



Lake Simcoe Region
conservation authority

61st ANNUAL GENERAL MEETING

BOARD OF DIRECTORS

MEETING NO. BOD-01-12

Friday, January 27th, 2012

9:00 a.m.

AGENDA

LOCATION:

Holiday Inn Express
100 Pony Drive
Meeting Room 2
NEWMARKET, ON
(905)853-1030 (Holiday Inn)
(905)895-1281 (LSRCA)

Minutes and agendas are available on our website:

www.lsrca.on.ca

AGENDA
61st Annual General Meeting
Friday, January 27th, 2012

2012 Board of Directors

Councillor M. Coutanche
Mr. E. Bull
Councillor B. Ward
Councillor G. Campbell
Regional Councillor B. Drew (Vice Chair)
Regional Councillor D. Bath
Regional Councillor J. Ballinger
Councillor Del Crane
Councillor Maria Baier
Councillor Bruce Haire
Councillor J. O'Donnell
Mayor R. Grossi
Councillor K. Ferdinands
Councillor P. Craig
Mayor V. Hackson (Chair)
Councillor D. Kerwin
Mayor G. Dawe
Councillor A. Eek
Mayor A. Orsi (ex-officio)

Representing

Township of Oro-Medonte
City of Barrie
City of Barrie
City of Kawartha Lakes
Durham Region: Scugog
Durham Region: Brock
Durham Region: Uxbridge
Town of Bradford West Gwillimbury
Town of Innisfil
Town of New Tecumseth
Township of Ramara
York Region: At Large
York Region: Whitchurch-Stouffville
York Region: Georgina
York Region: East Gwillimbury
York Region: Newmarket
York Region: Aurora
York Region: King
City of Orillia

I. ***CHAIR'S WELCOME AND INTRODUCTIONS***

Roll Call – 2011 Board Members

Board Members will introduce themselves and the municipality they represent.

II. ***DECLARATIONS OF PECUNIARY INTEREST***

III. ***APPROVAL OF AGENDA***

Pages 1-7

RECOMMENDED: **THAT the content of the Agenda for the Authority's 61st Annual General Meeting held on Friday, January 27th, 2012, be approved as presented.**

IV. ***ADOPTION OF MINUTES***

a) ***Board of Directors***

Pages 8-12

Included is a copy of the draft minutes of the Board of Directors' Meeting No. BOD-12-11, held on December 16th, 2011.

RECOMMENDED: **THAT the minutes of the Board of Directors Meeting No. BOD-12-11 held on December 16th, 2011, be adopted and approved as printed and circulated.**

V. ***GREETINGS***

Chair Hackson will call upon guests to bring greetings on behalf of their respective organization.

VI. ***PRESENTATIONS***

a) 2011 Conservation Authority's Annual Report

The Lake Simcoe Region Conservation Authority's Annual Report for 2011 will be provided at the meeting. Chair Virginia Hackson will provide an overview presentation of the Authority's activities and accomplishments in 2011.

RECOMMENDED: **THAT the Lake Simcoe Region Conservation Authority's 2011 Annual Report and the presentation provided by Chair Hackson be received.**

b) 2011 Conservation Foundation - Update

Mrs. Debby Beatty, President, Lake Simcoe Conservation Foundation, will provide an update related to the 2011 activities of the Foundation.

RECOMMENDED: **THAT the update provided by Mrs. Debby Beatty, President, Lake Simcoe Conservation Foundation, related to the 2011 activities of the Foundation be received.**

c) LSRCA's Strategic Plan

The CAO will present the LSRCA's Strategic Plan "Focused Future 2014". A copy will be made available at the meeting.

RECOMMENDED: **THAT the LSRCA's Strategic Plan "Focused Future 2014" as presented by the CAO, be received.**

VII. ***2011 BUSINESS IS CONCLUDED- CHAIR HACKSON VACATES POSITION OF CHAIR***

Chair Hackson will conclude the year 2011 business and the chair will be deemed vacant.

RECOMMENDED: **THAT the Board of Directors conclude the 2011 business and declare the Chair vacant.**

2012 BUSINESS

The 2012 Business portion of this meeting will be called to order by the Chief Administrative Officer of the Lake Simcoe Region Conservation Authority.

VIII. **ROLL CALL – 2012 BOARD OF DIRECTORS**

As the members of the 2012 Board will not change, they will not be called upon for introductions.

IX. **ELECTION OF OFFICERS**

The election of officers will be conducted by D. Gayle Wood, Chief Administrative Officer.

The election of officers for 2012 will take place. The general rules for the election are as follows:

- a) All nominations require a nominator only, not a seconder.
- b) Nominations will be called a minimum of three(3) times before a motion to close nominations is accepted. This motion requires a seconder.
- c) All nominees shall signify, when asked, if he/she will stand for the position.
- d) Nominees will be given the opportunity to address the Board of Directors in reverse order of nomination.
- e) Members can vote by proxy providing it has been endorsed by their Council with a formal resolution.
- f) No member shall hold more than one office.
- g) Positions are required for Chair and Vice-Chair of the LSRCA for 2012 and must be appointed Members of the Board of Directors.

A. **APPOINTMENT OF SCRUTINEERS**

RECOMMENDED: **THAT in the event of a vote by ballot, the following persons will act as scrutineer _____ and _____; and**
FURTHER THAT all ballots will be destroyed after the election.

B. ELECTION OF OFFICERS – 2012

- i. Chair of the Authority
- ii. Vice-Chair of the Authority

C. APPOINTMENT OF THE REGULATIONS SUB-COMMITTEE FOR 2012

RECOMMENDED: **THAT THE Chair and Vice Chair of the Conservation Authority and the Member representing the local municipality in which the fill and construction application is received shall be members of the sub-committee to review applications and report to the Board of Directors.**

D. APPOINTMENT TO CONSERVATION ONTARIO FOR 2012

Conservation Ontario represents the association of the 36 Conservation Authorities in Ontario. It is the practice of the Lake Simcoe Region Conservation Authority to request the Chair, or their designate, and Chief Administrative Officer to represent the Authority on Conservation Ontario Committees and Council.

RECOMMENDED: **THAT the 2012 Authority Chair, or their designate, be appointed as the Authority's voting delegate to Conservation Ontario; and FURTHER THAT the Chief Administrative Officer be the alternate delegate.**

E. APPOINTMENT TO THE LAKE SIMCOE CONSERVATION FOUNDATION FOR 2012

RECOMMENDED: **THAT the Authority's Chair, Vice Chair and the Chief Administrative Officer(ex-officio) be appointed to the Lake Simcoe Conservation Foundation.**

F. APPOINTMENT OF SOLICITORS FOR 2012

The Conservation Authority utilizes the services of four(4) legal firms:

- Stiver Vale – general administrative advice and land management;
- Hicks Morley – employment and labour related matters;
- Hill Hunter Losell – floodplain regulation advice; and
- Beard Winter – floodplain regulation advice and litigation.

RECOMMENDED: **THAT Stiver Vale, Hicks Morley, Hill Hunter Losell and Beard Winter be appointed as the Authority's legal firms for 2012.**

X. ***SIGNING OFFICERS – 2012***

RECOMMENDED: **THAT an account in the name of Lake Simcoe Region Conservation Authority (hereinafter called the "Organization") be kept at the Bank of Nova Scotia (hereinafter called the "Bank"); and**
THAT the Authority's Chair _____, Vice Chair _____, D. Gayle Wood, Chief Administrative Officer/Secretary-Treasurer, and Jocelyn Lee, General Manager, Corporate and Financial Services, or any two of them are hereby authorized to sign, make, draw, accept, endorse and deliver cheques, promissory notes, bills of exchange, orders for the payment of money and such agreements and instruments as may be necessary or useful in connection with the operation of the said account; and
THAT any one of the above-mentioned officers is hereby authorized for and in the name of the Organization to endorse and transfer to the Bank for deposit or discount with or collection by the Bank (but for the credit of the Organization only) cheques, promissory notes, bills of exchange, orders for the payment of money and other instruments, to arrange, settle, balance and certify all books and accounts with the Bank and to sign receipts for vouchers.

XI. ***BORROWING RESOLUTION – 2012***

Pages 13-14

Attached is Staff Report No. 01-12-BOD regarding the Annual Borrowing Resolution.

RECOMMENDED: **THAT Staff Report 01-12-BOD regarding the Borrowing Resolution be received for information; and**
FURTHER THAT the signing officers for the Lake Simcoe Region Conservation Authority be empowered to borrow up to \$500,000 on an Operating Loan Agreement, as required, for administration and/or capital expenditures.

XII. **MEETING SCHEDULE – 2012**

Pages 15-17

Attached is Staff Report No. 02-12-BOD which provides the proposed 2012 meeting dates for the Authority's Board of Directors in addition to the quarterly meetings of the Lakes Simcoe and Couchiching/Black River Source Protection Authority.

RECOMMENDED: **THAT Staff Report No. 02-12-BOD be received; and FURTHER THAT the 2012 Schedule of Meetings for the Authority's Board of Directors and the Lakes Simcoe and Couchiching/Black River Source Protection Authority be approved as presented.**

XIII. **CLOSING REMARKS**

XIV. **ADJOURN**

(d) **LSRCA's 60th Anniversary Wrap Up**

The General Manager, Education and Communications presented an overview of the various activities/events undertaken in celebration of the LSRCA's 60th Anniversary. This included the presentation of the LSRCA's commemorative print of the Northern Saw-Whet Owl to each of the Authority's watershed partners.

VII. **HEARINGS**

There were no Hearings scheduled for this meeting.

VIII. **DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

Items 2(b), 8 and 11 of the agenda were identified.

IX. **ADOPTION OF ITEMS NOT REQUIRING SEPARATE DISCUSSION**

Moved by: A. Eek

Seconded by: G. Dawe

BOD-177-11 **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

1. **Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation 179/06**

BOD-178-11 **RESOLVED THAT applications under Section 28 of the *Conservation Authorities Act* and Ontario Regulation 179/06 be received.**

2. **Correspondence**

BOD-179-11 **RESOLVED THAT the correspondence listed in the Agenda as Items (a) and (c) and (d) through (f) be received.**

3. **Monthly Communications Update**

BOD-180-11 **RESOLVED THAT the Monthly Communications Update – Summary, for the period November 1 to 30, 2011, be received for information.**

4. **Chair's Activity Report – January to December 2011**

BOD-181-11 **RESOLVED THAT Chair's Report No. 03-11-CHAIR which provides an overview of the Chair's activities for the period January to December 2011 be received.**

5. **Budget Status Report**

BOD-182-11 **RESOLVED THAT Staff Report No. 79-11-BOD regarding the Authority Budget Status for the eleven month period ending November 30th, 2011, be received.**

6. **Lake Simcoe Conservation Foundation**

BOD-183-11 **RESOLVED THAT Staff Report No. 80-11-BOD entitled, "2011 Support for Executive Director Position of the Lake Simcoe Conservation Foundation", be received; and FURTHER THAT the amount of \$17,000 be transferred to the Lake Simcoe Conservation Foundation to offset the wages and benefit costs associated with the Executive Director position of the Foundation. CARRIED**

7. **Durham Forest – Awarding of Tender for the Sale of Timber**

BOD-184-11 RESOLVED THAT Staff Report 81-11-BOD regarding the record of tenders for the Durham Region Forest Tender DRF-001-2011 be received for information; and FURTHER THAT tender DRF-001-2011 be awarded to Northern Pressure Treated Wood Ltd.

9. **Proposed Accessibility Standards for Customer Service Policy and**

Procedures in accordance with the Accessibility for Ontarians with Disabilities Act (AODA)

BOD 185-11 RESOLVED THAT Staff Report 83-11-BOD regarding the LSRCA's "Proposed Accessibility Standards for Customer Service Policy and Procedures" be received; and THAT the recommendation to not charge fees for support persons be approved; and FURTHER THAT the Policy Statement be approved and the administrative procedures related to the policy statement be maintained by staff.

10. **Re-Orientation – Scanlon Creek Outdoor Education Program**

BOD-186-11 RESOLVED THAT Staff Report 84-11-BOD regarding progress in the reorientation of the Scanlon Creek Outdoor Education Program be received.

IX. **CONSIDERATION OF ITEMS REQUIRING SEPARATE DISCUSSION**

2. **Correspondence**

(b) Included with the agenda was a copy of a letter received via email from Helen Barcza and Larry Barcza regarding the Upper York Sewage Solution initiative. The LSRCA's response to this correspondence was also included. Councillor Craig requested clarification related to the role of the LSRCA as a "commenting agency".

The CAO responded that the Authority is not an approval agency save and except Section 28 of the *Conservation Authorities Act*. The LSRCA will provide advice and guidance only. The CAO also reminded that any member of the public can comment on an Environmental Assessment process through the Environmental Bill of Rights Registry. The Ministry considers the comments received through this process when making a final decision.

Moved by: D. Crake

Seconded by: B. Drew

BOD-187-11 RESOLVED THAT the correspondence listed in the agenda as item 2(b) be received.
CARRIED

8. **Proposed Data Request Protocol – Fee Schedule**

The Manager, GIS/IT clarified that the costs associated with responding to the various data requests received are to recover costs related to staff time spent on compiling the data only and does not relate to the actual mapping/data provided.

It was further clarified that, at the discretion of the CAO and/or General Manager, such fees can be waived.

Moved by: B. Drew

Seconded by: B. Haire

BOD-188-11 **RESOLVED THAT Staff Report No. 82-11-BOD regarding a proposed Data Request Protocol be received; and
FURTHER THAT the associated Data Request Fee schedule be approved. CARRIED**

11. **Thiess Twinning Project – Mexico**

The General Manager, Conservation Lands, provided a presentation of the recent trip to Mexico to visit and assess the Ayuquila River watershed, which is part of Phase 1 of the Business Plan for the Twinning Partnership.

Moved by: A. Eek

Seconded by: M. Baier

BOD-189-11 **RESOLVED THAT the presentation of the recent trip to the Ayuquila River Watershed in Mexico, as provided by the General Manager, Conservation Lands, be received. CARRIED**

XI. **OTHER BUSINESS**

(a) Donation – Lion’s Club Aurora

The General Manager, Conservation Lands, announced that the Lion’s Club of Aurora presented a donation to the LSRCA in the amount of \$10,000. Funds are directed to improvements at Sheppard’s Bush Conservation Area in Aurora.

(b) Lake Simcoe Conservation Foundation(LSCF) – Polar Bear Plunge

On February 25 at Innisfil Beach Park, the LSCF will be hosting its first annual Polar Bear Plunge!

XII. **CLOSED SESSION**

No items for Closed Session.

ADJOURN

Meeting adjourned at 11:15 p.m. on a motion by G. Dawe.

To be signed by:

Mayor V. Hackson
Chair

To be signed by:

D. Gayle Wood
Chief Administrative Officer



Lake Simcoe
Region
Conservation
Authority

Staff Report No. 01-12-BOD
Page No. 1 of 2
File No.
Agenda Item No. IX BOD-01-12

TO: Board of Directors

FROM: Jocelyn Lee, General Manager
Corporate & Financial Services Division

DATE: January 3, 2012

SUBJECT: Annual Borrowing Resolution

RECOMMENDATION: THAT Staff Report 01-12-BOD regarding the Borrowing Resolution be received for information; and FURTHER THAT the signing officers for the Lake Simcoe Region Conservation Authority be empowered to borrow up to \$500,000 on an Operating Loan Agreement, as required, for administration and/or capital expenditures.

Purpose of this Staff Report:

The purpose of this Staff Report is to provide the Board of Directors with an understanding of the reasons for and uses of a borrowing resolution by the Authority.

Background:

The Conservation Authority's Board of Directors passes, at its Annual General Meeting, a borrowing resolution which authorizes a maximum amount that is available for borrowing, if required, to cover administrative and/or capital expenditures during the year. The amount of the borrowing resolution for 2012 is recommended to be set at the traditional level of \$500,000.

The Conservation Authority has needed to draw on this borrowing resolution in the past; the last time was in 2010. It was required to bridge the payment receipts from municipal funding partners and the federal government Lake Simcoe Clean Up Fund payments, which follow significantly after the project work is completed. No requirements were necessary for the 2011 fiscal year.

It is useful to note that this is separate and distinct from the borrowing resolution passed by the Board on February 24, 2006 with regard to the loan from York Region in the amount of \$2,100,000 representing funds for the Administrative Building addition. The current balance of this loan is \$982,028.

Staff Report No. 01-12-BOD
Page No. 2 of 2
File No.
Agenda Item No. IX BOD-01-12

Summary & Recommendation:

THAT Staff Report 01-12-BOD regarding the Borrowing Resolution be received for information; and, FURTHER THAT the signing officers for the Lake Simcoe Region Conservation Authority be empowered to borrow up to \$500,000 on an Operating Loan Agreement, as required, for administration and/or capital expenditures.

Pre-Submission Review:

This Staff Report has been reviewed by the Chief Administrative Officer.

Prepared by: J. Lee, General Manager, Corporate & Financial Services.

Original signed by:

**Jocelyn Lee, CMA
General Manager,
Corporate & Financial Services Division**

Original signed by:

**D. Gayle Wood
Chief Administrative Officer**



TO: Board of Directors

FROM: D. Gayle Wood
Chief Administrative Officer

DATE: January 11th, 2012

SUBJECT: 2012 Schedule of Meetings
LSRCA Board of Directors & Lakes Simcoe and Couchiching/
Black River Source Protection Authority

RECOMMENDATION: THAT Staff Report 02-12-BOD regarding the 2012 schedule of meetings for the Authority’s Board of Directors and the Lakes Simcoe and Couchiching/Black River Source Protection Authority be approved.

Purpose of this Staff Report:

The purpose of this Staff Report is to provide the Board of Directors with the 2012 schedule of monthly meetings for the Board of Directors as well as the proposed schedule for the meetings of the Lakes Simcoe and Couchiching/Black River Source Protection Authority.

Background:

It is the practice of the LSRCA’s Board of Directors to meet monthly to consider the business of the Authority. Generally, the Board meets on the fourth Friday of each month from 9:00 a.m. to 12:00 noon. Meetings of the Board of Directors will be held at the Authority Offices, 120 Bayview Parkway, Newmarket unless otherwise advised.

The Authority’s Board also meets quarterly as the Lakes Simcoe and Couchiching/Black River Source Protection Authority. These meetings have been included in the schedule.

January 27, AGM	July 27
February 17* (3 rd Friday)	August 24
March 23	September 28*
April 27	October 26
May 25*	November 23*
June 22	December 14 (2 nd Friday)

*These meetings will be combined with a meeting of the Lakes Simcoe and Couchiching/ Black River Source Protection Authority.

The above meeting dates may be changed to accommodate Authority requirements.

Staff Report No. 02-12-BOD
Page No. 2 of 2
File No.
Agenda Item No. X BOD-01-12

In accordance with the Administration Regulation, emergency meetings can be convened at the request of the Chair with twenty-four(24) hours notice.

Summary and Recommendation

THAT Staff Report 02-01-BOD regarding the 2012 schedule of meetings for the Authority's Board of Directors and the Lakes Simcoe and Couchiching/Black River Source Protection Authority be approved.

Pre Submission Review

This Staff Report has been reviewed by the Chief Administrative Officer.

Prepared by: Gina Casey, Coordinator, Board/CAO, Projects and Services.

Original signed by:

D. Gayle Wood
Chief Administrative Officer

Attachment:

- 1) 2012 Calendar of Meetings

LSRCA & LSCBR SPA BOARD MEETING DATES -2012

9:00 - 12:00 NOON

LSRCA Boardroom (subject to change)

LSRCA
 LSCBR SPA & LSRCA BOD
 Holiday

JANUARY						
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