



08-25-BOD Agenda Minutes
Nottawasaga Valley Conservation Authority
Friday September 26, 2025 9:00AM EST

Attendance

Present:

Cllr. Joe Belanger, Wasaga Beach (Town); Chair Jonathan Scott, Bradford West Gwillimbury (Town); Cllr. Pieter Kiezebrink, Essa (Township); Cllr. Christopher Baines, Collingwood (Town); Deputy Mayor Paul Van Staveren Clearview (Township); Cllr. Ralph Manktelow, Mono (Town); Vice-Chair Gail Little, Amaranth (Township); Cllr. Kevin Eisses, Innisfil (Town); Cllr. June Porter, The Blue Mountains (Town); Cllr. Nicole Cox, New Tecumseth (Town); Cllr. Patricia Clark, Mulmur (Township); Cllr. Kyle Fegan, Shelburne (Town); Mayor Darren White, Melancthon (Township); Cllr. Phil Fisher, Springwater (Township); Mayor Scott W. Anderson, Adjala-Tosorontio (Township); Cllr. Richard Schell, Oro-Medonte (Township); Cllr. Gary Harvey, Barrie (City)

NVCA Staff:

Jennifer Vincent, Chief Administrative Officer; Sheryl Flannagan, Director, Corporate Services; Chris Hibberd, Director, Watershed Management Services; Kyra Howes, Director, Conservation Services; Maria Leung, Senior Communications Specialist; Chris Parker, Communications Assistant; Ben Krul, Manager, Development Planning & Permits; Dalia Al-Ali, Manager, Engineering Services; William Flavelle, Flood Operations Specialist; Drake Coulombe, Flood Operations Specialist; Kerry Jenkins, Administrative Assistant/Recorder

Absent:

Cllr. Joel Loughead, Grey Highlands (Municipality)

1. Events

TD Tree Days – Angus - Bob Geddes Park

Join NVCA and TD to plant trees in Bob Geddes Park

Date: September 27, 2025 from 9 am to 12 pm. **Location:** Bob Geddes Park, 147 Centre St, Angus, ON

TD Tree Days – Wasaga Beach: Sports Park

Join NVCA and TD to plant trees in the Wasaga Beach Sports Park

Date: October 18, 2025 from 9 am – 12 pm **Location:** 1888 Klondike Park Road, Wasaga Beach, ON

TD Tree Days – Creemore: Carruthers Park

Join NVCA and TD to plant trees in Carruthers Park

Date: October 18, 2025 from 9 am – 12 pm **Location:** Carruthers Park, 3464 County Road 42, Avening, ON

2. Call to Order

Chair Scott called the meeting to order at 9:03am.

3. Land Acknowledgement

The Nottawasaga Valley Conservation Authority Board acknowledges that we are situated on the traditional land of the Anishnaabeg people. The Anishnaabeg (*a-nish-i-na-beck*) include the Ojibwe (*o-jib-way*), Odawa (*o-dah-wa*), and Pottawatomi (*pot-a-wa-tom-ee*) nations, collectively known as the Three Fires Confederacy. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First Nation, Métis and Inuit people.

4. Declaration of Pecuniary and Conflict of Interest

5. Motion to Adopt the Agenda

Recommendation:

RES: 56-25

Moved by: Deputy Mayor Paul Van Staveren

Seconded by: Cllr. Kevin Eisses

RESOLVED THAT: the agenda for the Board of Directors meeting #08-25-BOD dated on September 26, 2025 be approved.

Carried;

6. Chairs Update

Chair Scott shared his updates.

7. CAO's Updates

CAO, Jennifer Vincent shared her updates.

8. Announcements

There were no announcements at this time.

9. Presentations

The presentation regarding NVCA's 2026 Draft Business Plan and Budget was presented during the discussion in Agenda Item 14.2.7.

10. Deputations

There were no deputations at this time.

11. Hearings

There were no hearings at this time.

12. Determination of Items Requiring Separate Discussion

Board members are requested to identify items from the Consent List that they wish to have considered for separate discussion.

13. Adoption of Consent List and Identification of Items Requiring Separate Discussion

Recommendation:

RES: 57-25

Moved by: Cllr. Joe Belanger

Seconded by: Cllr. Pieter Kiezebrink

RESOLVED THAT: agenda item number(s), 14.2.3, 14.2.5, 14.2.7 and 14.2.8 were identified as requiring separate discussion, be referred for discussion under Agenda Item #14; and

FURTHER THAT: all Consent List Agenda Items not referred for separate discussion be adopted as submitted to the board and staff be authorized to take all necessary action required to give effect to same; and

FURTHER THAT: any items in the Consent List not referred for separate discussion, and for which conflict has been declared, are deemed not to have been voted on or discussed by the individual making the declaration.

Carried;

14. Consent List

14.1. Adoption of Minutes

Recommendation:

Approved by Consent

RESOLVED THAT: the minutes of the Board of Directors meetings 07-25-BOD dated on June 27, 2025 be approved.

14.2. Staff Reports

14.2.1. Staff Report No. 25-08-25-BOD from Tyler Mulhall, Planner & Ben Krul, Manager, Development Planning & Permits regarding Implementation Guidelines

Recommendation:

Approved by Consent

RESOLVED THAT: NVCA Board of Directors receive the Staff Report No. 25-08-25-BOD and approve the revised *Procedures for the Implementation of the Conservation Authorities Act and Associated Regulations*.

14.2.2. Staff Report No. 26-08-25-BOD from Dalia Al-Ali regarding Pretty River Dike Recommendations

Recommendation:

Approved by Consent

RESOLVED THAT: the Board of Directors receive Staff Report No. 26-08-25-BOD regarding the findings from the Phase 1 safety review of the Pretty River Dike system.

14.2.3. Staff Report No. 27-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding Administrative Bylaws Update

Recommendation:

RES: 58-25

Moved by: Cllr. Patricia Clark

Seconded by: Cllr. Pieter Kiezebrink

RESOLVED THAT: the Board of Directors approve Staff Report No. 27-08-25-BOD regarding the Administrative Bylaws Update.

Carried;

14.2.4. Staff Report No. 28-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding Employee Handbook Update

Recommendation:

Approved by Consent

RESOLVED THAT: the Board of Directors approve Staff Report No. 28-08-25-BOD regarding the Employee Handbook.

14.2.5. Staff Report No. 29-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding Asset Management Plan Update

Recommendation:

RES: 59-25

Moved by: Mayor Darren White

Seconded by: Cllr. Nicole Cox

RESOLVED THAT: the updated NVCA Asset Management Plan be approved.

Carried;

14.2.6. Staff Report No. 30-08-25-BOD from Sheryl Flannagan, Director, Corporate Services regarding 2025 2nd Quarter Budget Report

Recommendation:

Approved by Consent

RESOLVED THAT: the Board of Directors receive Staff Report No. 30-08-25-BOD regarding the 2025 second quarter financials; and

FURTHER THAT: Management continues to monitor budget activities.

14.2.7. Staff Report No. 31-08-25-BOD from Jennifer Vincent, CAO & Sheryl Flannagan, Director, Corporate Services regarding NVCA's 2026 Draft Business Plan and Budget.

Recommendation:

RESOLVED THAT: Staff Report No. 31-08-25-BOD regarding the NVCA's 2026 Draft Business Plan and Budget be approved; and

FURTHER THAT: the Board of Directors receive the 2026 draft Business Plan and Budget for consideration; and

FURTHER THAT: staff be directed to distribute the 2026 Draft Business Plan and Budget booklet to municipalities for the consultation period.

Friendly Amendment:

Recommendation:

RES: 60-25

Moved by: Mayor Scott W. Anderson

Seconded by: Cllr. Kyle Fegan

RESOLVED THAT: Staff Report No. 31-08-25-BOD regarding the NVCA's 2026 Draft Business Plan and Budget be approved; and

FURTHER THAT: the Board of Directors receive the 2026 draft Business Plan and Budget for consideration; and

FURTHER THAT: staff be directed to distribute the 2026 Draft Business Plan and Budget booklet to municipalities for the consultation period; and

FURTHER THAT: staff be directed to reduce the draft levy by 18,000.00 prior to distribution to Municipalities.

Carried;

14.2.8. Staff Report No. 32-08-25-BOD from Kyra Howes, Director, Conservation Lands regarding Stewardship Recategorization

Recommendation:

RES: 61-25

Moved by: Mayor Scott W. Anderson

Seconded by: Cllr. Christopher Baines

RESOLVED THAT: The Board of Directors receive and approve Staff Report 32-08-25-BOD, regarding the categorization of services provided by the Healthy Waters Program; and

FURTHER THAT: the Board of Directors approve the revised categorization of services as per the Staff Report 32-08-25-BOD and directs these changes to be implemented starting January 1, 2026; and

FURTHER THAT: the Board of Directors approve the release of the legal opinion letter as required.

Carried;

14.2.9. Staff Report No. 34-08-25-BOD from Maria Leung, Senior Communications Specialist regarding

Recommendation:

Approved by Consent

RESOLVED THAT: Staff Report No. 34-08-25-BOD regarding NVCA Communications – June 13, 2025 – September 13, 2025, be received.

15. In-Camera

Recommendation:

RES: 62-25

Moved by: Cllr. Pieter Kiezebrink

Seconded by: Cllr. Nicole Cox

RESOLVED THAT: this meeting of the Board of Directors No. 08-25-BOD move into closed session at 10:17am to address matters pertaining to:

a) Litigation, or potential litigation, including matters before administrative tribunals, affecting the authority; and,

b) Personal information regarding an identifiable individual, including authority staff, and

FURTHER THAT: the Chief Administrative Officer; Director, Corporate Services; Director, Watershed Science; Director, Conservation Services; and Administrative Assistant be in attendance for recording and speaking purposes for items (1) and (2), and;

FURTHER THAT: the CAO be in attendance for recording and speaking purposes for item (3).

Carried;

16. Out of In-Camera

Recommendation:

RES: 63-25

Moved by: Cllr. Pieter Kiezebrink

Seconded by: Cllr. Gary Harvey

RESOLVED THAT: the Board of Directors rise from in-camera at 10:58am and report progress.

Carried;

16.1. Out of In-Camera - Staff Report No. 33-08-25-BOD

Recommendation:

RES: 64-25

Moved by: Cllr. Phil Fisher

Seconded by: Cllr. Ralph Manktelow

RESOLVED THAT: the Board of Directors receive Staff Report No. 33-08-25-BOD regarding the disposition of land to the Town of New Tecumseth known as 75 Fletcher Crescent, New Tecumseth (432402000313001) for road and infrastructure improvement purposes; and

FURTHER THAT: the Board confirms that the approval of this disposition furthers the objects of the NVCA under Section 21(1) of the *Conservation Authorities Act*; and

FURTHER THAT: that all associated costs with this transaction are incurred by the Town of New Tecumseth.

Carried;

16.2. Out of In-Camera - CAO, Jennifer Vincent's Mid-Year Review

Recommendation:

RES: 65-25

Moved by: Cllr. Patricia Clark

Seconded by: Cllr. Kyle Fegan

RESOLVED THAT: the Board of Directors receive the Chief Administrative Officer's 2025 mid-year performance review.

Carried;

17. Other Business

18. Adjourn

Recommendation:

RES: 66-25

Moved by: Mayor Darren White

Seconded by: Cllr. Nicole Cox

RESOLVED THAT: this meeting adjourn at 10:59am to meet again on October 24, 2025 or at the call of the Chair.

Carried;



Jonathan Scott, Chair

Jennifer Vincent, CAO