



70th Annual General Meeting

Board of Directors' Meeting No. BOD-01-21

Friday, January 22, 2021

9:00 a.m.

Agenda

Meeting Location:

To be held virtually by Zoom

Minutes and agendas are available at www.LSRCA.on.ca

Upcoming Events

2021 Board of Directors' meeting schedule pending approval

A full listing of events can be found at www.LSRCA.on.ca

Board Member Listing

Representing

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

2020/2021 Board of Directors

Councillor K. Aylwin
Councillor C. Riepma
Councillor E. Yeo
Mayor D. Bath-Hadden (on leave)
Mayor B. Drew
Mayor D. Barton
Councillor P. Ferragine
Councillor A. Waters
Councillor S. Harrison-McIntyre
Councillor R. Greenlaw
No representative appointed
Regional Chairman and CEO W. Emmerson
Councillor W. Gaertner
Mayor V. Hackson
Mayor M. Quirk
Councillor A. Eek
Regional Councillor T. Vegh
Councillor K. Ferdinands

I. Chair's Welcome and Introductions

Roll Call – 2020 Board Members

The 2020 Board Members will introduce themselves and state which municipality they represent.

II. Declarations of Pecuniary Interest and Conflict of Interest

III. Approval of Agenda

Pages 1 - 7

Recommended: That the content of the Agenda for the Lake Simcoe Region Conservation Authority's 70th Annual General Meeting held on Friday, January 22, 2021 be approved as presented.

IV. Adoption of Minutes

a) Board of Directors

Pages 8-14

Included in the agenda is a copy of the minutes of the Board of Directors' Meeting No. BOD-14-20 held on Friday, December 18, 2020.

Recommended: That the minutes of the Board of Directors Meeting No. BOD-14-20 held on Friday, December 18, 2020 be approved as circulated.

V. Greetings

Chair Emmerson will call upon guests to bring greetings on behalf of their respective organizations.

VI. Presentations

a) 2020 Year in Review

Chief Administrative Officer, Rob Baldwin will share a presentation on the Authority's 2020 highlights and accomplishments. This presentation will be provided at the meeting and will be available on our website following the meeting.

b) Lake Simcoe Tributary Health

Manager, Environmental Science and Monitoring, David Lembcke will provide a presentation on the health of the Lake Simcoe tributaries. This presentation will be provided at the meeting and will be available on our website following the meeting.

c) Conservation Lands – 2020 Highlights and Trends

General Manager, Conservation Lands, Brian Kemp will provide a presentation on conservation area enhancements, greenspace trends, and future planned enhancements. This presentation will be provided at the meeting and will be available on our website following the meeting.

d) Restoration Services – Top 10 Project of 2020

Manager, Restoration Services, Christa Sharp will provide a presentation on restoration highlights and accomplishments. This presentation will be provided at the meeting and will be available on our website following the meeting.

Recommended: That presentations, Items VI. (a-d) be received for information.

VII. 2020 Business is Concluded

Chair Emmerson will conclude the Year 2020 business, and the Chair will be deemed vacant.

VIII. 2021 Business

The 2021 Business portion of the meeting will be called to order by the Authority's Chief Administrative Officer, Rob Baldwin.

Roll Call – 2021 Board Members

The 2021 Board Members will introduce themselves and state which municipality they represent.

IX. Election of Officers

The election of officers for 2021 will be conducted by Rob Baldwin, Chief Administrative Officer, acting as Chair Pro Temps.

The general rules for the election are as follows:

- a) Only current Directors of the Authority may vote.
- b) Nominations will be called three (3) times and will only require a mover.
- c) The closing of nominations will require both a mover and a seconder.
- d) Each Director nominated will be required to accept the nomination.
- e) In the event of an election, each nominee will be permitted not more than three (3) minutes to speak for the office, in the order of the alphabetical listing of their surnames.
- f) Upon the acceptance by nominees for the position of office, Directors will submit their choice via Zoom private chat to the Coordinator of the Board of Directors.

Positions are required for Chair and Vice Chair of the Authority for 2021 and must be appointed members of the Board of Directors

A. Election of Officers – 2021

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

B. Appointment of the Regulations Sub-committee for 2021

In the event of a Hearing by the Board of Directors, a Regulations Sub-Committee is formed to review the circumstances of the Hearing and report to the Board. This sub-committee normally consists of the Chair, the Vice Chair, and the Member representing the local municipality in which the application under Ontario Regulation 179/06 is received.

Recommended: That the Chair and Vice Chair, along with the Member representing the local municipality in which the application under Ontario Regulation 179/06 is received, shall be members of the sub-committee to review applications and report to the Board of Directors.

C. Appointment to Conservation Ontario for 2021

Conservation Ontario represents the 36 Conservation Authorities in Ontario. It is the practice of the Authority to request the Chair, or his/her designate, and the Chief Administrative Officer to represent the Authority on Conservation Ontario's Committees and Council. The 2021 meeting dates for Conservation Ontario's Council are scheduled to take place from 9:00 a.m. to 2:00 p.m. April 12th (Annual General Meeting), June 21st, September 27th and December 13th.

Recommended: That the 2021 Chair, or his/her designate, be appointed as the Authority's voting delegate to Conservation Ontario; and

Further that the Chief Administrative Officer be the alternate delegate.

D. Appointment to the Lake Simcoe Conservation Foundation Board of Directors for 2021

It is the practice of the Authority to appoint the Chair and Vice Chair, or two designates, to serve on the Lake Simcoe Conservation Foundation Board of Directors. The 2021 Board meetings for the Foundation are scheduled to take place from 8:30 a.m. to 11:30 a.m. on January 27th, March 24th, May 26th (AGM), July 28th, September 29th and November 24th.

Recommended: That the Chair, _____ and Vice Chair, - _____ be appointed to the Lake Simcoe Conservation Foundation Board of Directors for 2021.

E. Appointment to Solicitors for 2021

The Authority utilizes the services of five (5) legal firms:

1. Stiver Vale Barristers & Solicitors for general administrative advice and land management;
2. Hicks Morley for employment and labour related matters;
3. Hill Hunter Losell Law Firm LLP for regulation advice and litigation;
4. Barriston LLP for general administrative, regulation and planning advice, and litigation; and
5. Beard Winter LLP for general administrative, regulation and planning advice, and litigation.

Recommended: That Stiver Vale, Hicks Morley, Hill Hunter Losell, Barriston and Beard Winter be appointed as Lake Simcoe Region Conservation Authority's legal firms for 2021.

X. Signing Officers for 2021

The Authority wishes to continue banking with the Bank of Nova Scotia.

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

Further that the Authority's Chair, Vice Chair, the Chief Administrative Officer/Secretary-Treasurer, and the General Manager, Corporate and Financial Services/CFO, 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

Further 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

Each year at the Annual General Meeting, the Board of Directors pass 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 2021 is recommended to be set at the traditional level of \$500,000. The Authority has rarely drawn on this operating loan, with the last time being 2010, when it was required to bridge the payment receipts from municipal funding partners and the federal government Lake Simcoe Clean-Up Fund payments, where payments followed project work completion.

Recommended: That 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. Section 28 Permits - Authorized Signatories

Under Section 28 of the Conservation Authorities Act, the Authority issues permits to landowners around the watershed.

Recommended: That the Chief Administrative Officer, the General Manager, Planning, Development and Restoration Services, the Director of Regulations, the Director of Engineering, and the Director of Planning are delegated approval authority to sign and issue permits under S.28 of the Conservation Authorities Act.

XIII. Meeting Schedule

Pages 15-16

Attached is Staff Report No. 01-21-BOD, which seeks the Board of Director's approval on the 2021 Board of Directors' meeting schedule.

Recommended: That Staff Report No. 01-21-BOD regarding the 2021 Board of Directors' meeting schedule be approved.

XIV. Closing Remarks

XV. Adjournment

Board or Directors' Meeting

Board of Directors' Meeting No. BOD-14-20

Friday, December 18, 2020

Held virtually via Zoom

Meeting Minutes

LSRCA Board Members Present

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

LSRCA Board Members Absent

Township of Brock, Township of Ramara

LSRCA Staff Present

R. Baldwin, T. Barnett, M. Bessey, A. Brown, K. Christensen, M. Critch, P. Davies, S. Jagminas, B. Kemp, K. Kennedy, N. Knight, B. Longstaff, N. O'Dell, G. Peat, K. Read, C. Sharp, C. Taylor, M. Walters, K. Yemm, K. Zeppieri

Guests in Attendance

S. Christensen, R. Cronsberry, L. Dale, G. Dawe, D. Harding, A. Jensen, D. Reddon, T. Smith, K. Wolfe

I. Declarations of Pecuniary Interest or Conflict of Interest

None noted for this meeting.

II. Approval of Agenda

Moved by: K. Aylwin

Seconded by: C. Riepma

BOD-148-20 **Resolved That** the content of the Agenda for the December 18, 2020 meeting of the LSRCA Board of Directors be approved as amended to include Correspondence Items 1c) and 1d) and Staff Report No. 51-20-BOD. **Carried**

III. Adoption of Minutes

a) Board of Directors

Moved by: K. Ferdinands

Seconded by: R. Greenlaw

BOD-149-20 **Resolved That** the minutes of the Board of Directors' Meeting No. BOD-13-20 held on Friday, November 27, 2020 be approved as circulated. **Carried**

b) Conservation Ontario Council

Moved by: K. Ferdinands

Seconded by: R. Greenlaw

BOD-150-20 **Resolved That** the minutes of Conservation Ontario Council's Annual General Meeting held on Monday, September 28, 2020 be received for information. **Carried**

IV. Announcements

- a) Chair Emmerson noted that after 36 years, this is the final meeting for the Authority's CAO, Mike Walters, as he is set to retire on December 31st. Chair Emmerson thanked Mike for his commitment to the Lake Simcoe watershed and wished him and his wife well as they begin retirement life together.
- b) Former Board Chair, Geoff Dawe, congratulated Mike Walters on his retirement, thanked him for his dedication to Lake Simcoe and wished him well. He also congratulated the Authority's next CAO Rob Baldwin.
- c) General Manager, Planning and Development and Restoration Services, Rob Baldwin, was pleased to announce that Glenn MacMillan has been hired to replaced him as he moves to the position of CAO. Glenn will start on January 18th.
- d) Chair Emmerson welcomed Regional Councillor Ted Smith, from the Township of Brock, who was observing the meeting on behalf of Mayor Bath-Hadden.

V. Presentations

a) Asset Management Plan Update

General Manager, Corporate and Financial Services, Mark Critch, provided an update on the Authority's asset management plan, noting that this information is not final, but rather a preliminary look at the financial information at this time. This preliminary information shows an

infrastructure gap of \$29.4M over a 25 year period; however, this does not mean additional asks of our municipal funding partners. Staff will be reviewing mitigation strategies and exploring all funding options. Of note, bridges, dams, trails and other natural assets are not included in the preliminary report but will be incorporated at a later time.

Progress made on asset management planning includes a roadmap forward and the plan. Staff sought external funding for some expert assistance in the process. Condition assessment reports have been completed on the Authority's three major landholdings: Mabel Davis, Scanlon Creek and Sheppard's Bush, and equipment and minor assets (non-building assets), a high-level funding analysis has been conducted. The next phase is looking at options to address the gap and recommend a financial strategy for the next number of years.

To view this presentation, please click this link: [Asset Management Plan Update](#)

Moved by: T. Vegh

Seconded by: K. Ferdinands

BOD-151-20 **Resolved That** the presentation by General Manager, Corporate and Financial Services/CFO, Mark Critch, regarding the Authority's Asset Management Plan be received for information. **Carried**

Staff Report No. 47-20-BOD regarding the Authority's Asset Management Plan was included in the agenda.

Moved by: T. Vegh

Seconded by: K. Ferdinands

BOD-152-20 **Resolved That** Staff Report No. 47-20-BOD regarding an update on the Asset Management plan be received for information; and

Further that Staff be directed to continue to review all options to mitigate the preliminary infrastructure gap identified in this report; and

Further that Staff bring back an updated financial strategy for Board of Director approval in Q1/Q2 of 2021. **Carried**

V. Hearings

There were no hearings at this meeting.

VI. Deputations

The Authority received a request for deputation by Ms. Karen Wolfe regarding Item 3, Staff Report No. 49-20-BOD, the Pefferlaw Dam.

Moved by: V. Hackson

Seconded by: M. Quirk

BOD-153-20 **Resolved That** the request for deputation by Ms. Karen Wolfe regarding Item 3, Staff Report No. 49-20-BOD, the Pefferlaw Dam, be approved. **Carried**

Ms. Karen Wolfe addressed the Board regarding the recommendations contained in Staff Report No. 49-20-BOD regarding the Pefferlaw Dam. She made a request to the Board to defer any decisions about the dam until the Province has confirmed ownership.

Moved by: M. Quirk

Seconded by: A. Eek

BOD-154-20 **Resolved That** the deputation by Ms. Karen Wolfe regarding Staff Report No. 49-20-BOD, the Pefferlaw Dam, be received for information. **Carried**

VII. Determination of Items Requiring Separate Discussion

Items No. 3 and 4 were identified as items requiring separate discussion.

VIII. Adoption of Items not Requiring Separate Discussion

Items No. 1 (a-d), 2 and 5 were identified under items not requiring separate discussion.

Moved by: D. Barton

Seconded by: A. Waters

BOD-155-20 **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. Correspondence (Item a-d)

BOD-156-20 **Resolved That** correspondence listed in the agenda as Items 1a), b), c) and d) be received for information. **Carried**

2. Amendment to the Administrative By-Laws

BOD-157-20 **Resolved That** Staff Report No. 48-20-BOD regarding amending the Authority's Administrative By-Laws to ensure business continuity be received; and

Further That the amendments to Administrative By-Laws be approved and updated By-Laws be made available on the Authority's website. **Carried**

5. Scanlon Creek Operations Centre

BOD-158-20 **Resolved That** Staff Report No. 51-20-BOD regarding an update on the Scanlon Creek Operations Centre Renovation Project be received; and

Further that the Final Project Cost Summary be received and endorsed; and

Further that increases to the project Purchase Orders in the amounts of \$105,595 for WS Morgan and \$30,000 for Brock McIlroy be approved. **Carried**

IX. Consideration of Items Requiring Separate Discussion

3. Pefferlaw Dam Update

Mayor Quirk introduced an amended motion for consideration, noting she is concerned about the effective dates contained in the recommendations in Staff Report No. 49-20-BOD. She feels the Town of Georgina would require more time to effect the recommended changes. A discussion ensued, and the following amended motion was adopted.

Moved by: M. Quirk

Seconded by: D. Barton

BOD-159-20 **Resolved That** Staff Report No. 49-20-BOD regarding an update on the Pefferlaw Dam be received; and

Further that the following recommendations be approved and implemented as required:

1. That the Authority discontinue operation of the dam effective December 1, 2021;
2. That the Authority begin discussions with the Town of Georgina to transfer the two parcels of land collectively known as the Pefferlaw Dam Conservation Area (Attachment 1) and to finalize this land transfer by December 31, 2021. The legal descriptions of these parcels are as follows: PIN 03539-0059 (LT): PT LOT 23 CONCESSION 5 GEORGINA PT 1 65R4695 PIN 03539-0060 (LT): PT LOT 23 CONCESSION 5 GEORGINA PT 2 65R3240.

3. That Authority staff work with the Town of Georgina in 2021 as a transition period for the operation of the dam, including developing funding opportunities with the Town of Georgina for LSRCA staff and Town staff to install the stop logs together in the spring of 2021, providing the Town of Georgina with all equipment required for the operation of the dam and provide training as required, and discussions on funding opportunities for other costs including any insurance and legal costs related to the dam.
4. That Authority staff assist the Town of Georgina to move forward with preparing documents for submission to the Province affirming the Town of Georgina as having ownership and/or jurisdiction over the river and mill pond (subject to any possible crown interest in “navigable waters” and under original crown patent); and
5. That the Authority work directly with the Town of Georgina to support any future community engagement/consultation they may wish to pursue and assist with potential funding opportunities with other levels of government. **Carried**

4. Bill 229, Schedule 6 Conservation Authorities Act

CAO Walters thanked all our municipal partners and all the other groups who have supported conservation authorities through the proposed changes introduced by the Province. He reviewed the changes to Schedule 6 of Bill 229, which were granted Royal Assent on December 8th. He noted that while there were some concessions regarding governance and enforcement, the other amendments still stand to raise several unprecedented challenges related to planning and permitting. New sections tabled during standing committee regarding MZO significantly diminish our ability to protect Ontario’s environment and ensure people and property are safe from natural hazards. Additionally, the consequences associated with permit appeals will ultimately create more red tape, delays, disruption, and costs which would need to be borne by the taxpayer. He advised that a conservation authorities’ working group is being formed by the Minister’s office to, among other things, provide input on effectively implementing changes to the Conservation Authorities Act, and he is hopeful this Authority’s new CAO, Rob Baldwin, will be invited to participate on it.

Moved by: A. Eek

Seconded by: E. Yeo

BOD-160-20 **Resolved That** Staff Report No. 50-20-BOD regarding the changes introduced by the Province to the Conservation Authorities Act and the Planning Act in Bill 229 be received; and

Further that the CAO be directed to send a letter to the Province of Ontario on behalf of the full Board of Directors requesting that:

- a) The Province collaborative with the Conservation Authorities to develop a transition plan, new guidance materials, and drafting of the regulations; and
- b) that the Province embrace their long-standing partnership with the conservation authorities and provide them with the tools and financial resources they need to effectively implement their watershed management role. **Carried**

X. Closed Session

There were no Closed Session items for this meeting.

XI. Other Business

XII. Adjournment

Moved by: M. Quirk

Seconded by: V. Hackson

BOD-161-20 **Resolved That** the meeting be adjourned at 10:51 a.m. **Carried**

Original to be signed by:

Original to be signed by:

Regional Chairman Wayne Emmerson, Chair

Mike Walters, Chief Administrative Officer

Staff Report

To: Board of Directors

From: Rob Baldwin, Chief Administrative Officer

Date: January 14, 2021

Subject:

Board of Directors' Meeting Schedule 2021

Recommendation:

That Staff Report No. 01-21-BOD regarding the Authority's 2021 Schedule of Board of Directors' meetings be approved.

Purpose of this Staff Report:

The purpose of this Staff Report No. 01-21-BOD is to seek the Board of Directors' approval of the 2021 schedule of meetings for the Board of Directors. It is customary for the meeting schedule for the ensuing year to be approved at the Annual General Meeting.

Background

a) Lake Simcoe Region Conservation Authority Board of Directors' Meetings

It is the practice of the Lake Simcoe Region Conservation Authority's Board of Directors to meet monthly to consider the business of the Authority. In general, the Board meets on the fourth Friday of each month from 9:00 a.m. to 12:00 p.m.

Meetings have typically been held at the Authority's offices located at 120 Bayview Parkway in Newmarket; however, in order to comply with provincial guidelines to limit the spread of COVID-19 the Board has been meeting virtually via Zoom since April 2020. We expect this trend to continue for most of 2021. In-person meetings will resume only when it is safe to do so and when restrictions have been lifted. In accordance with the Authority's Administrative By-Laws, the Chair may call a Special Meeting of the Board on three days' written notice.

The proposed Board meeting schedule for 2021 is as follows:

Friday, January 22nd (Annual General Meeting)

Friday, February 26th

Friday, March 26th

Friday, April 23rd

Friday, May 28th

Friday, June 25th

Friday, July 23rd

No August meeting

Friday, September 24th

Friday, October 22nd

Friday, November 26th

Friday, December 17th (3rd Friday)

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

b) Lakes Simcoe and Couchiching/Black River Source Protection Authority Meetings

The Authority Board also meets as part of the Lakes Simcoe and Couchiching/Black River Source Protection Authority. In years past, these meeting were held quarterly and were typically held from 9:00 a.m. to 10:00 a.m. on regular Board of Director meeting dates, with the Board of Directors' meeting following @ 10:00 a.m. Since the approval of the Source Protection Plan, meetings have been held less frequently. It is anticipated that there will be two meetings held in 2021, one in February and one in the fall, with the actual dates to be confirmed.

Summary and Recommendations:

It is therefore recommended That Staff Report No. 01-21-BOD regarding the Authority's 2021 Schedule of Board of Directors' meetings be approved.

Prepared by Trish Barnett, Coordinator, BOD/CAO

Signed by:

Rob Baldwin

Chief Administrative Officer