

**North Bay-Mattawa Conservation Authority
Members Meeting for
June 22 at 5:30pm
IN PERSON
NBMCA Natural Classroom
15 Janey, Avenue, North Bay, Ontario**

AGENDA

Procedural Matters

1. Acknowledgement of Indigenous Traditional and Treaty Lands
2. Welcome to our new CAO Chitra Gowda & Introductions
3. Approval of the Agenda
4. Delegation(s)
5. Declaration of Pecuniary Interest
6. Adoption of Previous Minutes from May 25, 2022

Presentations

7. Friends of Lavase Portages
8. 50th Anniversary - Watershed Heroes
9. Conservation Authorities Act Update

Written Reports

10. Communication and Outreach Report (**Appendix #1**)
11. Section 28 Approvals (**Appendix #2**)
12. On-Site Sewage System Program (**Appendix #3**)

Other Business

13. Municipal Freedom of Information and Personal Privacy
14. Closed Session of Committee of the Whole
15. New Business
16. Adjournment

**NORTH BAY-MATTAWA CONSERVATION AUTHORITY
MINUTES
of the**

SIXTH meeting of the North Bay-Mattawa Conservation Authority held as an in person meeting at 5:30 p.m. on June 22, 2022, in the NBMCA’s Natural Classroom, 15 Janey Avenue, North Bay, Ontario.

MEMBERS PRESENT:

Bonfield, Township of	-	Jane Lagassie
Callander, Municipality of	-	Irene Smit
Calvin, Township of	-	Sandy Cross
Chisholm, Township of	-	Nunzio Scarfone
East Ferris, Municipality of	-	Rick Champagne
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Chris Mayne
North Bay, City of	-	Dave Mendicino (Vice-Chair)
Papineau – Cameron, Township of	-	Shelley Belanger
Powassan, Municipality of	-	Dave Britton (Chair)

MEMBERS ABSENT:

Mattawa, Town of	-	Loren Mick
North Bay, City of	-	Ed Valenti

STAFF PRESENT:

Brian Tayler, CAO, Secretary-Treasurer (outgoing)
Chitra Gowda, CAO, Secretary-Treasurer (incoming)
Helen Cunningham, Manager, Finance and Human Resources
Rebecca Morrow, Administrative Assistant
Sue Buckle, Manager, Communications and Outreach
Troy Storms, Manager, Lands & Stewardship
Valerie Murphy, Regulations Officer

1. Acknowledgement of Indigenous Traditional and Treaty Lands

Jane Lagassie read a statement acknowledging Indigenous and Treaty Lands.

2. Welcome to our new CAO Chitra Gowda

The Chair and members welcomed our new CAO, Chitra Gowda. Chitra thanked members for the warm welcome and is looking forward to working with everyone. The members presented Chitra with a welcome basket, which Chitra received with thanks.

3. Approval of the Agenda

The Chair extended regrets on behalf of Loren Mick and Ed Valenti. After discussion the following resolution was presented:

Resolution No. 54-22, Mayne-Champagne

THAT the agenda be approved as presented.

Carried Unanimously

4. Delegations

No delegations.

5. Declaration of Pecuniary Interest

None declared.

6. Adoption of Previous Minutes of May 25, 2022

After discussion the following resolution was presented:

Resolution No. 55-22, Belanger -Lahaye

THAT the minutes from the meeting held May 25, 2022 are adopted as presented.

Carried Unanimously

7. Friends of Lavase Portages

Sue Buckle informed the members that the Friends of Lavase had acknowledged the NBMCA with a plaque in recognition of the NBMCA's 50th Anniversary. Sue invited Chris Mayne, a member of the Friends of Lavase to present the plaque. Thanks was extended from Chair Britton to the Friends of the Lavase. After discussion photos were taken to commemorate the special occasion.

8. 50th Anniversary -Watershed Heros

Sue Buckle presented the Communications and Outreach Report dated June 16, 2002. After which Sue welcomed Jesse Russell of Canadore College to the meeting. Jesse made a presentation to members on environmentally sustainable projects and initiatives that Canadore

College have been working on. These initiatives were also presented at Environmental Summit that some NBMCA staff attended on May 31, 2022 and June 1, 2022 . After discussion, the members thanked Jesse for the presentation and presented him with recognition as a NBMCA Watershed Hero.

9. Conservation Authorities Act Update

Chitra Gowda presented a power point presentation to members on the changes to the Conservation Authorities Act including tasks to be completed with timelines. After discussion the members thanked Chitra for the presentation.

10. Communications and Outreach Report

Sue Buckle presented members with the Communication and Outreach Report dated June 16, 2022. After discussion the members thanked Sue for her presentation and report and the following resolution was presented:

Resolution No. 56-22, Lagassie-Smit

THAT in celebration of NBMCA's 50th Anniversary, the Members acknowledge the contributions of Canadore College as a Watershed Hero for its sustainability efforts, Commitment to the United Nations Sustainable Development Accord and its goal to achieve net-zero carbon by 2031, and;

FURTHER extends its appreciation for their ongoing efforts in protection, and improvement of the environment and our watershed as a NBMCA Watershed Hero, and

THAT the report dated June 16, 2022 be received and appended to the minutes of this meeting.

Carried Unanimously

11. Section 28 Approvals

The members reviewed the report. After discussion, the following resolution was presented:

Resolution No. 57-22, -Smit-Scarfone

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses June 16, 2022 members report is received and appended to the minutes of this meeting.

Carried Unanimously

12. On-Site Sewage System Program

Brian Tayler presented to members the report from Robin Allen, Septic Program Manager dated June 22, 2022 entitled "*OBC Changes for Septic Staff*". After discussion the members thanked the NBMCA's septic team for their hard work during an extremely busy season. After discussion, the following resolution was presented:

Resolution No.58-22, Belanger-Champagne

THAT Tara Michauville, Building Code Identification Number (BCIN) 124197 be appointed in the North Bay-Mattawa Conservation Authorities' (NBMCA) area of jurisdiction, to the position of Maintenance Program Inspector, and

THAT Larry Bandi, Building Code Identification Number (BCIN) 108513 be appointed in the North Bay-Mattawa Conservation Authorities' (NBMCA) area of jurisdiction to the position of Inspector, On-Site Sewage System, and

THAT the members direct staff to apply to the Ministry of Municipal Affairs and Housing (MMAH) to have Jillian Fitzmaurice eliminated from the MMAH's quarts system as a related individual under the NBMCA's quarts registration and that members rescind the appointment of Jillian Fitzmaurice, district sewage system inspector effective immediately, and

FURTHER THAT this report dated June 22, 2022, be received and appended to the minutes of this meeting.

Carried Unanimously

13. Municipal of Freedom of Information and Personal Privacy

Brian Tayler informed the members that Chitra Gowda is now considered as the "Head" of the organization when it comes to responses to the public regarding the Municipal Freedom of Information and Privacy Act.

14. Closed Session of Committee of the Whole

After discussion the following resolutions were presented:

Resolution No. 59-22, Lahaye-Champagne

THAT the meeting move into a Closed Session of Committee of the Whole to discuss Personnel Matters.

Carried Unanimously

Resolution No. 60-22, Champagne-Cross

THAT the meeting move out of a Closed Session of Committee of the Whole and back into an open meeting.

Carried Unanimously

Resolution No. 61-22, Smit-Lahaye

THAT the members accept the report from ML Consulting dated June 22, 2022 and direct staff to implement the recommendations of the market survey and pay equity analysis by the consultant with an effective date of July 1st, 2022.

Carried Unanimously

15. New Business

In recognition of this meeting being Brian Tayler's last meeting, the members thanked Brian for his years of dedication and service to the NBMCA. The following resolution was presented. A recorded vote was requested:

Resolution No. 62-22, Mendicino-Champagne

THAT this is Brian Tayler's – last meeting. Saying goodbye.

Recorded Vote Results:

Municipality	Member	Vote	Present/Absent
Powassan	Dave Britton	yes	present
Mattawan	Michelle Lahaye	yes	present
Bonfield	Jane Lagassie	yes	present
North Bay	Chris Mayne	yes	present
Mattawa	Loren Mick	n/a	absent
Papineau/Cameron	Shelley Belanger	yes	present
North Bay	Dave Mendicino	yes	present
Callander	Irene Smit	yes	present
Calvin	Sandy Cross	yes	present
Chisholm	Nunzio Scarfone	yes	present
North Bay	Ed Valenti	n/a	absent
East Ferris	Rick Champagne	yes	present

Carried

16. Adjournment (6:55 p.m.)

As there was no further new business, the following resolution was presented:

Resolution No. 63-22, Mayne-Lahaye

THAT the meeting be adjourned, and the next meeting be held at 5:30 pm Wednesday August 17, 2022 in a format to be decided or at the call of the Chair.

Carried Unanimously



Dave Britton, Chair



Chitra Gowda,
Chief Administrative Officer, Secretary Treasurer

TO: The Chairman and Members of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Sue Buckle, Manager, Communications and Outreach

DATE: June 16, 2022 Members Meeting

SUBJECT: Communications & Outreach Update

Background:

The Communications and Outreach Program at NBMCA undertakes corporate communications, brand management and outreach initiatives that inform, educate, and engage various stakeholders through multiple channels including digital media, special events, and community events. Communications also provides internal support to the CAO and program staff to assist them in their interactions with individuals, organizations, non-governmental and government agencies. Communications has the responsibility of facilitating the delivery of accurate, timely information to stakeholders and the media during times of crisis and coordinating consultations and public engagement.

Analysis:

NBMCA 50th Anniversary – Watershed Hero

This month NBMCA would like to acknowledge Canadore College as a Watershed Hero for its sustainability efforts, commitment to the United Nations Sustainable Development Accord and its goal to achieve net-zero carbon by 2031.

Jesse Russell, Canadore College’s Sustainable Development Project Leader will attend the June 22, 2022 Board meeting and make a presentation on its sustainability initiatives.

NBMCA staff are attending various community events to promote the 50th Anniversary Activities and raise awareness of NBMA programs and services:

- Laporte Nurseries Community Day (June 19)
- La fete de la Saint-Jean (June 25)

We are continuing to receive submissions of Watershed Heroes and donations for the Boardwalk of Champions through our website.

Mattawa River Canoe Race

Registration for the 45th Mattawa River Canoe Race July 23, 2022 are opened and there are currently 50 paddlers registered, many joining the race for the first time. The July 22 Eau Claire Gorge hike with Laura Keiplinski of the Canadian Ecology Centre confirmed as our Guest Guide giving an Introduction to Forest Bathing as the theme of the hike. We are looking for sponsors as well as volunteers to assist during the Canoe Race if any Members can assist. Registration closes July 8, 2022.

We are appreciative of the support of the following sponsors and supporters of the Mattawa River Canoe Race: BDO, Coles Signs & Graphics, Redpath, Geisler Boats, Slinghoker and Rogers Radio.

Miskwaadesi Project

The project plans for the petroform on the Chippewa Creek EcoPath in partnership with the North Bay Indigenous Friendship Centre are in progress and on track for the Sept 30th Official Opening on the National Day of Truth and Reconciliation. Potential contractors met on site with Troy Storms, Manager Lands and Stewardship together with Jean Larocque of Larocque Elder Architects for an overview of the project. It is anticipated that the contractor will be selected by the end of June with construction to take place in July and August. North Bay Indigenous Friendship Centre President Maurice Switzer acknowledged the Miskwaadesi Project and the collaboration with NBMCA during the June 11 Opening Ceremonies of the 14th Maamwi Kindaaswin Pow-Wow at Lee Park.



Recommendation

It is recommended that receive and accept the Communications and Outreach Report and attach it to the minutes of this meeting.

RECOMMENDED RESOLUTION:

That the Members receive and accept the Communications and Outreach Report and attach it to the minutes of this meeting; and that the Members acknowledge Canadore College as Watershed Heroes for its Sustainability Initiatives.

Sue Buckle
Manager, Communications & Outreach

Brian Tayler
CAO / Secretary - Treasurer

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Valerie Murphy, Regulations Officer

DATE: June 16, 2022

SUBJECT: Report on Development, Interference with Wetlands, and Alterations to
Shorelines and Watercourses Permits

Background:

Section 28 of the *Conservation Authorities Act*, and subsequently Ontario Regulation 97/04 empowers each Conservation Authority to establish their own regulation to prevent the loss of life and property due to flooding and erosion, and to conserve and enhance natural resources. On May 4, 2006 the North Bay-Mattawa Conservation Authority (NBMCA) received its regulation entitled the Development, Interference with Wetlands, and Alterations to Shorelines and Watercourse Regulation (Ontario Regulation 177/06). This regulation will continue to be used as the tool by which the NBMCA manages issues related to development in natural hazard areas including areas with floodplains, wetlands and steep slopes. Within this regulation, a permit may be given by an Authority for development applications within the Authority's jurisdiction for:

28(1)(b) prohibiting, regulating or requiring permission of the authority for straightening, changing, diverting or interfering in any way with the existing channel of a river, creek, stream or watercourse, or for changing or interfering in any way with a wetland;

28(1)(c) prohibiting, regulating or requiring the permission of the authority for development if, in the opinion of the authority, the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by the development.(Conservation Authorities Act, R.S.O. 1990, Chapter C.27).

On February 8, 2013, the amended Ontario Regulation 177/06 came into effect. These amendments were approved by the NBMCA Board of Directors on December 19, 2012. One of the amendments that was included, and which was approved by the NBMCA Board of Directors, included the delegation of approvals of permit applications to the following designated employees:

- Chief Administrative Officer, Secretary-Treasurer
- Director, Planning & Development

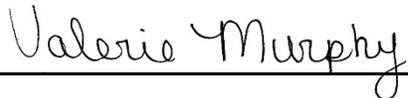
As such, this Board Report is being presented to the NBMCA Board of Directors for information purposes.

Analysis:

Thirteen new permits and one permit amendment have been issued by the Conservation Authority since the previously approved minutes as per the policies, procedures, and guidelines of the NBMCA under Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. A table summarizing the details of these permits is attached to this report.

Of the newly issued permits three have been issued for the placement of fill and grading. Two permits have been issued for the construction of fences, landscaping, and the construction of additions to existing structures. One permit has been issued for the construction of a detached garage, construction of a pool, construction of a dock and the construction of a new single-family dwelling.

The one permit amendment was to include the construction of an accessory structure for a permit previously issued for landscaping.



Valerie Murphy, Regulations Officer



Brian Tayler, CAO-Secretary Treasurer

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: June 16, 2022

PERMIT YEAR: 2022

File No.	Name of Applicant	Municipality	Legal Description/ Address	Name of Regulated Feature	Nature of Work	Date Complete Application Received	Development, Interference with Wetlands and Alterations to Shorelines and Watercourses
							Permit No./Date of Issuance
RNB-22-26	Louise Deitrich and Lawrence Heffernan	North Bay	1500D Peninsula	Trout Lake	To construct a detached garage	May 12, 2022	#48-22 May 26, 2022
REF-22-07	Cory Wilson for Glenn & Sue Whyte	East Ferris	76 Guillemette	Lake Nosbonsing	To construct a new in ground pool	May 17, 2022	#49-22 June 9, 2022
REF-22-08	Barbara Breault	East Ferris	Con 14 Pt Lot 18 PCL 3661 WF Highway 17 East	Unevaluated Wetland	Placement of fill and site grading	June 2, 2022	#50-22 June 9, 2022
RNB-22-28	Kevin Bishop for Willem Wassenaar	North Bay	23 Birch St	Lake Nipissing	Construction of a new fence	May 30, 2022	#51-22 June 9, 2022
REF-22-09	John & Francoise Weinhardt	East Ferris	240 Waukegan Rd	Lake Nosbonsing	Construction of a new patio and a retaining wall	May 24, 2022	#52-22 June 9, 2022
RNB-22-29	Nicole Cartwright	North Bay	140 Cranberry Rd	Unevaluated Wetland	Construct a new driveway to property	May 26, 2022	#53-22 June 9, 2022

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: June 16, 2022

PERMIT YEAR: 2022

RNB-22-30	Bruno Di Tomaso for John Passacquale	North Bay	636 Worthington Street East	Chippewa Creek	Reconstruction existing deck & construction of new deck	May 31, 2022	#54-22 June 9, 2022
RNB-22-31	Edwin Coniconde	North Bay	946 Hammond	Chippewa Creek	Construction of a fence	June 2, 2022	#55-22 June 9, 2022
RCALL-22-07	Aaron Gulas	Callander	Lot 3 Smith Island Callander Bay	Lake Nipissing	Construction of decks and docks	June 6, 2022	#56-22 June 9, 2022
RNB-22-32	Lorraine Frost	North Bay	167 West Peninsula Road	Trout Lake	To place fill and grade	June 7, 2022	#57-22 June 16, 2022
RBO-22-03	Shirley Connolly	Bonfield	62 Rock Ridge Lane	Lake Talon	To construct new access stairs to the shoreline	June 7, 2022	#58-22 June 16, 2022
RNB-22-33	Sandy Graham - Kenalex	North Bay	30 Mapleview Place	Escarpment	To place fill, grade and construct new single-family dwelling	June 7, 2022	#59-22 June 16, 2022
RNB-22-27	Cathy Geisler	North Bay	1100 Premier Road	Lake Nipissing	To construct an addition to an existing garage	June 7, 2022	#60-22 June 16, 2022

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINES AND WATERCOURSES

FOR NBMCA BOARD INFORMATION ON: June 16, 2022

PERMIT YEAR: 2022

Amendemnts							
REF-20-13	Brian Jones	East Ferris	34 Kyle Road	Lake Nosbonsing	To construct accessory structure near shoreline	May 24, 2022	#64-20 Amend. 1 May 26, 2022

TO: The Chairman and Members
of the Board of Directors,
North Bay-Mattawa Conservation Authority

ORIGIN: Robin Allen, Septic Program Manager

SUBJECT: OBC Changes for Septic Staff

Background:

A new Maintenance Program Inspector and a new Inspector, On-Site Sewage System have been hired. Tara Michauville, BCIN 124197 has written and passed the Part 8 Ontario Building Code (OBC) exam by the Ministry of Municipal Affairs and Housing. Larry Bandi, BCIN 108513 has written and passed the Part 8 and General Legal exam by the Ministry of Affairs and Housing.

Sewage System Inspector, Jillian Fitzmaurice has tendered her resignation effective May 20, 2022. There is a need to have Jillian Fitzmaurice removed from the Ministry of Municipal Affairs & Housing's "quarts system" as a related individual to the NBMCA – Principal Authority under the OBC.

Analysis:

The Building Code Act under Section 3.1 gives the Conservation Authority the powers to appoint such inspectors as are necessary for the enforcement of the Act

Recommended resolution:

That Tara Michauville, Building Code Identification Number (BCIN) 124197 be appointed, in the North Bay-Mattawa Conservation Authorities' (NBMCA) area of jurisdiction, to the position of Maintenance Program Inspector,

That Larry Bandi, Building Code Identification Number (BCIN) 108513 be appointed in the North Bay-Mattawa Conservation Authorities' (NBMCA) are of jurisdiction to the position of Inspector, On-Site Sewage System, and

That the board of directors direct staff to apply to MMAH to have Jillian Fitzmaurice eliminated from the Ministry of Municipal Affairs and Housing's quarts system as a related individual under the NBMCA's quarts registration and that the board of directors rescind the appointment of Jillian Fitzmaurice, district sewage system inspector effective immediately.



Robin Allen, Manager, On-site Septic Approval Program



Brian Tayler, General Manager, Secretary Treasurer