



**MINUTES OF THE GENERAL MEETING OF THE MATTAGAMI REGION
CONSERVATION AUTHORITY HELD WEDNESDAY, OCTOBER 2, 2024 AT 4:30 PM,
CONSERVATION AUTHORITY OFFICE, TIMMINS, ONTARIO.**

Present: Rock Whissell, Chair
Bill Gvozdanovic
Joe Torlone
Lorne Feldman
Andrew Marks
David Vallier, General Manager

Recorder: Jennifer Bonsall

1.0 Addition to the Agenda

6.11 Norman Street
7.2 Draft Budget

2.0 Delegations and Presentations—None

3.0 Adoption of Minutes

3.1 Adoption of Minutes of June 3, 2024.

*Resolution No. 2024-1658
Proposed by: Joe Torlone
Seconded by: Andrew Marks*

BE IT RESOLVED THAT the Minutes of a Regular Meeting of the Mattagami Region Conservation Authority held on June 3, 2024 as described on pages 835 to 838 of the Minute Book are hereby approved as circulated.

October 2, 2024

Carried

3.2 Adoption of Minutes of July 3, 2024.

*Resolution No. 2024-1659
Proposed by: Andrew Marks
Seconded by: Joe Torlone*

BE IT RESOLVED THAT the Minutes of a Regular Meeting of the Mattagami Region Conservation Authority held on July 3, 2024 as described on pages 839 to 840 of the Minute Book are hereby approved as circulated.

October 2, 2024

Carried

4.0 Declaration of Conflict of Interest—None

5.0 Reports

5.1 General Manager Report

The GM responded to an inquiry about the cycling committee noting that his participation is in a resource capacity representing the recreation trails throughout the community. An update was provided on the Watershed-Based Resource Management Plan, which will be shared for consultation with the previous MRCA General Manager.

5.2 Plan Input Report

Plan input and comments under O. Reg 41/24, minor variances, consents, severances, zoning by-law amendments and legal inquiries were provided to the Board.

L. Feldman and B. Gvozdanic joined the meeting at this time.

5.3 DWSP Report

The GM confirmed that the program has been funded through to 2027 under the current transfer payment agreement. It was noted that an update was provided to the Source Water Protection Committee today regarding the recent diesel spill which travelled to Town Creek and the Mattagami River. DWSP was not included in the response since the spill entered the river downstream of the water intake, however several gaps in the process were discussed and City of Timmins Risk Management Officer will be completing a debrief with the involved parties.

5.4 Regulations Officer Report

The Board was advised that a presentation to City of Timmins Council on Site Alteration activities under the current agreement will take place on October 15. Having all site alteration and drainage request funnel through the Regulations Officer (RO) has provided better coordinated customer service to city residents. The current agreement terminates in 2025. The RO has been requested to log his time to determine if the staff allocation noted in the agreement is accurate. The Board requested information about what type of follow up takes place when the file has been transferred to either the City Building or Planning departments.

5.5 Motion to Accept Administrative Reports

Resolution No. 2024-1660

Proposed by: Andrew Marks

Seconded by: Joe Torlone

BE IT RESOLVED THAT the Administrative Reports, consisting of the General Manager's Report, Plan Input Report, the Drinking Water Source Protection Report, and the Regulations Officer Report have been received by the Board for information purposes.

October 2, 2024

Carried

6.0 Items for Discussion

6.1 Conservation Areas / Trail Upkeep

Using contractors, better materials and better equipment allowed for a substantial amount of work to be completed on Bart Thomson Trail this summer. The seasonal contract position will remain on staff until the end of November to assist with garbage collection and ongoing maintenance. Garbage cans continue to be replaced with bear bins when funds are available. With the departure of summer employees, excessive garbage and encampments are addressed by the two remaining field staff with the Regulations Officer completing regular checks of our properties for trespassing.

6.2 MAT Presentation

A presentation was sent to City of Timmins Council and MRCA Board on work completed with the Municipal Accommodations Tax funds provided in 2024. A number of issues on the Bart Thomson Trail were addressed throughout this summer. The focus for 2025 will be the Rotary Trail. A funding application has been submitted to assist with the substantial expense of completing these repairs.

6.3 Gillies Lake Boardwalk

The GM noted that boards are replaced regularly as damage is noticed or reported. A staining and board replacement project was completed 3 years ago; within weeks, it looked worn already due to the high foot traffic on the boardwalk. Cost for material and labour to replace all the boards is estimated at \$50,000. It was noted that any wood project will degrade and fade over time, but all safety concerns are addressed immediately. The Board requested a detailed report on the costing to replace all the boards including options for community support and fundraising.

6.4 NOHFC Application

The application, which is primarily for resurfacing, culvert and bridge replacement on the Rotary Trail, has been moved to the next stage of review. Hydro One permission is required for any work taking place on their two corridors that cross the trail. The GM is completing the required application and providing the requested documentation along with a required \$1,500 fee per corridor.

6.5 Uniglass Plus – 614 Riverside Drive

Request was received from the property owner to purchase MRCA land behind their property for use as additional parking. Any costs, including severance and surveys, would be the responsibility of the purchaser. MRCA would maintain ownership of enough space to ensure access to our current Mountjoy Historical CA parking area and the washroom building. The Board requests that the GM follow up with the property owner to confirm further details regarding this request.

6.6 137 Golden Avenue – Good Samaritan Inn

An inquiry was received from the South Porcupine Food Bank with respect to permitted uses on the currently vacant lot which is located 100% in the floodplain of Porcupine Lake. This area experiences ongoing issues with seasonal flooding and beaver activity, along with limited property access during high water. The lot previously housed the Good Samaritan Inn which was demolished after a fire. The Food Bank would like to install a trailer on-site. MRCA regulatory policies dictate that the only permitted use would be a replacement of the previous building for purposes allowed under the zoning bylaw. The policies also prohibit trailers in the floodplain. The Board requests that the GM return with a report to confirm what type of trailer would be installed, if the wheels and tongue will remain attached in case quick removal is required, if the trailer would be connected to hydro and sewer, what would be required by the Porcupine Health Unit for water and waste services, as well as a site plan to indicate parking, client access and delivery access.

6.7 369 MacLean Drive

The GM provided a brief history of the property noting that there was historically a home, which was demolished, however the lot is not large enough to build again. The abutting neighbour is interested in purchasing the property. The sale would reduce MRCA taxes, liability and maintenance costs. The Board requests that the GM should further discuss the potential sale with the interested party.

6.8 Financial Services

The GM provided an update on development of a Service Level Agreement (SLA) with the City for financial services, noting that the previous contact has left their position. Discussions were ongoing about having the MRCA set up as a separate module in the accounting system in order to tie payroll and HST information to the MRCA business number. Issues with the provision of MRCA banking information to potential funders and the deposit of electronic payments are ongoing. As an interim measure, a bank account will be set up locally to accommodate the deposits and request for banking information from grants and funders. Further discussion took place about services and options to be independent from municipality. The Board recommended the GM continue to work towards developing an SLA.

6.9 KPMG Audit Services

The final KPMG invoice including additional charges was reviewed. The Board requested that the GM inquire with KPMG about an explanation of the additional charges, and confirms if additional charges can be expected in future years – for budgeting purposes.

6.10 Shoreline Development

The GM reviewed the process for application to work on shorelines, noting that permission of the landowner is required. Ongoing discussions with the City regarding their ownership of the shoreline road allowance have not been resolved. The GM recommends getting a legal opinion

on shoreline development to receive guidance for permitting going forward. The Board requests the GM to attend the Land Titles office in Cochrane to determine if they can be of assistance, and if no further information is available regarding shoreline ownership, proceed with a legal opinion.

6.11 Norman Street

Discussion took place regarding severing and selling MRCA property between Norman St. and the Mattagami River to the abutting owners. Concerns brought forth included: what if all owners do not want the property, how to address the road access in place for the City; how do we ensure that property owners abide by our policies for land use. The Board requests the GM bring a proposal for further discussion.

7.0 Items for Decision

7.1 Executive Assistant – Step Increase

Resolution No. 2024-1661

Proposed by: Joe Torlone

Seconded by: Andrew Marks

WHEREAS an increase as per the Conservation Authority's salary schedule, as outlined in the Mattagami Region Conservation Authority Policy Manual, has been identified for the Executive Assistant position, based on the Non-Union Remuneration System scale placement at Level 104 Step 2,

LET IT THEREFORE BE RESOLVED that the salary increase be applied to this position effective August 27, 2024.

October 2, 2024

Carried

7.2 Draft Budget

The draft budget and associated report were presented to the Board along with a reminder of the required process for budget review. The Board noted that the increased audit fees should be above the current levy request. Once approved, the draft budget will be shared as required in O. Reg. 402/22.

Resolution No. 2024-1662

Proposed by: Andrew Marks

Seconded by: Joe Torlone

BE IT RESOLVED THAT the Mattagami Region Conservation Authority Board approves the 2025 Draft Budget Version 1.0, dated October 2, 2024 for consultation purposes.

October 2, 2024

Carried

8.0 For Your Information – None

9.0 Date for Next Meeting

Conflicts require that the November 6 meeting be rescheduled. The GM will follow up via email.

10.0 Adjournment

Resolution No. 2024-1663

Proposed by: Andrew Marks

Seconded by: Bill Gvozdanovic

THAT this meeting adjourn at 6:07 p.m.

October 2, 2024

Carried

Rock Whissell

Rock Whissell, Chair

November 14, 2024

Date