



NOTICE OF ANNUAL MEETING

DATE: February 19, 2026

TIME: 4:00 pm

LOCATION: Hybrid Meeting
(Boardroom & Zoom)

AGENDA

MEETING:

BOARD OF DIRECTORS

MEMBERS:

Randy Barber, 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 2025 Annual Meeting – **February 20, 2025 – attached**
4. Reports:
 - a) Presentation of 2025 Annual Report - Chair, Vicki Mink
 - b) Presentation of CAO/Secretary-Treasurer's Report
 - c) Presentation of 2025 Financial Statements - **confidential staff report attached**
 - Glenn Tozer, Lynch Rutherford Tozer
 - Linda Laliberte, GRCA, CAO/Secretary-Treasurer
5. Conclusion of 2025 Business

2026 Business:

1. Correspondence
01/26 Ministry of Environment, Conservation and Park re: Exemption for Chair term
Note and file.
2. Election of Officers for 2026
 - Appointment of Election Chair and Scrutineers
 - Election of Chair
 - Election of Vice Chair
3. Appointment of Banking Institution and Signing Officers - **attached**
 - Bank of Montreal
4. Appointment of Borrowing Resolution - **attached**
5. Appointment of Authority Solicitors
 - Mann McCracken & Associates, Port Hope
6. Appointment of Authority Auditor
 - Lynch Rutherford Tozer, Port Hope
7. Appointment of CO Voting Delegate and Alternate - **staff report attached**
8. Appointment of Board Member to the Recreational Users Committee – **staff report attached**
9. 2026 Meeting Schedule - **staff report attached**
10. Other Business
11. In Camera:
None.
12. Adjourn



GANARASKA REGION CONSERVATION AUTHORITY
MINUTES OF THE ANNUAL MEETING
FEBRUARY 20, 2025

The Chair called the 2024 annual meeting to order at 4:00 p.m. and welcomed all in attendance.

MEMBERS PRESENT: Vicki Mink, Chair – Municipality of Port Hope
Randy Barber - Town of Cobourg
Bruce Buttar – Agricultural Representative
Mark Lovshin – Township of Hamilton
Lance Nachoff – Township of Cavan Monaghan
Miriam Mutton - Town of Cobourg
Adam Pearson – Municipality of Port Hope
Tracy Richardson – City of Kawartha Lakes
Joan Stover – Township of Alwick/Haldimand

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:

ALSO ABSENT: Willie Woo, Vice Chair – Municipality of Clarington
Margaret Zwart – Municipality of Clarington

Land Acknowledgement

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2. Disclosure of Interest:

Mark Lovshin declared a conflict of interest on item 5.

3. Minutes of 2024 Annual Meeting:

MOVED BY: Randy Barber
SECONDED BY: Mark Lovshin

THAT the minutes of the February 15, 2024 Annual Meeting be approved as circulated.
CARRIED.

4. Reports:

i) Presentation of the 2024 Annual Report
Vicki Mink presented the 2024 Annual Report.

MOVED BY: Adam Pearson
SECONDED BY: Tracy Richardson

THAT the Chair's report on the 2024 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.

Miriam Mutton question receiving a verbal report stating she did not feel comfortable voting.

MOVED BY: Adam Pearson
SECONDED BY: Joan Stover

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

iii) Presentation of 2024 Financial Statements
Glenn Tozer representing Lynch Rutherford Tozer accounting firm and Linda Laliberte, CAO/Secretary-Treasurer presented the 2024 Financial Statements.

MOVED BY: Mark Lovshin
SECONDED BY: Tracy Richardson

THAT the 2024 Financial Statements be adopted as presented.
CARRIED.

Conclusion of 2024 Business

MOVED BY: Adam Pearson
SECONDED BY: Bruce Buttar

THAT the 2024 business of the Ganaraska Region Conservation Authority be concluded and that the meeting adjourn.
CARRIED.

2025 Business

All positions were declared open.

2. Appointment of Banking Institution and Signing Officers:

MOVED BY: Adam Pearson
SECONDED BY: Joan Stover

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

3. 2025 Borrowing Resolution - General Operating

MOVED BY: Randy Barber
SECONDED BY: Lance Nachoff

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

4. Appointment of Authority Solicitors:

MOVED BY: Mark Lovshin
SECONDED BY: Adam Pearson

THAT the firm Mann McCracken & Associates, Port Hope, be appointed as the solicitor for the Ganaraska Region Conservation Authority for 2025 regarding general administrative and land matters.
CARRIED.

5. Appointment of Authority Auditors:

Mark Lovshin did not vote.

MOVED BY: Bruce Buttar
SECONDED BY: Tracy Richardson

THAT the firm Lynch Rutherford Tozer, Port Hope, be appointed as the auditor for the Ganaraska Region Conservation Authority for 2025.
CARRIED.

6. Appointment of Conservation Ontario Voting Delegate and Alternate:

MOVED BY: Joan Stover
SECONDED BY: Adam Pearson

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

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

MOVED BY: Adam Pearson

1. Election of Officers for 2025

MOVED BY: Miriam Mutton
SECONDED BY: Joan Stover

THAT Glenn Tozer be appointed the Election Chair.
CARRIED.

MOVED BY: Randy Barber
SECONDED BY: Lance Nachoff

THAT in the event of an election, Linda Laliberte and Cory Harris 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: Tracy Richardson

THAT Vicki Mink be nominated for the office of Chair of the Ganaraska Region Conservation Authority for 2025.

Vicki Mink accepted the nomination.

Nominations were called for second, third and final time.

MOVED BY: Mark Lovshin
SECONDED BY: Adam Pearson

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

Vicki Mink was declared Chair of Ganaraska Region Conservation Authority for 2025.

MOVED BY: Adam Pearson

THAT Randy Barber be nominated for the office of Vice-Chair of the Ganaraska Region Conservation Authority for 2025.

Randy Barber accepted the nomination.

Nominations were called for second, third and final time.

MOVED BY: Vicki Mink
SECONDED BY: Adam Pearson

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

Randy Barber was declared Vice-Chair of Ganaraska Region Conservation Authority for 2025.

SECONDED BY: Mark Lovshin

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

CARRIED.

8. 2025 Meeting Schedule

MOVED BY: Adam Pearson

SECONDED BY: Joan Stover

THAT the GRCA receive the 2025 Meeting Schedule staff report for information purposes.

CARRIED.

9. Other Business:

a) Policies & Guidelines for the Administration & Implementation of the Conservations Authorities Act and Ontario Regulation 41/24.

GRCA 01/25

MOVED BY: Randy Barber

SECONDED BY: Miriam Mutton

THAT the Policies & Guidelines for the Administration & Implementation of the Conservations Authorities Act and Ontario Regulation 41/24 be approved by the Ganaraska Region Conservation Authority board.

CARRIED.

10. In Camera:

None.

11. Adjourn:

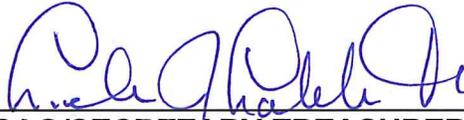
MOVED BY: Mark Lovshin

THAT the 2025 business of the Annual Meeting be concluded and the meeting adjourn.

CARRIED.

The meeting adjourned at 4:38 p.m.

CHAIR



CAO/SECRETARY-TREASURER

Ministry of the Environment,
Conservation and Parks

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 2J3
Tel.: 416 314-6790

Ministère de l'Environnement,
de la Protection de la nature et des Parcs

Bureau du ministre

777, rue Bay, 5^e étage
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Tél. : 416 314-6790



357-2026-541

February 13, 2026

Ms. Vicki Mink
Chair of the Board
Ganaraska Region Conservation Authority
Email: info@grca.on.ca

Dear Ms. Mink:

Thank you for your application submitted on behalf of the Ganaraska Region Conservation Authority (GRCA) seeking a minister's exception under subsection 17(1.3) of the *Conservation Authorities Act* (CAA) relating to chair appointments.

After carefully considering your application regarding the appointment of the chair, I am granting the GRCA an exception to subsections 17(1.1) and (1.2) of the CAA pursuant to my authority under clauses 17(1.3)(a) and (b) for the chair position in 2026, subject to re-election.

This exception allows you, as the current chair, to serve for an additional one year during the 2026 term if elected by the members of the GRCA, and to therefore hold office for more than two consecutive one-year terms. If there are questions about this exception, please feel welcome to reach out to the Conservation Authority Section at ca.office@ontario.ca.

Please share this correspondence with all members of the GRCA.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd McCarthy".

Todd McCarthy
Minister of the Environment, Conservation and Parks

c: Kirsten Service, Director, Conservation and Source Protection Branch, MECP
Conservation Source Section

GANARASKA REGION CONSERVATION AUTHORITY
BANKING RESOLUTION

DATE: February 19, 2026

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 19, 2026

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 19th day of February 2026 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 19th day of February 2026.

CHAIR

STAFF REPORT – February 19, 2026

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Appointment of 2026 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 2026 are held on Monday, April 13; Monday, June 22; Monday, September 21 and Monday, December 7.

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 19, 2026

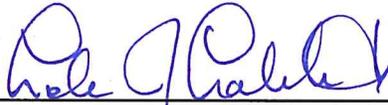
TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: Appointment of Board Member to the Recreational Users Committee

The Terms of Reference (TOR) for the Ganaraska 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 19, 2026

TO: Chair and Members of the Ganaraska Region Conservation Authority

RE: 2026 Meeting Schedule

The 2026 GRCA Board meeting schedule will be presented for information.

Thursday, February 19, 2026 (Annual Meeting)

Thursday, March 19, 2026 (if required)

Thursday, April 16, 2026

Thursday, May 21, 2026 (if required)

Thursday, June 18, 2026

Thursday, July 16, 2026 (if required)

Thursday, August 20, 2026 (if required)

Thursday, September 17, 2026

Thursday, October 15, 2026

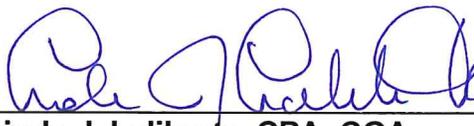
Thursday, November 26, 2026

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

RECOMMENDATION:

THAT the Ganaraska Region Conservation Authority receive the 2026 Meeting Schedule staff report for information purposes.

Prepared by:



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