

# Lake Simcoe Region Conservation Authority

## Board of Directors' Meeting

Board of Directors' Meeting No. BOD-03-22

Friday, March 25, 2022

Held virtually via Zoom

### Meeting Minutes

#### Board Members Present

Regional Chairman W. Emmerson (Chair), Councillor P. Ferragine (Vice Chair), Councillor K. Aylwin, Mayor B. Drew, Councillor A. Eek, Councillor W. Gaertner, Deputy Mayor J. Gough, Councillor R. Greenlaw, Mayor V. Hackson, Councillor S. Harrison-McIntyre, Councillor C. Pettingill, Mayor M. Quirk, Councillor C. Riepma, Regional Councillor T. Vegh, Councillor A. Waters, Councillor E. Yeo

#### Board Members Absent

Mayor D. Barton, Councillor K. Ferdinands

#### Staff Present

R. Baldwin, T. Barnett, M. Bessey, A. Brown, K. Cheney, K. Christensen, M. Critch, P Davies, J. Doyley, N. Hamley, S. Jagminas, B. Kemp, B. Longstaff, G. MacMillan, S. McKinnon, G. Peat, C. Taylor, K. Toffan, A. Yates, K. Yemm

### I. Land Acknowledgement

### II. Declarations of Pecuniary Interest or Conflict of Interest

None noted for the meeting.

### III. Approval of Agenda

Moved by: R. Greenlaw

Seconded by: A. Waters

BOD-032-22 **Resolved That** the content of the Agenda for the March 25, 2022 meeting of the Board of Directors be approved as circulated. **Carried**

### IV. Adoption of Minutes

#### a) Board of Directors' Meeting

Moved by: B. Drew

Seconded by: C. Pettingill

BOD-033-22 **Resolved That** the minutes of the Board of Directors' Meeting, No. BOD-02-22, held on Friday, February 25, 2022 be approved as circulated. **Carried**

## V. Announcements

- a) CAO Rob Baldwin updated the Board on staff's return to the physical offices, noting staff have now begun to return to the offices a minimum of two days per week. He also advised that effective April 19<sup>th</sup> the Administrative offices will be open to the public three days per week.
- b) CAO Rob Baldwin noted that the Authority's Budget Companion Document, which provides a very informative synopsis of revenue in and how funds are disbursed, has been finalized and will be sent out to Board members, as well as all municipal partners.
- c) General Manager, Conservation Lands, Brian Kemp, advised Board members of staff's involvement in a public webinar taking place on April 20<sup>th</sup> on the spongy moth, formerly the LDD moth. The webinar is a collaborative effort involving a number of conservation authorities and will cover the life cycle, management options, etc.
- d) Director, Corporate Communications, Kristen Yemm, was pleased to advise the Board that the Authority's Annual Conservation Awards ceremony will return to an in-person event this year on Tuesday, October 11<sup>th</sup> at Newmarket's Old Town Hall. More information will be provided at the April Board of Directors' meeting.
- e) Lake Simcoe Conservation Foundation Executive Director Cheryl Taylor advised that plans for the 33<sup>rd</sup> Annual Conservation Dinner are going well with just a few tickets left. The dinner will take place on June 22<sup>nd</sup>. She also advised that plans are taking shape on the Foundation's 4<sup>th</sup> Annual Golf Tournament being held on August 22<sup>nd</sup>. More information on these events can be found at <https://www.lakesimcoefoundation.ca>

## VI. Presentations

### a) Fourth Quarter 2021 Unaudited Financial Report

General Manager, Corporate and Financial Services/CFO Mark Critch, provided an overview of the Authority's Fourth Quarter 2021 Unaudited Financial Report. He reviewed the 2021 highlights, including an operational surplus higher than anticipated due to operational savings and staff gapping, transfers to reserves for payback of prior years draws due to the start up of the Offsetting program, and a procurement summary of 118 purchase orders for a total of \$4.86 million. He noted the procurement and offsetting summaries are provided as attachments in the accompanying staff report. Capital investments identified in the 2021 budget were reviewed with a few projects substantially complete and many completed. He reviewed reserve balances.

GM Critch reviewed some lessons learned and opportunities presented, which have been incorporated into the 2022 budget. He noted the audited financial statements will be coming to the Board in April 2022, and a reserve policy update will be brought to the Board later in the year for consideration.

To view this presentation, please click this link: [4th 2021 Financial Report](#)

Moved by: K. Aylwin

Seconded by: S. Harrison-McIntyre

BOD-034-22 **Resolved That** the presentation by General Manager, Corporate and Financial Services/CFO Mark Critch regarding the Authority's Fourth Quarter 2021 Unaudited Financial Report be received for information. **Carried**

Included in the agenda is Staff Report No. 09-22-BOD regarding the Authority's Fourth Quarter 2021 Unaudited Financial Report.

Moved by: K. Aylwin

Seconded by: S. Harrison-McIntyre

BOD-035-22 **Resolved That** Staff Report No. 09-22-BOD regarding the Authority's Fourth Quarter Unaudited Financial Report be received for information. **Carried**

## 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

Items 1 and 4 were identified under items requiring separate discussion.

## X. Adoption of Items not Requiring Separate Discussion

Items No. 2 and 3 were identified under items not requiring separate discussion.

Moved by: A. Eek

Seconded by: V. Hackson

BOD-036-22 **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. BDO Canada LLP – Audit Planning Report for the 2021 Annual Audit

BOD-037-22 **Resolved That** Staff Report No. 10-22-BOD regarding BDO Canada LLP – Audit Planning Report for the 2021 Annual Audit be received for information. **Carried**

## 3. Communications and Engagement Strategy Overview

BOD-038-22 **Resolved That** Staff Report No. 11-22-BOD regarding an overview of the Corporate Communications Strategy be received for information. **Carried**

# XI. Consideration of Items Requiring Separate Discussion

## 1. Correspondence

Vice Chair Ferragine noted that the Town of Bradford has submitted a letter to the Federal government, as has the Town of East Gwillimbury, for the reinstatement of funding for the Lake Simcoe Clean up Fund. Mayor Quirk and Regional Councillor Vegh also noted their municipalities have passed similar resolutions, as did Councillor Eek and Councillor Waters.

Moved by: P. Ferragine

Seconded by: M. Quirk

BOD-039-22 **Resolved That** Correspondence Item a) to c) be received for information. **Carried**

Board members asked that a letter be sent by Chair Emmerson on behalf of the Board of Directors to the Federal government in support of reinstatement of the Lake Simcoe Clean-up Fund.

Moved by: P. Ferragine

Seconded by: C. Pettingill

BOD-040-22 **Resolved That** the Board of Directors send a letter to the Federal government in support of the reinstatement of funding for the Lake Simcoe Clean-up Fund. **Carried**

## 4. Donation Request – Offsetting Revenue

Councillor Greenlaw applauded the Ukrainian Federation for their request as they explore all options to assist the people of Ukraine, and he also thanked Authority staff for a well articulated staff report that explains the provisions of the offsetting policy.

Moved by: R. Greenlaw

Seconded by: C. Riepma

BOD-041-22 **Resolved That** Staff Report No. 12-22-BOD regarding the Ukrainian National Federation of Canada's donation request letter of February 26, 2022 be received; and

**Further that** staff's recommendation to not support the request for donation of ecological offsetting funds to the Canada Ukraine Foundation's Humanitarian Appeal be approved on the basis that the Authority's Ecological Offsetting Policy provides clear and transparent direction with respect to the use of funds collected under this policy. **Carried**

## **XII. Closed Session**

The Board moved to Closed Session to deal with confidential legal and land matters.

Moved by: W. Gaertner

Seconded by: S. Harrison-McIntyre

BOD-042-22 **Resolved That** the Board move to Closed Session to deal with confidential legal, land and human resources matters; and

**Further that** the Chief Administrative Officer, members of the Executive Leadership Team, the Director, Regulations, and the Chief of Staff remain in the meeting for the discussion on Item a); and

**Further that** the Chief Administrative Officer, members of the Executive Leadership Team and the Chief of Staff remain in the meeting for the discussion on Item b); and

**Further that** the Chief Administrative Officer remain in the meeting for the discussion on Item c). **Carried**

The Board rose from Closed Session to report findings.

Moved by: M. Quirk

Seconded by: R. Greenlaw

BOD-043-22 **Resolved That** the Board rise from Closed Session and report findings. **Carried**

### **a) Confidential Legal Matter**

Moved by: C. Pettingill

Seconded by: S. Harrison-McIntyre

BOD-044-22 **Resolved That** Confidential Staff Report No. 13-22-BOD regarding a confidential legal matter be approved. **Carried**

**b) Confidential Land Matter**

Moved by: A. Waters

Seconded by: V. Hackson

BOD-045-22 **Resolved That** the update regarding a Confidential land matter be received for information; and

**Further that** and update be brought to the Board at their June 2022 meeting. **Carried**

**c) Confidential Human Resources Matter**

Moved by: P. Ferragine

Seconded by: C. Riepma

BOD-046-22 **Resolved That** Confidential Staff Report No. 14-22-BOD regarding a confidential human resources matter be received; and

**Further that** the recommendations be supported. **Carried**

**XIII. Other Business**

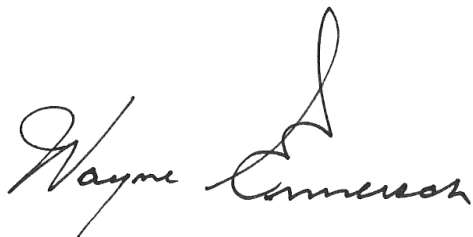
- a) Chair Emmerson noted the next Board of Directors' meeting is scheduled for Friday, April 22, 2022. This meeting will be held virtually.

**XIV. Adjournment**

Moved by: K. Aylwin

Seconded by: J. Gough

BOD-047-22 **Resolved That** the meeting be adjourned at 11:22 a.m. **Carried**



---

Regional Chairman Wayne Emmerson  
Chair



---

Rob Baldwin  
Chief Administrative Officer