

# NICKEL DISTRICT CONSERVATION AUTHORITY



## MINUTES OF GENERAL BOARD MEETING

---

**Thursday, February 8, 2018**

206 Ramsey Lake Rd. Sudbury  
Northern Water Sports Centre

Commenced: 4:40 p.m.  
Adjourned: 6:00 p.m.

PRESENT: Lin Gibson, Chairperson  
Fern Cormier  
Jennifer Davidson  
Mike Jakubo  
Steve Kaufman  
Joscelyne Landry-Altmann  
Mark Signoretti  
Paul Sajatovic

ALSO PRESENT: Carl Jorgensen, Secretary –Treasurer, General Manager  
Melanie Venne, Office Coordinator

COMMUNICATION: Anne Watelet, Regrets

1. Lin Gibson opened the meeting by providing some introductory remarks. The 2018 Community Builders Award will be awarded on March 1, 2018 with a dinner and awards gala at the Caruso Club. Lin is planning on attending and has a ticket available for another board member to attend with her.

The Greater Sudbury Watershed Alliance hosted a panel meeting about sodium levels in Sudbury area lakes on February 12, 2018. Conservation Sudbury staff participated on the panel.

2. No declarations of conflict were made.
3. Adoption of Agenda

**Resolution 2018-09**

**Sajatovic - Kaufman**

*That the agenda for the February 8, 2017 General Board Meeting be adopted as amended.*

**Carried.**

4. Adoption of Minutes of Previous Meetings

**Resolution 2018-10**

**Signoretti - Davidson**

*That the minutes of the January 11, 2018 General Board Meeting, as duplicated and circulated be approved.*

**Carried.**

5. Selection of Officers

a) Chairperson

Chairperson Gibson turned the meeting over to Secretary – Treasurer Carl Jorgensen to conduct the election of officers for 2018. The floor was opened for the nomination of candidates for the position of Chairperson.

Nominee

Lin Gibson

Nominator

Mark Signoretti

No other nominations were received based on the election procedure. A motion to close nominations was moved by Member Sajatovic. Member Gibson agreed to stand and the following resolution was presented.

**Resolution 2018-11**

**Signoretti - Kaufman**

*That Lin Gibson is appointed as Chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2019.*

**Carried.**

b) Vice-Chairperson

The nominations for the position of Vice-Chairperson for 2018 were also conducted by Carl Jorgensen.

Nominee

Steve Kaufman

Nominator

Paul Sajatovic

No other nominations were received based on the elections procedure. A motion to close nominations was moved by Member Jakubo. Member Kaufman agreed to stand and the following resolution was presented:

**Resolution 2018-12**

**Cormier - Jakubo**

*That Steve Kaufman is appointed as Vice-Chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2019.*

**Carried.**

c) Secretary-Treasurer

**Resolution 2018-13**

**Jakubo - Kaufman**

*That Carl Jorgensen, the General Manager, is appointed as the Secretary-Treasurer for the Authority until the Annual General Meeting of 2019.*

**Carried.**

6. Appointment of Signing Officers

**Resolution 2018-14**

**Cormier - Sajatovic**

*That the signing officers for the Nickel District Conservation Authority for 2018, and until the Annual General Meeting in 2019, 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.**

7. Bank Borrowing

**Resolution 2018-15**

**Signoretti - Jakubo**

*That for the year 2018, the signing officers as designated, are empowered to arrange any*

[4]

*necessary borrowing from time to time, by promissory note, of funds necessary for approved Authority projects and programs, to a maximum amount of \$200,000.*

**Carried.**

8. Appointment to Sudbury Source Protection Authority

**Resolution 2018-16**

**Kaufman - Davidson**

*That the following members are hereby appointed to the Sudbury Source Protection Authority until the Annual General Meeting in 2019:*

- 1) *Lin Gibson*
- 2) *Mark Signoretti*
- 3) *Fern Cormier*
- 4) *Steve Kaufman*
- 5) *Mike Jakubo*
- 6) *Joscelyne Landry-Altmann*
- 7) *Anne Watelet*
- 8) *Paul Sajatovic, and*
- 9) *Jennifer Davidson*

**Carried.**

9. Conservation Ontario Council Appointments

**Resolution 2018-17**

**Jakubo – Sajatovic**

*That the Nickel District Conservation Authority's appointments to Conservation Ontario for the year 2018, and until the Annual General meeting in 2019, are as follows*

- 1) *Voting Representative – Lin Gibson*
- 2) *Council Alternate – Steve Kaufman*
- 3) *Second Alternate – Carl Jorgensen*

**Carried.**

10. Appointment to the Nickel District Conservation Foundation

According to the bylaws of the Nickel District Conservation Foundation, three members of

the board of directors should be from the NDCA board. There were only two volunteers at this meeting and this topic shall be revisited at another NDCA board meeting.

**Resolution 2018-18**

**Jakubo - Kaufman**

*That the following Members of the General Board are appointed to the Board of the Nickel District Conservation Foundation until the Annual General Meeting in 2019.*

- 1) Steve Kaufman
- 2) Jennifer Davidson

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

**Carried.**

11. Per Diem Rate Changes

The per diem rates for 2018 remain unchanged from 2017. Staff will review the rates in 2019 and provide an update for the next AGM.

**Resolution 2018-19**

**Jakubo - Davidson**

*That meeting per diem rates, Chairperson's honorarium, and travel expenses for 2018, as outlined in the staff report, are approved.*

**Carried.**

12. General Business

a) Chairperson's Report

Chairperson, Lin Gibson, briefly reviewed her 2017 report. The report highlights the successes of the past year.

**Resolution 2018-20**

**Sajatovic - Signoretti**

*That the Chairperson's Report for 2018 is received as presented.*

*And further, that the report is posted to the Authority's website within seven days.*

**Carried.**

b) 2018 Work Plan

The key sections of the 2018 work plan were highlighted by Carl Jorgensen. The work plan will also be put on the Conservation Sudbury website.

**Resolution 2018-21**

**Kaufman – Landry-Altmann**

*That the 2018 Work Plan is received and approved as presented*

**Carried.**

c) 2017 Year End Financials (unaudited)

Carl Jorgensen presented the unaudited financials for 2017. The audit for 2017 is currently ongoing and progressing well. Board members had questions about specific lines of the budget. Member Jakubo highlighted the investment income. Carl committed to following up with further details stemming from one of the questions about Other income.

**Resolution 2018-22**

**Kaufman - Davidson**

*That the 2017 unaudited year-end financials are received as presented.*

**Carried.**

d) Section 28 Report

**Resolution 2018-23**

**Signoretti - Davidson**

*That the report for permits issued under Section 28 of the Conservation Authorities Act for January 2018 is received.*

**Carried.**

e) WECI Report on 2018 and 2018

Carl provided a written report and discussed the 2017 WECI project on the Junction Creek box culvert. Due to the condition of the box culvert, only a portion of the initial project was able to be repaired.

The Authority is planning to again apply for WECI in 2018 to complete remedial works required within the box culvert under downtown Sudbury between Larch and Brady streets. Also planning for project preparation for Maley Dam concrete repair will commence.

**Resolution 2018-24**

**Sajatovic - Kaufman**

*That the Board receives the staff report on the WECI 2017 and 2018 program and proceeds with applying to the 2018 WECI program based on recommendations made.*

**Carried.**

f) Minutes of the Audit and Finance Committee

Mike Jakubo clarified that the auditors will be presenting a more detailed review of the 2017 audit to the Audit and Finance Committee and a more general review will be brought to the NDCA board. Carl mentioned that any board members who wished to be present at any of the subcommittee meeting are welcome and will be notified when the meeting time and place have been confirmed by the committee and auditor.

**Resolution 2018-25**

**Davidson - Signoretti**

*That the minutes of the first Audit and Finance Committee meeting of 2018 are approved as received.*

**Carried.**

9. New Business

a) Office Lease Extension

Carl briefly outlined the staff report which discussed the lease extension for the main office space of Conservation Sudbury. The board briefly discussed the associated costs and the following resolution was brought forward:

**Resolution 2018-26**

**Sajatovic – Landry-Altmann**

*Be it resolved that the extension of the sub- lease for 199 Larch St., Suite 401, is approved for five years until March 30, 2023, as per the staff report*

**Carried.**

10. Adjournment

**Resolution 2018-27**

**Kaufman - Signoretti**

*That we do now adjourn.*

**Carried.**