

# NICKEL DISTRICT CONSERVATION AUTHORITY



## MINUTES OF THE ANNUAL GENERAL MEETING

**Thursday, February 14, 2024**

Via MS Teams

Commenced: 4:31 p.m.

Adjourned: 6:18 p.m

PRESENT: Steve Kaufman, Chair  
Jennifer Davidson, Vice Chair  
Pauline Fortin  
Fern Cormier  
Bill Leduc

ALSO PRESENT: Carl Jorgensen, GM, Secretary-Treasurer  
Daniela Stuewer, Environmental Education Program Manager  
Melanie Venne, Office and Communications Coordinator

REGRETS: Joscelyne Landry-Altman  
Natalie Labbée

1. Chair Davidson welcomed everyone to the meeting.
2. No declarations of conflict were made.
3. Adoption of Agenda/Addition to Agenda

**Resolution 2024-08**

**Kaufman - Fortin**

*That the agenda of the February 14, 2024, General Board Meeting be adopted as amended.*

**Carried.**

4. Previous Meeting Minutes

a) Adoption of Minutes of January 10, 2024

**Resolution 2024-09**

**Cormier - Kaufman**

*That the minutes of the January 10, 2024, General Board Meeting, as circulated and reviewed, are approved.*

**Carried.**

5. Board Education: Educational Programming at Lake Laurentian Conservation Area

Daniela Stuewer, the Environmental Education Program Manager at Lake Laurentian Conservation Area, gave a presentation of the educational programming available. School yard and on-site school visits are available in the fall, winter and spring. These programs are designed to meet curriculum requirements as well. In the summer, staff run Camp Bitobig which is very popular and attracts over 300 kids every summer. Staff have been incredibly busy since COVID as programming fills up almost immediately. Chair Davidson thanks Daniela for the presentation and the continued hard work of her and her team.

6. Election of Officers

a) Appointment of Acting Chair, Returning Officer

**Resolution 2024-10**

**Leduc - Cormier**

*That Carl Jorgensen, the General Manager, is confirmed as the Secretary – Treasurer for the Authority until the Annual General Meeting of 2025.*

*And further, shall act as Chair of the meeting for the election of officers.*

**Carried.**

Chair Davidson indicated that Carl Jorgensen would act as Chair during the elections. Carl explained the voting process as per *Administrative By-law NDCA 2018-01*.

b) Vote for Chair

Carl opened nominations for Chair. Member Leduc nominated Jennifer Davidson. Carl repeated that nominations were open twice more. There were no other nominations. Carl indicated that Member Davison would be acclaimed if she accepted the nomination. Jennifer accepted the nomination. Carl congratulated her on her selection as Chair until the AGM of 2025.

c) Vote for Vice-Chair

Carl opened nominations for Vice-Chair. Member Leduc nominated Steve Kaufman. Carl repeated that nominations were open twice more. There were no other nominations. Carl indicated that Member Kaufman would be acclaimed if he accepted the nomination. Steve accepted the nomination. Carl congratulated him on his selection as Vice-Chair until the AGM of 2025.

d) Appointment of Officers

**Resolution 2024-11**

**Cormier - Fortin**

*That Jennifer Davidson is appointed as Chair of the Nickel District Conservation Authority until the Annual General Meeting of 2025, and*

*That Steve Kaufman is appointed as Vice-chair of the Nickel District Conservation Authority until the Annual General Meeting of 2025.*

**Carried.**

Note: At this time Secretary-Treasurer Carl removed himself from the Chair. Member Davidson assumed the Chair for the balance of the meeting.

7. Consent Agenda

**Resolution 2024-12**

**Cormier - Kaufman**

*That the Conservation Sudbury Board approves Consent Agenda items 7. a) to g).  
The following are the Consent Agenda items:*

a) Appointment to the Sudbury Source Protection Authority

*That the following members are hereby appointed to the Sudbury Source Protection Authority until the Annual General Meeting in 2025:*

- 1) *Jennifer Davidson*
- 2) *Steve Kaufman*
- 3) *Joscelyne Landry-Altman*
- 4) *Bill Leduc*
- 5) *Natalie Labbé*
- 6) *Pauline Fortin*
- 7) *Fern Cormier*

b) Appointment of Financial Institutions

*That the following financial institutions are retained for the year of 2024 and until the Annual General Meeting in 2025:*

*For banking: Royal Bank of Canada (RBC), Account Manager: Chris Wilcock*

*For investments: RBC Dominion Securities, Account Manager: Gilberto Ciulini*

c) Appointment of Auditor for Fiscal Year 2024

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

*That KPMG LLP, led by Account Manager Tiffany Cecchetto, is appointed as auditor for the fiscal years of 2024.*

d) Appointment of Conservation Ontario Voting Delegates

*That appointments to the Council of Conservation Ontario for the Year 2024, and until the Annual General Meeting in 2025, are as follows:*

- 1) *Council Voting Representative: Jennifer Davidson*
- 2) *Council Voting Alternate: Steve Kaufman*
- 3) *Second Alternate - Carl Jorgensen, Secretary – Treasurer*

e) Appointment of Signing Officers and bank borrowing

*Be it resolved, that the signing officers for 2024, and until the Annual General Meeting in 2025, are the following:*

- 1) *Jennifer Davidson, Chair*
- 2) *Steve Kaufman, Vice-Chair*
- 3) *Carl Jorgensen, Secretary-Treasurer*

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

*That any two of them shall arrange any borrowing, from the Authority's appointed banking institution, of funds necessary for board-approved projects and programs, to a maximum amount of \$500 000.*

f) Appointment of the Head of the Authority for MFIPPA

*Be it resolved that Jennifer Davidson is the Head of the Authority for purposes of the Municipal Freedom of Information and Protection of Privacy Act, 1990, until the Annual General Meeting in 2025. Vice-chair Kaufman may act in the place of the Head if unavailable.*

g) Approval of rates for travel, per diem and honorarium

*That meeting per diem rates, Chair's honourarium, and travel expenses for 2024, as recommended in the staff report are approved.*

**Carried.**

8. Appointment of Members to the Audit and Finance Committee

**Resolution 2024-13**

**Cormier - Leduc**

*That the following Members are appointed to the Audit and Finance Committee until the Annual General Meeting in 2024,*

- 1) *Pauline Fortin*
- 2) *Jennifer Davidson*
- 3) *Steve Kaufman*

**Carried.**

9. Appointment of Members to the Regulation Review Committee

**Resolution 2024-14**

**Kaufman - Fortin**

*That the Members listed below are appointed to the Regulation Review Committee until the Annual General Meeting in 2025,*

- 1) *Bill Leduc*
- 2) *Pauline Fortin*
- 3) *Steve Kaufman*

*And further, that Fern Cormier be appointed as an alternate member of the Regulation Review Committee until the Annual General Meeting in 2025.*

**Carried.**

10. Appointment of Members to the Nickel District Conservation Foundation

**Resolution 2024-15**

**Fortin - Cormier**

*That the following are appointed to the Board of the Nickel District Conservation Foundation until the Authority's Annual General Meeting in 2025:*

- 1) *Jennifer Davidson*
- 2) *Steve Kaufman*
- 3) *Carl Jorgensen*

*And further that the Chair so informs the Board of the Nickel District Conservation Foundation before its next general meeting.*

**Carried.**

11. General Business

a) Request for an Exemption to Section 17(1.1) of the CA Act

Carl discussed a request letter to the Minister of Natural Resources and Forestry for permission under Section 17 (1.3)(a) of the *Conservation Authorities Act* to allow the chair or vice-chair of the Authority to hold office for more than two consecutive terms. The letter lays out the reasoning behind this request. A recorded vote was taken.

**Resolution 2024-16**

**Fortin - Leduc**

*Be it resolved that the Authority requests that the Minister grants permission under 17 (1.3)(a) that would allow the chair or vice-chair of the Authority to hold office for more than two consecutive terms.*

**Carried unanimously.**

b) Permits Under Section 28/29

**Resolution 2024-17**

**Kaufman - Leduc**

*That the report for permits issued under Sections 28 and 29 of the Conservation Authorities Act during the month of January 2024 is received.*

**Carried.**

c) Request for Section 28 Permit Extension

Staff cannot issue a permit with an effective period longer than two years. However, in some situations, where warranted, the Members may extend the permit for up to five years. Canadian Shield Consultants has requested a one-year extension to an existing permit period in order to be able to complete the work. Melanie provided an overview of the work completed to date, and what is remaining.

**Resolution 2024-18**

**Fortin - Cormier**

*Whereas the circulated staff report, "Request for a permit extension for development under Ontario Regulation 156/06, 2590280 Ontario Ltd. (Canadian Shield Consultants Agency Inc.), 0 Goodwill Drive, File no. 29749, 29750 and 29751" dated January 9, 2024, recommends that an extension be granted for an additional year, be it resolved,*

*That permit 2021-100 is extended for a period ending December 9, 2024.*

**Carried.**

d) Work Plan for 2024

Carl presented the work plan for 2024, highlighting the new additions to the work plan. The work plan lays out objectives for the year and is organized by the various activity areas. If endorsed, the work plan will be posted on the website after the meeting.

**Resolution 2024-19**

**Leduc - Cormier**

*That the 2024 Work Plan is received and endorsed as presented.*

**Carried.**

12. In-Camera

**Resolution 2024-20**

**Leduc - Fortin**

That we go in-camera at 5:27 p.m.

**Carried.**

The Members ended the in-camera session at 6:17p.m. Direction to staff was provided regarding a lands matter.

13. Adjournment

**Resolution 2024-21**

**Kaufman - Cormier**

*That we do now adjourn*

**Carried.**