



Grand River Conservation Authority Minutes - General Membership Meeting

Date:	January 24, 2025
Time:	9:30 am
Location:	Hybrid Meeting of the General Membership GRCA Administration Centre Zoom Virtual Meeting
Members Present	Bruce Banbury, Christine Billings, Gino Caputo, John Challinor II, Ken Yee Chew, Brian Coleman, Doug Craig, Kevin Davis, Mike Devine, Jim Erb, Susan Foxton, Guy Gardhouse, Gord Greavette, Lisa Hern, Colleen James, Daniel Lawrence, Dave Miller, Sandy Shantz, Rob Shirton, Jerry Smith, Shawn Watters, Chris White, Alex Wilson, Pam Wolf
Regrets	Natasha Salonen, Kari Williams
Staff	Samantha Lawson, Karen Armstrong, Beth Brown, Krista Bunn, Joel Doherty, Brandon Heyer, Janet Ivey, Kayleigh Keighan, Murray Lister, Katelyn Lynch, Sonja Radoja, Lisa Stocco, Vahid Taleban, Pam Walther-Mabee, Eowyn Spencer, Cameron Irvine, Eric Lalonde
Others	Alyssa Savoia and Emilie Sorrentino, KPMG ; Leslie Rich, Conservation Ontario

1. Call to Order

The Meeting was called to order by the Chair at 9:30 a.m.

2. Certification of Quorum

The Secretary-Treasurer certified quorum with more than half of the Members present. A total of 24 Members attended the meeting.

3. Chair's Remarks

The Chair welcomed the Members and made the following remarks:

- On January 8th, staff received notification that the Minister of Natural Resources has approved GRCA's request to use the land sale reserve to assist with managing the estimated budget shortfall in the new Guelph Lake Nature Centre construction project.
- The Ministry of Natural Resources is implementing its legislated ability to appoint a representative of the Agricultural sector to a number of Conservation Authority Boards, including Grand River. The position is currently posted on the Ministry's website and is open to members of the agricultural community but excludes any person who is already municipally appointed to a Conservation Authority Board. The Chair noted a letter would be sent to the Ministry regarding this position.
- Staff have been presenting the draft budget to participating municipal councils when requested, and over the past month have presented to Brant County, the City of Guelph, and the Township of Wellington-North. Samantha Lawson and Joel Doherty also attended the Township of Puslinch council to present the Conservation Area Strategy and Land Inventory.

4. Review of Agenda

25-01

Moved By Pam Wolf

Seconded By John Challinor II

THAT the agenda for the General Membership Meeting be approved as circulated.

Carried

5. Declarations of Pecuniary Interest

There were no declarations of pecuniary interests made in relation to the matters to be dealt with.

6. Minutes of the Previous Meetings

25-02

Moved By Christine Billings

Seconded By Mike Devine

THAT the minutes of the General Membership Meeting of December 13, 2024 be approved as circulated.

Carried

7. Business Arising from Previous Minutes

There was no business arising from the minutes of the previous meeting.

8. Hearing of Delegations

There were no Delegations.

9. Presentations

There were no Presentations.

10. Correspondence

10.a Ministry of Natural Resources re: Agricultural Sector Representative

The Chair advised staff will be sending a letter to the Minister, similar to what was sent in 2022, that the GRCA Board has agricultural representation and the Board respectfully requests that an additional member not be appointed.

25-03

Moved By Susan Foxtton

Seconded By Sandy Shantz

THAT Correspondence from the Ministry of Natural Resources regarding the appointment of an agricultural sector representative be received as information.

Carried

11. Reports:

11.a GM-01-25-07 - Budget 2025 Draft 2

- D.Miller inquired about anticipated project costs under the Water Erosion and Control Infrastructure (WECI) provincial funding.
- K.Lynch responded, noting that some of that capital projects included are the Conestogo Dam concrete rehabilitation project and safety reviews at some major dams. It was noted that applications to the province include full estimated project costs to be shared by the GRCA and the GRCA would increase the amount requested of WECI if additional work was required. WECI funding for projects are approved through an evaluation process of all applications submitted by Conservation Authorities.

25-04

Moved By Shawn Watters

Seconded By Jerry Smith

THAT Report Number GM-01-25-07 - Budget 2025 - Draft #2 be received as information;

AND THAT the personnel reserve, property and liability insurance reserve, and the building and mechanical equipment reserve be allocated interest income for 2024.

Carried

K.Chew joined the meeting at 9:37 a.m.

11.b GM-01-25-08 - 2025 Municipal Apportionment Approval

- M.Devine inquired about the Region of Waterloo apportionment, and K.Armstrong confirmed the total from the chart provided with the report.
- The Secretary-Treasurer conducted a weighted vote as is required for municipal apportionment.

Member	Municipality/Group	Weight	Absent	Present	In Favour	Opposed
Doug Craig	Region of Waterloo	5.0%		5.0%	5.0%	
Mike Devine	Region of Waterloo	5.0%		5.0%	5.0%	
Jim Erb	Region of Waterloo	5.0%		5.0%	5.0%	
Susan Foxton	Region of Waterloo	5.0%		5.0%	5.0%	
Gord Greavette	Region of Waterloo	5.0%		5.0%	5.0%	
Colleen James	Region of Waterloo	5.0%	5.0%		0.0%	
Sandy Shantz	Region of Waterloo	5.0%		5.0%	5.0%	
Natasha Salonen	Region of Waterloo	5.0%	5.0%		0.0%	
Kari Williams	Region of Waterloo	5.0%	5.0%		0.0%	
Pam Wolf	Region of Waterloo	5.0%		5.0%	5.0%	
Daniel Lawrence	Haldimand & Norfolk Counties	0.9%		0.9%	0.9%	
Rob Shirton	Haldimand & Norfolk Counties	0.9%		0.9%	0.9%	
John Challinor II	Region of Halton	2.5%		2.5%	2.5%	
Alex Wilson	City of Hamilton	12.4%		12.4%	12.4%	
Bruce Banbury	County of Oxford	0.8%		0.8%	0.8%	
Gino Caputo	City of Brantford	3.7%		3.7%	3.7%	
Kevin Davis	City of Brantford	3.7%		3.7%	3.7%	
Christine Billings	City of Guelph	6.8%		6.8%	6.8%	
Ken Yee Chew	City of Guelph	6.8%		6.8%	6.8%	
Guy Gardhouse	Group 1 (E. Garafraxa, Amaranth, Southgate, Melancthon, Grand Valley)	1.1%		1.1%	1.1%	
Lisa Hern	Group 2 (Mapleton, Wellington North)	1.3%		1.3%	1.3%	
Jerry Smith	Group 3 (North Perth, Perth East)	0.4%		0.4%	0.4%	
Shawn Watters	Twp of Ctr Wellington	2.6%		2.6%	2.6%	

Member	Municipality/Group	Weight	Absent	Present	In Favour	Opposed
Chris White	Group 4 (Erin, Puslinch, Eramosa)	3.0%		3.0%	3.0%	
Brian Coleman	County of Brant	1.5%		1.5%	1.5%	
David Miller	County of Brant	1.5%		1.5%	1.5%	
		100.0%	15.0%	85.0%	85.0%	0.0%
	Weighted Vote Result				100.0%	

25-05

Moved By Jim Erb

Seconded By Susan Foxtan

THAT the 2025 Municipal Apportionment for the Grand River Conservation Authority of \$13,757,000 be approved;

AND THAT the participating municipalities be assessed for payment of:

General operating expenses of \$3,338,888

Category 1 operating expenses of \$9,366,112

Category 2 operating expenses of \$1,052,000;

AND THAT each participating municipality's share of the 2025 Municipal Apportionment is calculated using "Modified Current Value Assessment" for General operating expenses and Category 1 operating expenses, and as per the signed Memoranda of Understanding for Category 2 operating expenses.

Carried

11.c GM-01-25-06 - Cash and Investment Status

There were no comments or questions regarding this report.

25-06

Moved By John Challinor II

Seconded By Gord Greavette

THAT Report Number GM-01-25-06– Cash and Investment Status – December 2024 be received as information.

Carried

11.d GM-01-25-04 - Foundation Member Appointments

There were no comments or questions regarding this report.

25-07

Moved By Susan Foxtan

Seconded By Brian Coleman

THAT Philip Milley be appointed to the Grand River Conservation Foundation until the next Annual General Meeting.

Carried

11.e GM-01-25-03 - Permits Issued under Ontario Regulation 41/24

There were no comments or questions regarding this report.

25-08

Moved By Pam Wolf

Seconded By Rob Shirton

THAT Report Number GM-01-25-03 – Permits Issued under Ontario Regulation 41/24 be received as information.

Carried

11.f GM-01-25-01 - ERO Posting 019-8320 Decision - New Regulation 474/24 (Minister's Reviews under the Conservation Authorities Act)

There were no comments or questions regarding this report.

25-09

Moved By Shawn Watters

Seconded By Pam Wolf

THAT Report Number GM-01-25-01 – ERO Posting 019-8320 Decision – New Regulation 474/24 (Minister's Reviews under the Conservation Authorities Act) be received as information.

Carried

11.g GM-01-25-02 - Shand Dam Spillway Stoplog Gains Refurbishment - Change Order

There were no comments or questions regarding this report.

25-10

Moved By Guy Gardhouse

Seconded By Brian Coleman

THAT the Grand River Conservation Authority approve an increase in the project budget for the Shand Dam Spillway Stoplog Gains Refurbishment with BGL Contractors Corp. for the amount of \$214,964.68 (excluding HST).

Carried

C.James joined the meeting at 9:43 a.m.

11.h GM-01-25-05 - Current Watershed Conditions

There were no comments or questions regarding this report.

25-11

Moved By Ken Yee Chew

Seconded By Bruce Banbury

THAT Report Number GM-01-25-05 – Current Watershed Conditions as of January 14, 2025 be received as information.

Carried

12. Committee of the Whole

Not required.

13. Other Business

14. Closed Meeting

The General Membership convened in closed session and the live-stream of the meeting was paused. Resolution 25-13 was passed in closed session in accordance with the Municipal Act section 239(6).

The General Membership reconvened in open session and the live meeting stream was resumed.

25-12

Moved By Gino Caputo

Seconded By Jerry Smith

THAT the General Membership enter a closed meeting in accordance with the Municipal Act section 239(2) for the following purpose(s): litigation or potential litigation, and a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly

the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried

25-14

Moved By Jerry Smith

Seconded By Daniel Lawrence

THAT the General Membership reconvene in open session.

Carried

14.a Minutes of the previous closed session

25-15

Moved By John Challinor II

Seconded By Susan Foxtan

THAT the minutes of the previous closed session be approved as circulated.

Carried

14.b Litigation or potential litigation

25-16

Moved By Shawn Watters

Seconded By Lisa Hern

THAT confidential report GM-01-25-C01 be received as information.

Carried

14.c a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board

25-17

Moved By Guy Gardhouse

Seconded By Colleen James

THAT confidential report GM-01-25-C02 be received as information.

Carried

15. Election of Officers

- Upon returning to open session, the Chair noted that a comment from L.Hern was missed earlier in the agenda, and asked if L.Hern wished to address a concern at this time.
- L.Hern commented that she had feedback regarding the previously received correspondence related to the appointment of the agriculture sector representative and asked to confirm the intent to submit a request to forgo the appointment to the GRCA Board.
- K.Armstrong noted that the position was also posted in 2022 and it was expressed at that time that the agriculture sector was sufficiently represented on this Board.
- L.Hern noted that she is opposed to submitting a request and the Chair confirmed that more detailed information regarding representation and next steps can be prepared for the next Board meeting.

15.a Appointment of Acting Chair

The Chair welcomed Alyssa Savoia and Emilie Sorrentino from KPMG and Leslie Rich from Conservation Ontario to the meeting and thanked them for conducting the Election of Officers.

25-18

Moved By Pam Wolf

Seconded By Colleen James

THAT the General Membership appoint Leslie Rich as Acting Chair for the purpose of conducting the 2025 Election of Officers.

Carried

15.b Appointment of Scrutineers

Moved By Lisa Hern

Seconded By Alex Wilson

THAT the Grand River Conservation Authority appoint Alyssa Savoia and Emilie Sorrentino as scrutineers for the purpose of electing officers of the General Membership.

Carried

15.c Election of Chair

15.c.1 Calls for Nominations

- L.Hern nominated Susan Foxtan, and B.Coleman nominated John Challinor II on the first call for nominations.
- S.Foxtan and J.Challinor confirmed their willingness to stand for the position of Chair.
- There were no further nominations on the second and third calls for nominations.
- L.Rich advised that in accordance with the election procedures, each nominee is permitted three minutes to speak, in alphabetical order.
- J.Challinor and S.Foxtan both expressed their commitment to the GRCA and thanked Members for their support.

15.c.2 Motion to close nominations for Chair

25-20

Moved By Mike Devine

Seconded By Gino Caputo

THAT nominations for the position of Chair of the Grand River Conservation Authority General Membership be closed.

Carried

15.c.3 Distribution of ballots for in-person; virtual voting submissions, & collection of ballots and submissions by Scrutineers

Scrutineers conducted the election in accordance with the election procedures. The virtual attendees were provided with a virtual poll, while in-person attendees were provided with paper ballots.

15.c.4 Announce Election Results

- The scrutineers confirmed the vote and the Acting Chair announced that John Challinor had received the majority of votes.
- J.Challinor thanked the Board members for their confidence in his nomination and spoke to his plans to address any upcoming challenges and to work more closely with staff and the Board over the coming term.

15.c.5 Motion to destroy ballots & virtual voting submissions

25-21

Moved By Alex Wilson

Seconded By Guy Gardhouse

THAT the General Membership confirms that no record of the virtual voting submissions from the 2025 Election of Officers for the position of Chair be kept on record;

AND THAT all paper ballots be destroyed.

Carried

15.d Election of Vice-Chair

15.d.1 First and Second Call for Nominations

- D.Miller nominated Shawn Watters for the position of Vice-Chair, and S.Watters confirmed his willingness to stand for the position.
- There were no further nominations during the second and third calls for nominations.

15.d.2 Motion to close nominations for Vice-Chair

25-22

Moved By Susan Foxtton

Seconded By Brian Coleman

THAT nominations for the position of Vice-Chair of the Grand River Conservation Authority General Membership be closed.

Carried

15.d.3 Announce Election Results

S.Watters was acclaimed as Vice-Chair, and he expressed his commitment to assist the Chair as needed in support of the Board and staff.

L.Rich congratulated the newly elected officers, thanked the scrutineers and invited J.Challinor to assume the position of Chair for the remainder of the meeting.

16. Next Meetings:

- GRCA Audit Committee - Wednesday, February 19, 2025 at 9:30 a.m. (In-person)
- Annual General Meeting - Friday, February 28, 2025 at 9:30 a.m. (Hybrid)

D.Craig shared a note of thanks to the outgoing Chair, Chris White, for his dedicated service to the Board and the GRCA. B.Coleman thanked C.White and extended his appreciation to S.Foxtton as outgoing Vice-Chair.

S.Foxtton thanked the Board and said that she feels honoured and proud to be part of it. C.White agreed and acknowledged that the GRCA has great staff.

17. Adjourn

The meeting was adjourned at 11:19 a.m.

Moved By Rob Shirton

Seconded By Daniel Lawrence

THAT the meeting of the General Membership be adjourned.

Carried

Chair

Secretary-Treasurer