

NICKEL DISTRICT CONSERVATION AUTHORITY



MINUTES OF THE ANNUAL GENERAL MEETING

Thursday, February 12, 2026

Via MS Teams

Commenced: 4:31 p.m.

Adjourned: 6:04 p.m.

PRESENT: Steve Kaufman, Chair
Jennifer Davidson, Vice Chair
Mark Signoretti, Chair-elect
Michel Brabant, Vice-Chair-elect
Eric Benoit
Pauline Fortin
Joscelyne Landry-Altman

ALSO PRESENT: Carl Jorgensen, GM, Secretary-Treasurer
Madison Keegans, Source Protection Program Manager
Melanie Venne, Office and Communications Coordinator

1. Chair Kaufman welcomed everyone to the annual general meeting, including returning Member, Mark Signoretti.
2. No declarations of conflict were made.
3. Adoption of Agenda/Addition to Agenda

Resolution 2026-01

Fortin - Davidson

That the agenda of the February 12, 2026, Annual General Meeting is adopted as circulated.

Carried.

4. Previous Meeting Minutes

a) Adoption of Minutes of December 11, 2025

Resolution 2026-02

Benoit - Brabant

That the minutes of the December 11, 2025, General Board Meeting, as circulated and reviewed, are approved.

Carried.

5. Election of Officers

a) Appointment of Acting Chair, Returning Officer

Resolution 2026-03

Benoit – Landry-Altmann

That Carl Jorgensen, the General Manager, is confirmed as the Secretary – Treasurer for the Authority until the next Annual General Meeting, or sooner if required by statute.

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

Carried.

Chair Kaufman indicated that Carl Jorgensen would act as Chair during the elections. At this point in the meeting, the executive is dissolved as the Members select a new Chair and Vice-Chair.

Carl explained the process as per Appendix 3 of the *Administrative By-law NDCA 2018-01*.

b) Vote for Chair

Carl opened the nominations for Chair. Member Fortin nominated Mark Signoretti. Carl repeated that nominations were open a second time. Member Landry-Altmann nominated Steve Kaufman. Carl repeated that nominations were open a third time. There were no other nominations.

Member Brabant moved the closing of the nominations. This was seconded by Member Landry-Altmann.

Carl inquired with the nominees whether they wished to allow their name to stand. Member Signoretti accepted the nomination. Member Kaufman graciously declined.

Carl indicated that Member Signoretti is acclaimed as he was the only candidate. Carl congratulated him on his selection as Chair.

c) Vote for Vice-Chair

Carl opened the nominations for Vice-Chair. Member Signoretti nominated Michel Brabant. Member Kaufman nominated Jennifer Davidson. Carl repeated that nominations were open a second and third time. There were no other nominations.

Member Signoretti moved the closing of the nominations. This was seconded by Member Fortin.

Carl inquired with the nominees whether they wished to allow their name to stand. Member Brabant accepted the nomination. Member Davidson graciously declined.

Carl indicated that Member Brabant is acclaimed as he was the only candidate. Carl congratulated him on his selection as Vice-Chair.

d) Appointment of Officers

Resolution 2026-04

Fortin - Kaufman

That Mark Signoretti is appointed as Chair of the Nickel District Conservation Authority until the next Annual General Meeting, or sooner if required by statute, and

That Michel Brabant is appointed as Vice-chair of the Nickel District Conservation Authority until the next Annual General Meeting, or sooner if required by statute.

Carried.

At this time Secretary-Treasurer Carl removed himself from the Chair. Member Signoretti assumed the role of Chair for the balance of the meeting.

6. Consent Agenda

Resolution 2026-05

Kaufman - Fortin

That Consent Agenda items 7. a) through f) are approved as amended.

a) Appointment to the Sudbury Source Protection Authority

That the following Members are appointed to the Sudbury Source Protection Authority until the next Annual General Meeting, or sooner if required by statute,

- 1) Jennifer Davidson
- 2) Steve Kaufman
- 3) Joscelyne Landry-Altmann
- 4) ~~Bill Leduc~~ Mark Signoretti
- 5) Eric Benoit
- 6) Michel Brabant
- 7) Pauline Fortin

b) Appointment of Financial Institutions

That the following financial institutions are retained for 2026 and until the next Annual General Meeting, or sooner if required by statute:

For banking: Royal Bank of Canada (RBC), Account Manager: Chris Wilcock
For investments: RBC Dominion Securities, Account Manager: Gilberto Ciulini

c) Appointment of Conservation Ontario Voting Delegates

That the appointments to the Council of Conservation Ontario for the Year 2026, until the next Annual General Meeting, or sooner if required by statute,

- 1) Council Voting Representative: Mark Signoretti
- 2) Council Voting Alternate: Michel Brabant
- 3) Second Alternate - Carl Jorgensen, Secretary – Treasurer

d) Appointment of Signing Officers and bank borrowing

That the signing officers for the Nickel District Conservation Authority for 2026, and until the next Annual General Meeting, or sooner if required by statute, are

- 1) Mark Signoretti, Chair
- 2) Michel Brabant, 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.

e) Appointment of the Head of the Authority for MFIPPA

Be it resolved, that Mark Signoretti is the Head of the Authority for purposes of the Municipal Freedom of Information and Protection of Privacy Act, 1990, until the next Annual General Meeting, or sooner if required by statute. Michel Brabant may act in the place of the Head if unavailable.

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

That meeting per diem rates, Chair's honourarium, and travel expenses for 2026, as recommended in the staff report, are approved.

Carried.

7. Appointment of Members to the Audit and Finance Committee

Resolution 2026-06

Davidson - Kaufman

That the following Members are appointed to the Audit and Finance Committee until the next Annual General Meeting, or sooner if required by statute,

- 1) *Mark Signoretti*
- 2) *Pauline Fortin*
- 3) *Michel Brabant*

Carried.

8. Appointment of Members to the Regulation Review Committee

Resolution 2026-07

Davidson – Landry-Altmann

That the Members listed below are appointed to the Regulation Review Committee until the next Annual General Meeting, or sooner if required by statute,

- 1) *Pauline Fortin*
- 2) *Eric Benoit*
- 3) *Michel Brabant*

And further, that Steve Kaufman is appointed as an alternate until the next Annual General Meeting, or sooner if required by statute.

Carried.

9. Appointment of Members to the Nickel District Conservation Foundation

Resolution 2026-08

Fortin - Benoit

That the following Members are appointed to the Board of the Nickel District Conservation Foundation until the next Annual General Meeting, or sooner if required by statute:

- 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.

10. General Business

a) Health and Safety Policy Update

Madison Keegans provided the 2026 Health and Safety Policy updates. The policy has a few minor amendments for 2026 including removal of the COVID-19 safety plan and replacement with a respiratory illness policy, addition of the workplace personal safety policy and updates to the standard operating procedures for tools and equipment.

Madison also indicated the 2025 workplace inspections that took place. Member Brabant had a follow up question regarding the hazard identified and the corrective actions implemented.

Resolution 2026-09

Benoit - Fortin

That the health and safety policy staff report, dated February 5, 2026, is received and the revised policy is approved for use in 2026.

Carried.

b) Annual Update on Section 28 Permits and Planning Applications

Melanie Venne provided highlights of the staff report that captures statistics for both Section 28 permits and planning application reviews. The year was typical for volume of reviews and permits compared to the previous few years. The average permit turnaround time for 2025 was 13 days, and 91% of permit were issued within decision timeline requirements set out under *Ontario Regulation 41/24*.

Melanie also spoke about the pre-submission consultation application process that staff have formally incorporated as part of the requirements under Ontario Regulation 41/24. There were a few follow up questions regarding these and staff will provide further information at an upcoming meeting on this process.

Resolution 2026-10

Brabant - Kaufman

That the reports on statistics of 2025 planning and regulations reviews are received,

And further, that the 2025 Annual Report on Section 28 Timelines be published to the website.

Carried.

c) Work Plan

Carl presented the work plan for 2026, highlighting the new additions to it. 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. There was a brief discussion on some of the items. Member Fortin had questions regarding the Authority's reserves and future plans for these. Carl explained that the reserves are well described and tracked within the annual auditor's report but that a policy describing these in greater detail and attaching them to local context would be prudent.

Resolution 2026-11

Brabant - Davidson

That the 2026 Work Plan is received and endorsed as presented.

Carried.

d) Permits Under Section 28/29

Resolution 2026-12

Kaufman - Benoit

That the report for permits issued under Sections 28 and 29 of the Conservation Authorities Act during the month of December 2025 and January 2026 is received.

Carried.

11. In-Camera

Resolution 2026-13

Davidson - Kaufman

That we go in-camera at 5:32 p.m.

Carried.

Chair Signoretti confirmed that each Member was present, that all could hear and be heard and that each was participating from a private setting where no other person is present or able to hear any discussion or view any contents of the meeting.

The Members ended the in-camera session at 6:02 p.m with no forthcoming resolutions or direction to staff.

12. Adjournment

Resolution 2026-14

Kaufman - Davidson

That we do now adjourn at 6:04 PM

Carried.