

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES

Full Authority Board of Directors
Wednesday, August 27, 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 County Council Chambers and virtually via the meeting application, WebEx.

1. Call to Order

Chair Robert Uhrig called the meeting to order at 1:16 p.m., welcomed all those present in person and virtually, and asked Member Day to make a land acknowledgement declaration.

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

Directors Present Virtually: Kathy Durst

Regrets: Jon Farmer, Alex Maxwell, Scott Greig, Rick Winters

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Engineering Services, Ian Eriksen; Manager of Information Services, Gloria Dangerfield

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

A Member asked for an item be added to discuss a request made to defer an upcoming Board Hearing.

4. Adoption of Agenda

Motion No.:
FA-25-058

Moved By: Tony Bell
Seconded By: Jennifer Shaw

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of August 27, 2025, as amended.

Carried

5. Approval of Minutes

Motion No.:
FA-25-059

Moved By: Nadia Dubyk
Seconded By: Jennifer Shaw

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of July 23, 2025.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.:
FA-25-060

Moved By: Scott Mackey
Seconded By: Tobin Day

THAT in consideration of the Consent Agenda Items listed on the August 27, 2025, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – July 2025; (ii) Administration – Receipts & Expenses – July 2025; (iii) Conservation Ontario – Council Minutes – April 14, 2025; (iv) Minutes – BRWI Meeting Minutes – May 27, 2025; (v) Recent Media Articles.

Carried

8. Business Items

i. Administration

a. Strategic Plan Final Draft

CAO, Tim Lanthier, presented the final draft of the Strategic Plan along with a presentation. Mr. Lanthier noted the new Vision and Mission Statements, and the five Strategic Goals that guide the plan and GSCA's directions and actions moving forward.

Mr. Lanthier gave an overview of directions and initiatives of each of the five Strategic Goals.

A Member asked if GSCA posts the organizational workplans in addition to the Strategic Plan. Mr. Lanthier replied that moving forward staff will be posting the workplans to the website. Noting that they had been available through the Board Package; however, not as immediately accessible.

Congratulations were extended to the staff for all of their work in process and creation of the public facing document.

Motion No.:
FA-25-061

Moved By: Tony Bell
Seconded By: Tobin Day

WHEREAS the Grey Sauble Conservation Authority has developed the final 2025-2035 Strategic Plan,

THAT the Board of Directors adopt the GSCA 2025–2035 Strategic Plan as presented,

AND THAT staff be directed to integrate the Strategic Plan into annual workplans, performance frameworks, and organizational reporting mechanisms.

Carried

b. Q2 Budget Update

Manager of Finance and Human Resources Services, Alison Armstrong, spoke to the Q2 Budget update.

A Member asked with regard to higher than anticipated tree costs. Ms. Armstrong replied that the department sold more trees than budgeted, as a result the department's revenue was also greater than budgeted.

Motion No.: FA-25-062	Moved By: Seconded By:	Scott Mackey Nadia Dubyk
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WHEREAS the Board of Directors approved the GSCA 2025 Operating and Capital Budget on February 27, 2025, by motion FA-25-015,

THAT, the Board of Directors receive staff report 024-2025 – 2025 Q2 Budget Report Back as information.

Carried

c. GSCA Priority Workplan Interim Report 2

CAO, Tim Lanthier provided an update on GSCA's Priority workplan, noting that 33% of the initiatives are complete and the majority of the remaining initiatives are progressing as scheduled. Mr. Lanthier noted that only the Retention Policy is at risk of not being fully completed in 2025 due to workload constraints. Additionally, the updated planning agreements will only be partially completed by the end of the year.

A Member asked with regard to the Ash Management Strategy and if staff are trying to remove Ash prior to losing more value of the Timber. Mr. Lanthier responded that, the Management Strategy is focused on the management of Ash trees in recreational areas. Staff have implemented processes in their tree marking processes for harvesting in that staff will show preference for removing Ash over other species.

A Member asked if staff are taking into consideration Ash trees that are showing signs of survival when selecting them for cutting. Mr. Lanthier responded that a more fulsome response to this will come through the Ash Management Strategy when it comes to the Board for approval.

Mr. Lanthier expanded on some of the successes that GSCA has had so far, including the completion of the 2025-2035 Strategic Plan, education grant successes, the completion of the Clendenan Dam project, Inglis Falls Accessibility upgrades, and phragmites removal from the Hibou shoreline.

A Member asked with regards to education granting success and if it is changing what is being offered or just covering existing expenses. Mr. Lanthier responded that it is a bit of both, additional programming but also providing funding for stabilizing the department. Manager of Information Services, Gloria Dangerfield added context of what the Education staff are using grant money towards.

Motion No.: FA-25-063	Moved By: Seconded By:	Scott Mackey Tobin Day
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WHEREAS the Grey Sauble Conservation Authority Board of Directors approved the 2025 Priority Workplan (Board Resolution FA-25-021),

THAT the Grey Sauble Conservation Authority Board of Directors accept Staff Report 025-2025 as information.

Carried

d. Administration Building Skylight Report

Manager of Engineering Services, Ian Eriksen spoke to the need to replace the existing skylights on the Administration Centre roof and presented the options and staff recommendation.

Mr. Eriksen expanded on the issues that were identified by the Inspection Report conducted by Artistic Skylight on April 11, 2025, and explained the pros and cons of the five options available.

Both the architect and staff recommended option four, to build a cupola to replace the skylights and cover the chimney structure.

Mr. Eriksen outlined the expenses involved in addressing the skylight issue. The recommendation was to pull from the contingency fund to cover the extra cost. It was noted that much of the work that had the potential to draw from the contingency fund has been completed.

Several Members provided support for the Option four as presented.

A Member thanked the Ad Hoc Committee for their work and recommendations and asked for clarity on the design with relation to the chimney. Mr. Eriksen responded that the roof of the proposed cupola would extend over the chimney and would eliminate the need to tie into the chimney or alter it in any way.

A Member asked with regard to the integrity of the chimney structure itself. Mr. Eriksen responded that the chimney is a concrete chimney with stone facing. There have not been any concerns expressed from the contractor or architects.

Motion No.:
FA-25-064

Moved By: Scott Mackey
Seconded By: Tony Bell

WHEREAS the Skylight repair or replacement was identified as a need during the building renovation design process, and has now been inspected by a specialist with issues identified and concerns noted;

AND WHEREAS GSCA Staff have considered the reasonable options to address the issues and reviewed the options with the Building Ad-Hoc Committee;

THAT the GSCA Board of Directors approve for GSCA Staff to proceed with a Change Order to the Administration Building Tender, to include for replacement of the roofing membrane and replacement of the Skylight with a Cupola Style roof with side windows.

Carried

e. Staff Retirement

CAO, Tim Lanthier informed the Board of the retirement of long-time employee, Les McKay. Mr. Lanthier gave an overview of Les's history and experience with GSCA.

Mr. Lanthier, on behalf of all GSCA staff expressed our thanks and best wishes to Les.

Les McKay provided some remarks and thanks for his time with GSCA and staff. Mr. McKay thanked Gloria Dangerfield for all her support and friendship.

Chair Uhrig, on behalf of the Board, thanked Mr. McKay for his service and wished him all the best in his retirement.

ii. GIS/IT
a. RFP for IT Services

Manager of Information Services, Gloria Dangerfield presented the results of the RFP for IT services and staff's recommendation.

In response to Les McKay's retirement, it was decided to go out to tender for IT services rather than hiring a full-time staff. It was noted that IT services is a complex and fast-moving sector, moving forward with an IT vendor would provide GSCA with adaptability and flexibility.

Ms. Dangerfield outlined the benefits of MSP Corp and their tender submission.

A Member asked is MSP Corp is a local vendor. Ms. Dangerfield responded that MSP is not immediately local; however, their head office is in Guelph.

A Member asked if staff had reached out to the Grey County IT department. Ms. Dangerfield responded that staff have reached out to Grey County staff in the past, though not on this RFP specifically.

Motion No.: FA-25-065	Moved By: Seconded By:	Nadia Dubyk Jennifer Shaw
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WHEREAS GSCA posted an RFP for Network Administration Services and received 23 bids from Information Technology (IT) Managed Service Providers;

AND WHEREAS, after a full review of proposals, interviews with the top 3 vendors, and scoring of all service providers using the criteria of cost, security, strategy, help desk response, and scalability, "MSP Corp" scored the highest.

THAT, the GSCA Board of Directors agree to appoint the vendor "MSP Corp" as the Managed IT Services provider for the base monthly rate and onboarding cost listed in the proposal for a contract period of 1 year with the potential to roll forward for up to 3 years.

Carried

iii. Environmental Planning
a. Board Hearing Deferment Request

CAO, Tim Lanthier spoke to the request by Neoen to defer the scheduled Board Hearing.

A Member asked if there are any guarantees that Neoen will not move forward with an appeal to the Ontario Land Tribunal outside of their statement in the provided letter. Mr. Lanthier responded that the applicant had signed the letter stating that they had no intention of making an appeal to the OLT; however, the applicant has the right to appeal, should they choose to.

A Member asked if the decisions by Bruce County and the Municipality of Arran-Elderslie has any bearing on the procedure. Mr. Lanthier responded that it does not.

Motion No.:
FA-25-066

Moved By: Jennifer Shaw
Seconded By: Tobin Day

WHEREAS the applicant had requested, in writing, to defer the Board Hearing scheduled on September 4, 2025,

THAT the GSCA Board of Directors approve the deferment as requested by the applicant.

Carried

9. New Business

Nothing at this time.

10. CAO's Report

CAO Tim Lanthier, spoke to upcoming activities.

Mr. Lanthier reminded Members of the GSCA Volunteer Appreciation Luncheon on September 5th at Hibou Conservation Area. There will be volunteers attending from all of GSCA's various volunteer groups.

Mr. Lanthier informed Members of the Bruce Grey Forest Festival being held at Allan Park October 7th to the 9th. Board Members are invited to a VIP tour and lunch on Thursday, October 9th at 11:30.

Mr. Lanthier and Vice Chair Dubyk will be attending the CO meeting in September and asked for Members to forward any questions they may have for the council.

11. Chair's Report

Chair Robert Uhrig reported on the AMO conference and noted that there was no discussion directly related to Conservation Authorities.

12. Other Business

Nothing at this time.

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

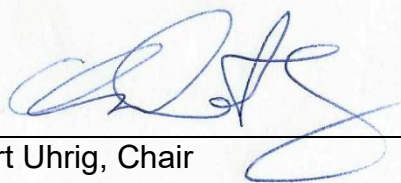
14. Resolution Approving the Closed Session Minutes – Nothing at this time

15. Next Full Authority Meeting

Wednesday September 24, 2025

16. Adjournment

The meeting was adjourned at 2:46 p.m.



Robert Uhrig, Chair



Valerie Coleman
Administrative Assistant