



**MINUTES OF THE GENERAL MEETING OF THE MATTAGAMI REGION  
CONSERVATION AUTHORITY HELD WEDNESDAY, MARCH 5, 2025 AT 4:30 PM,  
CONSERVATION AUTHORITY OFFICE, TIMMINS, ONTARIO.**

**Present:** Joe Torlone  
Andrew Marks  
David Vallier, General Manager  
Lorne Feldman (partial meeting)  
Rock Whissell

**Regrets:** Bill Gvozdanovic  
**Recorder:** Jennifer Bonsall

**1.0 Territorial Acknowledgement**

**2.0 Addition to the Agenda**  
7.8 Loose Parts Playground Proposal

**3.0 Delegations and Presentations—None**

**4.0 Adoption of Minutes**

4.1 Adoption of Minutes of February 5, 2025.

*Resolution No. 2025-1689  
Proposed by: Andrew Marks  
Seconded by: Rock Whissell*

*BE IT RESOLVED THAT the Minutes of a Regular Meeting of the Mattagami Region Conservation Authority held on February 5, 2025 as described on pages 858 to 863 of the Minute Book are hereby approved as circulated.*

*March 5, 2025*

*Carried*

**5.0 Declaration of Conflict of Interest—None**

**6.0 Reports**

6.1 General Manager Report

The GM noted that a new format for the Board report will be in place for the next meeting.

6.2 Plan Input Report

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

### 6.3 DWSP Report

The email resolution was passed last month to appoint the Public SPC members. The Board commended the DWSP Lead and Source Protection Committee for their creativity in education and outreach programs.

### 6.4 Regulations Officer Report

The RO will begin meetings for the Phragmites program in April. The GM confirmed that this program is part of our strategic plan to protect people and property, as well as inspiring watershed champions.

### 6.5 Motion to Accept Administrative Reports

*Resolution No. 2025-1690*

*Proposed by: Rock Whissell*

*Seconded by: Andrew Marks*

*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.*

*March 5, 2025*

*Carried*

## **7.0 Items for Discussion**

### 7.1 Conservation Areas / Trail Upkeep

It was noted that with the snow and winds this winter, it is becoming challenging to keep up with trail grooming around Gillies Lake. Hersey Lake is less problematic because of the tree cover. A good number of summer employment applications have been received for 2025.

### 7.2 Conservation Area Trails Stewards (CATS)

Work is progressing toward developing a volunteer trail maintenance and monitoring program with Wintergreen's assistance. It is being modelled after the long-term Central Lake Ontario CA CATS program, and their lead has been very accommodating in sharing information to help with development. The Board noted the importance of Wintergreen volunteers being able to share their knowledge through this endeavour.

Lorne Feldman joined the meeting.

### 7.3 Uniglass / Mountjoy Historical

The GM met with the owner of DC Auto Salon to discuss leasing the property to them for the purposes of parking. A lease was drafted with the annual fee being based on another MRCA lease with similar square footage. It was confirmed that the lease is non-transferable in the case of the sale of the Uniglass-DC Auto Salon property.

The GM noted that the Land Management Policy is being reviewed and updated by the Internal Working Group. It will be presented at the next meeting for Board review and approval. Discussion followed about other MRCA property leases and the review process. The GM will provide an update regarding all MRCA leases and agreements at the Board meeting.

### 7.4 2025 Freshet

Watershed statistics and updates will be distributed to stakeholders beginning this week. The Flood Contingency Plan will be updated and distributed next week. The first Timmins Flood Advisory Committee (TFAC) meeting will take place at the end of March.

### 7.5 Gillies Lake Boardwalk Inspection

The Inspection Report was provided to the Board and reviewed. The contingency includes potential issues that arise once the deck boards are removed. The total project estimate is \$200,000, based on reported recommendations and previous quotes received to complete the cosmetic upgrades (replacing all deck boards and re-staining). MRCA has up to 2 years to complete the work. Next steps include obtaining design plans for a contractor to make repairs (\$5,000-10,000) and going out for tender. The GM confirmed that we do not have the internal staff capacity to do this work. Funds will need to be sourced to complete the boardwalk repairs. Discussion followed about a “Buy a Board” campaign similar to the original fundraising done by Wintergreen Fund for Conservation, or inquiring about local company sponsorship. The Board directed the GM to proceed only with repairs of safety issues at this time.

### 7.6 Administrative and Governance By-laws

Updated Administrative and Governance By-laws were provided to the Board for review. General language updates were made to align with Conservation Ontario best management practices. Upon inquiry, the GM confirmed that the recent revisions to the Conservation Authorities Act dictates the limits to the Chair’s term.

### 7.7 Electronic Meetings

The Administrative and Governance By-laws update requires an update to the language for electronic meetings. The draft, including wording that electronic meetings are permitted when members are unable to attend in person, however in person is always preferred, and that prior notification (48 hours) is required in order to plan for an electronic meeting, was discussed and all were in agreement.

## 7.8 Loose Parts Playground Proposal

A proposal for the development of a Loose Parts Playground at Gillies Lake Conservation Area was presented and discussed. The proponent is not incorporated or presenting this project on behalf of any official organization. Concerns that were raised included liability, insurance, storage, and daily inspections, vandalism, and theft. The Board directed the GM to decline the proposal for a Loose Parts Park on MRCA property.

## 8.0 Items for Decision

### 8.1 Banking Resolution

The GM confirmed that the bank account is required in order for the MRCA to receive electronic payments in the name of, and associated with the business number of the MRCA.

*Resolution No. 2025-1691  
Proposed by: Rock Whissell  
Seconded by: Andrew Marks*

*WHEREAS the Mattagami Region Conservation Authority (MRCA) utilizes the same banking services as the City of Timmins in alignment with the contracted use of City of Timmins Financial Services; and*

*WHEREAS the MRCA requires the services of a banking institution for the purposes of processing electronic fund transfers in the name of the Mattagami Region Conservation Authority in the conduct of its normal business;*

*BE IT THEREFORE RESOLVED THAT the Mattagami Region Conservation Authority conduct business with the Caisse Alliance, 36 Riverside Dr, Kapuskasing Branch for the year 2025; and*

*FURTHER THAT the General Manager, along with the Chair or Vice-Chair being one of them, are hereby authorized in the name of the Mattagami Region Conservation Authority to execute any agreement with or authority to the Bank relating to the banking business of the Authority, and to transact generally with the said Bank any business they may see fit.*

*March 5, 2025*

*Carried*

### 8.2 Administrative and Governance By-Laws

*Resolution No. 2025-1692  
Proposed by: Lorne Feldman  
Seconded by: Rock Whissell*

*WHEREAS the Mattagami Region Conservation Authority operates under a set of Administrative & Governance By-Laws in the conduct of various aspects of its day-to-day business; and*

*WHEREAS these same By-Laws require periodic reviews and updates;*

*LET IT THEREFORE BE RESOLVED that the Mattagami Region Conservation Authority Board adopts the amended Administrative & Governance By-Laws as presented.*

*March 5, 2025*

*Carried*

**8.3 Lease Agreement with DC Auto Salon (600 Riverside Drive)**

*Resolution No. 2025-1685*

*Proposed by: Bill Gvozdanic*

*Seconded by: Lorne Feldman*

*LET IT BE RESOLVED THAT the Mattagami Region Conservation Authority Board hereby agree to a 5-year lease agreement with DC Auto Salon for the proposed use of parking; and*

*THAT the Mattagami Region Conservation Authority Board approves the Lease Agreement as presented.*

*March 5, 2025*

*Carried*

**9.0 For Your Information – None**

**10.0 Date for Next Meeting – April 2, 2025 to be rescheduled**

**11.0 Adjournment**

*Resolution No. 2025-1693*

*Proposed by: Andrew Marks*

*Seconded by: Rock Whissell*

*THAT this meeting adjourn at 5:15 p.m.*

*March 5, 2025*

*Carried*

  
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Joe Torlone, Chair

April 9, 2025

Date