

NICKEL DISTRICT CONSERVATION AUTHORITY

Minutes of Annual General Board Meeting

Thursday, February 11, 2016

Room C-12
Tom Davies Square

Commenced: 4:39 p.m.
Adjourned: 6:44 p.m.

PRESENT: Lin Gibson, Chairperson
Jennifer Davidson
Mike Jakubo
Steve Kaufman
Joscelyne Landry-Altman
Deb McIntosh
Paul Sajatovic
Mark Signoretti, Vice-Chair
Anne Watelet

ALSO PRESENT: Kassidy Kennedy, Young Leader on Board
Carl Jorgensen, Secretary –Treasurer and General Manager, Conservation
Sudbury
Hajnal Kovacs, Conservation Sudbury

COMMUNICATION: None

1. Chairperson Gibson opened the meeting and welcomed all Board Members to the Annual General Meetings (AGM) and thanked Hajnal Kovacs for attending as the minute keeper. In addition she welcomed United Way Leaders on Board Kassidy Kennedy to the AGM and explained the purpose of AGMs for clarification in her learning cycle as an observer board member.

Lin provided a review of ongoing activities and priorities for the Conservation Authority. The Conservation Authorities Act Review consultative stage by the MNRF, Parliamentary Assistant MPP Eleanor McMahon is now complete. Next steps are expected to come from the MNRF to the Conservation Authorities over the next month as per Conservation Ontario's GM, Kim Gavine.

On March 10th at the Legislative Assembly of Ontario will include lunch and 2 hours of lobbying by Conservation Authorities (Chairs, General Managers, Staff). This event is hosted by MPP Eleanor McMahon (MNRF) and coordinated by Conservation Ontario staff. In addition, Lin has been invited as Vice Chair/Conservation Ontario along with Chair Dick Hibma, VC-Mark Burnham to the Members Gallery during Question Period and will be introduced from the 'floor' in recognition of the work done by Conservation Ontario representing all 36 CA's.

Conservation Sudbury's Strategic Plan draft is expected to be ready for the Board members to review at the March General Board Meeting.

The 2015 Audit report (KPMG) is expected to be presented to Board members at the March Board Meeting.

The Source Protection Committee will be meeting on Feb. 16th (1pm-3pm),

Carl recently presented a technical review of Conservation Ontario's watershed management best practices to the City of Greater Sudbury's Watershed Advisory Panel. The presentation was well received by panel members.

2. No declarations of conflict were declared by any member present.

3. Adoption of Agenda/Additions to Agenda

Resolution 2016-07

Kaufman - McIntosh

That the agenda for the February 11, 2016 Annual General Meeting be adopted as distributed.

Carried.

4. Adoption of Minutes of Previous Meetings

a) January 14, 2016

Resolution 2016-08

Landry-Altman - Jakubo

That the minutes of the January 14, 2016 General Board meeting, as duplicated and circulated, be approved.

Carried.

b) Business Arising from Minutes

- Member Kaufman asked if there were any updates about the Living with Lakes video project. Chairperson Gibson replied there were no updates at this time.
- Member Sajatovic asked for clarification about the previously discussed budget line pertaining to \$20,000 of contract work. Specific wanting clarification if that line item was directed towards construction projects and whether those would only take place at Lake Laurentian. Carl Jorgensen said those funds are

generally used for many types of projects but some may take place at Lake Laurentian

5. Election of Officers - 2016

Chairperson Gibson turned the meeting over to Secretary – Treasurer Carl Jorgensen to conduct the election of officers for 2016. He referred members to the information provided related to the procedures to be followed for electing officers.. With that, the floor was opened for the nomination of candidates for the position of Chair/Chairperson of the Conservation Authority.

Nominee
Lin Gibson

Nominator
Joscelyne Landry-Altmann

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

Resolution 2016-09

Jakubo - McIntosh

That Lin Gibson be appointed Chairperson of the Nickel District Conservation Authority for the year 2016 and until the Annual General Board meeting of the Authority in 2017.

Carried.

The floor was then opened for nominations for the position of Vice-Chair for 2016.

Nominee
Mark Signoretti
Steve Kaufman

Nominator
Deb McIntosh
Marc Signoretti

No other nominations were received based on the elections procedure. Member Kaufman agreed to stand. Member Signoretti declined to stand and the following resolution was presented.

Resolution 2016-10

Watelet - Signoretti

That Steve Kaufman be appointed Vice-Chair of the Nickel District Conservation Authority for the year 2016 and until the Annual Meeting of the Authority in 2017.

Carried.

Chairperson Gibson assumed the chair and sincerely thanked Marc Signoretti for his service as Vice-Chair for the last two terms. Gibson congratulated Steve Kaufman in his new role with the Board.

6. Appointment of Signing Officers - 2016

Resolution 2016-11

Signoretti - Jakubo

That the signing officers for the Nickel District Conservation Authority for 2016, and until the Annual Meeting in 2017 be any two of the following:

- a) Chairperson (Lin Gibson) OR
 - b) Vice-Chair (Steve Kaufman)
- AND
- c) General Manager/Secretary-Treasurer (Carl Jorgensen).

Carried.

7. a) Bank Borrowing Resolution - 2016

Resolution 2016-12

Signoretti - Sajatovic

That for the year 2016, the signing officers as designated, be empowered to arrange any 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.

b) Investment Strategy

Member Signoretti asked if other banks could be considered for the Conservation Authority's investment. Member Jorgensen highlighted that the banking agreement with CIBC comes to an end in May, 2016 and at that time he could look at other banking institutions. Member Signoretti suggested that if the agreement will be done in less than three months, this matter should be reviewed as soon as possible to give the banks time to present some options to the Board at the next meeting. Jorgensen agreed that staff could investigate other options for the Authority's portfolio however the investment strategy recommended by the CIBC at this time could be pursued in the interim without an early withdrawal penalty -- with the agreement end date being more than 90 days away. Member Signoretti suggested no action be taken at this time on the matter to provide time to find alternate options.

Member Sajatovic wanted to make members aware that the bond funds can still have negative returns at times and that should be considered as Members decide whether they want to go with bonds over the T-bill. He noted that the NDCA has been with CIBC for at least as long as he has worked for the Authority.

Member Jakubo added support to shopping around at other banking institutions and suggested using the results to either better negotiate with CIBC or to decide if we should switch banks altogether. Member Sajatovic noted the difference between asking around for available rates versus sending out a Request for Proposal (RFP) for banking services; suggesting that an RFP would be a better approach for the Authority. Member Landry-Altman agreed and said the RFP could include a request for investments strategies as well as banking services. Member Signoretti agreed. Member McIntosh said that the Sudbury Community Foundation recently went through an RFP process for a similar sum of money and could provide some guidance on going through this process.

Landry-Altman asked what the annual banking service fees were for the Authority. Carl Jorgensen replied less than \$1,500.

After some discussion about the current portfolio management strategy, Members agreed a new RFP for banking services and investments strategies would be the best response to the Authority's banking needs..

Resolution 2016-13

Landry-Altman – Jakubo

Given that the Canadian Imperial Bank of Commerce has assigned a new Account Manager to the Authority, as of February 1, 2016 and

That the General Manager/Secretary-Treasurer was able to meet with the Account Manager in late January and review the Authority's banking needs, and

That the CIBC Account Manager was able to provide a report (attached) recommending changes to the Authority's investment accounts,

Be it resolved that the N.D.C.A.'s Investment Strategy for 2016 as managed by the Canadian Imperial Bank of Commerce include the following:

- a) that the current GIC and T-bill investment accounts be closed without penalty and the balances and any interest be invested as described in (b) and (c) below
- b) \$1,000,000 be invested in the CIBC Canadian Bond Fund, a low-volatility 5-star, fixed income premium class mutual fund (report attached)
- c) The remaining balance of approximately \$252,000 be placed in a Business Interest Growth Account
- d) That the Secretary-Treasurer meets with the Authority's Account Manager at

CIBC on a quarterly basis to review the above strategy, and report to the members at the next scheduled meeting.

AND FURTHER that an annual written report on the performance of the investment strategy be presented to the General Board during the annual budget review with possible changes to be considered at that time.

Not Carried.

Member Sajatovic proposed a new resolution.

Resolution 2016-14

Sajatovic – Jakubo

That the NDCA proceed with a Request For Proposal for banking services and investments for a period of four years as of June 1, 2016,

AND That the draft RFP package will be provided to the members at the March 2016 meeting.

Carried.

8. Appointment of Solicitor - 2016

Resolution 2016-15

Sajatovic - Watelet

That Mr. J. D. Innes, an Associate in the legal firm Desmarais, Keenan, LLP, be appointed as the N.D.C.A.'s Solicitor for the Year 2016.

Carried.

9. Appointment of Auditor - 2016

An information item was presented noting that at the 2015 AGM, the firm of KPMG was appointed as the Nickel District Conservation Authority's Auditors for the fiscal years ending December 31, 2015 and 2016 and that extending this relationship for 2017 and 2018 will be discussed in context of the 2017 budget this fall.

10. Appointments to Greater Sudbury Source Protection Authority - 2016

Resolution 2016-16

McIntosh - Kaufman

That the following members are hereby appointed to the Sudbury Source Protection Authority for 2016, and until the 2017 Annual General Board meeting:

- 1) Lin Gibson
- 2) Jennifer Davidson
- 3) Mike Jakubo
- 4) Steve Kaufman
- 5) Joscelyne Landry-Altman
- 6) Deb McIntosh
- 7) Paul Sajatovic
- 8) Mark Signoretti and
- 9) Anne Watelet

Carried.

11. Conservation Ontario Council Appointments - 2016

Resolution 2016-17

Signoretti - Sajatovic

That the Nickel District Conservation Authority's appointments to Conservation Ontario for the Year 2016, and until the 2017 Annual General Board meeting, are as follows:

- 1) Voting Representative - Lin Gibson
- 2) Council Alternate - Steve Kaufman, and
- 3) Second Alternate - Carl Jorgensen.

Carried.

12. Appointments to Regulations Review Committee - 2016

The Regulations Review Committee is required to hear appeals or challenges to decisions that staff have made with regard to our regulations under Section 28 of the Conservation Authorities Act.

Resolution 2016-18

Jakubo - McIntosh

That the following members are hereby appointed to the N.D.C.A. Regulations Review Committee for 2016, and until the 2017 Annual General Board meeting:

- 1) Paul Sajatovic
- 2) Anne Watelet
- 3) Jennifer Davidson
- 4) Steve Kaufman.

Carried.

13. Appointments to Nickel District Conservation Foundation - 2016

Three members from the General Board have to be appointed to the Nickel District Conservation Foundation each year. The Chairperson is an ex-officio member of the N.D.C.F. Following a brief discussion, a resolution was tabled.

Resolution 2016-19

Kaufman - McIntosh

That the following members from the N.D.C.A. General Board are appointed to the Nickel District Conservation Foundation for 2016, and until the 2017 Annual General Board meeting:

- 1) Jennifer Davidson
- 2) Anne Watelet
- 3) Steve Kaufman.

Carried.

14. Adjustments to Rates & Expenses - 2016

The N.D.C.A. has a policy to adjust certain rates and expenses for each new year. Members discussed the recommended changes to the specific rates and expenses listed below:

- Mileage Expense is \$0.53/km
- Meeting Per Diem is \$44.30/meeting
- Overnight Travel Per Diem is \$87.57/day

Following the discussion, a resolution was presented.

Resolution 2016-20

Signoretti - Landry-Altman

That adjustments to rates and expenses for 2016* as outlined in the staff report dated February 4, 2016, be approved and be implemented immediately, except for item 4 so that the Chairperson's honorarium shall not be increased.

Carried.

15. General Business

a) Friends of Lake Laurentian

Member Signoretti provided an update about the Friends of Lake Laurentian. The Signage Project is moving along well and has raised over \$100,000 for the project thanks to contributions from our current banking provider CIBC. An additional \$70,000 is needed to complete the fundraising for the project. Staff anticipate the project funds to be raised in 2016.

Member Davidson asked for the total funds needed for the project. Member Signoretti replied \$250,000 was the fundraising goal and Glencore has committed to contributing \$20,000, in addition to our current \$100,000.

b) Greater Sudbury Climate Change Consortium

Member Davidson provided an overview of the Friends and Neighbors (FAN) project. The group was planning on partnering with the Social Planning Council in a long term Trillium “Grow” fund. Unfortunately, the Social Planning Council did not get that funding approval but they are now applying for a Trillium “Seed” fund.

The Consortium partners will be brought back in late Spring to find out what they are doing in regards to Climate Changes. The last update was about three years ago when staff worked on the FANs project, and now we want to know what everyone is working towards today. Any information and status updates would be gathered and added to the website.

Member Landry-Altman asked what the results of the FAN project was, a list of results or members that are vulnerable etc. Member Davidson replied that there is no list of members, the project involved volunteers completing surveys.

c) NEW - Fast Flowing Waters

Member Landry-Altman reported that the majority of Fridays have been reserved for the delivery of the Fast Flowing Waters program at or local schools. This year, schools have started to contact us to come visit them, rather than the other way around.

d) Chairperson's Report

Resolution 2016-21

Jakubo - Sajatovic

That the 2015 Chairperson's Report be received as presented.

AND FURTHER that the report be posted on the N.D.C.A. website and notice be provided to members of City Council, the local media.

Carried.

e) 2016 Work Plan

Member Jorgensen asked for a minor change under the Finance and Management section to add *professional development opportunities for outdoor education*.

Member Kaufman asked for clarification about the MOECC Climate Change station. Member Jorgensen said the MOECC is adding a snow depth monitoring device to the existing weather station in Val Caron .

Member Sajatovic asked for clarification about the Source Protection Program funding approval that was pending for some staff. Specifically asking what the "maintaining integration" meant on Page 33. Member Jorgensen clarified that this implied that Source Protection staffing funding is partially attributed to some Authority staff and this indicates no change from past practice.

Member Sajatovic asked for clarification about the social media policy and whether a policy was ever enacted. Jorgensen indicated that he was under the impression that the existing policy in use had been approved. Chairperson Gibson noted that this would be brought forward.

Resolution 2016-22

Jakubo - Kaufman

That the 2016 Work Plan for the Nickel District Conservation Authority as distributed be approved,

AND FURTHER that the General Manager provide detailed update reports to outline the progress made in achieving the strategic operational priorities outlined.

Carried.

f) 50 Million Trees Program

H. Kovacs provided an overview of the status of the new Tree Planting program that the Authority is delivering through funding from the 50 Million Tree Program. Conservation Sudbury was approved to plant 50,000 trees in 2016. Since the program's launch in late January, there have been 42 applicants in addition to industrial land interests. 50% of applicants live in the Vermilion watershed, 15% in Wanapitei, 15% in Whitefish, and 20% bordering our three watersheds. Of the 42 applicants, the majority heard about the program through the newspaper (40%) and the rest through social media (20%), online (20%), and radio (20%). Staff recently met with Stephen Monet and Tina McCaffrey to align project goals and start planning for a spring plant. H. Kovacs is in the process of reserving native seedlings and has recently drafted screening tools and supporting documents for the program. H. Kovacs continues to communicate with multiple Planting Delivery Agents in Ontario to gather their Best Management Practices for delivering the program. Next steps will be to screen the interested applicants and plan site visits with our Foresters.

g) Section 28 Permits Report

Resolution 2016-23

Jakubo - Kaufman

That N.D.C.A. Permits 2016-1 to 2016-5, issued in January, 2016, be approved as outlined in the Development, Interference with Wetlands and Alteration to Shorelines/Watercourses report

Carried.

15. In-Camera Matters (Personnel/Legal/Property)

At 6:25 the Board passed a motion to move in-camera.

Resolution 2016-24

Watelet – Landry-Altman

That we go in-camera at 6:25 p.m.

Carried.

At 6:40 the Chairperson reported that there were no resolutions coming from the in-camera session.

16. New Business

No other business was transacted.

17. Adjournment

Resolution 2016-25

Jakubo - Watelet

That we do now adjourn.

Carried.