NICKEL DISTRICT CONSERVATION AUTHORITY

MINUTES OF THE GENERAL BOARD MEETING

Thursday, February 13, 2020
Tom Davies Square, room C-12
200 Brady Street, Sudbury

Commenced: 4:35 p.m.
Adjourned: 6:25 p.m.

PRESENT:	Lin Gibson, Chairperson Jennifer Davidson Steve Kaufman, Vice Chair Bill Leduc Paul Sajatovic Anne Watelet
ALSO PRESENT:	Carl Jorgensen, Secretary –Treasurer, General Manager Sarah Woods, Staff Dennis Lenzi, Regulations Officer Bailey Chabot, Watershed Planner
COMMUNICATION:	Mike Jakubo, regrets Joscelyne Landry-Altmann, regrets Geoff McCausland, regrets

1. Chairperson Lin Gibson began the meeting with the following opening remarks:
   a. GM Carl and Chairperson Lin attended the MECP engagement session on January 31. This will be further discussed in the agenda.
   b. The 2020 Fast Flowing Water contest is well on its way. Members Joscelyne and Chairperson Lin recently met with representatives from OPG (Ontario Power Generation) to discuss continued sponsorship of the program and interest in expanding the program in Northern Ontario.
   c. The annual ice-fishing event at Lake Laurentian Conservation Area will take place this Sunday February 16.

2. No declarations of conflict were made.

3. Adoption of Agenda/Addition to Agenda

Resolution 2020-08 **Leduc - Davidson**

That the agenda of the February 13, 2020 General Board Meeting be adopted as circulated.

Carried.

4. Previous Meeting Minutes

a) Adoption of Minutes of January 9, 2020

Resolution 2020-09 **Sajatovic - Leduc**

That the minutes of the January 9, 2020 General Board Meeting, as circulated and reviewed, are approved.

Carried.

b) Business arising from the meeting not addressed below

i) Carl sent the corrected unaudited statement to the Board via Dropbox.

ii) Recognition of Service

On February 28, 2020 staff member Dennis Lenzi will be retiring from the Authority after 40 years of service. Board members and GM Carl thanked Dennis and reflected on his successful career with the Authority. Dennis thanked past and present members of the Board for their continued support of the work of the Authority. He thanked Paul Sajatovic, and former and current employees of the Authority. He indicated that he enjoyed working with NDCA and enjoyed his career.

Resolution 2020-10 **Davidson - Sajatovic**

Given that Dennis Lenzi began his employment with the Nickel District Conservation Authority on March 1, 1980, and

That he served first as the Authority's Cartographer and then finally as its Regulations Officer all the while completing many other tasks and assignments as a key member of the staff, and

That he has dedicated his 40-year career to public service and the betterment of the lives and livelihoods of the communities found within the jurisdiction of the Authority's watersheds, those being of the Wanapitei, Vermilion and Whitefish Rivers,

Therefore be it resolved that,

The General Board of the Nickel District Conservation Authority expresses its most sincere thanks to Mr. Dennis Lenzi and wishes him all the best in his well-deserved retirement.

Carried.

(Mr. Lenzi left the meeting following this item)

5. Election of Officers

Chairperson Lin indicated that Carl Jorgensen would act as Chairperson during the elections; there were no objections.

Carl explained the voting process as per the Administrative By-laws of the Authority; there were no questions.

The elections then followed in accordance with By-law 2018-01, Appendix 3.

a) Chairperson

Member Leduc nominated Lin Gibson, Lin accepted the nomination. There were no other nominations therefore Lin was acclaimed.

Resolution 2020-11 **Sajatovic – Kaufman**

That Lin Gibson is appointed as Chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2021.

Carried.

b) Vice-Chairperson

Member Leduc nominated Steve Kaufman, Steve accepted the nomination. There were no other nominations therefore Steve was acclaimed.

Resolution 2019-12 **Sajatovic - Watelet**

That Steve Kaufman is appointed as Vice-chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2020.

Carried.

Note: At this time Secretary-Treasurer Carl removed himself from chairing the meeting and Chairperson Gibson assumed this role for the balance of the meeting.

c) Secretary-Treasurer

Resolution 2020-13 **Sajatovic – Kaufman**

That Carl Jorgensen, the General Manager is confirmed as Secretary-Treasurer for the Authority until the Annual General Meeting of 2021.

Carried.

6. Appointment of the Auditor for the 2020 Fiscal Year

Resolution 2020-14 **Davidson – Leduc**

Given that the following firm is qualified to undertake audit services in compliance with the standards of the Public Sector Accounting Board (PSAB) and,

Given that the firm has committee to undertake audit services at a rate of $9 500 for the Authority and $1 500 for the Foundation, be it resolved

That KPMG LLP, led by Account Manager Tiffany Cecchetto, is appointed as auditor for the fiscal year ending December 31, 2020, and

Be it further resolved that the General Manager completes a competitive process to obtain three quotations from local competent auditing firms with the goal of retaining the successful firm for a five-year period for the fiscal years 2021 through 2025 inclusive, and,

That the results of the process and a recommendation will be presented to the General Board no later than the meeting set for November 12, 2020.

Carried.

7. Financial Institution

Member Bill asked why the Authority banks with RBC. GM Carl explained that the Authority went through an RFP process four (4) years ago and RBC offered the best package, and that staff are pleased with their experience with RBC.

Resolution 2020-15 **Davidson – Kaufman**

That the Nickel District Conservation Authority maintains the following as its financial institutions for the year 2020 and until the Annual General Meeting in 2021.

Bank: Royal Bank of Canada (RBC), Account Manager: Marc Henry
Investory: RBC Dominion Securities, Account Manager: Gilberto Ciulini

Carried.

8. Bank Borrowing

Resolution 2020-16 **Sajatovic – Davidson**

That for the year 2020 the designated signing officers are empowered to arrange any necessary borrowing from the Authority's appointed banking institution for necessary funds for approved Authority projects and programs, to a maximum amount of $200,000.

Carried.

9. Appointment of Signing Officers

Resolution 2020-17 **Leduc - Watelet**

That the signing officers for the Nickel District Conservation Authority for 2020, and until the Annual General Meeting in 2021, are the following.

a) *Lin Gibson, Chairperson*
b) *Steve Kaufman, Vice-Chairperson*
c) *Carl Jorgensen, Secretary-Treasurer*

And further that any two of them are required to sign all cheques or endorse payments electronically using secure methods.

Carried.

10. Appointment of Members and Officers of the Sudbury Source Protection Authority

Resolution 2020-18 **Kaufman – Leduc**

That the following members are hereby appointed to the Sudbury Source Protection Authority until the Annual General Meeting in 2021

1) *Jennifer Davidson*
2) *Lin Gibson*
3) *Mike Jakubo*
4) *Steve Kaufman*
5) *Joscelyne Landry-Altmann*
6) *Bill Leduc*
7) *Geoff McCausland*
8) *Paul Sajatovic, and*
9) *Anne Watelet*

Carried.

11. Appointment of Members of the Audit and Finance Committee

Resolution 2020-19 **Watelet – Davidson**

That the following Members are appointed to the Audit and Finance Committee of the Nickel District Conservation Authority until the Annual General Meeting in 2021,

1) *Mike Jakubo*
2) *Paul Sajatovic*
3) *Steve Kaufman*

Carried.

12. Appointment of Members of the Regulations Review Committee

Resolution 2020-20 **Sajatovic – Leduc**

That the Members listed below are appointed to the Regulations Review Committee of the Nickel District Conservation Authority until the Annual General Meeting in 2021,

1) *Bill Leduc*
2) *Anne Watelet*
3) *Steve Kaufman*
4) *Geoff McCausland*

Carried.

13. Appointment of Members to the Nickel District Conservation Foundation

Chairperson Lin explained that meeting locations alternate between BioSki Cottage at noon and Conservation Sudbury office at 4:30 PM.

Resolution 2020- 21 **Sajatovic – Leduc**

That the Members listed below are appointed to the Board of the Nickel District Conservation Foundation until the Annual General Meeting in 2021,

1) *Paul Sajatovic*
2) *Jennifer Davidson*
3) *(vacant)*

The appointment of a third Member to the Board of Nickel District Conservation Foundation was deferred to a future meeting.

14. Appointment of Members as Conservation Ontario Voting Delegates

Resolution 2020-22 **Leduc – Kaufman**

That the Nickel District Conservation Authority's appointment to the Council of Conservation Ontario for the year 2020, and until the Annual General Meeting in 2021 are as follows:

1) *Council Voting Representative: Lin Gibson*
2) *Council Voting Alternate: Steve Kaufman*
3) *Second Alternate: Carl Jorgensen, Secretary-Treasurer*

Carried.

15. Approval of Rates for Travel, Per Diem and Honouraria

Rates are very similar to last year. Of note, Chairperson Gibson will forgo meeting per diems as she feels that she is adequately compensated through the Chairperson's Honourarium.

Resolution 2020-23 **Leduc – Sajatovic**

That meeting per diem rates, Chairperson's honorarium, and travel expenses for 2020, as outlined in the staff report, are approved.

Carried.

16. General Business

a) Work Plan for 2020

Carl presented Conservation Sudbury's proposed work plan for 2020. The work plan considers all the key activities of the Conservation Authorities and sets out specific deliverables. There was some discussion to clarify particulars.

Resolution 2020-24 **Davidson – Watelet**

That the 2020 Work Plan is received and approved as presented.

Carried.

b) Permissions under Section 28/29 Report

Staff member Bailey explained that she added a section to the report entitled "Target timelines" to begin tracking compliance with recommended Conservation Ontario permit timelines. This is a measure of customer service.

Resolution 2020-25 **Kaufman – Sajatovic**

That the report for permits issued under Section 28 of the Conservation Authorities Act during the month of January 2020 is received.

Carried.

c) Engagement Session, Jan 31 2020, Barrie ON

Carl attended the stakeholder engagement session on Conservation Authorities in Barrie on January 31. He provided an update and report on the session.

17. In-Camera Session

Resolution 2020-26 **Kaufman - Sajatovic**

That we go in-camera at 5:48 p.m.

Carried.

At 6:16 p.m. the Board ended the in-camera session. Direction was provided to staff regarding one item, and the following resolution was brought forward regarding a human resource item.

Resolution 2020-27 **Sajatovic - Kaufman**

Be it resolved that Sarah Woods be hired as a Regulations Officer contingent on her acceptance of the Employment Agreement dated February 12, 2020, and

That Ms. Woods will begin her six-month probationary period on Tuesday, February 18, 2020 and,

That Ms. Woods is authorized to provide permissions under Section 28 and 29 of the Conservation Authorities Act.

Carried.

18. New Business / Upcoming

a) NDCF Request for Funding

GM Carl gave an overview of the recent fundraising initiatives of the Foundation in an effort to hire a full-time professional fundraiser.

Resolution 2020-28 **Leduc – Sajatovic**

Given that the Nickel District Conservation Foundation has made a request for financial support in the amount of $90,000 that matches the same amounts allocated from both its own reserves and, as a result of their efforts, the total from three partners in the private sector,

Be it resolved,

That the Authority allocates $90,000 from the Lake Laurentian Development Reserve for the purposes described in the February 11, 2020 staff report entitled NDCF

Advancement, and,

That these funds are distributed to the Foundation on as as-needed basis.

Carried.

b) Annual Flood Contingency Meeting

The annual flood contingency meeting with partner organizations will be held on March 12 at 2PM in provincial boardrooms C/D.

GM Carl indicated that the snow depths and water content are similar to what they were at this time last year. Staff continue sampling biweekly and Carl will share the results via Dropbox.

c) Next Meeting: will be March 12 in room C-13A

d) Community Builders Awards

The award ceremony will be held on March 12 at the Caruso Club and the Conservation Authority will be purchasing two tickets for staff or board members to attend. If you are interested in attending, please let Carl know.

e) Cambrian College Foundation Awards

As a result of our regular sponsorship of a scholarship, we have been invited to attend an awards ceremony at Cambrian College. Member Leduc will attend.

f) Biennial Tour

The Conservation Authority's biennial tour will be held on September 20-23 at the Niagara Peninsula Conservation Authority. Chairperson Lin will be attending; if other Members would like to attend they are to let Carl know.

19. Adjournment

Resolution 2020-29 **Watelet - Leduc**

That we do now adjourn.

Carried.