

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES

Full Authority Board of Directors
Wednesday, November 27, 2024, 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 1:15 p.m., welcomed all those present in person and virtually and asked Member Tobin Day to provide a land acknowledgment declaration and reflection.

Directors Present In-Person: Chair Robert Uhrig, Scott Mackey, Tobin Day, Scott Greig, Sue Carleton, Jennifer Shaw, Alex Maxwell, Kathy Durst

Directors Present Virtually: Vice Chair Nadia Dubyk, Jon Farmer, Jennifer Shaw

Regrets: Tony Bell

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resource Services, Alison Armstrong; Conservation Lands Technician, Margaret Potter; Water Resources Coordinator, John Bittorf; Forestry Coordinator, Mike Fry; Senior Forestry Technician, Cam Bennet

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.: FA-24-101	Moved By: Seconded By:	Scott Mackey Tobin Day
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THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of November 27, 2024.

Carried

5. **Approval of Minutes**

Motion No.:
FA-24-102

Moved By: Sue Carleton
Seconded By: Scott Greig

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of October 23, 2024.

Carried

6. **Business Out of Minutes**

Nothing at this time.

7. **Consent Agenda**

Motion No.:
FA-24-103

Moved By: Kathy Durst
Seconded By: Tobin Day

THAT in consideration of the Consent Agenda Items listed on the November 27, 2024, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – October 2024; (ii) Administration – Receipts & Expenses – October 2024; (iii) Donation Letter; (v) BRWI Minutes – September 5, 2024 and FoH Minutes – November 5, 2024; (vi) Media – Recent Media Articles

Carried

8. **Presentation**

Grey Sauble Conservation Authority Foundation Chair, Don Sankey presented a cheque to Grey Sauble Conservation Authority to assist with funding GSCA's Bio-mapping, the annual Forest Festival, and GSCA's Education Coordinator. CAO, Tim Lanthier accepted the cheque on behalf of the GSCA.

9. **Business Items**

i. Administration

a. Awarding of Legal Counsel Tender

CAO, Tim Lanthier reported back on the results of the tender to secure Legal Counsel services in coordination with those provided through Grey County. It was noted that eleven submissions had been received.

The Legal Counsel Selection Sub-Committee met to review and assess all submissions. The committee recommended a selection of firms to cover the various needs of the Authority. Based on the services and specific expertise of each firm, and the fees proposed, the committee selected Smith Valeriote Law Firm for planning and provincial offences related services, Hicks Morley for employment, labour relations, and MFIPPA related services, and Middlebro' and Stevens for all other legal services.

It was noted that the tender had been emailed to all relevant local firms, only one local submission was received.

A Member asked with regard to financial implications. Mr. Lanthier responded that legal services are accessed on an as needed basis which can vary month to month and year to year.

Motion No.: FA-24-104	Moved By: Seconded By:	Scott Mackey Sue Carleton
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WHEREAS Grey Sauble Conservation Authority has a need to update and renew contracts for the provision of legal services,
AND WHEREAS GSCA prepared and issued a request for proposals for legal services,
AND WHEREAS a Selection Committee consisting of Chair Uhrig, Member Carleton, CAO Lanthier, and two GSCA Staff reviewed the respondent proposals and prepared recommendations to the Board of Directors,

THAT the Board of Directors direct staff to retain:

- **Smith Valeriotte Law Firm LLP for planning, municipal and provincial offences related law services not covered by the GSCA/Grey County agreement.**
- **Hicks Morley for Employment, Labour Relations, and MFIPPA related law services.**
- **Middlebro' and Stevens LLP for all other law services (i.e.: real estate, property, general litigation, etc.).**

Carried

b. Watershed Based Resource Management Strategy Final

CAO, Tim Lanthier presented the final version of the Watershed Based Resource Management Strategy. The document was circulated to all member municipalities, local Indigenous councils, and stakeholders. There were three responses received.

A Member asked if components of the strategy will be included in future budgets. Mr. Lanthier responded that they would not appear directly in budget but rather this document will inform strategic planning decisions.

A Member asked if there were potential liabilities with identifying shortcomings. Mr. Lanthier responded that it is possible that identified shortcomings that are not addressed may pose a liability.

Motion No.: FA-24-105	Moved By: Seconded By:	Jon Farmer Nadia Dubyk
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WHEREAS Ontario Regulation 686/21 – Mandatory Programs and Services Regulation, requires conservation authorities to develop and implement a Watershed Based Resource Management Strategy on or before December 31, 2024,

AND WHEREAS GSCA has developed and consulted on such a Strategy,

THAT the Grey Sauble Conservation Authority Board of Directors endorse the GSCA Watershed Based Resource Management Strategy.

Carried

c. Personnel Policy – Bereavement Policy

Manager of Financial and Human Resource Services, Alison Armstrong, gave a review of the personnel policy and presented the two wording options for the bereavement section of the policy.

A Member moved to endorse Option 2.

There was discussion regarding the rationale for choosing option 2 over option 1. Concern was expressed regarding the subjective and open-ended nature of the wording. Approval was expressed to the forward-thinking nature of the proposed policy.

Motion No.:
FA-24-106

Moved By: Jon Farmer
Seconded By: Sue Carleton

WHEREAS the GSCA Board of Directors approved a new Personnel Policy for the GSCA, save and except the Bereavement Policy section,

AND WHEREAS, Staff have prepared two options for the wording of this policy, based on discussion of the Board,

THAT, the GSCA Board of Directors endorses Bereavement Policy Option 2 for inclusion in the Personnel Policy.

Carried

A Member asked for a recorded vote.

Name	Yeah	Nay
Tony Bell	Absent	
Sue Carleton	X	
Tobin Day	X	
Nadia Dubyk	X	
Kathy Durst	X	
Jon Farmer	X	
Scott Greig		X
Scott Mackey		X
Alex Maxwell		X
Robert Uhrig	X	
Jennifer Shaw	X	
Total	7	3

d. Q3 Budget Update

Manager of Financial and Human Resource Services, Alison Armstrong spoke to the Q3 budget update and noted that GSCA is currently predicting a deficit in the year end budget.

A Member asked Ms. Armstrong to expand on the opportunities that may mitigate the deficit. Ms. Armstrong responded that ending contract positions early and working to get revenues owing realized would help. Mr. Lanthier added that there may be no additional practical actions to take in 2024 to mitigate the deficit.

Motion No.: FA-24-107	Moved By: Seconded By:	Kathy Durst Scott Greig
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WHEREAS the Board of Directors approved the GSCA 2024 Operating and Capital Budget on December 19, 2023, by motion FA-23-122,

THAT, the Board of Directors receive staff report 043-2024 – 2024 Q3 Budget Report Back as information.

Carried

e. Q3 Portfolio Update

Manager of Financial and Human Resource Services, Alison Armstrong reported that GSCA's portfolio is up in excess of 10% for 2024 and 3.8% in this quarter.

Motion No.: FA-24-108	Moved By: Seconded By:	Sue Carleton Scott Greig
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THAT, the Board of Directors receive the GSCA 2024 3rd Quarter Portfolio update as information.

Carried

Mr. Lanthier recommending reallocating \$500,000 to GSCA's high-interest savings account to safeguard some of the gains. It was noted that these funds would be needed for the Administration Building Renovation, and it was wise to protect them and make them more available.

A Member asked if the Board should discuss allocating/protecting more of the funds than staff have recommended prior to a scaling back of the market. There was discussion regarding pulling a larger amount of funds from the portfolio. Concern was raised about making drastic changes to the portfolio without first getting advice from the portfolio manager.

It was suggested that staff meet with the portfolio manager and report back at a special meeting of the Board in December.

Motion No.:	Moved By:	Jennifer Shaw
FA-24-109	Seconded By:	Scott Greig

WHEREAS GSCA foresees the short-term need to draw on reserve funds to invest in the renovation of GSCA's Administration Centre,

THAT the GSCA Board of Directors direct Staff to move \$500,000 from GSCA's investment portfolio into GSCA's high interest savings account.

Carried

f. 2025 Draft Budget

CAO, Tim Lanthier, spoke to the GSCA 2025 draft Budget with the inclusion of the Administration Centre renovation.

Staff noted that the 15-year amortization was determined to provide balance between the annual costs to member municipalities and total borrowing costs.

Mr. Lanthier spoke to the comments and feedback received from municipal councils.

There was discussion around the logistics and feasibility of leasing an office space long term. It was noted the annual cost of leasing a comparably sized space over the long-term would cost the GSCA between \$240,000 and \$270,000 per annum in perpetuity, plus inflation. By comparison, the proposed renovations are estimated to cost \$185,000 per annum for 15-years. Additionally, there would be a cost to prepare a leased space for appropriate use and the existing building would still require maintenance investments. It was also noted that moving the staff to a long term leased space may impact the GSCAs ability to provide environmental education programming.

There was discussion around the merits of moving forward with the renovation versus delaying. It was generally agreed that there is never a best time for a large capital project and that the cost of completing the work could increase in the future.

Motion No.:	Moved By:	Sue Carleton
FA-24-110	Seconded By:	Scott Mackey

WHEREAS GSCA Board of Directors received and directed Staff to circulate the 2025 Draft Budget,

AND WHEREAS Staff have circulated the budget and presented the same to municipal partners,

AND WHEREAS Staff have prepared a revised budget that includes the capital costs of the Administration Centre renovation,

THAT the Grey Sauble Conservation Authority Board of Directors receive the revised 2025 Draft Budget,

AND THAT Staff be directed to distribute the revised 2025 Draft Budget and revised Budget Companion to participating municipalities for the minimum 30-day review period.

AND THAT Staff bring a report before the Board of Directors at the January 2025 meeting of the Board for final review and approval of the 2025 Budget.

Carried

ii. Water Management
a. Ice Management Plan

Water Resources Coordinator, John Bittorf provided a presentation on the newly drafted Ice Management Plan as required by Section 686/21, the Mandatory Programs and Services regulation.

Mr. Bittorf outlined the components of the plan. It was noted that staff approached the document to act as a both a resource for the public and as a training manual for new staff

Motion No.: FA-24-111	Moved By: Seconded By:	Tobin Day Alex Maxwell
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THAT the Board of Directors receive Report 045-2024 – Ice Management Plan as Information.

Carried

iii. Environmental Planning

Nothing at this time.

iv. Operations

Nothing at this time.

v. Conservation Lands

a. Conservation Lands Strategy Final

Conservation Lands Technician, Margaret Potter reported back on the Conservation Lands Strategy after being circulated. It was noted that minimal changes were made to the strategy as a result of consultations or feedback.

Motion No.: FA-24-112	Moved By: Seconded By:	Scott Greig Jon Farmer
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WHEREAS Ontario Regulation 686/21 – Mandatory Programs and Services Regulation, requires conservation authorities to prepare a Conservation Area Strategy on or before December 31, 2024,

AND WHEREAS GSCA developed a Draft Strategy and circulated it for consultation and has incorporated the findings into a final report;

THAT the GSCA Board of Directors approve the Conservation Area Strategy.

Carried

b. Old Baldy Parking

CAO, Tim Lanthier spoke to the winter parking situation at the Old Baldy Conservation Area property. It was noted that in 2020 GSCA staff undertook the work to resolve complaints regarding neighbouring landowners parking in the parking lot overnight in the winter.

After three years of invoicing and inconsistent payment of the permit fees, the staff at the Municipality of Grey Highlands reached out to the GSCA Board to request that parking fees be waived.

Mr. Lanthier noted that staff believe an agreement continues to be necessary to protect GSCA from potential liability.

Mr. Lanthier outlined four options for the Board to consider.

A Member asked how staff came to the \$500 fee value. Mr. Lanthier explained that the fee was determined based on GSCA's established administrative fee and in consideration of the value being gained by the landowners.

A Member asked with regard to maintenance of the parking lot in the winter. Mr. Lanthier responded that the municipality plows the parking lot and uses it as a turn around point.

There was discussion around the details of the situation and what direction GSCA should take. There was some agreement that some level of fee should be set.

A Member moved to endorse option 4, continuing the current requirement for a signed agreement and payment of a \$500 annual fee. The Board approved this motion.

Motion No.: FA-24-113	Moved By: Seconded By:	Scott Mackey Kathy Durst
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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 Section 21(1)(n) of the Conservation Authorities Act, GSCA may enter into agreements with individuals,

THAT the Board of Directors direct staff to proceed with Option 4: and to notify the Municipality and local residents of this decision.

Carried

Member Scott Mackey left the meeting at 3:50 pm.

vi. Forestry
a. Wodehouse (190) MA – Hardwood Tender

Forestry Technician, Cam Bennett presented the results of the Wodehouse tender. Three bids were received. Bester Forest products provided the best bid. Staff recommended awarding the tender to Bester Forest products.

Motion No.:
FA-24-114

Moved By: Kathy Durst
Seconded By: Sue Carleton

WHEREAS Grey Sauble Conservation Authority (GSCA) owns and manages over 11,300 hectares (28,000 acres) of land comprised of 207 individual properties organized into 79 groupings;

AND WHEREAS, GSCA manages nearly 5,260 hectares (13,000 acres) of forested area to offset the operating expenses of the Forestry department and GSCA;

THAT the Grey Sauble Conservation Authority Board of Directors award the following forestry tender:

Sawlog and Fuelwood tender (GSC-24-01) for Wodehouse Management Area – Compartment 190 – to Bester Forest Products for their total bid of \$247,077.00, subject to signing the agreement.

Carried

Member Jennifer Shaw left the meeting at 3:56 p.m.

b. Exception to Wood Products Tendering Policy

Forestry Technician, Cam Bennett spoke to staff's request to deviate from the GSCA Wood Products Tendering Policy for the purpose of conducting a harvest at the Little Germany property. It was noted that this property is inaccessible without crossing through private property. Staff had tried and had been unable to connect with the landowner to arrange for access. Staff made inquiries with a local contractor who was able to make contact with the landowner and arrange for access to the Little Germany property. Staff noted that that without the efforts and cooperation of the local contractor, staff would not be able to conduct a harvest on the Little Germany property. Staff recommended deviating from the Tendering Policy and awarding the contract directly to the local contractor.

The Board approved.

Motion No.:
FA-24-115

Moved By: Scott Greig
Seconded By: Jon Farmer

WHEREAS, GSCA maintains a Wood Products Tendering Policy which provides direction to staff about the sale of wood products from GSCA lands;

AND WHEREAS, stand 8 at this Little Germany property (Compartment 90, Property Location – Lots 38, 39, and 40, Concession 14, Municipality of Grey Highlands (former Artemesia Township)) was scheduled for harvest in 2022;

THAT the Board of Directors authorize an exception to the Wood Products Tendering Policy to allow staff to engage in a direct sale of standing timber.

Carried

vii. Communications/Public Relations

Nothing at this time.

viii. Education

Nothing at this time.

ix. GIS/IT

Nothing at this time.

x. DWSP

Nothing at this time.

10. New Business

Nothing at this time.

11. CAO's Report

The CAO, Tim Lanthier, gave an update on recent activities.

Mr. Lanthier noted that he has been providing presentation to all member Municipal Councils regarding the 2025 Draft budget and the proposed building renovations.

The GSCA and Indigenous Relationships committee met to discuss several items, including potential artwork displays in the new lobby of the GSCA Administrative Centre.

GSCA staff and Board Chairs met with the GSCF executive to discuss the Foundation's expressed desire to dissolve the Foundation. Staff have recommended the Foundation hold off on dissolving the Foundation until GSCA can take time to assess its needs, consider other options, conduct targeted recruitment, and/or scale back on events.

Mr. Lanthier, along with other staff, attended the Remembrance Day service at the newly revitalized Eugenia Falls Cenotaph. The revitalization efforts were well received. Mr. Lanthier expressed thanks to Conservation Lands Technician, Margaret Potter for her excellent work on the project.

The SPC met, one of the items discussed was in relation to the delegation made to the committee previously regarding private well contamination.

12. Chair's Report

Chair Robert Uhrig thanked the members for their and expressed his gratitude for the opportunity to serve as Chair.

Chair Uhrig added, "It has been a rewarding experience, made easy by the participation and professionalism of the Members, and the amazing work and support from all the GSCA Staff. As someone who grew up in the area, I have learned so much more about our region and have a greater appreciation for the challenges that this body faces. Thank you in particular to Vice Chair Dubyk for standing in for me on those occasions I was unable to attend, and to CAO Lanthier for his always calm, able and steady leadership. It has been my pleasure to sit in this seat with you all."

13. Other Business

Nothing at this time.

14. Resolution to Move into Closed Session

Motion No.:	Moved By:	Sue Carleton
FA-24-116	Seconded By:	Jon Farmer

THAT the GSCA Board of Directors now move into ‘Closed Session’ to consider:

- i. Minutes of the Closed Session of the Regular Board of Directors meeting held on September 25, 2024; and,**
- ii. CAO Performance Review – closed as it relates to personal matters about an identifiable individual including Authority directors or Authority employees (GSCA Administrative By-Law, Section 4 (xvii)(b)).**

AND FURTHER THAT CAO, Tim Lanthier, and Administrative Assistant, Valerie Coleman will be present,

Carried

15. Resolution Approving the Closed Session Minutes

Motion No.:	Moved By:	Jon Farmer
FA-24-117	Seconded By:	Tobin Day

THAT the Grey Sauble Conservation Authority Board of Directors approve the September 25, 2024, Closed Session minutes as presented in the closed session agenda.

Carried

16. Next Full Authority Meeting

Wednesday January 22, 2025

17. Adjournment

The meeting was adjourned at 4:36 p.m.



Robert Uhrig, Chair



Valerie Coleman
Administrative Assistant

**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES**

Full Authority Board of Directors
Wednesday, December 05, 2024, at 2:00 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 2:00 p.m.

Directors Present In-Person: Chair Robert Uhrig, Tobin Day, Scott Greig, Sue Carleton, Jennifer Shaw, Jon Farmer

Directors Present Virtually: Kathy Durst

Regrets: Alex Maxwell, Vice Chair Nadia Dubyk, Scott Mackey, Tony Bell

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

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:
FA-24-118

Moved By: Jon Farmer
Seconded By: Scott Greig

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of December 5, 2024.

Carried

5. Business Items

a. Portfolio Update

CAO, Tim Lanthier reported back to the Board on the results of discussions with Mike Konopka, GSCA's Portfolio Manager regarding reallocation of GSCA's portfolio funds, as requested by the Board.

Mr. Konopka provided numbers comparing the historic growth of the portfolio to that of 5-year GICs over the same time period. This showed a higher growth percentage has been provided by GSCA's existing portfolio. Mr. Konopka stressed that the portfolio make up is in line with the risk tolerance survey completed by the Board previously.

It was noted that the initial motivation in reallocating \$500,000 was due in part for GSCA's need for those funds in the short term.

Mr. Lanthier provided several options to Members, including, leaving the portfolio as is, retaking the risk tolerance survey, or pulling all assets. It was noted that fixed asset class interest rates may be affected by uncertainty in the new year as well.

A Member asked how much more will be required to fund the renovation. Mr. Lanthier responded that, with the addition of \$500,000 to the existing balance in GSCA's high interest savings account and GSCA's operating account, the GSCA has the funds needed based on estimates.

A Member asked if there was a cost to taking the risk tolerance survey. Alison Armstrong, Manager of Financial and Human Resource Services, responded that there is no cost other than the time of Members and staff.

A Member asked what might be the next large capital investment project that would require funds to be available. Mr. Lanthier responded that he was not sure at the time but that is detailed in GSCA's Asset Management database.

A Member moved to leave the balance of the portfolio as is.

Mr. Lanthier expressed that the management fees are significantly less than what the portfolio has earned.

A Member asked staff to bring forward a report regarding future spending needs. Mr. Lanthier responded that staff will be working on a three-year rolling budget that would tie to the asset management plan, as well as GSCA's 10-year rolling capital asset budgeting.

Motion No.:
FA-24-119

Moved By: Scott Greig
Seconded By: Jon Farmer

**WHEREAS the Board of Directors directed Staff to move \$500,000 from GSCA's Investment Portfolio to GSCA's High-Interest Savings Account,
AND WHEREAS, the Board of Directors directed Staff to investigate moving more funds,
THAT, the Board of Directors approve leaving the balance of the existing funds in the portfolio.**

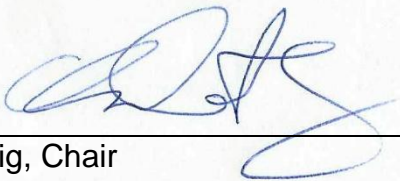
Carried

6. **Next Full Authority Meeting**

Wednesday January 22, 2025

7. **Adjournment**

The meeting was adjourned at 2:23 p.m.



Robert Uhrig, Chair



Valerie Coleman
Administrative Assistant



Joint Meeting Minutes

Collingwood and The Blue Mountains OPP Detachment Boards

December 13, 2024, 9:00 a.m.

FreeSchools World Literacy Community Room and by Videoconference
Collingwood Public Library, First Floor, 55 Ste. Marie Street, Collingwood

Members Present: Claire Tucker-Reid, Chair
Councillor Kathy Jeffery
Mayor Yvonne Hamlin
Member Michael Edwards
Member Anthony Griffiths
Jim Oliver, Town of The Blue Mountains
Lynn Church, Town of The Blue Mountains
Andrea Matrosovs, Mayor, Town of The Blue Mountains

Members Absent: Donna Wilson, Town of The Blue Mountains
Gail Ardiel, Town of The Blue Mountains

Staff Present: Loris Licharson, OPP Detachment Commander
Sonya Skinner, CAO
Becky Dahl, Legislative Services/Deputy Clerk
Jenny Haines, Administrative Coordinator

Others: Kyra Dunlop, Deputy Clerk, Town of The Blue Mountains
Carrie Fairley, Legislative Coordinator Town of The Blue Mountains
Wes Staddon, OPP Sargent
Kevin Cornell, OPP Sargent

1. Call to Order

Collingwood Board Chair Claire Tucker-Reid called the meeting to order at 9:00 am. The Town of the Blue Mountains Board Chair Jim Oliver provided recognition and acknowledgement of the traditional territory of the Indigenous peoples.

2. Adoption of Agenda

Moved by: Councillor Kathy Jeffery
Seconded by: Member Anthony Griffiths

THAT the content of the agenda for the Joint Collingwood and The Blue Mountains OPP Detachment Board Meeting for December 13, 2024 be adopted as presented.

CARRIED

3. Declarations of Pecuniary Interest

None.

4. Deputations

4.1 Police Inspectorate, Duane Sprague

Police Services Advisor Duane Sprague provided the Board with an overview of the *Community Safety and Policing Act, 2019* (CSPA) confirming that the Act replaces the former *Police Services Act* which has been unchanged since 1990. Police Services Advisor Sprague provided an overview of the role of the Inspectorate of Policing (IoP) and reviewed the core activities of the IoP under the CSPA, noted that the IoP is comprised of two branches being the Investigations, Inspections and Liaison Branch (IILB) and the Centre for Data Intelligence and Innovation (CDII). Police Services Advisor Sprague noted that the IILB is comprised of 4 units, which are responsible for executing the IoP's compliance and enforcement operations, and for providing enhanced monitoring, advisory and liaison services to support legislated entities in meeting their statutory obligations.

Police Services Advisor Sprague noted that he works out of the Police Services Liaison Unit (PSLU), confirming that advisors provide an array of services and functions to our policing stakeholders such as monitoring local issues, sharing reliable information, assisting in navigating local issues and building and strengthening relationships. Inspectorate Sprague provided the Board with the policing landscape in Ontario and various advisors assigned to each zone, confirming that Hank Zehr will be taking over Zone 5 and part of Zone 3 upon his retirement.

Police Services Advisor Sprague provided a high-level review on the O.P.P Detachment Boards confirming its purpose and responsibility under the CSPA, confirming an O.P.P Detachment Board is not the same as a Police Services Board, as an O.P.P Detachment Board advises the O.P.P. on community safety priorities and helps to identify local concerns that should be addressed. Police Services Advisor Sprague reviewed the role of the Inspector General (IG) confirming that they are required to monitor and conduct inspections and monitor and conduct inspections of members of O.P.P. detachment boards members, and provided the Board with an outline of relevant sections to review within the CSPA and recommended Board members review the Code of Conduct.

Mayor Matrosovs left the meeting at this time. Deputy Clerk Dahl confirmed that the Town of The Blue Mountains Detachment Board no longer has quorum.

Police Services Advisor Sprague addressed questions of the Boards regarding the role of the inspectorate in relation to the Board and the O.P.P detachment and the possibility of inspections; capacity of the Board operationally to establish local policy when the Board works autonomous from Council; confirmation on what exactly is considered local policy; the Boards ability to govern; and who governs the institute of the IoP; audits of the Detachment Board and if the Board will be provided with an audit tool to ensure that the Board is meeting the requirements of the CPSA; whether there is a standard approach to establishing priorities and objectives and if so, will that come from the O.P.P; and confirmation on where the role of the Board starts and stops.

CAO Sonya Skinner noted that Section 68 of the CSPA provides guidance on the governance role of the OPP Detachment Board. Collingwood Chair Claire Tucker-Reid noted that the Board would appreciate a standard approach to the Boards evaluation and thanked Police Services Advisor Sprague for his presentation.

Police Services Advisor Sprague left the meeting.

5. Other Business

5.1 Preventing Targeted Violence in Schools, Detachment Commander Licharson

Detachment Commander Licharson introduced Sargent Wes Staddon to the Board.

Detachment Commander Licharson presented the Board with a presentation entitled "Preventing Targeted Violence in Schools" and noted the objectives of the presentation are to raise awareness, ensure preparedness, review the police response and prevention. Detachment Commander Licharson briefed the Board on what is considered an active threat and the importance of improving preparedness.

Detachment Commander Licharson provided a high-level review of the Ontario Association of Chiefs of Police (OACP) Lockdown Procedure, being a provincial model and protocol for local Police and School Boards. Detachment Commander Licharson noted the importance of using consistent terminology and explained to the Board the role that the Collingwood and Blue Mountains Detachment have when an active incident occurs.

Detachment Commander Licharson reviewed the Safe Schools Initiative noting the importance of schools creating an environment where kids can talk, the importance of educating school staff on what to listen for and

having an understanding of multi-disciplinary threat risk assessment models. Detachment Commander Licharson confirmed that a unified approach, clear communication and immediate coordination are integral.

Detachment Commander Licharson answered questions from the Board regarding if consideration has been made to present the presentation to the School Board directly; if the OPP Detachment Board should participate in emergency response training; what role does the OPP Detachment Board have during emergency situations; and what tactics do the OPP use when they respond to situations that are not at a school.

Moved by: Councillor Kathy Jeffery
Seconded by: Mayor Yvonne Hamlin

THAT the OPP Detachment Boards defer the following agenda items to the next meeting:

- 5.2 School Resource Officers Programs in Ontario Update
- 5.3 Review of the Updated School Board / Police Protocol

CARRIED

5.2 School Resource Officers Programs in Ontario Update, Detachment Commander Licharson

Item deferred to next meeting.

5.3 Review of the Updated School Board / Police Protocol, Detachment Commander Licharson

Item deferred to next meeting.

5.4 *Addition: Bicycles and E-Bikes on Sidewalks

Board members discussed concerns raised by residents regarding bicycles, e-bikes and motorized scooters being used on sidewalks. Board members discussed the Detachment Boards role in addressing this concern.

6. Correspondence

Moved by: Councillor Kathy Jeffery
Seconded by: Member Michael Edwards

THAT the Collingwood and The Blue Mountains OPP Detachment Boards receive the Correspondence List as provided.

CARRIED

6.1 2023 Annual Report of the Inspectorate General of Policing

7. Next Meeting

Deputy Clerk Dahl confirmed that a poll will go out to Board members to determine the next joint meeting date with the Collingwood and Town of the Blue Mountains OPP Detachment Boards.

8. Adjournment

Moved by: Councillor Jeffery

THAT the meeting of the Collingwood and The Blue Mountains OPP Detachment Boards be hereby adjourned at 11:22 a.m. **CARRIED.**

Chair



Minutes

Thornbury Business Improvement Area

Meeting Date: Monday, January 6, 2025
Meeting Time: 8:00 a.m.
Location: Town Hall, Council Chambers
Prepared by: Niki Hilton, General Manager

A. Call to Order

A.1 Traditional Territory Acknowledgement

We would like to begin our meeting by recognizing the First Nations, Metis, and Inuit Peoples of Canada as traditional stewards of the land. The municipality is located within the boundary of Treaty 18 region of 1818 which is the traditional land of the Anishnaabek, Haudenosaunee, and Wendat-Wyandot-Wyandotte peoples.

A.2 Board of Directors Attendance

Chair Smith advised that BIA Board Member, Marco Santaguida is out of town and will be joining the meeting virtually.

Moved: Joe Halos

Seconded: Renee Desrochers

THAT the Thornbury Business Improvement Area Board waives the provisions of the Thornbury Business Improvement Area Procedural By-Law 2013-1 Section 7 that prohibits electronic participation for Thornbury Business Improvement Area meetings unless the municipality is in a Declared State of Emergency to allow BIA Manager Niki Hilton to attend the meeting virtually solely for the December 4, 2024, Board meeting

Yay (4): Renee Desrochers, Joe Halos, Marco Santaguida, and Chair Smith

Absent (3): Councillor Shawn McKinlay, Kelly Gale, and Lesley Fisher

The motion is Carried (4 to 0, 3 absent)

Chair Smith called the meeting to order at 8:06 a.m. In attendance were Renee Desrochers, Marco Santaguida, Joe Halos and Chair Smith. Regrets were received by Councillor McKinlay, Kelly Gale, and Lesley Fisher.

Town staff present were Ryan Gibbons, Director Community Services, Tim Hendry, Director of Strategic Initiatives, Allan Gibbons, Communications and Economic Development Coordinator.

A.3 Approval of Agenda

Moved: Renee Desrochers

Seconded: Joe Halos

THAT the Agenda of Monday, January 6, 2025, be approved as circulated, including any items added to the Agenda.

Yay (4): Renee Desrochers, Marco Santaguida, Joe Halos, and Chair Smith.

Absent (3): Councillor Shawn McKinlay, Kelly Gale, and Lesley Fisher.

The motion is Carried (4 to 0, 3 absent)

A.4 Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* Business Improvement Area Directors must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

A.5 Previous Minutes (Wednesday, December 4, 2024)

Moved: Marco Santaguida

Seconded: Renee Desrochers

THAT the Minutes of Wednesday, December 4, 2024 be approved as circulated, including any revisions to be made.

Yay (4): Renee Desrochers, Marco Santaguida, Joe Halos, and Chair Smith

Absent (2): Councillor Shawn McKinlay, Kelly Gale, and Lesley Fisher

The motion is Carried (4 to 0, 3 absent)

B. Deputations and Public Comment Period

B.1 Deputations, if any

None

B.2 Public Comment Period (each speaker is allotted three minutes)

None

C. Matters for Discussion

C.1 Sub-Committee Updates

1. Budget & Administration Sub-Committee: Doug, Renee

Chair Smith noted he met with former Chair Beveridge to review the budget procedure. We are waiting to receive the 2024 actuals, which Niki requested in December. The goal is to work on a budget to submit in April or May for approval.

2. Marketing Sub-Committee: Kelly, Shawn, Andrea

Niki noted that she and Andrea, owner of Soma Leaf, are meeting tomorrow to review the website as it's been on the agenda for some time. They will discuss what's achievable in 2025 and Niki is looking for a recommendation from Andrea about what's possible for us to build and what we need to consult Halton Creative about.

Niki is working on a short member survey to be included in the next member newsletter and a sponsorship document outlining 2025 opportunities including Winter Lights, volunteer thank you gift cards, and BIA spring/fall meet & greet to be released in March.

3. Beautification Sub-Committee: Lesley, Renee

Renee noted she would like to have a Beautification Sub-Committee meeting soon.

Niki updated that the Winter Lighting clean-up is already scheduled for March. The lights may stay up for March Break. She walked the light installations the previous night and noted the lights on the Highway 26 bridge were not on and the lights in the Hester St Parkette were not on. Niki has inquired with Terry and Nathan at the Town to see if it's something they can reset or if Lighthouse Group needs to be contacted. Director Ryan added there was a broken end on one of the strings of lights and it was repaired and that the GFI's are sensitive.

Renee enjoyed the Experience Thornbury video about the Winter Lights shared on Instagram. Niki is following up with the Winter Lights sponsors to share the dedicated Instagram posts before March.

Niki noted former Chair Beveridge offered to relay the information about banners as this has not yet been transferred to her.

4. Events & Cultural Tourism Sub-Committee: Renee, Kelly, Shawn

Renee noted she was happy with the outcome of Olde Fashioned Christmas. Her main concern was the placement of the fire truck and feedback from Smitty's about being placed at Bruce St S and Louisa. Niki updated that the original plan was to have the fire truck placed at Bruce St N and King St W and she learned from the Fire Chief, Steve, that he did not feel the new plan was communicated to him. Chair Smith suggested scheduling an in-person meeting with the fire team for Olde Fashioned Christmas 2025.

Renee asked if the snow globe was set up. Niki responded it was not. Despite Locations North's best efforts and our assistance, there wasn't anyone who could help transport and set up the globe. This is on the radar for 2025.

The topic of volunteers was brought to the table. Chair Smith mentioned his team also assisted with looking for volunteers a week before the event.

Niki recapped Olde Fashioned Christmas and thanked the Town for their participation and support. Allan commented on the Block Party. He thought the only hiccup was the time the exterior lights turned on at Town Hall. He also recommended having additional staff scheduled for the event.

Niki noted everything went well on the ground and attendees enjoyed the event. She mentioned the 300 candy canes ran out. Issues included:

- Fire truck placement as previously noted
- Volunteers – outreach began 6 weeks ahead of Olde Fashioned Christmas and was unsuccessful. In the end, Joe volunteered and Niki’s friends and family volunteered. Director Ryan noted the Town hosts a volunteer fair in April and he is happy to connect more with Niki and Chair Smith about the opportunity.
- Power issues in the Hester St Parkette and Bruce St S starting at 2 p.m. when a musician was hired to perform, during set up and extending until approximately 5 p.m.

Kelly, though absent, asked to put forward information about the Arts & Crafts Walk. She received an email saying that it is discontinued for 2025. She is wondering if the event could be revived with BIA, Town, and Clarksburg Village Association involvement. Chair Smith noted it is a good idea worth exploring. Director Ryan suggested connecting with the library staff involved. He would be happy to host a meeting at Town Hall. Niki noted she will reach out to the library staff.

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

With Councillor McKinley’s absence, the Town was provided with time to give an update. Tim shared the following:

- 2025 Town Budget discussions begin tomorrow, which is of interest to local ratepayers and the BIA
- The Gateway and Wayfinding meeting is happening this week online on Wednesday, January 8 at 5 p.m. as detailed by Allan
- The implementation of the Municipal Accommodation Tax came into effect today
- The Town’s Tourism Strategy is underway with stakeholder sessions coming up this month. They are mid-way through the project

E.2 Items Identified for Discussion at the Next Meeting

1. Arts & Crafts Walk
2. Signage

F. Notice of Meeting Dates

February 5, 2025 – BIA Board Meeting
Town Hall, Council Chambers (in-person)

G. Adjournment

Moved: Marco Santaguida

Seconded: Renee Desrochers

THAT this meeting does now adjourn at 8:55 a.m. to meet again on February 5, 2025, at 8:00 a.m. at Council Chambers, Town Hall or at the call of the Chair.

Yay (4):, Renee Desrochers, Marco Santaguida, Joe Halos, Chair Smith

Absent (3): Councillor Shawn McKinlay, Kelly Gale, Lesley Fisher

The motion is Carried (4 to 0, 3 absent)