

# Board of Directors' Meeting

Board of Directors' Meeting No. BOD-07-21

Friday, June 25, 2021

Held virtually via Zoom

## Meeting Minutes

### LSRCA Board Members Present

Regional Chairman W. Emmerson (Chair), Councillor P. Ferragine (Vice Chair), Councillor K. Aylwin, Mayor D. Barton, Mayor B. Drew, Councillor A. Eek, Councillor K. Ferdinands, Councillor W. Gaertner, Deputy Mayor J. Gough, Councillor R. Greenlaw, Mayor V. Hackson, Councillor S. Harrison-McIntyre, Councillor C. Pettingill, Mayor M. Quirk, Councillor C. Riepma, Regional Councillor T. Vegh, Councillor E. Yeo

### LSRCA Board Members Absent

Councillor A. Waters

### LSRCA Staff Present

R. Baldwin, T. Barnett, M. Bessey, A Brown, C. Byron, K. Christensen, M. Critch, J. Doyley, C. Hawson, S. Jagminas, B. Kemp, N. Knight, B. Longstaff, G. MacMillan, S. McKinnon, K. Nesbitt, G. Peat, M. Rosato, C. Sharp, C. Taylor, K. Toffan, K. Yemm, K. Zeppieri

### Guests in Attendance

C. Malcolmson, Rescue Lake Simcoe Coalition

## I. Land Acknowledgement

## II. Declarations of Pecuniary Interest or Conflict of Interest

None noted for the meeting.

## III. Approval of Agenda

Moved by: A. Eek

Seconded by: D. Barton

BOD-092-21 **Resolved That** the content of the Agenda for the June 25, 2021 meeting of the Board of Directors be approved as amended to remove Closed Session Item XIIb), Confidential Staff No. 36-21-BOD; and to add Agenda Item No. 5, Staff Report No. 36-21-BOD. **Carried**

## IV. Adoption of Minutes

### a) Board of Directors' Meeting

Moved by: W. Gaertner

Seconded by: C. Riepma

BOD-093-21 **Resolved That** the minutes of the Board of Directors' Meeting, No. BOD-06-21, held on Friday, May 28, 2021 be approved as circulated. **Carried**

## V. Announcements

- a) Chair Emmerson welcomed new Board member, Deputy Mayor Joe Gough, who has been appointed to represent the Township of Ramara. Board members and Executive Leadership Team members introduced themselves and welcomed Deputy Mayor Gough to the Board.
- b) CAO Rob Baldwin advised that with the recent Provincial cabinet shuffle, there are two new ministers within the conservation authorities' portfolio: namely, Minister of the Environment, Conservation and Parks David Piccini, and Minister of Northern Development, Mines, Natural Resources and Forestry Greg Rickford. He also advised that changes to the Provincial conservation authorities working group are not anticipated.
- c) General Manager, Integrated Watershed Management, Ben Longstaff, advised that due to the very dry spring, we entered into a Level 1 low water response condition in June. As a result, a Low Water Response Team has been formed with representation from all watershed municipalities, Provincial agencies, Trent Severn Waterways, and First Nations. The first meeting takes place virtually on July 7<sup>th</sup> to ensure a coordinated response as required.
- d) Lake Simcoe Conservation Foundation Executive Director, Cheryl Taylor, provided an update on upcoming events; namely, the 32<sup>nd</sup> Annual Conservation Dinner taking place on September 22<sup>nd</sup>; the Dalton Hicks 3<sup>rd</sup> Annual Golf Tournament on August 25<sup>th</sup>, and the Chairman's Golf Tournament on August 19<sup>th</sup>. More information on these events can be found through this link: <https://www.lakesimcoefoundation.ca/events>

Chair Emmerson moved the deputation forward at this time.

## VIII. Deputations

Ms. Claire Malcolmson shared concerns with the proposed Bradford Bypass on behalf of the Rescue Lake Simcoe Coalition and Eco Justice. She noted these groups feel the environmental assessment is outdated and the need exists for a complete review and update to the

environmental assessment, as well as an examination of alternatives before any construction begins. They feel there are many information gaps that need to be explored before this project should proceed.

CAO Baldwin explained that Provincial highways are exempt from the conservation authorities' regulations, and the Authority has committed to a voluntary project review should we be asked to provide it. The Authority will provide input on the science if and as requested.

At the request of Board members, a staff report will be prepared for the September 2021 meeting based on the information that the Authority has available at that time.

More information on the Bradford bypass can be found through this link:

<https://www.bradfordbypass.ca/>

Moved by: K. Aylwin

Seconded by: W. Gaertner

BOD-094-21 **Resolved That** the deputation by Claire Malcolmson regarding the Bradford Bypass be received for information; and

**Further That** a staff report be brought back to the September 2021 Board of Directors' meeting for the Board's consideration. **Carried**

## VI. Presentations

### a) 2022-2024 Strategic Plan Project

Communications Specialist, Melissa Rosato, and Project Lead on the Authority's 2022-2024 Strategic Plan provided an update on its progress, noting that typically the Authority's strategic plan is outsourced to a consultant and work begins prior to the expiry of the existing plan. With the many obstacles and financial constraints faced in 2020, the decision was made for this work to be completed in-house by our communications department. She noted that steps completed at this point include background research and program planning completed September 2020; situation analysis, which is a summary of our strengths, challenges, and opportunities, derived from all staff input, completed March 2021; and vision, mission values statements completed May 2021. Currently in progress are the goals, strategic objectives and success indicators, with a list of high-level goals and strategic objectives that are well aligned being the expected outcome. Still to be actioned is the validation and prioritization of strategic objectives (September 2021), as well as the launch and implementation planning anticipated for fall of 2021.

Ms. Rosato outlined the process of staff engagement by way of department stars who help guide their colleagues through the process and staff consultation to ensure all staff

participation. She invited Board members to participate by way of a Board workshop to be held in late August, with a survey option available for those who are unable to attend.

It is expected the Strategic Plan will be finalized in 2021 and launched for implementation in 2022. This timing fits nicely with the new leadership focus of the Authority's CAO, Rob Baldwin, as well as the timing around the changes to the *Conservation Authorities Act* and subsequent regulation.

To view this presentation, please click this link: [2022-2024 Strategic Plan Update](#)

For more information on the Authority's Strategic Plan process, please contact Melissa Rosato at 905-895-1281, ext. 120 or [m.rosato@lsrca.on.ca](mailto:m.rosato@lsrca.on.ca).

Moved by: K. Ferdinands

Seconded by: J. Gough

BOD-095-21 **Resolved That** the presentation by Communications Specialist, Melissa Rosato, regarding an update on the progress of the Authority's 2022-2024 Strategic Plan Project be received for information. **Carried**

Staff Report No. 29-21-BOD regarding the progress of the Authority's 2022-2024 Strategic Plan Project was included in the agenda.

Moved by: K. Ferdinands

Seconded by: J. Gough

BOD-096-21 **Resolved That** Staff Report No. 29-21-BOD regarding the project status for the ongoing development of the Lake Simcoe Region Conservation Authority's 2022-2024 Strategic Plan be received for information. **Carried**

#### **b) 2021 Afforestation Program Update**

Manager, Forestry and Greenspace Services, Philip Davies, provided an update on the Authority's 2021 spring planting program and ongoing initiatives to increase forest and canopy cover across the watershed, noting that Forestry staff deliver tree and shrub planting services to watershed landowners through the annual spring and fall programs. With the cancellation of the 2020 spring planting program, fulltime employees utilizing new safety protocols were able to plant 1,800 trees on six sites through the annual fall program. The average for the annual fall program is 2,600 trees, which is less than the annual spring program average of 42,000 trees.

During the 2021 spring planting season, Forestry staff worked with 25 landowners to plant over 49,500 trees across the watershed despite pandemic related challenges and restrictions. These planting projects were completed with the support of our municipal program partners including York Region's Grow Your Legacy Planting Program and Simcoe County's Simcoe Trees Program,

as well as funding partners including the Lake Simcoe Conservation Foundation and Forests Ontario's 50 Million Trees Program. The annual Do-It-Yourself Planting Program, which sells seedlings directly to landowners for planting on their properties, was very successful in large part due to build-up of demand following the 2020 cancellation, and accordingly 103 landowners collected over 13,600 trees at the pick-up event, our largest distribution to date. Restoration staff also completed 13 projects including planting over 6,500 trees, shrubs and herbaceous plants.

He went on to note that Forestry staff continually seek opportunities with landowners, municipal partners, as well as neighbouring conservation authorities, to increase forest and canopy cover in the watershed to support natural heritage cover restoration and expansion objectives.

To view this presentation, please click this link: [Afforestation Program Update](#)

For more information on the Authority's Afforestation program, please contact Philip Davies at 905-895-1281, ext. 321 or [p.davies@lsrca.on.ca](mailto:p.davies@lsrca.on.ca).

Moved by: S. Harrison-McIntyre

Seconded by: A. Eek

BOD-097-21 **Resolved That** the presentation by Manager, Forestry and Greenspace Services, Philip Davies, regarding an update on the Authority's Afforestation program be received for information. **Carried**

Staff Report No. 30-21-BOD regarding the progress of the Authority's Afforestation program was included in the agenda.

Moved by: S. Harrison-McIntyre

Seconded by: A. Eek

BOD-098-21 **Resolved That** Staff Report No. 30-21-BOD regarding BOD regarding an update on the Authority's Afforestation program be received for information. **Carried**

### c) 2022 Budget Assumptions

General Manager, Corporate and Financial Services/CFO, Mark Critch, provided a presentation on the Authority's 2022 Budget Assumptions, noting that budget assumptions set clear direction for budget targets; enable staff to work with municipal funding partners to secure preliminary budget approvals; allow staff to build the 2022 budget and reduce re-work; provide the Board of Directors the opportunity to influence the general direction of the budget; and strengthen the advocacy role of Board members at their respective municipal budget presentations. Standard budget assumptions include that the Authority recognizes and

incorporates the challenges being faced by municipal funding partners in the budget development. Other budget assumptions are that rental property surplus goes to Asset Management reserve to fund future asset management work; Foundation revenue continues to be used for education and projects and we continued to watch for challenges related to donations; any interest Income above budget assumption goes to surplus, reserves are used for pilot projects or one-time purchases, and the Authority continues to respect the taxpayer and understand the context of budget requests.

GM Critch reviewed the governing principles in the budget recommendations, such as inflation and COLA which are in line with local comparators, adjusting for municipal funding challenges, municipal targets are used where feasible; a 1% investment toward achieving strategic priorities is recommended to be deferred until 2023, and asset management funding will be addressed in a financial strategy being tabled in the fall, but a small placeholder is included in 2022 budget. He also noted that for the third year in a row there are no new fulltime employees included in the budget unless they are fully funded by grants.

He shared the financial impacts of funding targets as well as the various COLA rates scenarios and asked the Board for endorsement of the following 2022 budget assumptions:

1. Inflation: Up to 2.00% (2021 Budget: 2.00%)
2. COLA for staff: Up to 2.00% (2021 Budget: 1.00%)
3. Infrastructure levy for Asset Mgmt.: 0.50% increase on capital funding only
4. Investment in Strategic Priorities: 0.00% (2021: 0.00%)
5. No additional FTE's in 2022, unless they are fully funded from grants and/or fees
6. General and Special Operating Levy: Up to 1.00% (2021: 1.00%)
7. Special Capital Levy: Up to 1.70% (2021 Budget: 1.00%)

Next steps for the 2022 budget include:

- Board approved budget assumptions will be used to develop 2022 Budget;
- Preliminary budgets will be shared with municipalities, ensuring coordination with municipal budget cycles;
- An on-line financial update for municipal funding partners will be hosted in Fall;
- Efficiencies and cost savings to support the 2022 Budget will continue to be sought;
- Predictive information from 2021 Forecast will be used to develop 2022 Budget; and
- 2022 Budget presentations to funding partners will begin in the fall/winter.

To view this presentation, please click this link: [2022 Budget Assumptions](#)

For more information on the Authority's 2022 Budget Assumptions, please contact Mark Critch at 905-895-1281, ext. 297 or [m.critch@lsrca.on.ca](mailto:m.critch@lsrca.on.ca).

Moved by: V. Hackson

Seconded by: C. Riepma

BOD-099-21 **Resolved That** the presentation by General Manager, Corporate and Financial Services/CFO, Mark Critch, regarding the Authority's 2022 Budget Assumptions be received for information. **Carried**

Staff Report No. 31-21-BOD regarding the Authority's 2022 Budget Assumptions was included in the agenda.

Moved by: V. Hackson

Seconded by: C. Riepma

BOD-100-21 **Resolved That** Staff Report No. 31-21-BOD regarding the recommended budget assumptions for the 2022 fiscal year be approved. **Carried**

### **VIII. Hearings**

There were no hearings at this meeting.

### **IX. Determination of Items Requiring Separate Discussion**

No items were identified as items requiring separate discussion.

### **X. Adoption of Items not Requiring Separate Discussion**

All items were identified under items not requiring separate discussion.

Moved by: E. Yeo

Seconded by: D. Barton

BOD-101-21 **Resolved That** the following recommendations respecting the matters listed as "Items Not Requiring Separate Discussion" be adopted as submitted to the Board, and staff be authorized to take all necessary action required to give effect to same. **Carried**

#### **1. Correspondence**

BOD-102-21 **Resolved That** correspondence listed in the agenda as Item 1a) be received for information. **Carried**

## **2. Conservation Authorities Act - Phase 1 Consultation Guide**

BOD-103-21 **Resolved That** Staff Report No. 32-21-BOD regarding Provincial Bill 229 Regulatory Proposal Consultation Guide be received; and

**Further That** the attached Comments Letter be approved for submission to the Environmental Registry of Ontario ahead of the June 27, 2021 deadline. **Carried**

## **3. Conservation Ontario's Governance Accountability and Transparency Initiative**

BOD-104-21 **Resolved That** Staff Report No. 33-21-BOD regarding Conservation Ontario's Governance Accountability and Transparency Initiative be received; and

**Further that** the Lake Simcoe Region Conservation Authority Board of Directors endorse the three key actions developed by the Conservation Ontario Steering Committee to update Administrative By-laws, to report proactively on priorities, and to promote/demonstrate results; and

**Further That** staff be directed to work with Conservation Ontario to implement these actions and to identify additional improvements and best management practices.

**Carried**

## **4. KD03 Sunnidale Road Stormwater Pond Retrofit Project**

BOD-105-21 **Resolved That** Staff Report No. 34-21-BOD regarding the City of Barrie's KDO3 Sunnidale Road Stormwater Pond Retrofit Project be received; and

**Further that** funding for the project through the Authority's Offsetting Cash in Lieu funds from Water Balance and Lake Simcoe Phosphorus Offsetting as outlined in this report be approved. **Carried**

## **5. Amendments to Permit under O. Reg 179/06 and Pursuant to Subsection 28.0.1 of the Conservation Authorities Act (Ministerial Zoning Order) for 2639025 Ontario Inc. Oro Station Automotive Innovation Park**

BOD-106-21 **Resolved That** Staff Report No. 36-21-BOD regarding Amendments to Permission (Permit OP.2021.027) under O. Reg 179/06, Pursuant to Subsection 28.0.1 of the Conservation Authorities Act (Ministerial Zoning Order) for 2639025 Ontario Inc. Oro Station Automotive Innovation Park be received; and

**Further that** the amended conditions to the permission as outlined in this report be approved; and

**Further that** the permit be valid for a period of sixty (60) months; and



**Further that** the Authority's Chief Administrative Officer be authorized to execute the agreement as required by the Conservation Authorities Act. **Carried**

## **XI. Consideration of Items Requiring Separate Discussion**

No items were identified under items requiring separate discussion.

## **XII. Closed Session**

The Board moved to Closed Session to deal with a confidential human resources matter.

Moved by: S. Harrison-McIntyre

Seconded by: C. Pettingill

BOD-107-21 **Resolved That** the Board move to Closed Session to deal with a confidential human resources matter; and

**Further that** the Chief Administrative Officer, members of the Executive Management Team, and the Coordinator BOD/CAO remain in the meeting for the discussion. **Carried**

The Board rose from Closed Session and reported findings.

Moved by: D. Barton

Seconded by: K. Aylwin

BOD-108-21 **Resolved That** the Board rise from Closed Session and report findings. **Carried**

### **a) Confidential Human Resources Matter**

Moved by: K. Ferdinands

Seconded by: A. Eek

BOD-109-21 **Resolved That** Confidential Staff Report No. 35-21-BOD regarding a confidential human resources matter be endorsed. **Carried**

## **XIII. Other Business**

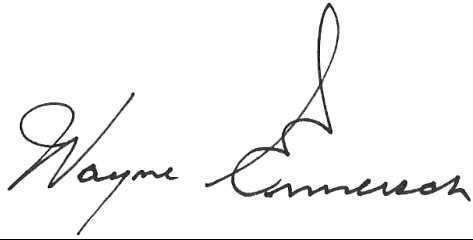
- a) Mayor Quirk asked about the Authority's plans for the recently acquired land in Georgina. CAO Baldwin noted the agreement has not yet been signed and accordingly the property has not been transferred to the Authority, but he plans to bring a report to the September meeting when he anticipates the land will be owned by the Authority. Once the Authority receives the land, staff will learn the property and a management plan will be prepared in the future, which will involve the Town and interested residents.

#### **XIV. Adjournment**

Moved by: J. Gough

Seconded by: R. Greenlaw

BOD-110-21 **Resolved That** the meeting be adjourned at 11:40 a.m. **Carried**



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Regional Chairman Wayne Emmerson  
Chair



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Rob Baldwin  
Chief Administrative Officer