

# Grand River Conservation Authority

**Report number:** GM-02-25-17

**Date:** February 28, 2025

**To:** Members of the Grand River Conservation Authority

**Subject:** Chair's Report

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## **Recommendation:**

THAT the Chair's Report be received as information.

## **Report:**

The purpose of my writing is to share with you my activities on your behalf over the last 30 days. In future, I will attempt to keep this update note to one page.

### **Administration:**

- Staff have hired a consultant to review the Planning and Regulations Department to help examine the department/processes and provide recommendations to support staff through the numerous changes that have been occurring. This study will examine what processes are working well and which cause bottlenecks or challenges/barriers. Following the completion of the review, staff will bring back a report to the Board;
- A survey of Board members was distributed to determine the number of agricultural representatives on the Board -- and most board members responded. This information will be included in an updated report Staff are bringing back to the Board in March regarding the potential Provincial agriculture appointment to the GRCA;
- Meetings with the Chair related to Board meeting preparation will occur the day before the meetings instead of the morning of the meetings, to enable the Chair to speak with individual Board members about any matters they wish to raise with him. The CAO and the Deputy CAO will attend the Board preparation meetings and the Vice Chair's attendance is welcomed, but is at his discretion;
- Monthly meetings between the CAO and the Chair will take place up to two weeks before each Board meeting;
- The CAO has spoken to Management Committee about report lengths and presentation lengths to ensure they are prepared and delivered as concisely as possible (Board reports 1 to 3 pages, presentations 5 to 7 minutes);
- A template has been developed and will be live on the GRCA website for delegations in April. It requires delegations to submit a form detailing their submissions as well as information to support their delegation before the board meeting. This information will be circulated to the Board prior to the meetings. A report will come to the Board meeting in March to approve the changes required to the bylaw.;
- Following the Board meeting in June, there will be a lunch for the Board and Management Committee to meet and get to know each other better. This invitation will be sent out to all Board members after the AGM;
- There is currently a process for reviewing the CAO's performance that the Chair completes annually. Staff are reaching out to other municipalities to gain information about their processes related to CAO performance evaluation and how the Board could be better engaged in this process. A report with recommendations will come back to the Board for its approval;
- Staff are also investigating annual evaluation processes related to Board effectiveness as well as processes regarding an annual review of the Chair and Vice Chair. This report will also come back to the Board for its approval;

- Staff will bring to the Board a confidential report outlining the status of any liabilities. The first report will come in March and will be reported bi-annually, moving forward; and
- Staff will present a report in March on a schedule for Board education/department projects/ presentations for the remainder of this year's meetings, to increase Board knowledge about key GRCA activities and strengthen relations between it and the Management Committee.

**Files:**

- Staff are currently in discussions with area municipalities and school boards about Nature Centres and Environmental Education program. In March, staff will update the Board on this matter; and
- Staff will provide an update in March about the Guelph Lakes Nature Centre, requesting approval of the naming opportunities for the project's major donors. In accordance with the GRCF/GRCA Naming Policy, the GRCF Board will also receive a report informing them of the naming opportunities.

**Meetings:**

- Staff attended Hamilton City Council on January 28th to answer any questions related to GRCA's draft budget (there were no questions); and
- The Chair, Member Wolf, two Cambridge constituents and staff met on Feb 20th to discuss concerns with sediment behind the Parkhill Dam. The Chair also provided Member Wolf and the CAO with information and staff contacts related to a similar project in the Town of Milton. A report regarding the issue came to the Board in December 2024.
- March 4 the GRCA will host a Special Flood Coordinator's meeting to discuss potential risks of flooding as a result of snowmelt and spring precipitation. The northern part of the Grand River watershed has received a significant amount of snow over this winter. The cold temperatures over January and February have also resulted in increased ice cover on various watercourses.

Should you have any further questions or comments, please do not hesitate to contact me at any time by telephone at (416) 918-4472 or via email at [john.challinor@milton.ca](mailto:john.challinor@milton.ca).

**Financial Implications:**

None

**Submitted by:**

John Challinor II  
Chair of the Board