



# Grand River Conservation Authority

## Minutes - General Membership Meeting

Date:	March 23, 2018
Time:	9:30 am
Location:	Auditorium Grand River Conservation Authority 400 Clyde Road, Box 729 Cambridge, ON N1R 5W6
Members Present	Bruce Banbury, Elizabeth Clarke, Brian Coleman, Bernie Corbett, Susan Foxton, Helen Jowett, Geoff Lorentz, Cindy Lunau, Kirk McElwain, Jane Mitchell, Joe Nowak, Vic Prendergast, Wayne Roth, Pat Salter, Sandy Shantz, Shirley Simons, Warren Stauch, George Stojanovic, Chris White, George Wicke
Regrets	Les Armstrong, Robert Bell, Guy Gardhouse, Fred Morison, David Neumann, Mike Salisbury
Staff	Karen Armstrong, Dave Bennett, Dwight Boyd, Nancy Davy, Joe Farwell, Samantha Lawson, Sonja Radoja, Tracey Ryan, George Sousa, Lisa Stocco, Sara Wilbur, Pam Walther-Mabee, Krista Bunn, Cameron Linwood, Trina Seguin, Eowyn Spencer, Jan Ivey, Janet Baine, Melissa Larion, Sandra Cooke, Ilona Feldmann, Sonja Strynatka, Scott Robertson, Vahid Taleban
Others	Val Geo. Prince, Deb Lee McPhee, Sherre Tremblay (Pinehurst Seasonal Campers), Ray Martin (Cambridge Times), Beth Goodger, Wendy Tenfil, Nella Violin (City of Brantford)

### 1. Call to Order

The Meeting was called to order by the Chair at 9:34 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 19 Members present. A total of 20 Members attended the meeting.

**3. Chair's Remarks**

The Chair welcomed the Members and made the following remarks:

- GRCA staff have been advised by legal counsel that Hockeyfest has consented to an order to dismiss the action and crossclaims against GRCA on a without costs basis which has been submitted to the Court.
- The Chair, J. Farwell and other GRCA staff members were in attendance on March 22nd, for the Waterloo Wellington Children's Groundwater Festival's 9th annual Soupfest at the Waterloo Regional Museum in celebration of World Water Day. All proceeds from the event go to the festival in support of educating children about the importance of water protection and conservation.
- Conservation Ontario will hold its Annual General Meeting on April 16th, and will be hosting a day at Queen's Park on April 17th. H. Jowett and J. Farwell will attend both dates.
- All Board members are reminded that following the April board meeting, a strategic planning session is scheduled with GRCA's consultant and all board members. Lunch will be provided.
- The Chair introduced new GRCA Manager of Human Resources, Krista Bunn.

**4. Review of Agenda**

18-50

**Moved By** Bernie Corbett

**Seconded By** Susan Foxtan

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**

18-51

**Moved By** Brian Coleman

**Seconded By** Shirley Simons

THAT the minutes of the General Membership Meeting of February 23, 2018, 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**

Ms. Debbie McPhee and Ms. Sherre Tremblay represented seasonal campers at Pinehurst Lake Conservation Area, and addressed the Board to share concerns regarding Board Report GM-03-18-34 - Seasonal Camping Update. Seasonal campers are concerned that an update to the seasonal camping policy may require seasonal campers to move trailers off-site during the off season. The delegation explained that off-site storage of trailers presents several issues for many of the seasonal campers.

18-52

**Moved By** Geoff Lorentz

**Seconded By** Jane Mitchell

THAT Staff Report Number GM-03-18-34 - Seasonal Camping Update be reviewed following the Hearing of the Delegations.

**Carried**

**12.10 GM-03-18-34 - Seasonal Camping Program**

D. Bennett provided an overview of the Seasonal Campground report. The presentation highlighted that seasonal camping is offered at seven GRCA conservation areas, new operating procedures, identified areas for review, and noted that business plans for individual conservation areas will be created through 2018-2019.

There was discussion regarding self-generated revenue of the conservation areas, camping occupancy rates, analysis of nightly versus seasonal sites, modifications to seasonal sites, off-season storage, current wait list structure, grandfathering of seasonal sites, and opportunities for expansion. D. Bennett answered questions on behalf of staff and said that decisions regarding off-site storage will not be made this year. Each park will be assessed individually and options for trailer storage will be reviewed.

18-53

**Moved By** Brian Coleman

**Seconded By** Chris White

THAT Report Number GM-03-18-34 – Seasonal Camping Program and the Seasonal Campground Operating Procedure outlined in the report be received as information.

**Carried**

**9. Presentations**

There were no Presentations.

**10. Correspondence**

An additional correspondence item was received from the Township of East Garafraxa and distributed to Members.

18-54

**Moved By** Susan Foxton

**Seconded By** Pat Salter

THAT Correspondence from Conservation Halton regarding support and assistance, and from the City of Hamilton regarding a Notice of Appeal, and from the Township of Amaranth regarding the GRCA 2018 budget, and from a group of seasonal campers at Pinehurst Conservation Area regarding seasonal camping, and from the Township of East Garafraxa regarding the GRCA 2018 Budget, be received as information.

**Carried**

**10.1 Conservation Halton - Letter of Support**

**10.2 City of Hamilton - Notice of Appeal of 2018 Municipal Levy**

**10.2.1 Office of the Mining and Lands Commissioner - Response to Hamilton Appeal**

**10.3 Township of Amaranth - 2018 Budget**

**10.4 Pinehurst Seasonal Campers - Seasonal Camping**

**10.5 Township of East Garafraxa - 2018 Budget**

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

None.

**12. Reports:**

**12.1 GM-03-18-35 - Communications and Marketing Review/Audit Final Report**

L. Stocco provided a presentation of the recent communication and marketing review which outlined the results provided by the consultants, changes in communications trends, an overview of recommended changes noted in the consultant's final report, and the steps the GRCA is taking to update its communications and marketing practices.

Members commented on the GRCA monthly newsletter, technical challenges in rural communities, usage of social media for events, and digital and print media. L. Stocco said that the GRCA recognizes the challenges in rural communities, and thanked local news outlets for providing much needed print coverage of meetings and events. L. Stocco added that one key consideration is finding a balance between print and digital media, and that staff are exploring available options to streamline publications. G. Stojanovic asked about two-way

communications on travel sites where negative reviews can be a concern, and L. Stocco said that a lack of resources prohibits actively managing responses. B. Corbett noted that he believes the Communications Department does a good job of appropriately communicating to watershed residents.

18-55

**Moved By** Bruce Banbury

**Seconded By** George Wicke

THAT Report Number GM-03-18-35 – Communications and Marketing Review/Audit Report be received as information.

**Carried**

**12.2 GM-03-18-40 - Ontario Municipal Board Appeal of OPA 48, City of Guelph: Re-designation of GRCA's Lands on Niska Road/Pioneer Trail - Settlement**

18-56

**Moved By** Susan Foxton

**Seconded By** Vic Prendergast

That Report Number GM-03-18-40 Ontario Municipal Board Appeal of OPA 48, City of Guelph: Re-designation of Grand River Conservation Authority's Lands on Niska Road/Pioneer Trail- Settlement be received as information.

**Carried**

**12.3 GM-03-18-26 - Cash and Investment Status**

18-57

**Moved By** Bernie Corbett

**Seconded By** Shirley Simons

THAT Report Number GM-03-18-26 Cash and Investment Status – February 2018 be received as information.

**Carried**

**12.4 GM-03-18-36 - Financial Summary**

18-58

**Moved By** Jane Mitchell

**Seconded By** Joe Nowak

THAT the Financial Summary for the period ending February 28, 2018 be approved.

**Carried**

**12.5 GM-03-18-28 - 2018 Board Member Per Diems and Honorariums**

18-59

**Moved By** Jane Mitchell

**Seconded By** Chris White

THAT Board Member Per-diems and Honorariums be increased by 1.75%, retroactive to January 1, 2018.

AND THAT Board Member Per-diems and honorariums be adjusted each year on January 1 by the same rate as non-union positions.

**Carried**

**12.6 GM-03-18-29 - Environmental Assessments**

18-60

**Moved By** Brian Coleman

**Seconded By** Shirley Simons

THAT Report Number GM-03-18-29 - Environmental Assessments, be received for information.

**Carried**

**12.7 GM-03-18-27 - Provincial Watershed Planning Guidance**

B. Corbett asked about new legislation considerations, and J. Ivey responded that GRCA staff have spoken with partner municipalities and shared concerns which are reflected within the report.

18-61

**Moved By** Sandy Shantz

**Seconded By** Kirk McElwain

THAT the Grand River Conservation Authority recommend to the Ministry of the Environment and Climate Change (MOECC) and the Ministry of Natural Resources and Forestry (MNRF) that they defer finalizing the Watershed Planning in Ontario guidance document, allowing for additional consultation with municipalities, conservation authorities, and other stakeholders;

AND THAT this report be forwarded to MOECC and MNRF through the Environmental Registry.

**Carried**

**12.8 GM-03-18-30 - Update on Tier 3 Water Budget Studies in the Grand River Watershed**

18-62

**Moved By** Brian Coleman

**Seconded By** Pat Salter

THAT GM-03-18-30 – Update on Tier 3 Water Budget Studies in the Grand River Watershed be received as information.

**Carried**

**12.9 GM-03-18-39 - Lake Erie Region Source Protection Program Update**

18-63

**Moved By** Susan Foxton

**Seconded By** Joe Nowak

THAT Report number GM-03-18-39 – Lake Erie Region Source Protection Program Update be received for information.

**Carried**

**12.11 GM-03-18-31 - Road Resurfacing Tender Results**

18-64

**Moved By** Susan Foxton

**Seconded By** Vic Prendergast

THAT Grand River Conservation Authority award the tender for the 2018 road surface treatments to Cornell Construction Limited of Brantford, Ontario up to the amount of \$210,050.05 including HST.

**Carried**

**12.12 GM-03-18-32 - Office Cleaning Contract Tender Results**

18-65

**Moved By** Susan Foxton

**Seconded By** Chris White

THAT the Grand River Conservation Authority award the Office Cleaning Services Contract to Corvin Building Maintenance Limited of Toronto, Ontario in the amount of \$121,691.95 including HST for the term of May 1, 2018 to April 30, 2021.

**Carried**

**12.13 GM-03-18-32 - 2018 Loader Tractor Tender Results**

18-66

**Moved By** Jane Mitchell

**Seconded By** Warren Stauch

THAT Grand River Conservation Authority award the tender for the purchase of two (2) 30.7 kW (41.2 HP) PTO four wheel drive tractors with cab and front loader attachments to Premier Equipment for a total amount of \$106,147.02 (excluding HST).

**Carried**

**12.14 GM-03-18-37 - February 2018 Flood Event**

C. White left the meeting at 11:25 a.m.

D. Boyd presented an overview of the February flood event, highlighting warm weather, heavy rains and flash freezes that ultimately led to the February event.

The full presentation can be viewed using the following link:

[Link to February Flood Presentation](#)

18-67

**Moved By** Elizabeth Clarke

**Seconded By** George Wicke

THAT Report number GM-02-18-37 February 2018 Flood Event be received as information.

**Carried**

G. Lorentz and B. Coleman left the meeting at 11:39 a.m. J. Nowak left the meeting at 11:46 a.m.

**12.15 GM-03-18-38 - Current Watershed Conditions**

D. Boyd advised that current forecasts are predicting normal temperatures for April and May, and a warm, dry summer.

18-68

**Moved By** Bruce Banbury

**Seconded By** Susan Foxtan

That Report Number GM-03-18-38 – Current Watershed Conditions as of March 14, 2018 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 a roundtable on climate change, at which the GRCA was regularly noted for its floodplain mapping systems.

**17. Closed Meeting**

18-69

**Moved By** Susan Foxton

**Seconded By** Shirley Simons

THAT the General Membership enter a closed meeting to discuss land matters and an ongoing legal matter.

**Carried**

18-70

**Moved By** Susan Foxton

**Seconded By** Warren Stauch

THAT the General Membership return to open session.

**Carried**

**17.1 GM-03-18-C03 - Declaration of Surplus Property - Town of Erin**

The Grand River Conservation Authority (GRCA) approved a four-stage framework for winding down the residential rental program on July 22, 2016 (Resolution No. 2016-118).

The former Ellis Residence and the former Grigg residence are both located on the same parcel. The tenancy for the Ellis house recently ended and because the Ellis house and the Grigg house are both on the same parcel, it is proposed they be declared surplus and approval for severance to be sought.

18-71

**Moved By** Elizabeth Clarke

**Seconded By** Jane Mitchell

THAT the Grand River Conservation Authority declare surplus the lands known as the former Ellis Residence described as part of Lot 11, Concession One, Township of Erin, County of Wellington, municipally known as 5319 Erin-Eramosa Townline, to be more particularly described on a Reference Plan to be deposited;

AND THAT staff be directed to obtain municipal approval to sever the residence and approximately two (2) acres of land from the parent parcel, and to list the severed portion for sale.

THAT the Grand River Conservation Authority declare surplus the lands known as the former Grigg Residence described as part of Lot 11, Concession One, Township of Erin, County of Wellington, municipally known as 5339 Erin-

Eramosa Townline, to be more particularly described on a Reference Plan to be deposited;

AND THAT staff be directed to obtain municipal approval to sever the residence and approximately one (1) acre of land from the parent parcel, and to list the severed portion for sale.

**Carried**

**17.2 GM-03-18-C04 - Haldimand County Land Exchange**

The Grand River Conservation Authority (GRCA) owns a parcel in Caledonia on the south side of the Grand River near the Caledonia Dam and Haldimand County (the County) owns land surrounding this parcel. The County required a portion of the land owned by the GRCA for municipal infrastructure. Ownership of a portion of Haldimand County's land would provide the GRCA with direct access to the Caledonia Dam. The GRCA and the County recognized the potential benefits of exchanging the parcels required by each organization and have agreed to complete a land exchange.

18-72

**Moved By** Bernie Corbett

**Seconded By** Susan Foxton

THAT IN ORDER TO FURTHER THE OBJECTS of the Grand River Conservation Authority by assisting a member municipality in providing municipal services, the property described as Part of Part 2 on Reference Plan 18R-1435, to be more particularly described on a Reference Plan to be deposited, be transferred to Haldimand County at the nominal consideration of \$2;

AND THAT the Grand River Conservation Authority accept, for the nominal consideration of \$2, lands described as Part of Part 1 on Reference Plan 18R-1435, to be more particularly described on a Reference Plan to be deposited, from Haldimand County;

AND THAT the Grand River Conservation Authority amend the Agreement on title to the Caledonia Mill lands removing all conditions except those pertaining to water rights, the provision of water to downstream landowners and municipal maintenance of GRCA-owned lands.

**Carried**

**17.3 GM-03-18-C05 - Grant of Easement - City of Waterloo**

The City of Waterloo operates a stormwater management pond, half of which is located on GRCA property. The pond was constructed in 2000 as part of an Ontario Municipal Board settlement; however, an easement agreement was not completed prior to construction. The City of Waterloo and the Grand River

Conservation Authority (GRCA) are proposing to formalize the use of the GRCA's property for stormwater management through an easement.

18-73

**Moved By** Jane Mitchell

**Seconded By** George Wicke

IN ORDER TO FURTHER THE OBJECTS of the Grand River Conservation Authority by assisting a member municipality in improving municipal servicing;

THEREFORE IT BE RESOLVED THAT Grand River Conservation Authority convey an easement over lands described as Part of Lot 29, German Company Tract, formerly the Township of Waterloo, City of Waterloo, Regional Municipality of Waterloo, to be more particularly described on a Reference Plan to be deposited, for the purposes of a stormwater management pond, overflow pond, sediment drying area and stormwater outlet, for the nominal consideration of \$2.00.

**Carried**

**17.4 GM-03-18-C06 - Grant of Easement - Township of Centre Wellington**

A new subdivision is being developed near the intersection of Gartshore Street and Garafraxa Street East in Fergus. As part of the subdivision planning process, the Township of Centre Wellington requested the installation of a trail connection from the new subdivision to the Elora Cataract Trail.

It is proposed that once the developer's plans for the trail connection have been approved, GRCA staff will obtain a survey and have a reference plan prepared to define the easement area. It is proposed that the Township of Centre Wellington and the GRCA will enter into an easement agreement for the trail connection.

18-74

**Moved By** Kirk McElwain

**Seconded By** Jane Mitchell

IN ORDER TO FURTHER THE OBJECTS of the Grand River Conservation Authority by assisting a member municipality in providing municipal recreation;

THEREFORE IT BE RESOLVED THAT Grand River Conservation Authority grant an easement over the lands described as Lot 8, Concession 1, Former Township of Garafraxa, Township of Centre Wellington, County of Wellington, to be more particularly described on a Reference Plan to be deposited, for the construction and maintenance of a trail connection, for the nominal consideration of \$2.00.

**Carried**

**17.5 GM-03-18-C07 - Violation - Civil Injunction Application and Liability of Damages**

18-75

**Moved By** Susan Foxton

**Seconded By** George Wicke

THAT Report number GM-03-18-C07 Violation – Civil Injunction Application and Liability of Damages be received for information.

**Carried**

**18. Next Meetings**

- General Membership - April 27, 2018 at 9:30 a.m.
- Strategic Planning Workshop - April 27, 2018 following the General Membership

**19. Adjourn**

The meeting was adjourned at 12:11 p.m.

18-76

**Moved By** Jane Mitchell

**Seconded By** Kirk McElwain

THAT the General Membership Meeting be adjourned.

**Carried**

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Chair

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Secretary-Treasurer