

# North Bay-Mattawa Conservation Authority

## Board of Director's Meeting

Board of Director's Meeting No. BOD-11-25  
December 17, 2025  
15 Janey Avenue, North Bay, ON P1C 1N1 and Zoom

## Meeting Minutes

### Member(s) Present (in person)

Mattawan, Municipality of  
North Bay, City of  
Powassan, Municipality of

Michelle Lahaye  
Lana Mitchell  
Dave Britton

### Member(s) Present (Zoom)

Bonfield, Township of  
Callander, Municipality of  
Chisholm, Township of  
East Ferris, Municipality of  
Mattawa, Town of  
North Bay, City of  
Papineau Cameron, Township of

Steve Featherstone  
Grant McMartin  
Nunzio Scarfone  
Lauren Rooyakkers  
Loren Mick  
Peter Chirico  
Shelley Belanger

### Member(s) Absent

Calvin, Township of  
North Bay, City of

Bill Moreton  
Chris Mayne

### Also Present

Manager, Finance  
Engineering & Development Officer  
Planning & Development Officer  
CBO, Manager, OSS Program  
Manager, DWSP

Aaron Lougheed  
Githan Kattera  
Hannah Wolfram  
Kris Rivard  
Liza Vandermeer

Community Relations Coordinator  
Guest (Zoom)

Paula Loranger  
Mike Wilmon, CBO Perry Township

### 1. Acknowledgement of Indigenous Traditional and Treaty Lands

The meeting was called to order at 5:02 pm, and the acknowledgement of Indigenous Traditional and Treaty Lands was read by Dave Britton.

### 2. Declaration of Pecuniary Interest

None Declared

### 3. Adoption of Agenda

Resolution #120-25

Moved by Dave Britton

Seconded by Steve Featherstone

**THAT** the Agenda for the December 17, 2025 meeting of the Board of Directors be approved as amended. **Carried**

Additions: Correspondence - Staff Recognition, New Business - Weather Stations

### 4. Adoption of Previous Minutes of November 12, 2025

Resolution #121-25

Moved by Grant McMartin

Seconded by Shelley Belanger

**THAT** the minutes of November 12, 2025 meeting be approved as presented. **Carried**

### 5. Correspondence

5.1 ERO 025-1387 – Proposed administrative changes to OBC related to transfer of enforcement authority of on-site sewage systems.

Resolution #122-25

Moved by Dave Britton

Seconded by Lauren Rooyakkers

**THAT** NBMCA staff be supported to prepare and present a response to ERO 025-1387 at the next meeting. **Recorded vote per Dave Britton.**

YES

NO

Lauren Rooyakkers

Dave Britton

Steve Featherstone

Lana Mitchell

Peter Chirico

Loren Mick  
Nunzio Scarfone  
Grant McMartin  
Michelle Lahaye  
Shelley Belanger

5.2 Staff Recognition – Kris Rivard, CBO – OSS and Becky DaRosa, Receptionist were recognized on a Google review for excellent customer service during an in-person consultation.

## 6. Business Report – Section 28 – Summary for October/November

Resolution #123-25

Moved by Peter Chirico

Seconded by Loren Mick

**THAT** Section 28 summary for October/November be accepted as presented and attached to the minutes. **Carried**

## 7. Business Report – 2026 Budget

Resolution #124-25

Moved by Peter Chirico

Seconded by Grant McMartin

**THAT** the 2026 Budget be approved. **Recorded vote per Michelle Lahaye.**

YES

Lauren Rooyakkers

Dave Britton

Steve Featherstone

Lana Mitchell

Peter Chirico

Loren Mick

Nunzio Scarfone

Grant McMartin

NO

Michelle Lahaye

Shelley Belanger

## 8. New Business

### 8.1 Weather Stations

Resolution #125-25

Moved by Dave Britton

Seconded by Grant McMartin

**THAT** the 2026 operational year includes ensuring that the weather stations are installed and operational in all member municipalities. **Carried**

8.2 ERO-025-1257 – Proposed boundaries for the Regional Consolidation of Ontario's Conservation Authorities.

Resolution #126-25

Moved by Peter Chirico

Seconded by Dave Britton

**THAT** the NBMCA endorses the attached resolution and submits such to the ERO 025-1257 consultation process. **Recorded vote per Dave Britton.**

YES

NO

Lauren Rooyakkers

Dave Britton

Steve Featherstone

Lana Mitchell

Peter Chirico

Loren Mick

Nunzio Scarfone

Grant McMartin

Michelle Lahaye

Shelley Belanger

9. Closed Meeting

Resolution #127-25

Moved by Lauren Rooyakkers

Seconded by Nunzio Scarfone

**THAT** the meeting moves into a closed session to discuss client privileges including communications necessary for that purpose and personnel matters about identifiable individuals. **Carried**

Resolution #135-25

Moved by Dave Britton

Seconded by Shelley Belanger

**THAT** the meeting moves out of the closed session and back into an open meeting at 7:44 pm. **Carried**

## 10. Adjournment

Resolution #136-25

Moved by Peter Chirico

Seconded by Lauren Rooyakkers

**THAT** the meeting be adjourned at 7:45 pm and the next meeting be held on Wednesday January 14, 2026, or at the call of the Chair. **Carried**

X

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Lana Mitchell  
Chair