



**NOTICE
OF
ANNUAL
MEETING**

DATE: February 15, 2024

TIME: 4:00 pm

LOCATION: Hybrid Meeting
(Boardroom & Zoom)

AGENDA

MEETING: BOARD OF DIRECTORS

MEMBERS: Randy Barber, Bruce Buttar, Mark Lovshin, Vicki Mink, Miriam Mutton, Lance Nachoff, Adam Pearson, Tracy Richardson, Joan Stover, Willie Woo, Margaret Zwart

1. Welcome, Land Acknowledgement and Call to Order

Land Acknowledgement

The Ganaraska Region Conservation Authority respectfully acknowledges that the land on which we gather is situated within the traditional and treaty territory of the Mississauga's and Chippewa's of the Anishinabek, known today as the Williams Treaties First Nations. Our work on these lands acknowledges their resilience and their longstanding contribution to the area. We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.

2. Disclosure of Pecuniary Interest
3. Minutes of 2023 Annual Meeting – **February 16, 2023 – attached**
4. Reports:
 - a) Presentation of 2023 Annual Report - Chair, Mark Lovshin
 - b) Presentation of CAO/Secretary-Treasurer's Report
 - c) Presentation of 2023 Financial Statements - **confidential staff report attached**
 - Glenn Tozer, Lynch Rutherford Tozer
 - Linda Laliberte, GRCA, CAO/Secretary-Treasurer

5. Election of Officers for 2024
 - Appointment of Election Chair and Scrutineers
 - Election of Chair
 - Election of Vice Chair
6. Appointment of Banking Institution and Signing Officers - **attached**
 - Bank of Montreal
7. Appointment of Borrowing Resolution - **attached**
8. Appointment of Authority Solicitors
 - Mann McCracken & Associates, Port Hope
9. Appointment of Authority Auditor
 - Lynch Rutherford Tozer, Port Hope
10. Appointment of CO Voting Delegate and Alternate - **staff report attached**
11. Appointment of Board Member to the Recreational Users Committee – **staff report attached**
12. 2024 Meeting Schedule - **staff report attached**
13. Other Business
14. In Camera:
None.
15. Adjourn



GANARASKA REGION CONSERVATION AUTHORITY
MINUTES OF THE ANNUAL MEETING
FEBRUARY 16, 2023

The Chair called the 2022 annual meeting to order at 7:20 p.m. and welcomed all in attendance.

MEMBERS PRESENT: Mark Lovshin, Chair – Township of Hamilton
Randy Barber - Town of Cobourg
Bruce Buttar – Agricultural Representative
Lance Nachoff – Township of Cavan Monaghan
Vicki Mink – Municipality of Port Hope
Miriam Mutton - Town of Cobourg
Adam Pearson – Municipality of Port Hope
Tracy Richardson – City of Kawartha Lakes
Willie Woo – Municipality of Clarington
Margaret Zwart – Municipality of Clarington

ALSO PRESENT: STAFF: Linda Laliberte, CAO/Secretary-Treasurer
Cory Harris, Watershed Services Coordinator
Ken Thajer, Planning & Regulations Coordinator

OTHERS PRESENT: Glenn Tozer, Lynch Rutherford Tozer

ABSENT WITH REGRETS: Joan Stover – Township of Alnwick/Haldimand

ALSO ABSENT:

Land Acknowledgement

The Ganaraska Region Conservation Authority respectfully acknowledges that the land on which we gather is situated within the traditional and treaty territory of the Mississauga's and Chippewa's of the Anishinabek, known today as the Williams Treaties First Nations. Our work on these lands acknowledges their resilience and their longstanding contribution to the area. We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.

2. Disclosure of Interest:

Mark Lovshin declared a conflict of interest on item 9.

3. Minutes of 2022 Annual Meeting:

MOVED BY: Vicki Mink
SECONDED BY: Adam Pearson

THAT the minutes of the February 17, 2022 Annual Meeting be approved as circulated.
CARRIED.

4. Reports:

i) Presentation of the 2022 Annual Report
Mark Lovshin presented the 2022 Annual Report.

MOVED BY: Randy Barber
SECONDED BY: Adam Pearson

THAT the Chair's report on the 2022 Annual Report be adopted as presented.
CARRIED.

ii) Presentation of the CAO/Secretary-Treasurer's Report
Linda Laliberte, CAO/Secretary-Treasurer, presented her report to the members. She thanked staff for their continued hard work and dedication. She thanked the members and Chair on behalf of the staff for their support and encouragement throughout the year.

MOVED BY: Miriam Mutton
SECONDED BY: Tracy Richardson

THAT the CAO/Secretary-Treasurer's report be received as presented and,
FURTHER THAT all action by staff be approved.
CARRIED.

iii) Presentation of 2022 Financial Statements
Glenn Tozer representing Lynch Rutherford Tozer accounting firm and Linda Laliberte, CAO/Secretary-Treasurer presented the 2022 Financial Statements. Miriam Mutton asked for clarification of the budgeted (\$362,500). Staff explained that it had been budgeted to removed funds from the capital asset reserve for the gym, a new truck and furnace to name a few items. This did not happen so there was no withdrawal. It was also explained that any projects that were not completed, the funds would be deferred ito 2023.

MOVED BY: Adam Pearson
SECONDED BY: Randy Barber

THAT the 2022 Financial Statements be adopted as presented.
CARRIED.

Mark Lovshin stepped away as Chair.

5. Election of Officers for 2023

MOVED BY: Vicki Mink
SECONDED BY: Adam Pearson

THAT Glenn Tozer be appointed the Election Chair.
CARRIED.

MOVED BY: Miriam Mutton
SECONDED BY: Bruce Buttar

THAT in the event of an election, Linda Laliberte be appointed as scrutineer for paper ballots and for on line ballots, a confidential poll will be conducted by the CAO/Secretary-Treasurer.
CARRIED.

MOVED BY: Vicki Mink
SECONDED BY: Adam Pearson

THAT Mark Lovshin be nominated for the office of Chair of the Ganaraska Region Conservation Authority for 2023.

Mark Lovshin accepted the nomination.

Nominations were called for second, third and final time.

MOVED BY: Randy Barber
SECONDED BY: Vicki Mink

THAT nominations for the position of Chair be closed.
CARRIED.

Mark Lovshin was declared Chair of the Ganaraska Region Conservation Authority for 2023.

MOVED BY: Mark Lovshin
SECONDED BY: Tracy Robinson

THAT Vicki Mink be nominated for the office of Vice-Chair of the Ganaraska Region Conservation Authority for 2023.

Vicki Mink accepted the nomination.

Nominations were called for second, third and final time.

MOVED BY: Randy Barber
SECONDED BY: Bruce Buttar

THAT nominations for the position of Vice-Chair be closed.
CARRIED.

Vicki Mink was declared Vice-Chair of the Ganaraska Region Conservation Authority for 2023.

6. Appointment of Banking Institution and Signing Officers:

MOVED BY: Margaret Zwart
SECONDED BY: Willie Woo

****As attached to the agenda****
CARRIED.

7. 2023 Borrowing Resolution - General Operating

MOVED BY: Adam Pearson
SECONDED BY: Tracy Richardson

****As attached to the agenda****
CARRIED.

8. Appointment of Authority Solicitors:

MOVED BY: Adam Pearson
SECONDED BY: Margaret Zwart

THAT the firm Mann McCracken & Associates, Port Hope, be appointed as the solicitor for the Ganaraska Region Conservation Authority for 2023 regarding general administrative and land matters.
CARRIED.

9. Appointment of Authority Auditors:

MOVED BY: Tracy Richardson
SECONDED BY: Margaret Zwart

THAT the firm Lynch Rutherford Tozer, Port Hope, be appointed as the auditor for the Ganaraska Region Conservation Authority for 2023.
CARRIED.

10. Appointment of Conservation Ontario Voting Delegate and Alternate:

MOVED BY: Randy Barber
SECONDED BY: Willie Woo

THAT the Chair be appointed the Conservation Ontario voting representative and the CAO/Secretary-Treasurer serve as the alternate.
CARRIED.

11. Appointment of Board Member to the Recreational Users Committee:

MOVED BY: Miriam Mutton
SECONDED BY: Bruce Buttar

THAT Lance Nachoff be appointed as the Board of Directors representative on the Ganaraska Forest Recreational Users Committee.
CARRIED.

12. 2023 Meeting Schedule

MOVED BY: Tracy Richardson
SECONDED BY: Adam Pearson

THAT the GRCA receive the 2023 Meeting Schedule staff report for information purposes.
CARRIED.

13. Presentations:

a) Ganaraska Forest Update

Staff provided an update on the Ganaraska Forest. Gus Saurer reported on the salvage operations and thinning operations are complete and this would be his last update. Ed Van Osch updated that the ski trails are open. He also reported contractor quotes are being received to clear single track trails as well as a call for volunteers is going out to assist with picking up debris.

MOVED BY: Tracy Richardson
SECONDED BY: Willie Woo

THAT the Board of Directors receive the presentation for information.
CARRIED.

14. Other Business:

a) Application to WECI Program for Funds to Complete Engineering Assessment of Garden Hill Dam

MOVED BY: Adam Pearson
SECONDED BY: Vicki Mink

THAT the Gananaska Region Conservation Authority support the application to the WECI program for funding to complete an engineering assessment of the Garden Hill Dam.
CARRIED.

11. Adjourn:

MOVED BY: Vicki Mink
SECONDED BY: Adam Pearson

THAT the 2022 business of the Annual Meeting be concluded and the meeting adjourn.
CARRIED.

The meeting adjourned at 8:30 p.m.

CHAIR



CAO/SECRETARY-TREASURER

GANARASKA REGION CONSERVATION AUTHORITY

BANKING RESOLUTION

DATE: February 15, 2024

MOVED BY:

SECONDED BY:

1. **THAT** the CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority **and** one of the Chair or Vice-Chair, are hereby authorized for and in the name of the corporation from time to time and until further notice to the Bank of Montreal (the "Bank"):
 - a) to draw, accept, sign, make, endorse, negotiate and dispose of all or any bills of exchange, promissory notes, evidence of indebtedness, cheques and orders for the payment of money, and
 - b) to pay and receive all monies and given acquittance of the same, and
 - c) to borrow money (whether by way of overdraft or otherwise, howsoever), from the Bank of Montreal and deposit with, convey, transfer, mortgage, pledge, hypothecate, assign, deliver, borrowed all or any of the present or future property and assets of the organization of every kind and whether real or person, movable or immovable, and
 - d) to receive from the Bank any negotiable instruments or property and assets of the organization of every kind and given receipts therefore, and
 - e) to execute any agreement with or authority to the Bank relating to the banking business of the organization either generally or with regard to any particular transaction, and
 - f) to transact generally with the Bank any business he/she may see fit.

2. **ALSO THAT** the CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority **and** one of the Chair or Vice-Chair are hereby authorized for and in the name of the organization from time to time until further notice to the Bank:
 - a) to discount, negotiate, deposit with or transfer to the Bank (but for credit of the account of the organization only), all or any bills of exchange, promissory notes, cheques or orders for payment of money and other negotiable instruments and for the said purposes to endorse the same or any of them, and
 - b) to receive all paid cheques and other debit vouchers charged to any account of the organization and given receipts therefor.

GANARASKA REGION CONSERVATION AUTHORITY

BORROWING RESOLUTION

GENERAL OPERATING

DATE: February 15, 2024

MOVED BY:

SECONDED BY:

WHEREAS it may be necessary for the Ganaraska Region Conservation Authority (hereinafter called the "Authority") to borrow the sum of two hundred and fifty thousand dollars (\$250,000.00) required for its purpose until the payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authorities Act, 1980 as amended.

BE IT THEREFORE RESOLVED:

1. That the Authority do borrow from the Bank of Montreal the sum of two hundred and fifty thousand dollars (\$250,000.00) necessary for its purpose on the promissory note or notes of the Authority until payment to the Authority of any grants and of sums to be paid to the Authority by the participating municipalities at such rate of interest as agreed to by the Authority and the Bank of Montreal.
2. That the Chair or Vice-Chair together with the CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority be and they are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed under paragraph 1 hereof and to affix thereto the Corporate Seal of the Authority.
3. That the amount borrowed pursuant to this resolution together with interest be a charge upon the whole of the monies received or to be received by the Authority by way of grants as and when such monies are received or to be received by the Authority from the participating municipalities as and when such monies are received.
4. That the Chair or the Vice-Chair or CAO/Secretary-Treasurer of the Ganaraska Region Conservation Authority be and is hereby authorized and directed to apply, in payment of monies borrowed pursuant to this resolution together with interest thereon, all of the monies received by the Authority by way of grants or sums received by the Authority from participating municipalities.

It is hereby certified by the undersigned that the forgoing resolution was duly passed at a meeting of the Ganaraska Region Conservation Authority held on the 16th day of February 2023 which a quorum of the members was present and that such resolution is in full force and effect.

As **WITNESS** the Corporate Seal of the Ganaraska Region Conservation Authority this 15th day of February 2024.

CHAIR

STAFF REPORT – February 15, 2024

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Appointment of 2024 Conservation Ontario Representative

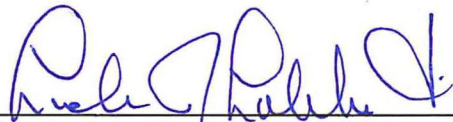
Each conservation authority is requested to appoint a member and alternate member to Conservation Ontario (CO) annually.

The Conservation Ontario member is generally the Chair or Vice-Chair of the Ganaraska Region Conservation Authority with the CAO/Secretary-Treasurer being the alternate. Conservation Ontario meetings for 2024 are held on Monday, April 15; Monday, June 24; Monday, September 25 and Monday, December 11.

RECOMMENDATION:

THAT the Chair be appointed the Conservation Ontario voting representative and the CAO/Secretary-Treasurer serve as the alternate.

Prepared by:



Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer

STAFF REPORT – February 15, 2024

TO: Chair and Members of the Gananaska Region Conservation Authority

RE: Appointment of Board Member to the Recreational Users Committee

The Terms of Reference (TOR) for the Gananaska Forest Recreational Users Committee (RUC) makes provision for a member of the Board of Directors to sit on the Committee as an ex-officio, non-voting member. Staff is looking for a Board Member to serve in the capacity as the representative of the Board.

Regular RUC meetings are held, at the GRCA administration office, four times a year on the first Thursday of the following months: April, June, September, and November. Additional meetings may be called at the discretion of the Chair of the committee. Meeting begin at 7 pm for a duration of 1 to 2 hours.

Prepared by:



**Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer**

STAFF REPORT – February 15, 2024

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: 2024 Meeting Schedule

The 2024 GRCA Board meeting schedule will be presented for information.

Thursday, February 15, 2024 (Annual Meeting)

Thursday, March 21, 2024

Thursday, April 18, 2024

Thursday, May 16, 2024

Thursday, June 20, 2024

Thursday, July 18, 2024 (if required)

Thursday, August 15, 2024 (if required)

Thursday, September 19, 2024

Thursday, October 17, 2024

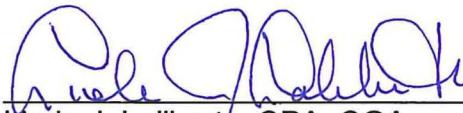
Thursday, November 28, 2024

All GRCA Board meetings begin at 4:00 pm (unless otherwise indicated).

RECOMMENDATION:

THAT the Ganaraska Region Conservation Authority receive the 2024 Meeting Schedule staff report for information purposes.

Prepared by:



Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer