

# NICKEL DISTRICT CONSERVATION AUTHORITY



## MINUTES OF THE ANNUAL GENERAL MEETING

**Thursday, February 14, 2019**

Living with Lakes Centre  
840 Ramsey Lake Road

Commenced: 4:40 p.m.  
Adjourned: 6:20 p.m.

PRESENT: Lin Gibson, Chairperson  
Steve Kaufman, Vice Chair  
Jennifer Davidson  
Bill Leduc  
Paul Sajatovic  
Al Sizer  
Anne Watelet

ALSO PRESENT: Carl Jorgensen, Secretary –Treasurer, General Manager  
Sarah Woods, staff  
Emily Smenderovac (present for items 1 through 5)

COMMUNICATION: Mike Jakubo, regrets  
Joscelyne Landry-Altman, regrets

1. Chairperson Lin Gibson began the meeting by providing some opening remarks:
  - Lin welcomed the re-appointed Members back for another term and made extended a special welcome to two new Members, Al Sizer and Bill Leduc.
  - Lin and Carl presented the Approved 2019 Budget including the municipal levy to the City of Greater Sudbury's Finance and Administration Committee on January 22; it seemed to be well received.

2. No declarations of conflict were made.

3. Adoption of Agenda/Addition to Agenda

**Resolution 2019-09**

**Watelet - Leduc**

*That the agenda for the February 14, 2019 Annual General Meeting be adopted as circulated.*

The following additions were made to the agenda:

- Date of the next meeting
- Snow levels

**Carried.**

4. Previous Meeting Minutes

a) Adoption of Minutes of January 10, 2019

**Resolution 2019-10**

**Watelet - Kaufman**

*That the minutes of the January 10, 2019 General Board meeting, as circulated and reviewed, be approved.*

**Carried.**

b) Business arising from the meeting not addressed below

- Carl indicated that Section 10 has been removed from Bill 66. The second reading of the Bill is expected in approximately 1.5 weeks.
- Carl also indicated that he attended a General Managers meeting in Toronto this past Monday and that Conservation Ontario has identified the importance of better communicating the mandate and objectives of conservation authorities and ensuring that provincial decision makers understand the importance of our work.

5. Election of Officers

Chairperson Lin indicated that Carl Jorgensen would act as Chairperson during the elections; there were no objections.

Carl explained the voting process and asked permission to appoint Emily Smenderovac as scrutineer for the elections; there were no objections.

The elections then followed in accordance with By-law 2018-01, Appendix 3.

a) Chairperson

Steve Kaufman nominated Lin Gibson. There were no other nominations therefore Lin was acclaimed.

**Resolution 2019-11**

**Leduc - Watelet**

*That Lin Gibson is appointed as Chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2020.*

**Carried.**

b) Vice-Chairperson

Paul Sajatovic nominated Steve Kaufman. There were no other nominations therefore Steve was acclaimed.

**Resolution 2019-12**

**Leduc - Watelet**

*That Steve Kaufman is appointed as Vice-chairperson of the Nickel District Conservation Authority until the Annual General Meeting of 2020.*

**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 2019-13**

**Davidson - Sizer**

*That Carl Jorgensen, the General Manager, is confirmed as the Secretary – Treasurer for the Authority until the Annual General Meeting of 2020.*

**Carried.**

6. Appointment of the Auditor for the 2019 Fiscal Year

**Resolution 2019-14**

**Sajatovic - Davidson**

*Given that the following firm is qualified to undertake audit services in compliance with the standards of the Public Sector Accounting Board (PSAB) and,*

*Given that the firm has committed to undertake audit services at a rate of \$9 500 for the Authority and \$1 500 for the Foundation, be it resolved,*

*That KPMG LLP, led by Account Manager Tiffany Cecchetto, is appointed as auditor for the fiscal year ending December 31, 2019.*

**Carried.**

7. Confirmation of the Banking Arrangements for 2019

Carl indicated that our investor shall present at a future meeting, likely in April or May.

**Resolution 2019-15**

**Watelet - Kaufman**

*That the Nickel District Conservation Authority maintains the following as its financial institutions for the year 2019 and until the Annual General Meeting in 2020,*

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

*Investor: RBC Dominion Securities, Account Manager: Gilberto Ciulini*

**Carried.**

8. Bank Borrowing

Carl clarified that this resolution is to allow the signing officers of the Authority to expeditiously borrow funds in the event of an unforeseen event or emergency.

**Resolution 2019-16**

**Watelet - Davidson**

*That for the year 2019 the designated signing officers are empowered to arrange any necessary borrowing from the Authority's appointed banking institution for necessary funds for approved Authority projects and programs, to a maximum amount of \$200,000.*

**Carried.**

9. Appointment of Signing Officers

**Resolution 2019-17**

**Watelet - Sajatovic**

*That the signing officers for the Nickel District Conservation Authority for 2019, and until the Annual General Meeting in 2020, 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.**

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

Carl explained that Madison Keegans, the Source Protection Coordinator is preparing for a meeting of the Sudbury Source Protection Authority in the spring - likely March or April. These meetings occur at the same time as meetings of the General Board.

**Resolution 2019-18**

**Kaufman - Davidson**

*That the following members are hereby appointed to the Sudbury Source Protection Authority until the Annual General Meeting in 2020:*

- 1) Jennifer Davidson
- 2) Lin Gibson
- 3) Mike Jakubo
- 4) Steve Kaufman
- 5) Joscelyne Landry-Altman
- 6) Bill Leduc
- 7) Al Sizer
- 8) Paul Sajatovic, and
- 9) Anne Watelet

**Carried.**

11. Appointment of Members to the Audit and Finance Committee

Note that Member Mike Jakubo was not present for this meeting, however prior to the meeting he emailed the Secretary-Treasurer indicating his interest in participating on this committee.

**Resolution 2019-19**

**Leduc - Kaufman**

*That the following Members are appointed to the Audit and Finance Committee of the Nickel District Conservation Authority until the Annual General Meeting in 2020,*

- 1) Mike Jakubo
- 2) Paul Sajatovic
- 3) Steve Kaufman

**Carried.**

12. Appointment of Members to the Regulations Review Committee

**Resolution 2019-20**

**Sizer - Watelet**

*That the Members listed below are appointed to the Regulations Review Committee of the Nickel District Conservation Authority until the Annual General Meeting in 2020,*

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

**Carried.**

13. Appointment of Members to the Nickel District Conservation Foundation

**Resolution 2019-21**

**Watelet - 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 2020:*

- 1) *Jennifer Davidson*
- 2) *Steve Kaufman*
- 3) *Paul Sajatovic*

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

**Carried.**

14. Appointment of Members as Conservation Ontario Voting Delegates

**Resolution 2019-22**

**Sajatovic - Kaufman**

*That the Nickel District Conservation Authority's appointments to the Council of Conservation Ontario for the Year 2019, and until the Annual General Meeting in 2020, are as follows:*

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

**Carried.**

15. Approval of rates for travel, per diem and honouraria

**Resolution 2019-23**

**Sizer - Davidson**

*That meeting per diem rates, Chairperson's honourarium, and travel expenses for 2019, as outlined in the staff report, are approved.*

NB: a typographical error in date of the staff report was corrected to read 2019.

**Carried.**

16. General Business

a) Distribution of 2018 Unaudited Financial Statements

Carl briefly outlined some key points in this unaudited report. There was some discussion. The auditors are expected to have preliminary results early next week. Carl will then coordinate a meeting of the Audit and Finance Committee in the near future.

**Resolution 2019-24**

**Kaufman - Leduc**

*That the 2018 unaudited year-end financial report is received.*

**Carried.**

b) Chairperson's Annual Report for 2018

Deferred to a future meeting.

c) General Manager's work plan for 2019

Carl explained the changes, which are highlighted in green. There was some discussion and ideas on how to build our presence in the community. Lin asked that Indigenous Awareness training can also be shared with the Board.

**Resolution 2019-25**

**Kaufman - Davidson**

*That the 2019 Work Plan is received and approved as presented.*

**Carried.**

d) Section 28/29 Report

**Resolution 2019-26**

**Sajatovic - Davidson**

*That the Report for permits issued under Section 28 of the Conservation Authorities Act for January 2019 is received.*

**Carried.**

17. In-Camera Session

There was no in-camera session.

18. New Business

a) Date of next meeting

The next meeting is currently scheduled for March 14, which falls on March Break and poses a scheduling conflict for some board members. The board agreed to re-schedule the March meeting to Thursday March 21. Carl will send meeting invitations to board members for the remainder of the year.

b) Snow levels

Conservation Sudbury monitors snow levels, and the water held in the snow (water equivalent) bi-weekly throughout the winter. Water equivalent as of today's sampling is approximately 1.5 times the average for this time of year. Staff will share today's data and future results by adding Board members to the snow-survey distribution list.

19. Adjournment

**Resolution 2019-27**

**Watelet - Leduc**

*That we do now adjourn.*

**Carried.**