

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

FOURTH Meeting of the North Bay-Mattawa Conservation Authority held at 5:30 p.m. on April 26, 2017 in the North Bay-Mattawa Conservation Authority Natural classroom, 15 Janey Avenue North Bay, Ontario.

MEMBERS PRESENT:

Bonfield, Township of	-	Jane Lagassie	(5:28pm – 6:33pm)
Calvin, Township of	-	Ian Pennell	(5:28pm – 6:33pm)
Chisholm, Township of	-	Nunzio Scarfone	(5:28pm – 6:33pm)
East Ferris, Municipality of	-	Mike Voyer	(5:28pm – 6:33pm)
Mattawa, Town of	-	Lorne Mick	(5:28pm – 6:33pm)
Mattawan, Municipality of	-	Carole Curran	(5:28pm – 6:33pm)
North Bay, City of	-	Dave Mendicino	(5:28pm – 6:33pm)
North Bay, City of	-	Jeff Serran	(5:28pm – 6:33pm)
Papineau –Cameron, Township of	-	Alvina Neault	(5:28pm – 6:33pm)
Powassan, Municipality of	-	Dave Britton	(5:28pm – 6:33pm)

MEMBER(S) ABSENT:

Callander, Municipality of	-	Rob Noon
North Bay, City of	-	Chris Mayne

ALSO PRESENT:

Brian Tayler, CAO, Secretary-Treasurer
Katelyn Lynch, Water Resources EIT
Paula Scott, Manager, Planning and Development
Rebecca Morrow, Administrative Assistant
Robert Palin, Manager, On-site Sewage System Program
Sue Buckle, Supervisor, Communications and Outreach
Valerie Murphy, Regulations Officer

1. Approval of the Agenda

The Chair welcomed everyone to the meeting and extended regrets on behalf of Chris Mayne. After regrets were extended, Brian Tayler introduced Valarie Murphy to the Board of Directors. The Board welcomed Valerie, and after which the following resolution was presented:

Resolution No. 36-17, Serran-Pennell

THAT the agenda be approved.

Carried Unanimously

2. Adoption of Previous Minutes of April 26, 2017

After discussion the following resolution was presented:

Resolution No. 37-17, Voyer-Lagassie

THAT the minutes from the April 26, 2017 meeting are adopted as presented.

Carried Unanimously

3. Declaration of Pecuniary Interest

None declared.

4. Spring Freshet

Brian Tayler gave members an update and presentation on the local water levels, and forecasted precipitation levels. Dave Mendicino also updated members on the Kinsmen Trail in relation to localized flood events and high water levels. After the presentation, the members thanked Brian and Dave for the information, presentation and update.

5. Laurentian Ski Hill and Snowboarding Fund

Brian Tayler updated the members on the Laurentain Ski Hill and Snowboarding Club (LSHC) activities. He informed the members that LSHC is hoping to receive some fill from local construction activities that are happening in the area. The fill would be used to fill in areas of the hill where needed. After discussion, the members thanked Brian for the update, and the following resolution was presented:

Resolution No. 38-17, Britton-Mick

THAT Ski Hill reserve funds of \$4200.00 for the lift repair be redistributed for fill and grading improvements.

Carried Unanimously

6. Closed Session of Committee of the Whole

After discussion, the following resolutions were presented:

Resolution No. 39-17 Voyer-Pennell

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

Carried Unanimously

Resolution No. 40-17 Neault-Lagassie

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

Carried Unanimously

7. Development, Interference and Alteration to Waterways Permits Review

Brian Tayler reviewed the permits issued since the last meeting. After discussion, the following resolution was presented:

Resolution No. 41-17, Serran-Pennell

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Water Courses April 20, 2017 board report is received and appended to the minutes of this meeting.

Carried Unanimously

8. Communications and Outreach Report

Sue Buckle presented to the members the communications report. After discussion, the members thanked Sue for her update, and the following resolution was presented.

Resolution No. 42-17, Neault-Voyer

THAT the Board of Directors receives the Communication report, and;

THAT this report be amended to the minutes of this meeting.

Carried Unanimously

9. Proposed Ontario Building Code Amendments, On-site Sewage System Inspections

Robert Palin provided an update to the members on proposed changes to the Ontario Building Code Part 8, On-site Sewage System Inspections. He explained the possible implications to the NBMCA and municipalities. He encouraged members to send the minister a letter expressing their concerns. After discussion, the members thanked Rob for his update, and the following resolutions were presented:

Resolution No. 43-17, Serran-Mick

THAT the Board of Directors receives the Report on Proposed Changes to Part 8 of the Ontario Building Code dated April 21, 2017 and;

THAT this report be appended to the minutes of this meeting.

Carried Unanimously

Resolution No. 44-17, Britton-Scarfone

THAT the North Bay – Mattawa Conservation Authority (NBMCA) does hereby request that the Honourable Bill Munro, Minister of Municipal Affairs and Housing not move forward with proposed Building Code change B-08-09-03. A proposed change that will, if enacted, cause undue financial hardship of the property owners of our area of jurisdiction and the implementation and enforcement will cause great challenges for the Principal Authority under Part 8 of the Ontario Building Code as the province will provide no funding, and;

THAT the Board of Directors request that member municipalities communicate to the Honourable Bill Munro, Minister of Municipal Affairs and Housing their support for the NBMCA's position.

Carried Unanimously

10. Great Lakes Guardian Community Fund

Brian Tayler gave an update on the Great Lakes Guardian Community Fund. After discussion, the following resolution was presented:

Resolution No. 45-17 Scarfone-Voyer

THAT the Board of Directors authorizes staff to enter into a Grant Funding Agreement with the Province of Ontario for the Great Lakes Guardian Community Fund, and;

THAT the Board of Directors authorizes staff to enter into additional grant funding agreements to support the Stewardship Program, and;

FURTHER THAT this report be received and appended to the minutes of this meeting.

Carried Unanimously

11. 2016 Audit Presentation

Deferred until the next Board of Directors meeting

New Business

Brian gave an update to members on the Board training with BDO that he was trying to organize. After discussion, it was agreed that members would defer the training until after the next municipal election.

12. Adjournment (7:35p.m.)

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

Resolution No. 46-17, Mick-Pennell

THAT the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday May 24, 2017 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 &
Valerie Murphy, Regulations Officer

DATE: April 20th, 2017

SUBJECT: Report On 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.

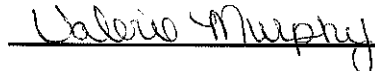
Analysis:

11 new permits were issued by the Conservation Authority in 2017 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.

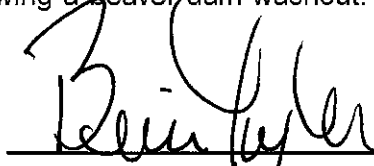
One permit was issued for pipeline integrity work, including excavation of the pipeline, within the existing gas pipeline right-of-way. Three permits were issued for shoreline alterations, dredging and protections works. One permit was issued for a new single family dwelling, one permit for a new detached garage and one permit for excavating around an existing foundation. One permit was issued for site grading for 5 temporary driveways on vacant lots. Two permits were issued for shoreline clean-up and reinstating a creek and drainage channel following a beaver dam washout. One permit was issued for the removal of an old rail bed.



Katelyn Lynch, Water Resources EIT



Valerie Murphy, Regulations Officer



Brian Tayler, CAO-Secretary Treasurer

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMC BOARD INFORMATION ON: April 20th, 2017

PERMIT YEAR: 2017

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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	
RCALL-17-03	Leboeuf, Mike	Callander	Lot 23 of Plan M-199 110 Ninovan Road	Lake Nipissing	Remove old rock crib	March 8, 2017	#7-17 March 8, 2017	
REF-17-02	Rogers, J, & Blain, S	East Ferris	Lot 10, Con 15; Pt 1 of 36R-3950; Pcl. 13367	Trout Lake	Excavation of existing foundation	March 13, 2017	#8-17 March 14, 2017	
RNB-17-10	Consolidated Homes (Orsi, Paul)	North Bay	Garland Drive;	Trout Lake	Site grading for 5 temporary driveways	March 30, 2017	#9-17 March 30, 2017	
RNB-17-11	Tignanelli, Irene	North Bay	785/783 Lakeshore Drive	Lake Nipissing	dredging sediment around docks	March 28, 2017	#10-17 March 31, 2017	
RCALL-17-05	Corbell, Christine & Jeff	Callander	505 Main St South; Lot 2 Con 26; Pts 1 & 2 of Plan 5102	Lake Nipissing	Shoreline protection	April 7, 2017	#11-17 April 11, 2017	
RNB-17-08	Nipissing Regional Community Residential Hospice	North Bay	Pt Lot 20, 3rd Ave; Pt Lots 64, 65 Metcalfe; Pts 1,3,6,7,8 & 9 of 36R-13916; John Street	Chippewa Creek	Remove old rail bed	March 22, 2017	#12-17 April 11, 2017	
RNB-17-12	1552443 Ont Inc	North Bay	1134 Premier Road;	Lake Nipissing	New Single Family Dwelling	April 6, 2017	#13-17 April 18, 2017	

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: April 20th, 2017

PERMIT YEAR: 2017

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RNB-17-07	TransCanada Pipelines (Catholic Protection Remedial Program)	North Bay	Lots 11, 12 & 14 Con 1	Trout Lake watershed - 5 unnamed wetlands	Pipeline Integrity digs	February 21, 2017	#14-17 April 3, 2017
RCALL-17-07	Hyatt, Rob	Callander	Pt Lot 16, Con 25; 374 Lighthouse Road	Lake Nipissing	Remove washout material from shore & backfill	April 18, 2017	#15-17 April 18, 2017
RCALL-17-06	Sinclair, Joe & Mary	Callander	Lot 15, Con 25; M46; 326 Lighthouse Road	Lake Nipissing & Creek	Replace shoreline after beaver dam break	April 18, 2017	#16-17 April 18, 2017
RNB-17-05	Sapinski, R & M	North Bay	117 Premier Road	Lake Nipissing	New Garage	April 10, 2017	#17-17 April 19, 2017

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

ORIGIN: Sue Buckle, Supervisor, Communications and Outreach

DATE: April 26, 2017 Board Meeting

SUBJECT: Communications and Outreach Update

Background:

NBMCA's mission and vision call for NBMCA to provide leadership in watershed management through promotion of conservation awareness in cooperation with others. To achieve this, a variety of outreach, engagement and communication strategies and initiatives are implemented. Raising public awareness of NBMCA, our role as watershed managers and engaging the community in their collaborative role as stewards of our watershed is one of NBMCA's Strategic Goals.

The attached Report highlights NBMCA outreach, engagement and communication initiatives for Mar/April and identifies upcoming events for the Board's information and participation where noted.

Analysis:

Discover the good, the bad and the baffle.
May 11, 2017

MANAGING BEAVERS
Workshop

Register today!
705-474-5420 nbmca@nbmca.ca

Learn how to manage beavers and create a peaceful co-existence.

Speaker: Michel Leclair
Beaver Whisperer

After lunch see the "Beaver Baffle" in action at Laurier Woods Conservation Area!

On May 11th, NBMCA in partnership with Friends of Laurier Woods, are hosting a beaver management workshop. Beavers can be a benefit and a burden. They help maintain important wetlands but damage vegetation, farmland and municipal infrastructure. There are unique ways to manage beavers and create a peaceful co-existence. This workshop includes a morning presentation and discussion with Michel Leclair followed by an afternoon field trip to Laurier Woods Conservation Area to see a "Beaver Baffle" in action!

Recommendations:

That the Board receives and accepts the Report and appends it to the minutes of this meeting.

RECOMMENDED RESOLUTION:

None required.



Sue Buckle, Supervisor Communications & Outreach



Brian Tayler, CAO/Secretary-Treasurer

Communications & Outreach Update

Report to the Board – April 26, 2017

April 11	“Ask an Inspector” - North Bay Fire & Emergency Services West Ferris Arena (On-site Sewage System Program)
April 12	Municipal Workshop – Roads & Bridges – 50 registrants, 12 municipalities (DWSP, Engineering, Communications)
April 12	North Bay Regional Science Fair – Judging & Award (Communications) Congratulations to Connor Moore and Benjamin Strang of West Ferris SS winners of NBMCA’s Science Fair Award for their project - Using Daphnia to monitor water toxicity.
April 22	Chippewa Creek Ecopath – Adopt the Creek Brownies – Adoption & Earth Day Clean-up (Communications)
April 28	District of Parry Sound Municipal Association - Spring Meeting Restore Your Shore (Stewardship) (Communications)
April 29	Chippewa Creek Ecopath – Adopt the Creek Rotaract North Bay-Nipissing – Adoption & Clean-up
May 11 8:30 am – 3 pm \$40/person	Beaver Management Workshop Rorab Shriners Club & Laurier Woods Conservation Area Speaker: Michel Leclair “Beaver Whisperer” featured on the Nature of Things Hosted by NBMCA & Friends of Laurier Woods Target Attendees: Municipalities; Callander ICA property owners; general public (Field Ops / DWSP/Communications)
May 11 6 pm	Friends of Laurier Woods Annual General Meeting Rorab Shriners Club – Presentation by CAO (CAO)

NBMCA’s 2017 Digital Communications

Websites:

nbmca.ca
chippewaecopath.ca
actforcleanwater.ca
restoreyourshore.ca
mattawarivercanoerace.ca

Twitter:

@theNBMCA
@ChippewaEcoPath
@MRcanoerace

Facebook:

facebook.com/NBMCA
facebook.com/ChippewaCreekEcoPath

YouTube Channel:

<https://www.youtube.com/channel/UCQqtf0Cc8C6Tv4daT4MPaGw>

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

ORIGIN: Robert M. Palin, I-CBO-SS, Manager
On Site Sewage System Program (OSSSP)

DATE: April 21, 2017

SUBJECT: Proposed Change to Part 8 Ontario Building Code

Background:

The Ministry of Municipal Affairs & Housing, (MMAH) has released a list of proposed changes to the Ontario Building Code. Many changes have been proposed to Part 8 of which the NBMCA is legislated as Principal Authority. Proposed building code change B-08-09-03 requires regular pumping out of septic tanks and keeping of the septic tank and treatment units' maintenance records. A copy of the proposed change is attached to this report.

Many municipalities have voiced concerns with this proposed code change. Tay Valley Township, Head Clara & Maria Townships, and the Municipality of East Ferris have all passed resolutions to express their opposition. The Municipality of Callander is considering passing a resolution as well.

Analysis:

Staff has completed their review of the proposed changes; The MMAH deadline for comments was December 20, 2016. Comments were submitted for some of the proposed changes but this particular change was not commented on. Staff felt that this change would not have a large impact within their area of jurisdiction. Most people voluntarily pump their septic tanks every three to five years. Many municipalities have pump out by-laws that require mandatory pump outs.

After reading the documentation from the municipalities and discussions with a representative of Callander, staff has raised some concerns with the proposed code change. They are as follows;

The NBMCA is the principal authority for Part 8 OBC therefore the Chief Building Official that is referenced in the code change is the Inspector with the same powers and duties as the chief building official in regard to sewage systems. At the NBMCA that would be the positions of Area Supervisor, On-site Sewage Systems in the Parry Sound office and the Manager, On-Site Sewage Systems.

There is the potential for a requirement of administration and enforcement activities associated as a result of the proposed change. Enforcement will be extremely difficult to achieve. The NBMCA's area of jurisdiction is vast and some areas are unincorporated

**PROPOSED CHANGE TO THE 2012 BUILDING CODE
O. REG. 332/12 AS AMENDED**

CHANGE NUMBER: B-08-09-03
SOURCE: Ontario
CODE REFERENCE: Division B / 8.9.3.4

DESCRIPTION OF THE PROPOSED AMENDMENT

The proposed change requires regular pumping out of septic tanks and keeping of the septic tanks and treatment units' maintenance records.

EXISTING 2012 BUILDING CODE PROVISION(S)

8.9.3. Maintenance

8.9.3.4. Class 4 Sewage Systems

(1) *Septic tanks and other treatment units shall be cleaned whenever sludge and scum occupy one-third of the working capacity of the tank.*

PROPOSED CODE CHANGE

8.9.3. Maintenance

8.9.3.4. Class 4 Sewage Systems

(1) *Septic tanks and other treatment units shall be cleaned whenever sludge and scum occupy one-third of the working capacity of the tank or every within five years of the last pump out, whichever occurs first.*

(2) *The records of septic tanks and treatment units cleaning as required by Sentences (1) shall be kept by the operator of the sewage system for submission to the chief building official upon request.*

RATIONALE FOR CHANGE

Problem/General Background

The proponent requested the change to strengthen the maintenance requirements of septic systems through regular pump outs and to require record keeping thereof to help ensure compliance with the code requirements.

Conventional systems need to be maintained regularly. Current Code requirements do not include regular/periodic pump outs of septic tanks. The proposed requirement will make it mandatory to pump out septic tanks on a periodic basis and to keep the maintenance records of the pump out.

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

ORIGIN: Troy Storms, Supervisor, Field Operations

DATE: April 20, 2017

SUBJECT: Stewardship Program: Great Lakes Guardian Grant

Background:

NBMCA's Integrated Watershed Management Strategy (IWMS) and the 2014-2018 Strategic Plan "Moving Forward" call for the development of a Stewardship Strategy to assist NBMCA in fulfilling its mission and vision, as well as achieving its objectives. Much of integrated watershed management is about human behaviour and public engagement is an integral component of this IWMS. NBMCA's Strategic Plan calls for the development of a framework for stewardship that engages hearts and minds and leads to action. To achieve this, NBMCA has successfully incorporated the principles of Community Based Social Marketing in its outreach and stewardship efforts to date.

Staff members in all program areas are identifying opportunities for public engagement and stewardship in achieving their program goals. This will help form the basis of an ongoing Integrated Stewardship Strategy in the years ahead. A Stewardship Program has been developed for 2017, building in part on the success of the 2015 and 2016 "Restore Your Shore" shoreline planting program.

The Stewardship Program to date was developed through the collaboration of several program areas: Communications and Outreach, Drinking Water Source Protection, and Field Operations. Responsibility for implementation and ongoing development of the Stewardship Program is the responsibility of Field Operations, working with other program areas to achieve the integrated outcomes.

The program is largely funded through a series of annual grants. One of these is the Great Lakes Community Guardian Fund (GLCGF) of the Ministry of Environment and Climate Change. We have been advised our application for 2017 has been approved in the amount of \$24,995.50.

Analysis:

Blue-green algal blooms continue to be a problem in select watersheds in the NBMCA's jurisdiction because of excessive phosphorus loading. The objective of the GLCGF Project is to continue the "Restore Your Shore" program that restored a total of 73 shorelines in 2015 and 2016 through riparian plantings. The "Restore Your Shore" program will continue to help foster sustainable behaviour by removing financial barriers to public participation, encouraging a

culture of stewardship through community-based strategies that promote partnerships and participation.

The direct result of this Project will be improved shoreline management at a minimum of ten (10) properties, improved water quality for human and ecological health and the planting of 2800 trees, shrubs and plants.

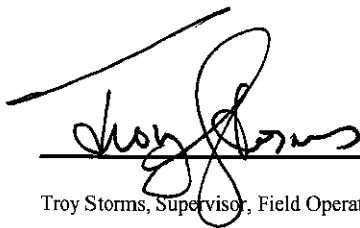
Recommendation:

The Board of Directors endorses the continuation of the Restore Your Shore program as outlined in the 2017 Budget.

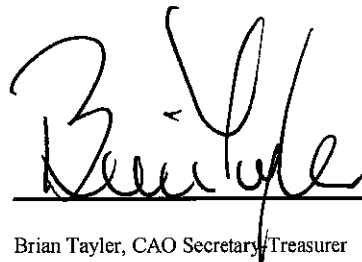
RESOLUTIONS:

That the Board authorizes staff to enter into a Grant Funding Agreement with the Province of Ontario for the Great Lakes Guardian Community Fund.

That the Board authorizes staff to enter into additional grant funding agreements to support the Stewardship Program.



Troy Storms, Supervisor, Field Operations



Brian Tayler, CAO Secretary/Treasurer