



Grand River Conservation Authority

Minutes - Annual General Meeting

Date: February 28, 2020

Time: 9:30 am

Location: Auditorium
Grand River Conservation Authority
400 Clyde Road, Box 729
Cambridge, ON N1R 5W6

Members Present Marcus Adili, Les Armstrong, Bruce Banbury, Robert Bell, Richard Carpenter, John Challinor II, Brian Coleman, Bernie Corbett, Susan Foxtan, Guy Gardhouse, Joan Gatward, Rodrigo Goller, Michael Harris, Daniel Lawrence, Ian MacRae, Kathryn McGarry, Jane Mitchell, Joe Nowak, Warren Stauch, Bruce Whale, Chris White

Regrets Don Brunk, Kevin Davis, Jim Erb, Helen Jowett, Geoff Lorentz

Staff Samantha Lawson, Karen Armstrong, Dwight Boyd, Beth Brown, Nancy Davy, Brandon Heyer, Sonja Radoja, Tracey Ryan, George Sousa, Lisa Stocco, Pam Walther-Mabee, Sara Wilbur, Cameron Linwood, Eowyn Spencer, Jan Ivey, Fred Natolochny, Anne Loeffler, Nathan Munn, Louise Heyming, Meghan Clay, Julie, Vasseur, Krista White, Scott Robertson

Others Marwan Tabbara (MP), Bryan May (MP), Marlene Cross (MPP Belinda Karahalios), Sandy Shantz (Township of Woolwich), Steven Dorgo (Dorgo Ice Packers), Drew McKillop, Aiden McKillop, Scott Patterson, (Hillsburgh Snow Roamers), John Kemp (Giant Hogweed Mitigation Project)

1. Call to Order

C.White assumed the Chair for the Annual General Meeting and called the meeting to order at 9:30 a.m.

2. Certification of Quorum

- The Secretary-Treasurer certified a quorum with 19 Members present. A total of 21 Members attended the meeting.

3. **Chair's Remarks**

The Chair welcomed the Members and made the following remarks:

- Anne Loeffler, Conservation Specialist with the GRCA since 1997, was awarded the 2020 Soil Champion Award from the Ontario Soil and Crop Improvement Association. The award recognizes leaders in sustainable soil management and advocates for soil health. She joined the ranks of well-known provincial soil experts and agricultural influencers. She was nominated for the award by the Waterloo Soil and Crop Improvement Association which illustrates the level of support and trust that she and the team have earned in the agricultural community. The award was presented on Feb. 4th and the OSCIA AGM in London. Congratulations were extended to Anne.
- GRCA was invited to participate in Provincial and Federal 2020 pre-budget consultations. On February 5, Samantha Lawson presented at the Provincial event, and Karen Armstrong presented on February 7 at the Federal event.
- Samantha Lawson, Karen Armstrong, and Vice-Chair Chris White attended the MECP multi-stakeholder consultations on Conservation Authorities in London on February 14. C.White said GRCA brought good messaging to the meeting and noted that MECP has opened a survey to assist in gathering information. S.Lawson will distribute a link to the survey to Members following the meeting.

K.McGarry joined the meeting at 9:34 a.m.

4. **Review of Agenda**

20-19

Moved By Bernie Corbett

Seconded By Susan Foxtan

THAT the agenda for the 2020 Annual General 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 Meeting**

20-20

Moved By Joe Nowak

Seconded By Kathryn McGarry

THAT the minutes of the General Membership Meeting of January 24, 2020 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

8.1 Drew McKillop - Hillsburgh Snow Roamers

J.Challinor II joined the meeting at 9:39 a.m.

- Mr. Drew McKillop attended the meeting on behalf of the Hillsburgh Snow Racers and OFSC Districts 4, 5 and 9 to discuss closures of snowmobile trails on GRCA property. Mr. McKillop discussed details of agreements and changes the clubs requested this year. The delegation requested that the Board consider options for a timely resolution of the matter to ensure that agreements for the use of trails on GRCA properties can be renewed for the 2020-2021 snowmobile season.
- Board members discussed the issue in terms of updates from staff, the snowmobile clubs throughout the Province that are affected by lack of sufficient insurance coverage, consideration of Provincial assistance, legal liability and insurance obligations of GRCA as the property owner, and current insurance coverage of GRCA properties.
- The Chair thanked the delegation and noted that a report from staff would be brought to a future board meeting and any interim updates would be shared as applicable in the CAO's report to the Board.

9. Presentations

- There were no Presentations.

10. Correspondence

- J.Mitchell commented that it is nice to see support for the role of conservation authorities from so many municipalities.

10.1 Stephanie Dearing - Mohawk Canal and Lake Species

10.2 Chatham-Kent - Resolution to Support Role of Conservation Authorities

10.3 Town of Grand Valley - GRCA Budget 2020

10.4 Northumberland County - Resolution to Support Role of Conservation Authorities

20-21

Moved By Bernie Corbett

Seconded By Richard Carpenter

THAT Correspondence from Stephanie Dearing regarding Mohawk Canal and Lake Species, and from the Municipality of Chatham-Kent regarding their resolution to support the role of Conservation Authorities, and from the Town of Grand Valley regarding their approval of GRCA's 2020 Budget, and from Northumberland County regarding their resolution to support the role of Conservation Authorities be received as information.

Carried

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

K.Armstrong highlighted updates to the GRCA By-law including a change regarding the Chair's role in subcommittees, and minor grammatical changes.

G.Gardhouse clarified that the requested change where the Chair of the Board will no longer act as the Chair on the Audit Committee was not due to any issues with the current governance. The change was requested in an effort to update governance of subcommittees in keeping with best practices.

20-22

Moved By Brian Coleman

Seconded By Susan Foxtan

THAT Grand River Conservation Authority By-Law 1-2020 be read a first and second time.

Carried

12. Reports:

12.1 GM-02-20-19 - Chief Administrative Officer's Report

- S.Lawson reiterated GRCA's attendance at the MECP multi-stakeholder engagement sessions and that information sheets that were provided to the Minister would be sent to Board members along with a link to the MECP survey following the meeting. Members are encouraged to complete the survey before the closing date of March 13.

20-23

Moved By John Challinor II

Seconded By Les Armstrong

THAT Report Number GM-02-20-19 – Chief Administration Officer's Report be received as information.

Carried

12.2 GM-02-20-17 - Current Watershed Conditions

- D.Boyd noted a high level warning for Lake Erie starting on February 28 due to expected high winds and precipitation in the area.

20-24

Moved By Richard Carpenter

Seconded By Marcus Adili

THAT Report Number GM-02-20-17 – Current Watershed Conditions as of February 18, 2020 be received as information.

Carried

12.3 GM-02-20-18 - Grand River Watershed Flood Warning System

- D.Boyd provided highlights from the annual test of the Grand River watershed flood warning system. It is a best practice to test the system annually to ensure notifications are being received and confirmed. It was noted that there were some issues identified with notifications that are being resolved.
- In response to questions from the January Board meeting regarding the sharing of flood information with municipal and provincial partners, D.Boyd also noted that simplified maps have been created to show the potential effects of floods if reservoirs, dikes, and dams were not present to manage flows during flood events.

20-25

Moved By Kathryn McGarry

Seconded By Richard Carpenter

THAT Report Number GM-02-20-18 – Grand River Watershed Flood Warning System be received as information.

Carried

12.4 GM-02-20-13 - New Hamburg Flood Mitigation Study

20-26

Moved By Les Armstrong

Seconded By Warren Stauch

THAT Report Number GM-02-20-13 New Hamburg Flood Mitigation Study Update be received as information.

Carried

12.5 GM-02-20-09 - Environmental Assessments

20-27

Moved By Brian Coleman

Seconded By Jane Mitchell

THAT Report Number GM-02-20-09 – Environmental Assessments be received as information.

Carried

12.6 GM-02-20-14 - Afforestation Services 2020

20-28

Moved By Kathryn McGarry

Seconded By Guy Gardhouse

THAT the Grand River Conservation Authority award individual contracts for 2020 afforestation services to Bartram Woodlands Ltd. in the amount of

\$14,664.00, Brinkman & Associates Reforestation Ltd in the amount of \$42,790.00, and Black River Tree Planting in the amount of \$52,875.00 (excluding taxes).

Carried

12.7 GM-02-20-10 - Cash and Investment Status

20-29

Moved By Michael Harris

Seconded By Joan Gatward

THAT Report Number GM-02-20-10 Cash and Investment Status – January 2020 be received as information.

Carried

12.8 GM-02-20-16 - Financial Summary

Moved By John Challinor II

Seconded By Michael Harris

THAT the Financial Summary for the period ending January 31, 2020 be approved.

Carried

12.9 GM-02-20-12 - Weighted Voting 2020

20-31

Moved By Susan Foxton

Seconded By Bernie Corbett

THAT Report number GM-02-20-12 - Weighted Voting – 2020 Budget and General Levy be received as information.

Carried

12.10 GM-02-20-15 - Budget 2020

See Annual General Meeting agenda item 14d.

13. Committee of the Whole

Not required.

14. General Business

14.1 Report of the Audit Committee

- The Chair and members of the Audit committee shared Auditors comments that GRCA staff work diligently in advance of the audit to ensure a smooth process, and thanked staff for continuing their good work.

- Members asked about the use of reserve funds and ensuring adequate funds are kept for future use. S.Radoja said reserves are in a strong position and there is no concerns with using reserves in 2020 for capital projects.
- In response to a question about capital priorities, K.Armstrong said that asset management has been identified as a priority project for 2020, and that capital forecasts are maintained for water control infrastructure and conservation areas.
- In response to a question about stabilization funds, S.Radoja noted that GRCA has a stabilization strategy built in to reserve mandates.

20-32

Moved By Brian Coleman

Seconded By Guy Gardhouse

THAT the Report of the Audit Committee of the Grand River Conservation Authority be received, approved and attached to the Minutes of this meeting.

Carried

20-33

Moved By Susan Foxton

Seconded By Michael Harris

Motion: AUD-20-03

THAT the Audit Committee Recommends to the General Membership that the Terms of Reference for the Audit Committee dated February 22, 2019 be approved as amended.

Carried

20-34

Moved By Brian Coleman

Seconded By Kathryn McGarry

Motion: AUD-20-04:

THAT the Audit Committee recommends to the General Membership

THAT the Gauge Reserve be increased by \$93,000;

AND THAT the Information Systems and Technology Reserve be increased by \$50,000;

AND THAT the Nature Centre Reserve be increased by \$111,000, distributed equally to Guelph Lake, App's Mill, Laurel Creek, and Shade's Mill Nature Centre reserves;

AND THAT the Master Plan Reserve be increased by \$50,000.

Carried

14.2 Approval of Financial Statements and Report of the Auditor

20-35

Moved By Daniel Lawrence

Seconded By John Challinor II

THAT the Financial Statements of Grand River Conservation Authority as at December 31, 2019 and the Report of the Auditors thereon be received, approved and placed on file;

AND THAT copies be made available to all member municipalities, Grand River Conservation Authority Members and the Ontario Ministers of Natural Resources and Forestry and the Environment, Conservation and Parks.

Carried

14.3 Appointment of Auditors

20-36

Moved By Guy Gardhouse

Seconded By Brian Coleman

THAT KPMG Chartered Professional Accountants be appointed as the Grand River Conservation Authority Auditors for the year ending December 31, 2020 at a fee not to exceed \$36,900.

Carried

14.4 Presentation of Budget Estimates for the Current Year

The budget must be approved by a weighted vote in accordance with Ontario Regulation 139/96 as described in staff report GM-02-20-12 presented earlier in this agenda.

20-37

Moved By Susan Foxtton

Seconded By Bruce Whale

THAT the 2020 Budget of the Grand River Conservation Authority of \$35,978,475 be approved;

AND THAT the member municipalities be assessed for payment of:

Matching Levy: \$449,688

Non-Matching Levy: \$10,527,312

Capital Levy: \$950,000

Total General Levy: \$11,927,000

AND THAT each member municipality's share of the 2020 General Levy be calculated using "Modified Current Value Assessment".

Member	Municipality/Group	Weight	Absent	Present	In Favour	Opposed
Marcus Adili	City of Hamilton	12.60%		12.60%	12.60%	
Les Armstrong	Region of Waterloo	5.00%		5.00%	5.00%	
Bruce Banbury	County of Oxford	0.80%		0.80%	0.80%	
Bob Bell	City of Guelph	6.90%		6.90%	6.90%	
Don Brunk	Group 3	0.40%	0.40%			
Richard Carpenter	City of Brantford	3.80%		3.80%	3.80%	
John Challinor II	Region of Halton	2.40%		2.40%	2.40%	
Brian Coleman	County of Brant	1.40%		1.40%	1.40%	
Bernie Corbett	Haldimand & Norfolk Counties	0.80%		0.80%	0.80%	
Kevin Davis	City of Brantford	3.80%	3.80%			
James Erb	Region of Waterloo	5.00%	5.00%			
Sue Foxton	Region of Waterloo	5.00%		5.00%	5.00%	
Guy Gardhouse	Group 1	1.00%		1.00%	1.00%	
Joan Gatward	County of Brant	1.40%		1.40%	1.40%	
Rodrigo Goller	City of Guelph	6.90%		6.90%	6.90%	
Michael Harris	Region of Waterloo	5.00%		5.00%	5.00%	
Helen Jowett	Region of Waterloo	5.00%	5.00%			
Daniel Lawrence	Haldimand & Norfolk Counties	0.80%		0.80%	0.80%	
Geoff Lorentz	Region of Waterloo	5.00%	5.00%			
Ian MacRae	Twp of Ctr Wellington	2.60%		2.60%	2.60%	
Kathryn McGarry	Region of Waterloo	5.00%		5.00%	5.00%	
Jane Mitchell	Region of Waterloo	5.00%		5.00%	5.00%	
Joe Nowak	Region of Waterloo	5.00%		5.00%	5.00%	
Warren Stauch	Region of Waterloo	5.00%		5.00%	5.00%	
Bruce Whale	Group 2	1.30%		1.30%	1.30%	
Chris White	Group 4	3.10%		3.10%	3.10%	
		100.00 %	19.20%	80.80%	80.80%	0.00%

Weighted Vote
Result

100.00
%

Carried

14.5 Provision for Borrowing (Pending Receipt of Municipal Levies)

20-38

Moved By Joe Nowak

Seconded By Joan Gatward

WHEREAS it may be necessary for Grand River Conservation Authority (hereinafter called the "Authority") to borrow money, on an interim basis, to meet the Authority's financial obligations while awaiting payment of levies by participating municipalities designated as such under The Conservation Authorities Act, RSO 1990 (hereinafter called "Participating Municipalities");

THEREFORE BE IT RESOLVED:

THAT the Authority be authorized to borrow, on an interim basis, a sum or sums not exceeding in the aggregate One Million Dollars (\$1,000,000) from the Authority's bank at the said bank's minimum lending rate established from time to time, until the Authority has received payment of levies from Participating Municipalities;

AND THAT the Chair or Vice-Chair together with the Chief Administrative Officer or Secretary-Treasurer of the Authority be and they are hereby authorized to execute for and on behalf of the Authority, a promissory note or notes for the sum to be borrowed pursuant to this Resolution and to affix thereto the corporate seal of the Authority;

AND THAT the amount borrowed pursuant to this Resolution, together with interest thereon, be a charge upon the whole of the money received or to be received by the Authority by way of levies collected from Participating Municipalities when such moneys are received;

AND THAT the Chair or Vice-Chair or the Chief Administrative Officer or Secretary-Treasurer of the Authority be and is hereby authorized and directed to apply, in payment of the moneys borrowed pursuant to this Resolution together with interest thereon, all of the moneys received by the Authority by way of levies collected from Participating Municipalities.

Carried

15. Appointments to Committees

15.1 Appointment of Audit Committee

The Chair called asked current members to state their willingness to stay on the committee and asked for any new volunteers. J.Mitchell stepped down from the committee. R.Carpenter nominated J.Challinor II, which was accepted.

20-39

Moved By Richard Carpenter

Seconded By Les Armstrong

THAT the following members be appointed to the Audit Committee from February 28, 2020 until the next Annual General Meeting: Helen Jowett, Chris White, Rodrigo Goller, Guy Gardhouse, John Challinor II, and Brian Coleman.

Carried

15.2 Appointment of Special Recognition Committee

The Chair asked for volunteers to sit on the Special Recognition Committee.

20-40

Moved By Guy Gardhouse

Seconded By Les Armstrong

THAT the following members be appointed to the Special Recognition Committee from February 28, 2020 until the next Annual General Meeting: Joan Gatward, Warren Stauch, Marcus Adili, Sue Foxton, Helen Jowett, and Chris White.

Carried

15.3 Appointment of Conservation Ontario Council Representatives

20-41

Moved By Michael Harris

Seconded By Kathryn McGarry

THAT the Chair and the Chief Administrative Officer be appointed as Members of Conservation Ontario Council;

AND THAT the Deputy Chief Administrative Officer and Secretary Treasurer be appointed as an Alternate Member of Conservation Ontario Council.

Carried

16. 3rd Reading of By-Laws

20-42

Moved By Marcus Adili

Seconded By Michael Harris

THAT By-law 1-2020 be read a third time and adopted by the General Membership, to take effect on February 28, 2020;

AND THAT By-law 1-2019 be repealed on February 28, 2020;

AND THAT a copy of By-law 1-2020 be forwarded to the Ministry of Natural Resources and Forestry and the Ministry of Environment, Conservation and Parks and posted publicly on Grand River Conservation Authority's website.

Carried

17. Other Business

L.Armstrong shared that the Prime Ministers Path in the Township of Wilmot (Baden) will be unveiling four new sculptures this June 20 at 3 p.m.

18. Closed Meeting

20-43

Moved By Joe Nowak

Seconded By Susan Foxtan

THAT the minutes of the previous closed session be approved as circulated.

Carried

18.1 Minutes of the Previous Closed Session

19. Next Meeting

General Membership - March 27, 2020 at 9:30 a.m.

20. Adjourn

The meeting was adjourned at 10:48 a.m.

20-44

Moved By Susan Foxtan

Seconded By Daniel Lawrence

THAT the Annual General Meeting be adjourned.

Carried

Chair

Secretary-Treasurer