

## GREY SAUBLE CONSERVATION AUTHORITY MINUTES

Full Authority Board of Directors  
Wednesday, March 26, 2025, 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 Robert Uhrig called the meeting to order at 1:17 p.m., welcomed all those present in person and virtually, and made a land acknowledgement declaration.

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

Directors Present Virtually: Jon Farmer

Regrets: Scott Mackey, Kathy Durst, Alex Maxwell

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resource Services, Alison Armstrong; Manager of Engineering Services, Ian Erikson

### 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-25-032

Moved By: Tony Bell  
Seconded By: Tobin Day

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of March 26, 2025.

Carried

5. **Approval of Minutes**

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**Motion No.:**  
**FA-25-033**

**Moved By:** Nadia Dubyk  
**Seconded By:** Jennifer Shaw

**THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of February 26, 2025.**

**Carried**

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6. **Business Out of Minutes**

Nothing at this time.

7. **Consent Agenda**

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**Motion No.:**  
**FA-25-034**

**Moved By:** Rick Winters  
**Seconded By:** Jon Farmer

**THAT in consideration of the Consent Agenda Items listed on the March 26, 2025, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – February 2025; (ii) Administration – Receipts & Expenses – February 2025; (iii) Conservation Ontario – September 23, 2024 Council Minutes; (iv) Minutes – GSC Foundation – January 21, 2025; (v) Recent Media Articles**

**Carried**

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8. **Presentation – Mike Konopka, TD**

Mike Konopka of TD presented on the status of GSCA's investment portfolio starting with an introduction to the team involved in managing the portfolio.

Mr. Konopka gave an overview of the GSCA portfolio policy statement parameters and its performance over the past year.

It was noted that over the last five years there had been significant volatility in the market; however, there was growth overall. Mr. Konopka recommended including some other asset classes to defend against market volatility and will speak with staff further about the specifics.

A Member asked for more details with regard to private real estate and infrastructure asset classes. Mr. Konopka explained that these tend to be wrapped into various funds that include many assets. It was noted that they are not as liquid as other asset classes.

A Member asked staff to confirm if GSCA is expecting to have any other large withdrawals from the portfolio. Mr. Lanthier responded that staff do not expect any additional needs in the foreseeable future.

## **9. Business Items**

### **i. Administration**

#### **a. Administration Centre Renovation Project Tender Results**

Manager of Engineering Services, Ian Eriksen spoke to the results of the tender for a General Contractor to manage the Administration Centre Renovation project.

It was noted that four bids were received and reviewed by Lebel and Bouliane and recommended Allan Hastings as the project's General Contractor. It was noted that their bid was the only bid that was completed fully and came in as the lowest bid. The recommendation was reviewed and accepted by the building Ad Hoc committee.

A Member asked for additional details on Allan Hastings. Mr. Eriksen responded that the business is located out of Miller Lake and Chesley. They have completed several projects in the local area of a similar size and scope as GSCA's project. It was noted that staff's previous experience with Allan Hastings and their reputation in the industry have all been positive.

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**Motion No.:**  
**FA-25-035**

**Moved By:** Rick Winters  
**Seconded By:** Jon Farmer

**WHEREAS the GSCA Board of Director's (the GSCA Board) has provided ongoing direction to Staff to move through the Concept Design, Schematic Design, Detailed Design and Construction Tender stages and proceed to Tender of the Administration Building project,**

**AND WHEREAS GSCA Staff issued a tender for General Contractor services to complete interior alterations to the existing office building and construct a new entrance addition to the Administration Building,**

**AND WHEREAS the tender was issued on February 10, 2025, and received 4 bids,**

**AND WHEREAS the tender results were reviewed with the Building Ad-Hoc Committee to provide the following recommendation,**

**THAT the GSCA Board of Directors award Allan Hastings Limited the contract for the GSCA Administration Building renovation project.**

**Carried**

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#### **b. Administration Centre Renovation Project Resolution to Borrow**

CAO Tim Lanthier presented staff's recommendation to fund the administration renovation project.

Mr. Lanthier outlined the major cost items being funded. It was noted that the roofing and skylight elements of the project were removed from the scope of the project. Staff were able to get quotes for the roof at a significantly lower cost from the architect's costing. Additionally, staff have arranged for a contractor to inspect the skylights and prepare an options report for addressing these.

Staff have been partially successful in acquiring an accessibility grant and continue to explore other grants.

After exploring various lending options, staff entered into discussions with City of Owen Sound senior staff that would see the City loaning the funds for the project at a reasonable interest rate and repayment schedule.

**Member Scott Greig joined the meeting at 2:05.**

Mr. Lanthier reviewed the benefits of borrowing from the City of Owen Sound and recommended moving forward.

A member asked what the status of the reserves will be once they have been drawn down by the recommended \$1 million. Mr. Lanthier reviewed which reserve funds the suggested \$1 million would be drawn from and highlighted what their balance would be.

A Member asked with regard to what potential risks exist and what risk mitigation measures GSCA would be taking. Mr. Lanthier outlined the potential sources of risk, how likely those risks are, and what mechanisms of risk mitigation exist.

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**Motion No.:**  
**FA-25-036**

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

**WHEREAS the GSCA Board of Director's (the GSCA Board) has approved engaging a contractor to undertake renovations of the GSCA Administration Centre,**

**AND WHEREAS GSCA Staff have secured appropriate funding through a combination of reserves and a long-term loan,**

**THAT the GSCA Board of Directors direct the GSCA Chair and CAO to negotiate and sign a lending agreement with the City of Owen Sound for GSCA to borrow \$2,100,000 to be paid back over 15 years at an interest rate of 4.2%.**

**AND THAT the GSCA Board of Directors approve an increased draw from reserves for this project to a total amount of up to \$1,000,000.**

**Carried**

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A Member made a motion to direct staff to send a letter of thanks to the City of Owen Sound on behalf of the GSCA Full Authority Board of Directors.

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**Motion No.:**  
**FA-25-037**

**Moved By:** **Rick Winters**  
**Seconded By:** **Jennifer Shaw**

**THAT the GSCA Board of Directors direct the GSCA CAO to draft a letter on behalf of the GSCA Board of Directors, thanking the City of Owen Sound for their provision of a loan to the GSCA to fund the GSCA Administration Renovation Project.**

**Carried**

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**c. Old Baldy Parking**

CAO Tim Lanthier spoke to the on-going parking situation at the Old Baldy Conservation Area with local residents and previous staff reports that have been presented to the Board for approval.

It was noted that staff have struggled to collect the agreement fees from the impacted residents. Mr. Lanthier stressed that one of the strategic directions of the GSCA is to build and maintain relationships with member municipalities and stakeholders and that this situation has stressed those relationships.

Staff recommended that GSCA no longer require fees for the overnight winter access to parking for these residents. However, staff will still maintain the need for a signed liability agreements with the impacted residents. Additionally, staff will seek a liability agreement with the Municipality of Grey Highlands.

There was discussion regarding the pros and cons of moving forward with staff's recommendation.

Members made a suggestion of incorporating in-kind services from the Municipality of Grey Highlands in the maintenance of the parking area.

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**Motion No.:**

**FA-25-038**

**Moved By:**

**Jennifer Shaw**

**Seconded By:**

**Nadia Dubyk**

**WHEREAS the Grey Sauble Conservation Authority (GSCA) is the fee-simple owner of the lands known as Old Baldy Conservation Area (herein, Old Baldy) in the Municipality of Grey Highlands,**

**AND WHEREAS, several property owners have a vested interest in securing a parking arrangement on GSCA's Old Baldy property to accommodate parking for their personal residences,**

**AND WHEREAS, under previous Board of Directors' resolutions, Staff have been directed to collect parking fees and sign agreements to allow overnight parking for these residents,**

**THAT the Board of Directors direct staff to permit residents to park in the Old Baldy parking lot, in the winter and at night, without any fees, subject to a signed written agreement satisfactory to the GSCA, and that the CAO be authorized to prepare and sign such an agreement.**

**AND THAT the GSCA investigate entering into an agreement with the Municipality of Grey Highlands to absolve GSCA of any liability arising out of the plowing of the parking area and the conditions of the parking area associated with this use.**

**Carried**

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#### **d. Personnel Policy Update**

Manager of Finance and Human Resources Services, Alison Armstrong spoke to a proposed change to the personnel policy with regard to Section 10.1 Inclement Weather. Previously, if the office was closed due to inclement weather, staff would be paid for day. It was noted that since the COVID-19 shut down, GSCA made significant investments to allow staff to productively work from home. In light of this, staff recommended that in the case of a weather shut down, staff who have the ability to work from home will do so. Those few staff whose position does not allow for remote work, would continue to receive the paid day.

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**Motion No.:**  
**FA-25-039**

**Moved By:** Jon Farmer  
**Seconded By:** Jennifer Shaw

**WHEREAS, GSCA's updated Personnel Policy was approved excepting Section 14.1 Bereavement at the October 23<sup>rd</sup>, 2024 board meeting by motion FA-24-092 and at the November 27<sup>th</sup>, 2024 Board meeting by motion FA-24-106**

**AND WHEREAS GSCA Management has noted the need for an amendment to the Policy, THAT, the GSCA Board of Directors endorses the change to Section 10.1 Increment Weather, of the GSCA Personnel Policy as detailed in the attached document.**

**Carried**

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**10. New Business**

Nothing at this time.

**11. CAO's Report**

The CAO, Tim Lanthier, spoke to recent and upcoming activities.

Mr. Lanthier passed along that the GSCA March Break Day Camp was a success despite lower than desired numbers and that two of the participants had received a subsidy through the Bluewater District School Board to attend free of charge.

On March 13<sup>th</sup> GSCA staff issued a watershed conditions statement and a flood watch statement on March 15<sup>th</sup>.

The GSCA Forestry Department will be holding its annual tree sale on Saturday May 3<sup>rd</sup> from 8 until noon. Mr. Lanthier invited Board Members to volunteer.

Mr. Lanthier informed the Board of a recent change in Conservation Authority's reporting Ministry. CAs now report to the Ministry of Environment, Conservation and Parks. It was noted that this has happened previously and was reversed. Staff have not received any specific information from the province.

A Member praised GSCA staff on their flood conditions statements and communications with Member Municipalities and residents.

A Member asked if staff will be meeting with local representatives and the new Minister of MECP. Mr. Lanthier noted that CO will be reaching out to the MECP Minister. Mr. Lanthier will be reaching out MPP Vickers to set up a meeting.

**12. Chair's Report**

Chair Robert Uhrig thanked staff on their work in reporting on flood conditions during the recent rain events.

13. **Other Business**

Nothing at this time.

14. **Resolution to Move into Closed Session – Nothing at this time**


15. **Resolution Approving the Closed Session Minutes - Nothing at this time**

16. **Next Full Authority Meeting**

Wednesday April 23, 2025

17. **Adjournment**

The meeting was adjourned at 2:50 p.m.



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Robert Uhrig, Chair



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Valerie Coleman  
Administrative Assistant