

Lake Simcoe Region Conservation Authority

Board of Directors' Meeting

Board of Directors' Meeting No. BOD-03-24

Friday, March 22, 2024

120 Bayview Parkway, Newmarket

Meeting Minutes

Members Present

Councillor C. Riepma (Chair), Mayor R. Greenlaw (Vice Chair), Councillor S. Bell, Councillor A. Courser, Councillor A. Eek, Councillor P. Ferragine, Regional Councillor B. Garrod, Mayor V. Hackson, Councillor S. Harrison-McIntyre, Councillor D. Le Roy, Mayor I. Lovatt, Councillor C. Pettingill, Councillor E. Yeo

Members Absent

Regional Chairman W. Emmerson, Councillor F. Drodge, Mayor M. Quirk, Councillor M. Thompson, Deputy Mayor and Regional Councillor T. Vegh

Specified Municipalities Absent

City of Orillia

Staff Present

R. Baldwin, T. Barnett, A. Brown, M. Critch, S. Connor, A. Cullen, D. Goodyear, G. MacMillan, G. Peat, C. Taylor, K. Toffan, K. Yemm

Guests Present

M. Geist

I. Land Acknowledgement

Chair Riepma acknowledged the Lake Simcoe watershed as traditional Indigenous territory and thanked all generations of Indigenous peoples for their enduring and unwavering care for this land and water.

II. Declarations of Pecuniary Interest or Conflict of Interest

None noted for the meeting.

III. Approval of Agenda

Moved by: B. Garrod

Seconded by: S. Harrison-McIntyre

BOD-041-24 **Resolved That** the content of the Agenda for the March 22, 2024 meeting of the Board of Directors be approved as presented. **Carried**

IV. Adoption of Minutes

a) Board of Directors' Meeting

Moved by: P. Ferragine

Seconded by: R. Greenlaw

BOD-042-24 **Resolved That** the minutes of the Board of Directors' Meeting, No. BOD-02-24, held on Friday, February 23, 2024 be approved as circulated. **Carried**

V. Announcements

- a) CAO Rob Baldwin noted he attended two Federal announcements in recent weeks, one regarding the Freshwater Action Fund and the other regarding the replacement of the operational weather-radar network with new, state-of-the-art radars across the country.
- b) Lake Simcoe Conservation Foundation Executive Director, Cheryl Taylor, was pleased to advise that the Foundation's June 12th Annual Fundraising dinner is 95% sold out and the August 26th Annual Golf Tournament is quickly filling up.

VI. Presentations

a) Fourth Quarter 2023 Unaudited Financial Report and 2024 Proposed Capital and Operating Budget

General Manager, Corporate and Financial Services/CFO, Mark Critch, provided a presentation on the Fourth Quarter 2023 Unaudited Financial Report, as well as the 2024 Proposed Capital and Operating Budget, first reviewing the 2023 highlights and financial results, including a \$609K year-end operational surplus, which is higher than the \$350K forecasted at Q3. He outlined the drivers of this surplus, along with reserve activity for 2023 including \$302K in surplus being transferred to reserves. GM Critch reviewed the 2023 revenue, expenditures, including capital investments, as well as year-end reserves balances. GM Critch noted the 2023 Audited Financial Statements will require Board of Directors' approval at their April 2024 meeting.

Moving on to the 2024 Proposed Capital and Operating Budget, GM Critch noted that the changes to the *Conservation Authorities Act* are incorporated for the first time per the legislation. He reported that to date approval has been granted from seven of the nine funding partners, with the remaining two expected by the end of March. He reviewed the 2024 Annual Priorities as selected by the Executive Leadership Team and noted the 2024 proposed Capital and Operating Budget is \$25.5M, up \$0.5M from the restated 2023 Budget.

He reviewed the new budget voting rules and advised that three weighted votes would be required for the approval of the 2024 Capital and Operating Budget.

To view this presentation, please click this link: [2023 Financial Results and 2024 Budget Presentation](#)

Moved by: S. Harrison-McIntyre

Seconded by: S. Bell

BOD-043-24 **Resolved That** the presentation by General Manager, Corporate and Financial Services/CFO, Mark Critch, regarding the Fourth Quarter 2023 Unaudited Financial Report, as well as the 2024 Proposed Capital and Operating Budget be received for information. **Carried**

Following the 2024 Budget presentation, Item No. 1. Correspondence, the letter from the City of Orillia, was brought forward for discussion. CAO Baldwin noted that despite having numerous meetings and following up emails with City of Orillia staff regarding changes to the *Conservation Authorities Act*, specifically those affecting the *Lake Simcoe Protection Act* and the 2024 Budget process, the City by way of this letter has advised of their intent to seek the discharge of the City of Orillia from the inclusion as a Specified Municipality. Accordingly, no representative from the City of Orillia was in attendance for the required vote on the Category 1 Mandatory Levy for the delivery of the *Lake Simcoe Protection Act* included in the 2024 Budget.

1. Correspondence

Moved by: C. Pettingill

Seconded by: E. Yeo

BOD-044-24 **Resolved That** Correspondence Item a) be received for information. **Carried**

Included in the agenda was Staff Report No. 15-24-BOD regarding the Fourth Quarter 2023 Unaudited Financial Report.

Moved by: B. Garrod

Seconded by: D. Le Roy

BOD-045-24 **Resolved That** Staff Report No. 15-24-BOD regarding the Conservation Authority's Fourth Quarter 2023 Financial Report be received for information. **Carried**

Included in the agenda was Staff Report No. 16-24-BOD regarding the 2024 Proposed Capital and Operating Budget.

Moved by: V. Hackson

Seconded by: A. Eek

BOD-046-24 **Resolved That** Staff Report No. 16-24-BOD regarding the Conservation Authority's 2024 Proposed Capital and Operating Budget be received; and

Further that the 2024 Proposed Capital and Operating Budget and all projects therein be adopted: and

Further that staff be authorized to enter into agreements and/or execute documents with private sector organizations, non-governmental organizations or governments and their agencies for the undertaking of projects for the benefit of the Conservation Authority and funded by the sponsoring organization or agency, including projects that have not been provided for in the approved budget; and

Further that as required by O.Reg.402/22: Budget and Apportionment (formerly O.Reg.139/96) this recommendation and the accompanying budget documents, including the schedule of Category 1 Mandatory levies, be approved by weighted votes. **Carried**

Ontario Regulation 402/22: Budget and Apportionment, requires that the budget be approved through the following three separate weighted votes:

1. Category 1 Mandatory Levy for delivery of Lake Simcoe Protection Act and Plan;
2. Other Category 1 Core Mandatory Levy; and
3. Overall 2024 Budget.

These three required weighted votes were taken, and the 2024 Capital and Operating Budget was unanimously approved by those in attendance. The voting results are captured in the following table:

Representative	Category 1 LSPA	Yea/ Nea	Category 1 Other	Yea/ Nea	Overall 2024 Budget	Yea/ Nea
Councillor S. Bell, Township of Ramara	1.11%	Yea	1.30%	Yea	1.30%	Yea
Councillor A. Courser City of Barrie	10.65%	Yea	11.82%	Yea	11.82%	Yea
Councillor F. Drodge Town of Innisfil	5.87%	Absent	6.56%	Absent	6.56%	Absent
Councillor A. Eek York Region (King)	7.14%	Yea	7.14%	Yea	7.14%	Yea
Reg Chairman W. Emmerson York Region (at Large)	7.14%	Absent	7.14%	Absent	7.14%	Absent
Councillor P. Ferragine Town of Bradford West Gwillimbury	6.45%	Yea	7.55%	Yea	7.55%	Yea

Representative	Category 1 LSPA	Yea/ Nea	Category 1 Other	Yea/ Nea	Overall 2024 Budget	Yea/ Nea
Regional Councillor B. Garrod Durham Region (Uxbridge)	2.51%	Yea	2.77%	Yea	2.77%	Yea
Mayor R. Greenlaw (Vice Chair) Township of Oro-Medonte	1.57%	Yea	1.43%	Yea	1.43%	Yea
Mayor V. Hackson York Region (East Gwillimbury)	7.14%	Yea	7.14%	Yea	7.14%	Yea
Councillor S. Harrison-McIntyre Town of New Tecumseth	0.73%	Yea	0.69%	Yea	0.69%	Yea
Councillor D. Le Roy Durham Region (Scugog)	2.51%	Yea	2.77%	Yea	2.77%	Yea
Mayor I. Lovatt York Region (Whitchurch-Stouffville)	7.14%	Yea	7.14%	Yea	7.14%	Yea
Councillor C. Pettingill Durham Region (Brock)	2.51%	Yea	2.77%	Yea	2.77%	Yea
Mayor M. Quirk York Region (Georgina)	7.14%	Absent	7.14%	Absent	7.14%	Absent
Councillor C. Riepma (Chair) City of Barrie	10.65%	Yea	11.82%	Yea	11.82%	Yea
Councillor M. Thompson York Region (Aurora)	7.14%	Absent	7.14%	Absent	7.14%	Absent
Dep Mayor/Reg Councillor T. Vegh York Region (Newmarket)	7.14%	Absent	7.14%	Absent	7.14%	Absent
Councillor E. Yeo City of Kawartha Lakes	1.88%	Yea	0.51%	Yea	0.51%	Yea
City of Orillia	3.56%	Absent	Not Applicable		Not Applicable	
	100.00%		100.00%		100.00%	

VII. Hearings

There were no Hearings at this meeting.

VIII. Deputations

There were no Deputations at this meeting.

IX. Determination of Items Requiring Separate Discussion

X. Adoption of Items not Requiring Separate Discussion

With Item No. 1 having been previously received, Items No. 2, 3, 4, and 6 were identified under items not requiring separate discussion.

Moved by: I. Lovatt

Seconded by: D. Le Roy

BOD-047-24 **Resolved That** the following recommendations respecting the matters listed as "Items Not Requiring Separate Discussion" be adopted as submitted to the Board, and staff be authorized to take all necessary action required to give effect to same. **Carried**

2. 2024 Reserve Adequacy Evaluation

BOD-048-24 **Resolved That** Staff Report No. 17-24-BOD regarding the review and evaluation of the Conservation Authority's 2024 Reserve Balances be received for information. **Carried**

3. Legislative and Regulatory Changes affecting Conservation Authorities

BOD-049-24 **Resolved That** Staff Report No. 18-24-BOD regarding recent legislative and regulatory changes (*Conservation Authorities Act* and Ontario Regulation 41/24) be received; and

Further That the timelines for implementation of policy, guidelines and procedural documents and the transition procedures and guidelines be endorsed. **Carried**

4. Update to Delegations of Authorization pursuant to the Conservation Authorities Act (Part VI, s. 28.4)

BOD-050-24 **Resolved That** Staff Report No. 19-24-BOD regarding the delegation of authorization for permit issuance, extension and cancellation, and administrative reviews made pursuant to the *Conservation Authorities Act* be received; and

Further That effective April 1, 2024, the Coordinator, Permitting and the Coordinator, Infrastructure Permitting be delegated authorization to approve both minor and routine permits under the *Conservation Authorities Act*; and

Further That effective April 1, 2024, the Director, Development Services, or Acting Director, the General Manager, Development, Engineering and Restoration and the Chief Administrative Officer be delegated authorization to issue permits and permit extension to existing permits in accordance with the *Conservation Authorities Act*; and

Further That effective April 1, 2024, the cancellation of low and moderate risk permits be delegated to the Chief Administrative Officer pursuant to the *Conservation Authorities Act*; and

Further That effective April 1, 2024, administrative request for reviews from an applicant be delegated to the Chief Administrative Officer pursuant to the *Conservation Authorities Act*. **Carried**

6. 2024 Annual Conservation Awards

BOD-051-24 **Resolved That** Staff Report No. 21-24-BOD regarding the 2024 Conservation Awards be received for information. **Carried**

XI. Consideration of Items Requiring Separate Discussion

Item No. 5 was identified under items requiring separate discussion.

5. Re-designation of Environmental Compliance Officers under Section 30.1 of the Conservation Authorities Act for the purposes of enforcing Section 28 of the Act

Staff Report No. 20-24-BOD included a copy of the Ministry of Natural Resources and Forestry Class Designation signed by the Minister on June 14, 1999, regarding the appointment of a class of persons as officers under the *Conservation Authorities Act* and the *Trespass to Property Act*, as a new Class Designation had not yet been received. CAO Baldwin advised that subsequent to the posting of the agenda, an updated Class Designation has now been received.

Moved by: C. Pettingill

Seconded by: R. Greenlaw

BOD-052-24 **Resolved That** Staff Report No. 20-24-BOD regarding the re-designation of Environmental Compliance Officers under Section 30.1 of the *Conservation Authorities Act* be received; and

Further That the appointment of Mrs. Kristin Nyborg and Mrs. Ashlea Brown as Officers under Section 30.1 of the *Conservation Authorities Act* as of the proclamation date be approved. **Carried**

XII. Closed Session

The Board moved to Closed Session to deal with a confidential legal and human resources matters.

Moved by: B. Garrod

Seconded by: D. Le Roy

BOD-053-24 **Resolved That** the Board move to Closed Session to deal with confidential legal and human resources matters; and

Further that the Chief Administrative Officer, members of the Executive Leadership Team and the Director, Development Services remain in the meeting for the discussion on item a), and

Further that the Chief Administrative Officer and the Chief of Staff remain in the meeting for the discussion on item b). **Carried**

The Board rose from Closed Session to report findings.

Moved by: A. Eek

Seconded by: V. Hackson

BOD-054-24 **Resolved That** the Board rise from Closed Session and report findings.

Carried

a) Confidential Legal Matter

Moved by: S. Bell

Seconded by: S. Harrison-McIntyre

BOD-055-24 **Resolved That** Confidential Staff Report No. 22-24-BOD regarding a confidential legal matter be received; and

Further that the recommendations contained within the staff report be approved.

Carried

b) Confidential Human Resources Matter

Moved by: B. Garrod

Seconded by: D. Le Roy

BOD-056-24 **Resolved That** Confidential Staff Report No. 23-24-BOD regarding a confidential human resources matter be received for information. **Carried**

XIII. Other Business

- a) Chair Riepma advised that the next meeting on Friday, April 26, 2024 will have a Source Protection Authority meeting at 9:00 a.m. and a Board of Directors' meeting immediately following. Both will be held in the Conservation Authority's Administrative Offices.

XIV. Adjournment

Moved by: E. Yeo

Seconded by: C. Pettingill

BOD-057-24 **Resolved That** the meeting be adjourned at 11:04 a.m. **Carried**

Councillor Clare Riepma
Chair

Rob Baldwin
Chief Administrative Officer