



Grand River Conservation Authority

Minutes - General Membership Meeting

Date:	November 24, 2017
Time:	9:30 am
Location:	Auditorium Grand River Conservation Authority 400 Clyde Road, Box 729 Cambridge, ON N1R 5W6
Members Present	Les Armstrong, Robert Bell, Elizabeth Clarke, Brian Coleman, Bernie Corbett, Susan Foxtan, Guy Gardhouse, Helen Jowett, Geoff Lorentz, Cindy Lunau, Kirk McElwain, Jane Mitchell, Fred Morison, David Neumann, Joe Nowak, Wayne Roth, Pat Salter, Shirley Simons, George Stojanovic, Warren Stauch, Chris White, George Wicke
Members Regrets	Bruce Banbury, Vic Prendergast, Mike Salisbury, Sandy Shantz
Staff	Karen Armstrong, Dave Bennett, Dwight Boyd, Nancy Davy, Joe Farwell, Samantha Lawson, Keith Murch, Sonja Radoja, Tracey Ryan, George Sousa, Sara Wilbur, Cameron Linwood, Martin Keller, Trina Seguin, Janet Baine, Fred Natolochny, Louise Heyming, Eowyn Spencer
Others	Ray Martin (Cambridge Times), Heather Murch

1. Call to Order

The Meeting was called to order by the Chair at 9:40 a.m.

2. Roll Call and Certification of Quorum – 13 Members constitute a quorum (1/2 of Members appointed by participating Municipalities)

The Secretary-Treasurer called the roll and certified a quorum with 20 Members present. A total of 22 Members attended the meeting.

3. Chair's Remarks

The Chair welcomed the Members and made the following remarks:

The Chair, CAO, and Source Water Protection Chair and Program Manager met with Minister McGarry to discuss Source Water programs on November 3rd.

Cambridge MP Bryan May, on behalf of the Honourable Catherine McKenna, Minister of Environment and Climate Change, was at the Grand River Conservation Authority on November 14, to announce two funding grants: the Habitat Stewardship Program - Species at Risk Stream Project funding from Environment and Climate Change Canada in the amount of \$189,000, as well as the Lake Erie Lakewide Action and Management Plan (LAMP) funding in the amount of \$40,000. Thank you to Shirley Simons for coming out to support the GRCA and staff for the announcement.

GRCA staff presented the 2018 draft budget to the Regional Municipality of Waterloo on November 22, and will be joined by the Chair on November 29th to provide the same presentation to Brant County.

B. Corbett informed members that the OMB approved the zoning amendment for the Haldimand Tract Land Transaction, and F. Morison added that this project will help improve economic development in downtown Caledonia.

4. Review of Agenda

W. Stauch joined the meeting at 9:43 a.m.

2017-199

Moved By Brian Coleman

Seconded By Shirley Simons

THAT the agenda for the General Membership Meeting be approved as circulated.

Carried

5. Declarations of Pecuniary Interest

There were no declarations of pecuniary interests made in relation to the matters to be dealt with.

6. Minutes of the Previous Meetings

2017-200

Moved By Bernie Corbett

Seconded By Wayne Roth

THAT the minutes of the General Membership Meeting of October 27, 2017 be approved as circulated.

Carried

7. Business Arising from Previous Minutes

There was no business arising from the minutes of the previous meeting.

8. Hearing of Delegations

There were no Delegations.

9. Presentations

There were no Presentations.

10. Correspondence

10.1 Conservation Ontario - response letter to Chair re Bill 139

S. Foxton asked if the Province is still adding the jurisdiction over board appointees piece to the Act, and J. Farwell responded the Province is leaving it open. It is unknown how prescriptive the regulation will be, and GRCA intends to provide further input on the subject. S. Foxton added that provincially appointed members who have expert credentials may be beneficial to conservation authorities that may have fewer resources.

2017-201

Moved By Les Armstrong

Seconded By Shirley Simons

THAT correspondence from Conservation Ontario be received as information.

Carried

11. 1st and 2nd Reading of By-Laws

None.

12. Reports:

12.1 GM-11-17-122 - Chief Administrative Officer's Report

J. Farwell informed members that a by-law update may be required as part of the new CA Act. The Secretary-Treasurer is working with Conservation Ontario to develop a provincial by-law which can be adopted by all CAs. The new by-law will include a code of conduct for members and a conflict of interest policy.

2017-202

Moved By Pat Salter

Seconded By Jane Mitchell

THAT the report of the Chief Administrative Officer for November 24, 2017, be received as information.

Carried

12.2 GM-11-17-116 - Cash and Investment Status

2017-203

Moved By Chris White

Seconded By Susan Foxtan

THAT Report Number GM-11-17-116 – Cash and Investments Status Report as of October 31, 2017 be received as information.

Carried

12.3 GM-11-17-121 - Financial Summary for period ending October 31

2017-204

Moved By George Wicke

Seconded By Shirley Simons

THAT the Financial Summary for the period ending October 31, 2017 be approved.

Carried

12.4 GM-11-17-118 - Environmental Assessments

E. Clarke joined the meeting at 9:58 a.m.

2017-205

Moved By Brian Coleman

Seconded By Warren Stauch

THAT Report Number GM-11-17-118 Environmental Assessments be received as information.

Carried

12.5 GM-11-17-117 - Dufferin Rural Water Quality Program Funding Agreement

J. Nowak asked why this is a voluntary program as opposed to making it mandatory. J. Farwell responded that the Province would be required to make that call, as it would be beyond the jurisdiction of the GRCA to make the program mandatory. Mr. Farwell added that offering incentives to farmers who volunteer continues to be a successful way to implement this program.

2017-206

Moved By Guy Gardhouse

Seconded By Chris White

THAT the Grand River Conservation Authority enter into an agreement with Dufferin County to deliver a Rural Water Quality Program on their behalf.

Carried

12.6 GM-11-17-115 - Funding for the New Guelph Lake Nature Centre

There was some general discussion regarding the timeline and the funding described in this report. B. Bell informed members that the Rotary Club is working with the City of Guelph to build a trail to the future nature centre, which may lead to increased revenue.

2017-207

Moved By Bob Bell

Seconded By Jane Mitchell

THAT the Grand River Conservation Authority make a contribution of \$100,000 towards the construction of a new Guelph Lake Nature Centre.

AND THAT staff proceed with obtaining a detailed design plans, cost estimate and tender with the objective of completing the project by summer of 2020.

Carried

12.7 GM-11-17-119 - Reserves 2017

S. Radoja advised the board that all occurrences of "MNR" within this report and the Motion would be amended to "MNRF". G. Stojanovic asked about the balances of the computer replacement and water control structures reserves. S. Radoja answered that there is no particular correlation between the two reserves, and that the water control has been building up because of capital projects coming in under budget. The high cost of infrastructure warrants a high level of reserve funds. According to the current forecast, the computer reserve will see a decrease in the future.

2017-208

Moved By Susan Foxton

Seconded By Shirley Simons

THAT the Property and Liability Insurance Reserve be maintained at an amount equal to opening balance, less significant uninsured losses, and no interest to be allocated to this reserve for 2017;

AND THAT the Building and Mechanical Equipment Reserve be maintained at an amount equal to opening balance, less expenses or any unspent budgeted building maintenance and equipment amounts be transferred to this reserve for future expenditures, less \$100,000 transferred to Guelph Lake Nature Centre Capital Project reserve and no interest to be allocated to this reserve for 2017;

AND THAT the Small Office Equipment Reserve be maintained at an amount equal to opening balance, plus interest;

AND THAT the Personnel Reserve be maintained at an amount equal to opening balance, plus any NEER Rebate assessed by Worker's Safety Insurance Board (WSIB) less expenditures or accruals for sick leave, vacation, staff restructuring and/or termination of employees, and no interest be allocated to this reserve for 2017;

AND THAT the Nature Centre Reserves be maintained at amounts equal to opening balance, plus \$100,000 transferred from the building and mechanical equipment reserve for funding towards construction of a new nature centre at Guelph Lake less expenses related to major maintenance of the Nature Centre buildings, plus interest;

AND THAT the Computer Replacement Reserve be maintained at a level where interest income and charge-out rates equal total operating and capital costs over the long run;

AND THAT the Cottage Lot Program Reserve be maintained at an amount equal to the opening balance, plus unspent 2017 budgeted cottage lot expenses, less unbudgeted expenses related to EAB infestation, plus interest;

AND THAT the Water Management Plan Reserve be maintained at an amount equal to opening balance, less expenses related to updating the water management plan, plus interest;

AND THAT the Planning Enforcement Reserve be maintained at an amount equal to opening balance, plus any savings related to budgeted and unspent legal fees, less any unanticipated expenses related to enforcement of planning regulations, plus interest;

AND THAT the Property Rental Reserve be maintained at an amount equal to opening balance, less unbudgeted maintenance expenses related to rental properties, plus any unspent budgeted property repairs and maintenance expenses including demolition costs, plus interest;

AND THAT the Forestry Management Reserve be maintained at an amount equal to opening balance plus transfers to reserve of timber revenues, less expenses related to forest management expenses (including Emerald Ash Borer (EAB) expenses) as budgeted (or forecast), plus interest;

AND THAT the Cambridge Desiltation Pond Reserve be maintained at an amount that reflects the funds advanced to the Authority by the City of Cambridge, less actual cost to maintain the pond, plus interest;

AND THAT the Completion of Capital Projects Reserve be maintained at an amount that reflects obligations under outstanding capital contracts, less payments;

AND THAT the Gravel Reserve be maintained at an amount that includes all gravel income to date, less eligible expenditures, consistent with the original or

subsequent agreements with the Ministry of Natural Resources and Forestry, plus interest;

AND THAT the Land Sale Reserves be maintained at amounts that include the proceeds of land sales, less costs (including interest charges) incurred to prepare lands for sale, less net expenditures and/or borrowing authorized by the Ministry of Natural Resources and Forestry, less unbudgeted hydro capital maintenance expenses, plus any repayment of the hydro loan, plus interest;

AND THAT the General Capital Reserve be maintained at an amount which reflects the surplus transferred in from the former Dunnville Lock reserve, less expenditures for any Water Management Capital projects approved by the General Membership, plus interest;

AND THAT the Conservation Areas Capital/Stabilization Reserve be increased by \$150,000 representing an amount to be set aside for future capital projects, increased by any surplus generated by the Conservation Areas in 2017, less spending for EAB infestation, and less spending for trail development at Dickson Wildlife area, plus interest;

AND THAT the Gauge Reserve be maintained at an amount equal to opening balance less expenses related to gauge equipment and floodplain mapping projects as identified in the budget (or forecast) as applicable, plus interest;

AND THAT the Watershed Restoration Reserve be maintained at an amount equal to opening balance, plus special project funding, less expenditures for wetland acquisitions or enhancements in the watershed, less expenditures for natural heritage restoration projects and conservation services watershed restoration projects as outlined in the budget (or forecast), plus interest;

AND THAT the Water Control Structures Reserve be maintained at an amount equal to the opening balance, plus any unspent major maintenance budget amount, plus any unspent operating budget amount that was to be funded from general levy, plus interest;

AND THAT the Motor Pool Equipment Replacement Reserve be maintained at a target level of approximately 25% of replacement cost of the Motor Pool fleet, plus interest;

AND THAT the Motor Pool Insurance Reserve be maintained at an amount equal to the opening balance, plus interest, less significant uninsured losses.

Carried

12.8 GM-11-17-120 - Current Watershed Conditions

S. Shifflett provided an overview of current watershed conditions.

2017-209

Moved By Les Armstrong

Seconded By Brian Coleman

THAT Report Number GM-11-17-120 – Current Watershed Conditions as of November 15, 2017 be received as information.

Carried

13. Committee of the Whole

Not required.

14. General Business

There was no General Business.

15. 3rd Reading of By-Laws

None.

16. Other Business

P. Salter attended the Latornell conference this year, and said that it was a very successful event. The Chair thanked Ms. Salter for attending on behalf of GRCA.

W. Stauch informed members of a new book entitled *Rails To Goderich* that features the historic Canadian National (CNR) railway through Stratford, and the Canadian Pacific (CPR) line through Guelph. The book was published in part by Ralph Beaumont, former GRCA staff member.

17. Closed Meeting

2017-210

Moved By Susan Foxtton

Seconded By George Wicke

THAT the General Membership enter a closed meeting to discuss a potential property acquisition and dispositions, a legal matter and confidential Human Resources matters.

Carried

B. Coleman, G. Lorentz, C. Lunau and W. Roth left during the closed meeting.

2017-220

Moved By Les Armstrong

Seconded By Jane Mitchell

THAT the General Membership return to open session.

Carried

2017-212

Moved By Les Armstrong

Seconded By David Neumann

THAT the Grand River Conservation Authority declare surplus the lands known as the former McCormick residence, described as Part of Lots 3 and 4, Concession 1, Township of Puslinch, as in MS57966, Subject to and Together with MS57966; Township of Puslinch; Wellington County, known municipally as 6 McCormick Lane, Puslinch, to be more particularly described in a Reference Plan to be deposited; AND THAT staff be directed to obtain municipal approval to sever the residence and approximately two and one half (2.5) acres of land from the parent parcel, and to list the severed portion for sale.

Carried

2017-213

Moved By Shirley Simons

Seconded By Warren Stauch

THAT the Grand River Conservation Authority accept as a donation lands described as Part of Block 3, Concession Kerr Tract, City of Brantford, County of Brant, PIN 32057-0054, Part 1 on RP2R-8123, comprising 15.2 acres (6.168 hectares).

Carried

2017-214

Moved By Susan Foxton

Seconded By Joe Nowak

IN ORDER TO FURTHER THE OBJECTS OF the Grand River Conservation Authority by assisting a member municipality in providing municipal services THEREFORE BE IT RESOLVED THAT the Grand River Conservation Authority declare surplus and convey to the City of Kitchener the lands legally described as PT Biehn's unnumbered tract Township of Waterloo Pt. 2 WDR 226; Kitchener (PIN# 226250216) and PT Biehn's unnumbered tract Township of Waterloo Pt.7, WDR 266 except Pt.3, 58R1609; S/T 416875; Kitchener; subject to an easement in gross over Pt.s 5,6 &7 on 58R-17089 as in WR662371 (PIN# 227330027) for the nominal consideration of \$2.

Carried

2017-215

Moved By Kirk McElwain

Seconded By Joe Nowak

IN ORDER TO FURTHER THE OBJECTS OF the Grand River Conservation Authority by raising funds through the disposition of surplus lands,

THEREFORE IT BE RESOLVED THAT the Grand River Conservation Authority sell the lands described as Part Lot 7 Concession 10, Township of Puslinch, Wellington County,

more particularly described as Part 2 on Reference Plan 61R21166, PIN 71188-0233 (LT), municipally known as 683 Arkell Road, Puslinch comprised of 2.19 acres (0.88 hectares), to C. Robin Garrick and Deborah Garrick, at the offered price of \$784,000.

Carried

2017-216

Moved By Les Armstrong

Seconded By Pat Salter

THAT the salary ranges for non-union positions be increased by 1.75% effective January 1, 2018.

Carried

2017-219

Moved By Susan Foxton

Seconded By Shirley Simons

THAT the Grand River Conservation Authority appoint Karen Armstrong to the position of Secretary-Treasurer/Deputy Chief Administrative Officer, effective January 1, 2018.

Carried

18. Next Meetings

The next meeting is scheduled for Friday, December 15, 2017, at 9:30 a.m.

19. Adjourn

The meeting was adjourned at 12:05 p.m.

2017-221

Moved By Bernie Corbett

Seconded By Shirley Simons

THAT the General Membership Meeting be adjourned.

Carried

Chair

Secretary-Treasurer