



SSMRCA February 2024 Board AGM Minutes

Sault Ste. Marie Region Conservation Authority

Feb 6, 2024 at 4:45 PM EST

@ 1100 Fifth Line East / Zoom Meeting

Attendance

Present:

Members: Sandra Hollingsworth (Chair), Enzo Palumbo (Vice Chair, remote), Corey Gardi (remote), Ron Zagordo (remote)

Also Present: Corrina Barrett (General Manager), Christine Ropeter

I. Call to Order

Meeting was Called to Order at 4:45 p.m.

II. Declaration of Conflict of Interest

None declared.

III. Adoption of Agenda

THAT the agenda be adopted as presented;

Motion: # 169/23

Motion moved by Ron Zagordo and motion seconded by Corey Gardi. **CARRIED.**

IV. Delegations

There are no requests for delegations received for this meeting.

V. Public Input (3 minutes per speaker)

None.

VI. 2023 Finance and Administration

A. Adoption of Regular Board Meeting Minutes of December 13, 2023

THAT the Regular Board Meeting Minutes of December 13, 2023, be adopted.

Motion: # 170/23

Motion moved by Corey Gardi and motion seconded by Enzo Palumbo. **CARRIED.**

B. Accounts Payable

THAT the lists of accounts payable from December 12, 2023, to January 31, 2024, cheque #8912 to #8985 in the total amount of \$107,130.11 be received as information, be approved.

Motion: # 171/23

Motion moved by Enzo Palumbo and motion seconded by Ron Zagordo. **CARRIED.**

C. 2023 Final Budget Update

THAT the staff memo titled "2023 Final Budget Update" dated February 6, 2024, be received as information, be approved.

Motion: # 172/23

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

D. 2023 Final Property Inquiry Statistics

THAT the staff memo titled “2023 Final Budget Update” dated February 6, 2024, be received as information, be approved.

Motion: # 173/23

Motion moved by Enzo Palumbo and motion seconded by Ron Zagordo. **CARRIED.**

VII. Water & Related Land Management

A. Application Approvals: Section 28, Ontario Regulation 176/06, Development, Interference with Wetlands and Alterations to Shorelines & Watercourses

THAT the summary of the 4 site reports approved by staff from December 8, 2023, to January 31, 2024, pursuant to Ontario Regulation 176/06, be received as information, be approved.

Motion: # 174/23

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

VIII. Chair's Remarks on 2023

Sandra Hollingsworth, the 2023 Board Chair, provided some remarks with respect to the past year.

I would like to thank the SSMRCA Staff for their work over the past year, as well as thank the Board members for their time and input throughout 2023. Some highlights for 2023 include:

2023 Highlights

- a) Staff have continued to see the majority of permitting and inquiry related activity taking place online. This has made it easier for customers to complete permit applications remotely, make online payments, and streamline the entire process. The number of permits processed and approved remained high for 2023.
- b) The Board invested in a new vehicle for the Operations Staff as well as other important equipment to ensure that the operations team are able to complete their work at the same high standard that they are accustomed to.
- c) The Fort Creek sign was prepared and replaced.
- d) It was a record year for charitable donations to the Conservation Authority.
- e) Successfully completed all reporting and work related to the transition of programs and services as outlined under Ontario Regulation 687/21.
- f) Successful signing of the Category 1 Memorandum of Understanding between Prince Township and the SSMRCA for mandated activities.
- g) Increased the Operations capacity over the summer months with the hiring of two students.

- h) Created a new seasonal GIS Technician position focusing on enhancing our GIS section, aiding in dealing with the influx of development permits, and creating GIS/mapping of our Conservation Areas and flood control channels to help inform upcoming mandated reports.
- i) Field Work
 - Annual grass cutting program
 - Hazard tree removals and cleanup
 - Significant large vegetation removal on the majority of the flood control channels
- j) The Conservation Areas continued to see record numbers of visitors and permitting numbers have steadily increased since the onset of the pandemic.
- k) The Sault Ste. Marie Region Watershed Report Card was released on World Water Day, March 22, 2023.
- l) The Source Protection Program was able to continue remotely in 2023, with the successful completion of the 2022 Annual Progress Report and editing of the Source Protection Plan documents to reflect the changes to the Director's Technical Rules.
- m) Successfully completed the first stage of planning for the Updated Strategic Plan with the help of N1 Solutions, and both Board members and staff in attendance.
- n) Conservation Ontario led campaigns showed a high level of both public and partner support for Conservation Authorities and the work that they do, especially since significant changes to the role of Conservation Authorities.
- o) Activities
 - Coordinated the 2023 City Nature Challenge with the City of SSM and Sault Naturalists
 - Coordinated the installation of bird boxes on Conservation Authority property at two different sections of the Bennet-West Davignon flood diversion channel (Wallace Terr/Brookfield and Allen Side Road) with the St. Marys River Remedial Action Plan Coordinator through their Tributary Enhancement Project. This environmental protection and restoration effort has brought together project managers from Algoma University, educators, residents, Sault College summer students, volunteers and SSMRCA staff and will directly benefit our community.
 - Invasive species removal: eight invasive plant species were assessed and managed from the flood diversion channels with the help of the RAP Team and the Invasive Species Centre.
 - Outreach and Education opportunities for Sault College and White Pines students to help them better understand the role of the CA and the DWSP.
 - Collaborated with Dr. Elaine Ho-Tassone to start setting up a volunteer water sampling initiative to take place in 2024.

IX. 2024 Finance and Administration

A. Election of Officers Scrutineers

THAT Corrina Barrett and Christine Ropeter be appointed as scrutineers for the 2024 election of Chair and Vice Chair be approved;

Motion: # 1/24

Motion moved by Corey Gardi and motion seconded by Ron Zagordo. **CARRIED.**

Chair

Corrina called for nominations for Chair.

Enzo Palumbo nominated Sandra Hollingsworth.

Corrina called twice for further nominations for Chair. There being no further nominations for Chair:

THAT nominations for Chair be closed, be approved;

Motion: # 2/24

Motion moved by Ron Zagordo and motion seconded by Corey Gardi. **CARRIED.**

Corrina asked Sandra Hollingsworth if they are willing to let their name stand for Chair, and Sandra agreed.

With only one eligible nomination, a vote was not necessary.

THAT Sandra Hollingsworth be appointed as Chair of the SSMRCA Board for 2024 be approved;

Motion: # 3/24

Motion moved by Enzo Palumbo and motion seconded by Corey Gardi. **CARRIED.**

Vice-Chair

Corrina called for nominations for Vice-Chair.

Corey Gardi nominated Enzo Palumbo.

Corrina called twice for further nominations for Vice-Chair. There being no further nominations for Vice-Chair:

THAT nominations for Vice-Chair be closed, be approved;

Motion: # 4/24

Motion moved by Ron Zagordo and motion seconded by Corey Gardi. **CARRIED.**

Corrina asked Enzo Palumbo if they are willing to let their name stand for Vice-Chair, and Enzo agreed.

With only one eligible nomination, a vote was not necessary.

THAT Enzo Palumbo be appointed as Vice-Chair of the SSMRCA Board for 2024 be approved;

Motion: # 5/24

Motion moved by Corey Gardi and motion seconded by Ron Zagordo. **CARRIED.**

B. Appointments for 2024:

1. Banking Agents

THAT the Canadian Imperial Bank of Commerce be appointed as Banking Agents for 2024, be approved.

Motion: # 6/24

Motion moved by Ron Zagordo and motion seconded by Corey Gardi. **CARRIED.**

2. Signing Authority

Whereas two authorized signatures are required to bind the Sault Ste. Marie Region Conservation Authority,

THAT Corrina Barrett, General Manager, Sandra Hollingsworth, Board Chair, and Enzo Palumbo, Board Vice-Chair, be authorized to sign on behalf of the Sault Ste. Marie Region Conservation Authority with any two of three signing together for 2024, be approved.

Motion: # 7/24

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

3. Borrowing Arrangements

THAT subject to Conservation Authority Board approval of loan arrangements, during 2024 the Board Chair or Board Vice Chair and the General Manager be empowered to arrange any necessary borrowing of funds as required from time to time for approved Conservation Authority projects and programs, to a maximum amount of \$125,000, and

Further **THAT** Corrina Barrett, General Manager, be authorized to apply payments to the operating loan on behalf of the Sault Ste. Marie Region Conservation Authority, as funding allows be approved.

Motion: # 8/24

Motion moved by Enzo Palumbo and motion seconded by Ron Zagordo. **CARRIED.**

4. Appointment of Auditor

THAT the firm of BDO Canada LLP be appointed as Auditor for the year ending December 31, 2024, be approved.

Motion: # 9/24

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

5. Appointment of Legal Counsel

THAT the firm of Skeggs Paciocco Lawyers LLP be appointed as legal counsel for administrative matters for the year ending December 31, 2024, be approved.

Motion: # 10/24

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

6. CA Representatives on Conservation Ontario Council

THAT Sandra Hollingsworth, Enzo Palumbo, and Corrina Barrett be appointed as the Sault Ste. Marie Region Conservation Authority's representatives to Conservation Ontario, be approved.

Motion: # 11/24

Motion moved by Corey Gardi and motion seconded by Ron Zagordo. **CARRIED.**

C. January Health and Safety Meeting Minutes

THAT the Health & Safety Meeting Minutes of January 24, 2024, be received as information, be approved.

Motion: # 12/24

Motion moved by Enzo Palumbo and motion seconded by Ron Zagordo. **CARRIED.**

D. 2024 Meeting Schedule

THAT the proposed schedule for 2024 Sault Ste. Marie Region Conservation Authority Board meetings be approved as presented.

Motion: # 13/24

Motion moved by Ron Zagordo and motion seconded by Corey Gardi. **CARRIED.**

E. Code of Conduct

The Code of Conduct was supplied in the Board package for each member's signature.

X. Correspondence

a) 2023-12-13 Minister's Direction on Fees

b) 2024-01-29 Final Submission to MECP – O. Reg. 687-21

THAT the correspondence to the Board as provided in the agenda package be received as information, be approved.

Motion: # 14/24

Motion moved by Enzo Palumbo and motion seconded by Ron Zagordo. **CARRIED.**

XI. 2024 Board Member Orientation Presentation

The GM gave an overview presentation of Board and SSMRCA responsibilities.

THAT the orientation presentation given by the GM for the Board be received as information, be approved.

Motion: # 15/24

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

XII. 2024 New Business & Other

A. General Manger's Report

THAT the General Manager's Report of February 6, 2024, be received as information, be approved.

Motion: # 16/24

Motion moved by Enzo Palumbo and motion seconded by Ron Zagordo. **CARRIED.**

XIII. Closed Session

To discuss a legal matter.

THAT the Board move into Closed Session to discuss a legal matter at 5:44 p.m., be approved.

Motion: # 17/24

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

THAT the Board come out of Closed Session at 5:46 p.m. be approved;

Motion: # 18/24

Motion moved by Ron Zagordo and motion seconded by Enzo Palumbo. **CARRIED.**

THAT the Board of Directors January 11, 2024, Email poll to approve consulting services for the cost of \$5,665 plus HST, be ratified.

Motion: # 19/24

Motion moved by Corey Gardi and motion seconded by Ron Zagordo. **CARRIED.**

XIV. Adjournment

There being no further business,

THAT the meeting be adjourned at 5:47 p.m., be approved.

Motion: # 20/24

Motion moved by Ron Zagordo and motion seconded by Corey Gardi. **CARRIED.**

Corrina Barrett,
General Manager

Sandra Hollingsworth,
Board Chair