



**North Bay-Mattawa Conservation Authority  
ANNUAL GENERAL MEETING – February 24, 2021- 5:30pm  
Electronically Via Zoom**

## **AGENDA**

1. Welcome & Introductions
2. Approval of the Agenda
3. Delegation(s)
4. Declaration of Pecuniary Interest
5. Appointment of CAO, Secretary Treasurer as Chair

Election of Officers:

- Chair of the Board
- Vice Chair of the Board
- Executive Committee

6. Adoption of Previous Minutes from January 27, 2021
7. 2020 Draft Budget – referral to the Executive Committee

### **Written Reports**

8. Section 28 Approvals Report (**Appendix #1**)

### **Other Business**

9. Conservation Authority Act update
10. Laurentian Ski Hill Snowboard Club Update
11. New Business
12. Adjournment

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

**SECOND** meeting of the North Bay-Mattawa Conservation Authority held at 5:30 p.m. on February 24, 2021 as an electronic meeting via Zoom.

**MEMBERS PRESENT:**

<b>Bonfield, Township of</b>	-	<b>Jane Lagassie</b>	<b>(5:47pm – 6:47pm)</b>
<b>Callander, Municipality of</b>	-	<b>Robb Noon</b>	<b>(5:47pm – 6:47pm)</b>
<b>Calvin, Township of</b>	-	<b>Dean Grant</b>	<b>(5:47pm – 6:47pm)</b>
<b>Chisholm, Township of</b>	-	<b>Nunzio Scarfone</b>	<b>(5:47pm – 6:47pm)</b>
<b>East Ferris, Municipality of</b>	-	<b>Rick Champagne</b>	<b>(5:47pm – 6:47pm)</b>
<b>Mattawa, Town of</b>	-	<b>Loren Mick</b>	<b>(5:47pm – 6:47pm)</b>
<b>Mattawan, Municipality of</b>	-	<b>Michelle Lahaye</b>	<b>(6:01pm – 6:47pm)</b>
<b>North Bay, City of</b>	-	<b>Dave Mendicino</b>	<b>(5:47pm – 6:47pm)</b>
<b>North Bay, City of</b>	-	<b>Chris Mayne</b>	<b>(5:47pm – 6:47pm)</b>
<b>North Bay, City of</b>	-	<b>Simon Blakeley</b>	<b>(5:47pm – 6:47pm)</b>
<b>Papineau –Cameron, Township of</b>	-	<b>Shelley Belanger</b>	<b>(5:47pm – 6:47pm)</b>
<b>Powassan, Municipality of</b>	-	<b>Dave Britton</b>	<b>(5:47pm – 6:47pm)</b>

**ALSO PRESENT:**

**Ann Convery**, Accounts payable Clerk  
**Brian Tayler**, CAO, Secretary-Treasurer  
**David Ellingwood**, Manager, Source Water Protection  
**Kurtis Romanchuk**, Water Resources Engineer  
**Helen Cunningham**, Manager, Finance & Human Resources  
**Marianne Stickland**, NBMSPA Member, Strong Township  
**Paula Loranger**, Community Relations coordinator  
**Paula Scott**, Director, Planning & Development/Deputy CAO  
**Rebecca Morrow**, Administrative Assistant  
**Shawn Kozmick**, GIS Specialist  
**Sue Buckle**, Manager, Communications and Outreach  
**Teri Brandt**, NBMSPA Member, Village of South River  
**Tom Marchant**, NBMSPA Member, Strong Township  
**Troy Storms**, Manager, Lands & Stewardship

**1. Welcome & Introductions**

The Chair welcomed everyone to the meeting, and welcomed Rick Champagne to the NBMCA Board of Directors.

**2. Approval of the Agenda**

After discussion the following resolution was presented:

Resolution No. 14-21, Champagne-Lagassie

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**3. Delegations**

No delegations.

**4. Declaration of Pecuniary Interest**

None declared.

**5. Appointment of the CAO, Secretary Treasurer as Chair**

After Discussion, the following resolutions were presented:

Resolution No. 15-21, Belanger-Scarfone

**THAT** the Chief Administrative Officer be appointed as Chair for the purpose of conducting the election of Conservation Authority Officers and Executive Committee.

**Carried Unanimously**

Resolution No. 16-21, Mick-Blakeley

**THAT** Rebecca Morrow and Paula Scott be appointed as scrutineers for the election of Officers and Executive Committee.

**Carried Unanimously**

**Election of Officers**

The Acting Chair discussed some changes that to the Conservation Authorities Act as they relate to Conservation Authority Members. After discussion, the members thanked Brian for the update and a call for nominations for the position of Chair was held.

Nunzio Scarfone nominated Dave Mendicino  
Jane Lagassie nominated Chris Mayne

After a second and third call for nominations with no response the acting Chair asked Dave Mendicino and Chris Mayne if they were willing to accept their respective nomination. They both

accepted. The Chair invited both Dave and Chris to address the Board. They both addressed the Board, and an electronic vote was cast. After the votes were counted, Dave Mendicino was declared as the Chair. Dave accepted the position, and the following resolution was presented:

Resolution No. 17-21, Noon-Lahaye

**THAT** nominations for the position of Chair are closed.

**Carried Unanimously**

The Acting Chair then called for nominations for the position of Vice Chair.

Michelle Lahaye nominated Dave Britton  
Nunzio Scarfone nominated Chris Mayne

After a second and third call for nominations with no response the acting Chair asked Dave Britton and Chris Mayne if they were willing to accept their respective nomination. Chris Mayne declined the nomination. Dave Britton was acclaimed as the Vice Chair. Dave accepted the position, and the following resolutions were presented:

Resolution No. 18-20, Champagne-Mendicino

**THAT** nomination for the position of Vice-Chair are closed.

**Carried Unanimously**

Resolution No. 19-20, Belanger-Mick

**THAT** a request letter and supporting documents be sent to the Minister of Environment, Conservation and Parks to approve under Part 4, Section 17.1, Subsection 1.3 of the CA Act of the Authority Membership's election of Dave Britton to the position of Vice Chair for 2021.

**Carried Unanimously**

The Acting Chair called for nominations for the Executive Committee. He reminded members that the Chair and Vice Chair are automatically appointed as members to the Executive Committee, and that four more members were required. After a call for members, the following members were acclaimed to the Executive Committee and the following resolution was presented:

Shelley Belanger  
Chris Mayne  
Nunzio Scarfone

Michelle Lahaye

Resolution No. 20-20, Champagne-Grant

**THAT** nomination for the Executive Committee are closed.

**Carried Unanimously**

At this point in the meeting the Chief Administrative Officer turned the meeting over to the newly reelected Chair. The Chair congratulated everyone on their new appointments. After discussion, the following resolution was presented:

Resolution No. 21-20, Noon-Mayne

**THAT** all electronic ballots and voting records pertaining to elections be destroyed.

**Carried Unanimously**

**6. Adoption of Previous Minutes of January 27, 2021**

After discussion the following resolution was presented:

Resolution No. 22-21, Lagassie-Belanger

**THAT** the minutes of the meeting held January 27, 2021 are adopted as written.

**Carried Unanimously**

**7. 2020 Draft Budget**

After Discussion, the following resolution was presented:

Resolution No. 23-21, Noon-Belanger

**THAT** the 2021 Budget be referred to the Executive Committee for a recommendation to the Full Authority Board in March, and further

**THAT** the next Executive Committee meeting be held via Zoom at 5:30pm on March 8, 2021.

**Carried Unanimously**

**8. Section 28 Approvals**

The members reviewed the report. After discussion, the following resolution was presented:

Resolution No. 24-21, Mick-Lagassie

**THAT** the report from the Regulations Officer on Section 28 approvals is received and appended to the minutes of this meeting.

**Carried Unanimously**

**9. Conservation Authorities Act Update**

Brian Tayler updated members on the Conservation Authorities Act. After discussion, the members thanked Brian for the update.

**10. Laurentian Ski Hill Snowboard Club update**

Brian Tayler and Dave Mendicino updated members on the Laurentian Ski Hill and Snowboarding Club. After discussion, the members thanked Brian and Dave for the update.

**New Business**

None declared.

**13. Adjournment (6:47 p.m.)**

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

Resolution No. 13-21, Champagne-Lahaye

**THAT** the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday March 24, 2021 at via Zoom or at the call of the Chair.

**Carried Unanimously**



-----  
Dave Mendicino, Chair



-----  
Brian Tayler, Chief Administrative Officer, Secretary Treasurer

**Appendix #1**  
(Feb 24, 2021)

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

**ORIGIN:** Valerie Murphy, Regulations Officer

**DATE:** February 12<sup>th</sup>, 2021

**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:

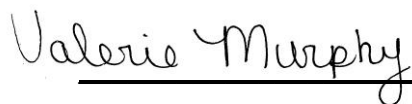
- Chief Administrative Officer, Secretary-Treasurer
- Director, Planning & Development

As such, this Board Report is being presented to the NBMCA Board of Directors for information purposes.

**Analysis:**

Three new permits have been issued by the Conservation Authority since the previously approved minutes as per the policies, procedures and guidelines of the NBMCA under Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. A table summarizing the details of these permits is attached to this report.

Of the newly issued permits, two have been issued for the placement of fill and one was issued for maintenance on the supports of an existing boathouse.



---

Valerie Murphy, Regulations Officer



---

Brian Tayler, CAO-Secretary Treasurer



# DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: February 12, 2021

PERMIT YEAR: 2021

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
<b>RCALL-21-01</b>	Erik and Deborah Thomsen	Callander	199 Greenwood Road	Callander Bay	To install 4 new pile supports under existing boathouse	February 4, 2021	<b>#3-21</b> February 11, 2021
<b>RNB-21-03</b>	Golden Estates Limited	North Bay	49 Garland Drive	Trout Lake	To place fill for driveway and pad	February 10, 2021	<b>#4-21</b> February 11, 2021
<b>RNB-21-04</b>	Golden Estates Limited	North Bay	Vacant lot Garland Drive	Trout Lake	To place fill to construct driveway	February 10, 2021	<b>#5-21</b> February 11, 2021