

GREY SAUBLE CONSERVATION AUTHORITY
MINUTES
Annual General Meeting & Full Authority Board of Directors
Wednesday, February 25, 2026, 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 Scott Greig called the meeting to order at 1:16 p.m., welcomed all those present in person and virtually and provided a land acknowledgment.

Directors Present In-Person: Chair Scott Greig, Vice Chair Jennifer Shaw, Robert Uhrig, Nadia Dubyk, Tony Bell, Tobin Day, Jon Farmer (joined at 1:27pm)

Directors Present Virtually:

Regrets: Kathy Durst, Scott Mackey, Rick Winters, Alex Maxwell

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Information Services, Gloria Dangerfield; Manager of Financial and Human Resource Services, Alison Armstrong; Manager of Environmental Planning, MacLean Plewes; Forestry Coordinator, Mike Fry

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.

Vice Chair Shaw declared an item of pecuniary interest in the receipts and expenses item under the Consent Agenda.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.: FA-26-019	Moved By: Seconded By:	Robert Uhrig Tobin Day
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THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of February 25, 2026.

Carried

5. Approval of Minutes

Motion No.: FA-26-020	Moved By: Seconded By:	Nadia Dubyk Tony Bell
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THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of January 28, 2026.

Carried

6. Business Out of Minutes

i. WSIB and First Aid and CPR Training

CAO Tim Lanthier reported back with respect to a question raised by Member Day regarding workplace first aid training and if wilderness first aid would meet the criteria required by regulation 1101. Staff made inquiries with WSIB and were informed that wilderness first aid does not meet the threshold for workplace first aid requirements.

7. Consent Agenda

Motion No.: FA-26-021	Moved By: Seconded By:	Tobin Day Nadia Dubyk
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THAT in consideration of the Consent Agenda Items listed on the February 25, 2026, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits – January 2026; (ii) Administration Q4 Portfolio Summary; (iii) Correspondence – a. South Nation Conservation – Letter & Resolution, b. Blue Ridge Sportsman’s Club; (iv) Recent Media Articles.

Carried

Item (ii) Administration – Receipts & Expenses – January 2026 was pulled to be voted on separately, as a conflict was declared by Vice Chair Shaw.

Motion No.: FA-26-022	Moved By: Seconded By:	Robert Uhrig Tobin Day
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THAT in consideration of the Consent Agenda Items listed on the February 25, 2026, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Administration – Receipts & Expenses – January 2026

Carried

8. Board Orientation – Frazil Ice

Manager of Engineering Services, Ian Eriksen provided an orientation to Board on Frazil ice formation, its risks, GSCA monitoring, remediation, and communication channels with member municipalities.

Member Jon Farmer arrived at 1:27 pm.

Member Bell asked with regard to the monitoring equipment and how the information is received by GSCA staff. Mr. Eriksen explained the monitoring equipment and how the monitoring equipment communicates with staff. The information is emailed to staff for

Member Uhrig asked how the communication works after normal working hours, is there an alert system or is someone watching the alerts. Mr. Eriksen responded that staff are monitoring the communications during periods of risk for flooding. It was noted that municipal staff are also monitoring water levels in real time.

Member Dubyk asked if there are other problems areas in the watershed that are typically at risk for Frazil ice. Mr. Eriksen responded that there are a couple of other areas that are monitored; however, they are monitored for sheet ice rather than frazil ice.

Member Day asked what other best practice are being conducted by other municipalities that are not being done in Clarksburg already. Mr. Eriksen responded that the situation in Clarksburg is fairly common and reports have been conducted. It was noted that in Durham the municipality has created an area that allows for multiple excavators to line up to remove the frazil ice.

Member Uhrig asked if there is liability on GSCA if (in the worst-case scenario) if GSCA's sensors went down and the flood event was missed. Mr. Eriksen responded that GSCA staff have established strong lines of communication with member Municipalities to ensure the ability to respond and adapt quickly.

Chair Greig asked with regard to impact of wind chill versus air temperature and what river levels looked like going into January. Mr. Eriksen noted that wind chill is a warning sign for potential and a marker that is monitored. Mr. Eriksen responded that river levels stayed consistent across the episode.

9. Business Items

i. Administration

a. 2026 Workplan Draft

CAO Tim Lanthier spoke to the drafted 2026 workplan. Mr. Lanthier noted that all of the workplan items have been linked to one or more strategic goals.

Additionally, Mr. Lanthier noted that there are a significantly larger number of items in the 2026 workplan than 2025 and noted that this is a better reflection of the volume of work that staff conduct on a yearly basis.

Member Farmer was pleased to see the West Rocks Management Area rock climbing management plan work is expected to be conducted in 2026 and what, if any, information he can pass along if asked. Mr. Lanthier responded that more information will be coming and can be accessed through the website and if specifically interested individuals can reach out to GSCA staff.

Member Dubyk asked if the move back to the newly renovated center will impact the workplan. Mr. Lanthier responded that he does not anticipate any significant disruption and steps have been put in place to ensure a smooth transition back.

Motion No.: FA-26-023	Moved By: Seconded By:	Jon Farmer Tony Bell
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WHEREAS the Board of Directors has approved the 2025-2035 Strategic Plan for the operations of the Authority;

AND WHEREAS The Chief Administrative Officer of the Authority is responsible for developing short and long-term goals of the Authority to support the Strategic Plan;

THAT the Grey Sauble Conservation Authority Board of Directors accept and approve the 2026 Strategic Workplan as presented.

Carried

b. 2025 Q4 Budget Update

Manager of Financial and Human Resource Services, Alison Armstrong reviewed the Q4 Budget update and highlighted some specific items and changes.

It was noted that the Water Management department received WECl funding that had not been previously budgeted for, bringing the department out of deficit. Additionally, GSCA received two WSIB rebates.

Vice Chair Shaw asked with regard to salaries and wages and how they are allocated to various departments. Ms. Armstrong responded that that some departments have staff that are 100% dedicated to a single department and some positions are spread across one or more departments.

Motion No.: FA-26-024	Moved By: Seconded By:	Tony Bell Robert Uhrig
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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 007-2026 – 2025 Q4 Budget Report Back as information.

Carried

c. Reserves Continuity Update

Manager of Financial and Human Resource Services, Alison Armstrong reviewed the reserve continuity actual versus budget, and the recommended transfer allocations to reserve funds.

Member Dubyk asked with regard to parking revenue and what has driven the significant increase

Member Dubyk asked a follow up question with regard to the Education Program. Staff noted that the department has had great success in grant applications and sponsorships resulting in funds not being required to be withdrawn from reserves.

Motion No.:
FA-26-025

Moved By: Jon Farmer
Seconded By: Nadia Dubyk

THAT the GSCA Board of Directors receive the 2026 Reserve Continuity status update and approve the reserve transfers as presented.

Carried

d. Volunteer Policy

Forestry Coordinator, Mike Fry, spoke to the updated and expanded volunteer policy.

Member Farmer asked with regard to volunteer groups, such as Friends of Hibou, and if staff anticipate any resistance. Mr. Fry noted that the document does not represent a huge change in how these groups operate but rather formalizes their volunteer position and work.

Member Farmer asked with regard to the dress code and the use of the term “good”. Member Farmer asked if this language is too subjective and open to interpretation. Mr. Fry responded that the intent is a base level of expectation. Mr. Lanthier added that the language was left high level to allow for flexibility and situational interpretation. Member Farmer accepted that explanation.

Member Uhrig asked with regard to staff volunteerism and who determines what is volunteer and what is work time. Mr. Fry responded that the policy has been kept high level.

Member Dubyk asked if there is a process to gain volunteer feedback and measure volunteer experience satisfaction. Mr. Fry noted that there was volunteer feedback sought by circulating the policy to the group leads to generate comment from their members.

Motion No.:
FA-26-026

Moved By: Nadia Dubyk
Seconded By: Jon Famer

WHEREAS, many individuals volunteer with GSCA completing various tasks;

AND WHEREAS, GSCA recognizes and appreciates the contributions of volunteers to improving GSCA properties, its watersheds, and the visitor experience;

AND WHEREAS, GSCA recognizes the need to clearly define the various roles and responsibilities of volunteers with GSCA;

THAT, the GSCA Board of Directors approve the GSCA Volunteer Policy as presented.

THAT the Grey Sauble Conservation Authority Board of Directors directs staff to amend the current practice for recording meeting minutes to include the name of the Board member alongside any comments they make during meetings, effective immediately.

Carried

ii. Education

a. Day Camp Fees

Manager of Information Services, Gloria Dangerfield spoke to the need to increase day camp fees for 2026. It was noted that costs to run the program have risen and the fee increase will help to offset the shortfall. Ms. Dangerfield stressed that staff work very hard to control costs while still providing quality programming. In addition, staff have decided to increase daily maximum participants to 22 from 20.

Member Bell asked if the proposed increase is enough or if it should be more. Additionally, how has staff researched comparators. Ms. Dangerfield noted that some costs, such as bussing, have remained relatively consistent this year compared to 2025, so the proposed increase seemed appropriate. It was noted that staff are determined to keep the costs accessible to families.

Member Day asked how the increase in staffing has been balanced by the increased need to manage those participants with specialized needs. Ms. Dangerfield noted that the addition of the full-time education provider and LITs has relieved some of the pressures staff have experienced previously. It was noted that those participants who require a one-on-one are required to provide their own.

Member Dubyk asked with regard to subsidized camper spots for families in need. Ms. Dangerfield responded that this has been discussed previously, staff felt it would be difficult to appropriately choose who would receive a subsidy and instead relied on the school boards and had reached out to the United Way.

Member Uhrig noted a program through the Municipality of Meaford for staff to explore.

Member Farmer suggested having a place on GSCA's website to include camper sponsorship, though noted the extra responsibility on staff to decide who would be the recipients of any such sponsorship. Ms. Dangerfield noted that GSCA staff relied on the school boards previously to provide recommendations.

Motion No.:
FA-26-027

Moved By: Jon Farmer
Seconded By: Tobin Day

Whereas the last change to summer day camp fees occurred 3 years ago and a modest increase in fees will help offset operational costs, including wages and steadily increasing bussing expenses.

Further whereas, the proposed price of \$300 per week is well within the range of fees for similar, specialized camps in the region while remaining an affordable option for parents.

THAT the Board of Directors approve an increase to the weekly summer day camp fee from \$285 to \$300 (equivalent to \$60 per day, up from \$57), effective for the upcoming 2026 summer camp season.

Carried

iii. Environmental Planning

a. Permitting & Planning Fee Schedule

Manager of Environmental Planning, MacLean Plewes spoke with regard to an increase in the permitting and planning fee schedule. It was noted that there had been a fee freeze imposed by the province since January 2023, and this expired on December 31, 2025. It was stressed that the proposed increase was limited to the cost-of-living increase for 2025 and 2026 only. Additionally, staff have added fee categories for more routine, low staff time items.

Member Day passed along congratulations on moving quickly on this item.

Member Farmer asked if the increase was high enough considering the length of time without any increases and what the approach was by staff to determine the increase. Mr. Plewes responded that it was determined that expanding the increase further would not sit well with the public and this was seen as a measured and acceptable response.

Motion No.:
FA-26-028

Moved By: Tony Bell
Seconded By: Robert Uhrig

THAT the GSCA Board of Directors approve the proposed 3.7% adjustment for inflation and administrative updates to the 2026 Planning and Permit fee schedules, beginning March 1st, 2026;

THAT the Board of Directors approve an increase to the weekly summer day camp fee from \$285 to \$300 (equivalent to \$60 per day, up from \$57), effective for the upcoming 2026 summer camp season.

Carried

10. New Business

Nothing at this time.

11. CAO's Report

The CAO, Tim Lanthier reported on a couple of items.

Mr. Lanthier reported on one staffing change. The Manager of Conservation Lands has started parental leave for the remainder of 2026. Staff are currently interviewing and will be onboarding a Conservation Lands Technician to back fill.

Mr. Lanthier reported that renovation work on the administrative centre is progressing well and that the Board's Ad Hoc Building Committee took a tour the week previous. Staff are planning a tour for the Board in April. Staff are expected to move back at the end of May.

No new formal news on the changes to the CAA at this time. Expect to see more information when legislature resumes session. It was noted that it has been reported that over 4000 comments were submitted to the ERO posting, this is a substantial increase to the average.

12. Chair's Report

Chair Greig reported that the building is looking great and maintains the uniqueness of the original design.

13. Other Business

Nothing at this time.

14. Resolution to Move into Closed Session

Motion No.: FA-26-029	Moved By: Seconded By:	Jon Farmer Robert Uhrig
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THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 2:57 pm to discuss matters related to the following:

- i. Minutes of the Closed Session of the Regular Board of Directors Meeting held on January 28, 2026; and,**
- ii. CAO Performance Plan – 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. Declaration that the Board of Directors Has Resumed Open Session

16. Resolution Approving the Closed Session Minutes of January 28, 2026

Motion No.: FA-26-030	Moved By: Seconded By:	Jon Farmer Robert Uhrig
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THAT the Grey Sauble Conservation Authority Board of Directors approve the January 28, 2026, Closed Session minutes as presented in the closed session agenda.

Carried

17. Reporting out of Closed Session

Members discussed the closed session minutes of January 28, 2026, and gave direction to staff on items that were identified and nothing else.

18. Next Full Authority Meeting

Wednesday March 25, 2026

19. Adjournment

The meeting was adjourned at 3:37 p.m.

Scott Greig, Chair

Valerie Coleman
Administrative Assistant