

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY
MINUTES
of the**

Annual General Meeting of the North Bay-Mattawa Conservation Authority held at 6:00 p.m. on January 27, 2016 in the North Bay-Mattawa Conservation Authority Natural classroom, 15 Janey Avenue North Bay, Ontario.

MEMBERS PRESENT:

Bonfield, Township of	-	Jane Lagassie	(6:02 pm – 7:07pm)
Callander, Municipality of	-	Rob Noon	(6:02 pm – 7:07pm)
Calvin, Township of	-	Ian Pennell	(6:02 pm – 7:07pm)
Chisholm, Township of	-	Nunzio Scarfone	(6:02 pm – 7:07pm)
East Ferris, Municipality of	-	Mike Voyer	(6:02pm – 7:07pm)
Mattawa, Town of	-	Lorne Mick	(6:02 pm – 7:07pm)
Mattawan, Municipality of	-	Carole Curran	(6:02 pm – 7:07pm)
North Bay, City of	-	Dave Mendicino	(6:02 pm – 7:07pm)
Papineau –Cameron, Township of	-	Alvina Neault	(6:02 pm – 7:07pm)
Powassan, Municipality of	-	Dave Britton	(6:02 pm – 7:07pm)

MEMBER(S) ABSENT:

North Bay, City of	-	Chris Mayne
North Bay, City of	-	Jeff Serran

ALSO PRESENT:

Adam Whyte, Maintenance Foreman
Brian Tayler, CAO, Secretary-Treasurer
Crystal Barnes, Sewage System Inspector
Katelyn Lynch, Water Resources Engineer
Helen Cunningham, Finance/Human Resources Supervisor
Joel Harrison, Water Resources Specialist
Madeleine Poitras, Database Management Technician
Maria Russell, Accounts Clerk
Paula Scott, Director of Planning and Development
Paula Loranger, Community Relations Coordinator
Rebecca Morrow, Administrative Assistant
Robert Palin, Sewage System Program Manager
Scott Higgins, GIS Specialist
Sue Buckle, Supervisor, Communications and Outreach
Sue Miller, Manager, Drinking Water Source Protection
Troy Storms, Supervisor, Field Operations

1. Welcome & Introductions

The Chair welcomed everyone to the meeting and extended regrets on behalf of Chris Mayne and Jeff Serran. Members & staff introduced themselves.

2. Declaration of Pecuniary Interest

None declared.

3. Adoption of Agenda

After discussion the following resolution was presented:

Resolution No. 01-16, Voyer-Noon

THAT the agenda be approved.

Carried Unanimously

4. Appointment of Chief Administrative Officer as Chair

After discussion the following resolutions were presented:

Resolution No. 02-16, Neault-Voyer

THAT the Chief Administrative Officer be appointed as Chair for the purpose of conducting the election of Conservation Authority Officers. The acting Chair explained to members that he had received correspondence from Chris Mayne stating that he would allow his name to stand for any position that he was nominated for.

Carried Unanimously

Resolution No. 03-16, Pennell-Neault

THAT Helen Cunningham and Paula Scott be appointed as Scrutineers for the election of Officers.

Carried Unanimously

5. Appointment of Directors & Officers

The Acting Chair called for nominations for the position of Chair.

Mike Voyer nominated Dave Mendicino and was accepted.

After a second and third call for nominations and with no response, the following resolution was presented:

Resolution No. 04-16, Curran-Pennell

THAT nominations for the position of Chair are closed.

Carried Unanimously

The Acting Chair called for nominations for the position of Vice Chair.

Alvina Neault nominated Chris Mayne, which was accepted by way of a written affidavit.

After a second and third call for nominations and with no response, the following resolution was presented:

Resolution No. 05-16 Lagassie-Scarfone

THAT nominations for the position of Vice Chair are closed.

Carried Unanimously

The Acting Chair called for nominations for the Executive Committee.

Dave Mendicino nominated the following:

Rob Noon
Nunzio Scarfone
Jane Lagassie
Ian Pennell

The Acting Chair asked Rob Noon, Nunzio Scarfone, Jane Lagassie and Ian Pennell if they would accept the nominations, and sit on the Executive Committee for the year 2016. After discussion the following resolution was presented:

Resolution No. 06-16 Mick-Curran

THAT Rob Noon, Nunzio Scarfone, Jane Lagassie and Ian Pennell are appointed to the Executive Committee for the year 2016 or until the next AGM.

Carried Unanimously

At this point in the meeting the Chief Administrative Officer turned the meeting over to the newly re-elected Chair. The Chair congratulated everyone on their new appointments.

6. Adoption of Previous Minutes of December 16, 2015

After discussion the following resolution was presented:

Resolution No. 7-16, Pennell-Curran

THAT the minutes of the meeting held on December 16, 2015 be adopted as written.

Carried Unanimously

7. Board Meeting Schedule

After discussion the following resolution was presented:

Resolution No. 8-16, Noon-Pennell

THAT the following regular meeting dates of the Board of Directors be approved.

- Wednesday January 24, 2016
- Wednesday February 24, 2016
- Wednesday March 23, 2016
- Wednesday April 27, 2016
- Wednesday May 25, 2016
- Wednesday June 22, 2016
- July No Meeting
- Wednesday August 17, 2016
- Wednesday September 28, 2016
- Wednesday October 26, 2016
- Wednesday November 23, 2016
- Wednesday December 21, 2016

Carried Unanimously

8. Appointment of the Solicitor

After discussion the following resolution was presented:

Resolution No. 09-16 Neault-Britton

THAT the Peter Leckie be appointed as solicitor for the Conservation Authority for the year 2016.

Carried Unanimously

9. Appointment of Auditor

After discussion the following resolution was presented:

Resolution No. 10-16 Curran-Lagassie

THAT the BDO be appointed as auditors for the Conservation Authority for the year 2016.

Carried Unanimously

10. 2016 Banking & Borrowing Resolution

After discussion the following resolution was presented:

Resolution No. 11-16, Neault-Scarfone

THAT TD Bank be appointed to provide banking services for the Conservation Authority for the year 2016 and,

THAT staff be authorized to borrow from the TD Bank up to \$300,000.00 for cash flow purposes for the year 2016.

Carried Unanimously

11. 2016 Budget - referral to the Executive Committee

After discussion the following resolutions were presented:

Resolution No. 12-16, Mick-Scarfone

THAT the 2016 Budget be referred to the Executive Committee for a recommendation to the Full Authority Board in February.

Carried Unanimously

Resolution No. 13-16 , Pennell-Noon

THAT the next Executive Committee meeting be held in the Marc Charron Boardroom at 15 Janey Ave North Bay Ontario at 5:00 pm on February 3, 2016.

Carried Unanimously

12. Development, Interference and Alteration to Waterways Permits

After discussion, the following resolution was presented:

Resolution No. 14-16 , Lagassie-Curran

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses board report is received and appended to the minutes of this meeting.

Carried Unanimously

13. Closed Session of the Committee of the Whole

After discussion the following resolutions were presented:

Resolution No. 15-16, Voyer-Noon

THAT the meeting move into a closed session of the “Committee of the Whole” to discuss property matters.

Carried Unanimously

. Resolution No. 16-16, Curran-Britton

THAT the meeting move out of the closed session of the “Committee of the Whole” and into a Full Authority meeting.

Carried Unanimously

.Resolution No. 17-16, Noon-Neault

THAT the Board of Directors approves the purchase of an addition of 17 acres to the Shields McLaren Conservation Area in the Township of Bonfield and described as Parts 1 and 2 of Paln 36R-4620 in the amount of \$39,000.00 not including taxes and fees, and

THAT staff find a suitable type of recognition to the seller Ken Peters, and lastly

THAT officers are authorized to execute any documents required to complete the purchase.

Carried Unanimously

Resolution No. 18-16, Britton-Lagassie

THAT the Board of Directors authorizes the entering into a property and building lease agreement in the amount of \$14,912.09 with annual increase of 3% with Parry Sound Insurance Brokers Limited for a period of two years commencing in February 2016 for use as the North Bay- Mattawa Conservation Authority's Parry Sound Office located at 69 Bows Street, Parry Sound.

Carried Unanimously

Resolution No. 19-16, Scarfone-Mick

THAT the Board of Directors gives approval in principal pending compensation discussion to an easement across the Laurentian Ski Hill and Laurentain Escarpment Conservation Area properties in favour of the City of North Bay for the purpose of constructing and operating a sanitary trunk sewer.

Carried Unanimously

14. New Business

None declared.

15. Adjournment (7:07p.m.)

As there was no further new business, the following resolution was presented:

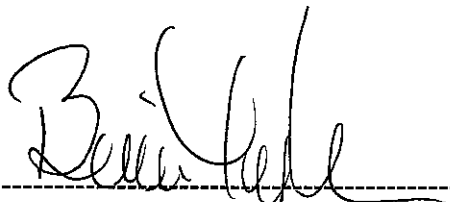
Resolution No. 20-16, Pennell-Curran

THAT the meeting be adjourned and the next meeting be held at 7:00pm Wednesday February 24, 2016 at the Authority office, 15 Janey Avenue, North Bay, Ontario, or at the call of the Chair.

Carried Unanimously



Dave Mendicino, Chair



Brian Tayler, Chief Administrative Officer, Secretary Treasurer

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Katelyn Lynch, Water Resources EIT

DATE: January 20, 2016

SUBJECT: Development, Interference with Wetlands, and Alterations to
Shorelines and Watercourses Permits for board approval

Background:

Section 28 of the *Conservation Authorities Act*, and subsequently Ontario Regulation 97/04 empowers each Conservation Authority to establish their own regulation to prevent the loss of life and property due to flooding and erosion, and to conserve and enhance natural resources. On May 4, 2006 the North Bay-Mattawa Conservation Authority (NBMCA) received its regulation entitled the Development, Interference with Wetlands, and Alterations to Shorelines and Watercourse Regulation (Ontario Regulation 177/06). This regulation will continue to be used as the tool by which the NBMCA manages issues related to development in natural hazard areas including areas with floodplains, wetlands and steep slopes. Within this regulation, a permit may be given by an Authority for development applications within the Authority's jurisdiction for:

28(1)(b) prohibiting, regulating or requiring permission of the authority for straightening, changing, diverting or interfering in any way with the existing channel of a river, creek, stream or watercourse, or for changing or interfering in any way with a wetland;
28(1)(c) prohibiting, regulating or requiring the permission of the authority for development if, in the opinion of the authority, the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by the development.(Conservation Authorities Act, R.S.O. 1990, Chapter C.27).

On February 8, 2013, the amended Ontario Regulation 177/06 came into effect. These amendments were approved by the NBMCA Board of Directors on December 19, 2012. One of the amendments that was included, and which was approved by the NBMCA Board of Directors, included the delegation of approvals of permit applications to the following designated employees:

- Chief Administrative Officer, Secretary-Treasurer
- Director, Planning & Development

As such, this Board Report is being presented to the NBMCA Board of Directors for information purposes.

Analysis:

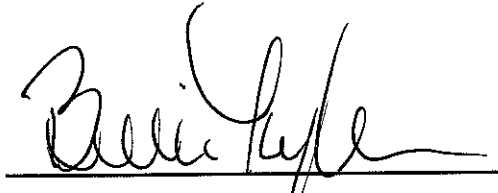
Three new permits were issued by the Conservation Authority since the previously approved minutes as per the policies, procedures and guidelines of the NBMCA under the Development, Interference with Wetlands, and Alterations to Shorelines and

Watercourses regulation. A table summarizing the details on this permit is attached to this report.

Three permits were issued for work on residential lots. The work permitted included placing and grading fill, installation of shoreline protection, construction of an addition, and the construction of a shoreline retaining wall.



Katelyn Lynch, Water Resources EIT



Brian Tayler, CAO-Secretary Treasurer

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: January 20, 2016

PERMIT YEAR

2015/2016

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File No.	Name of Applicant	Municipality	Legal Description/ Address	Name of Regulated Feature	Nature of Work	Date Complete Application Received	Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit No./Date of Issuance
RNB/15/59	Kidd, Stuart	North Bay	Lots 13 & 14, Con C; 601 Anita Ave	Valley of Trout Lake	New Driveway	November 18, 2015	88-15 - November 18, 2015
RNB/15/67	Shouse, Heather & William Ready	North Bay	Pt Lot 9, Con B & C 111 West Peninsula Rd	Trout Lake	Building addition & shoreline protection	November 30, 2015	89-15 - November 30, 2015
RNB/15/66	Tremblay, Reg & David	North Bay	Plan NR1697, Pt 1; 64 Gertrude St W	Lake Nipissing	Retaining wall	November 26, 2015	01-16 - January 11, 2015