sustainability Grey Bruce.

March 24       Attended the Bruce Grey Woodlands Association (Mike and Lee) – Annual Woodlot Conference where I met or reconnected with dozens of people. There were some great presentations but a last minute substitution titled The Rewilding of Native Trees was fascinating.

March 27       Attended an Environmental Education meeting hosted by GSC.

I look forward to speaking with each of you soon about your expectations of the Board Chair.

**10. Other Business**

- a) Committees – Minutes – nothing at this time for the following:
  - 1) Friends of Hibou; 2) Arboretum Alliance; 3) Forestry Committee;
  - 4) Staff Meeting Minutes;
- b) Next Meeting – Wednesday, April 25<sup>th</sup>, 2018 – 1:15 p.m.

**11. Closed Session** – nothing at this time

**12. Adjournment**

<b>Motion No.:</b>	<b>Moved by:</b>	<b>Ana Vukovic</b>
<b>FA-18-033</b>	<b>Seconded by:</b>	<b>Jaden Calvert</b>

**THAT the meeting now adjourn.**

**Carried**

The meeting adjourned at 4:20 p.m.

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Cathy Little, Chair

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Doreen Robinson,  
Administrative Assistant

This set of minutes was adopted by the Board of Directors at their meeting held on April 25<sup>th</sup>, 2018.