

NICKEL DISTRICT CONSERVATION AUTHORITY



MINUTES OF THE ANNUAL GENERAL MEETING

Thursday, February 11, 2021

Via Zoom

Commenced: 4:35 p.m.

Adjourned: 6:19 p.m

PRESENT: Lin Gibson
Steve Kaufman
Jennifer Davidson
Mike Jakubo
Joscelyne Landry-Altman
Bill Leduc
Anne Watelet

ALSO PRESENT: Carl Jorgensen, Secretary –Treasurer, General Manager
Melanie Venne, Staff
Bailey Chabot, Watershed Planner

REGRETS: Geoff McCausland

1. Chairperson Lin opened the meeting. She thanked everyone for attending as we enter almost a full year of having board meetings via electronic means.
2. No declarations of conflict were made.
3. Adoption of Agenda/Addition to Agenda

Resolution 2021-10

Watelet – Jakubo

That the agenda of the February 11, 2021 Annual General Board Meeting be adopted as circulated.

Carried.

4. Previous Meeting Minutes

- a) Adoption of Minutes of January 14, 2021

Resolution 2021-11

Leduc - Davidson

That the minutes of the January 14, 2021 General Board Meeting, as circulated and reviewed, are approved.

Carried.

b) Business arising from minutes

Since the last board meeting, certain sections of the *Conservation Authorities Act* have been proclaimed. The Ministry of Natural Resources and Forestry distributed an FAQ about the changes that are now in effect. Carl reviewed the four most relevant questions.

5. Selection of Officers

Chairperson Lin indicated that Carl Jorgensen would act as Chairperson during the elections. Carl explained the voting process as per the Administrative By-laws of the Authority.

a) Chairperson

Member Landry-Altman nominated Lin Gibson. Lin accepted the nomination. There were no other nominations therefore Lin was acclaimed.

Resolution 2021-12

Leduc - Watelet

That Lin Gibson is appointed as Chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2022.

Carried.

b) Vice-Chairperson

Member Watelet nominated Steve Kaufman. Steve accepted the nomination. There were no other nominations therefore Steve was acclaimed.

Resolution 2021-13

Leduc - Gibson

That Steve Kaufman is appointed as Vice-chair of the Nickel District Conservation Authority until the Annual General Meeting of 2022.

Carried.

Note: At this time Secretary-Treasurer Carl removed himself from chairing the meeting and Chairperson Gibson assumed this role for the balance of the meeting.

c) Secretary-Treasurer

Resolution 2021-14

Jakubo – Landry-Altmann

That Carl Jorgensen, the General Manager, is confirmed as the Secretary – Treasurer for the Authority until the Annual General Meeting of 2022.

Carried.

6. Appointment of Members and Officers of the Sudbury Source Protection Authority

Resolution 2021-15

Leduc - Davidson

That the following members are hereby appointed to the Sudbury Source Protection Authority until the Annual General Meeting in 2022:

- 1) *Jennifer Davidson*
- 2) *Lin Gibson*
- 3) *Mike Jakubo*
- 4) *Steve Kaufman*
- 5) *Joscelyne Landry-Altmann*
- 6) *Bill Leduc*
- 7) *Geoff McCausland*
- 8) *Anne Watelet*
- 9) *vacant*

Carried.

7. Appointment of Signing Officers and Bank Borrowing

Resolution 2021-16

Watelet - Leduc

Be it resolved, that the signing officers for the Nickel District Conservation Authority for 2021, and until the Annual General Meeting in 2022, 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, 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.

Carried.

8. Appointment of Auditor for 2021-2025

Resolution 2021-17

Davidson - Leduc

Given that KPMG LLP, led by Audit Partner Tiffany Cecchetto, was appointed as auditor for the fiscal year ending December 31, 2020, and that this was the final year in the agreement to provide such services,

Be it resolved,

That the General Manager completes a competitive process to obtain not fewer than three quotations from local competent public accounting firms licensed to perform financial statement audits with the goal of retaining the successful firm for a five-year period for the fiscal years 2021 through 2025 inclusive and

That the results of the process and a recommendation will be presented to the General Board no later than the meeting set for June 10, 2021.

Carried.

9. Appointment of Financial Institution

Resolution 2021-18

Jakubo – Landry-Atlmann

That the Nickel District Conservation Authority maintains the following as its financial institutions for the year 2021 and until the Annual General Meeting in 2022,

Bank: Royal Bank Of Canada (RBC), Account Manager: Marc Henry

Investor: RBC Dominion Securities, Account Manager: Gilberto Ciulini

Carried.

10. Appointment of Members to the Audit and Finance Committee

Resolution 2021-19

Kaufman - Watelet

That the following Members are appointed to the Audit and Finance Committee of the Nickel District Conservation Authority until the Annual General Meeting in 2022,

1) Steve Kaufman

2) Anne Watelet

3) Mike Jakubo

Carried.

11. Appointment of Members to the Regulation Review Committee
Members Kaufman and Leduc expressed interest in sitting on the committee. Member Watelet indicated interest but only if no other Member volunteered. It was noted that Member McCausland had been on the committee in 2020 but as he is absent is unable to express his interest. Member Watelet indicated she would fill the vacancy but would vacate the seat should Member McCausland express interest at a future meeting.

Resolution 2021-20

Landry-Altman - Leduc

That the Members listed below are appointed to the Regulation Review Committee of the Nickel District Conservation Authority until the Annual General Meeting in 2022,

- 1) *Steve Kaufman*
- 2) *Bill Leduc*
- 3) *Anne Watelet*

Carried.

12. Appointment of Members to the Nickel District Conservation Foundation

Resolution 2021-21

Kaufman - Davidson

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 2022:

- 1) *Lin Gibson*
- 2) *Jennifer Davidson*
- 3) *vacant*

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

Carried.

The appointment of a third Member to the Board of Nickel District Conservation Foundation was deferred to a future meeting.

13. Appointment of Conservation Ontario Voting Delegates

Resolution 2021-22

Leduc - Davidson

That the Nickel District Conservation Authority's appointments to the Council of Conservation Ontario for the Year 2021, and until the Annual General Meeting in 2022, are as follows:

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

Carried.

14. Approval of rates for travel, per diem, honorarium

Resolution 2021-23

Watelet - Jakubo

That meeting per diem rates, Chairperson's honourarium, and travel expenses for 2021, as recommended in the staff report dated February 3, 2021, are approved.

Carried.

15. General Business

a) Permits under Section 28/29

Resolution 2021-24

Davidson - Kaufman

That the report for permits issued under Sections 28 and 29 of the Conservation Authorities Act during the month of January 2021 is received.

Carried.

b) Northern Ontario Film Studios re-zoning at Barry Downe Arena

Carl briefly discussed the associated report on this matter which included the updated relocation strategy that the Northern Ontario Film Studio provided in January. After some discussion the following resolution was read.

Resolution 2021-25

Kaufman – Landry-Atlmann

Be it resolved that the Board supports the temporary re-zoning at 828 Beatrice Crescent to allow the continued use of the former Barry Downe Arena for film-associated activities for another three-year period. The use of the arena building by a film studio is intended to be a temporary accommodation only. Any future requests for extensions of the temporary re-zoning are to be accompanied by an updated relocation strategy.

Carried.

c) Work Plan for 2021

Carl presented the work plan for 2021, 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 of the Conservation Authority. If endorsed, the work plan will be posted on the Conservation Sudbury website after this meeting.

Resolution 2021-26

Watelet – Landry-Altman

That the 2021 Work Plan is received and endorsed as presented.

Carried.

d) Unaudited 2020 Financials

Last fiscal year's audit by KPMG is currently ongoing but Carl provided details of the unaudited 2020 financials including the Balance Sheet, Trial Balance and Profit and Loss report compared to 2019.. The organization is in a good position, despite a different year which included no revenues or expenses from the education activities at Lake Laurentian Conservation Area. The audited financial statements will be provided to the Members by the Audit and Finance Committee after the audit work has been completed and reviewed.

16. In Camera

Resolution 2021-27

Landry-Altman - Jakubo

That we go in-camera at 5:54 p.m.

Carried.

At 6:18 p.m. the board came out of in-camera. There were no forthcoming resolutions but the Members provided direction to staff on a property matter while in camera.

17. Adjournment

Resolution 2021-28

Watelet - Landry-Altmann

That we do now adjourn.

Carried.