



North Bay-Mattawa Conservation Authority  
Members Meeting for May 8, 2024  
at 4:00 pm IN PERSON  
NBMCA's Natural Classroom, 15 Janey Avenue, North Bay, Ontario  
AGENDA

**Procedural Matters**

1. Acknowledgement of Indigenous Traditional and Treaty Lands
2. Approval of the Agenda
3. Declaration of Pecuniary Interest
4. Delegations
5. Adoption of Previous Minutes from April 24, 2024
6. Correspondence

**Presentations**

Conservation Authorities Act Update

**Business Reports**

7. Section 28 Signing Authority Changes (**Report #1**)
8. Section 28 Permits (**Report #2**)

**Other Business**

9. Closed session of Committee of the Whole to discuss property matters
10. New Business
11. Adjournment

Contact: Rebecca Morrow, Executive Assistant  
North Bay-Mattawa Conservation Authority  
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**NORTH BAY-MATTAWA CONSERVATION AUTHORITY  
MINUTES  
of the**

**FIFTH** meeting of the North Bay-Mattawa Conservation Authority held at 4:00 p.m. on May 8, 2024 in the NBMCA's Natural Classroom, 15 Janey Avenue, North Bay Ontario.

**MEMBERS PRESENT:**

Bonfield, Township of	-	Steve Featherstone
Calvin, Township of	-	Bill Moreton
Callander, Municipality of	-	Grant McMartin
Chisholm, Township of	-	Nunzio Scarfone
East Ferris, Municipality of	-	Steve Trahan
Mattawa, Town of	-	Loren Mick
Mattawan, Municipality of	-	Michelle Lahaye
North Bay, City of	-	Peter Chirico
North Bay, City of	-	Lana Mitchell
Powassan, Municipality of	-	Dave Britton
Papineau-Cameron, Township of	-	Shelley Belanger

**MEMBER(S) ABSENT:**

North Bay, City of	-	Chris Mayne
Papineau-Cameron, Township of	-	Shelley Belanger

**ALSO PRESENT:**

Chitra Gowda, CAO, Secretary-Treasurer  
Rebecca Morrow, Executive Assistant/Deputy CAO

**1. Acknowledgement of Indigenous Traditional and Treaty Lands**

Michelle Lahaye read a statement acknowledging Indigenous and Treaty Lands.

**2. Approval of the Agenda**

Michelle explained to members that Shelley was unable to attend the meeting. Michelle assumed the position of Chair for this meeting. After discussion the following resolution was presented:

Resolution No.68-24, Moreton-Britton

**THAT** the agenda be approved as presented.

**Carried Unanimously**

**3. Declaration of Pecuniary Interest**

None declared.

**4. Delegations**

None

**5. Adoption of Previous Minutes of April 24, 2024**

After discussion the following resolution was presented:

Resolution No. 69-24, Featherstone-Chirico

**THAT** the minutes of the meeting held April 24, 2024 be adopted as written.

**Carried Unanimously**

**6. Correspondence**

None presented.

**7. Section 28 Permits Signing Authority Changes**

Chithra Gowda explained to members that an alternate Section 28 signing Authority was required as David Ellingwood had been previously designated but is no longer employed by the NBMCA.

After discussion, the following resolution was presented:

Resolution No. 70-24, Chirico-Mick

**THAT** the Executive Assistant/Deputy CAO be delegated for approval of permit applications under Ontario Regulation 41/24, Prohibited Activities, Exemptions and Permits for North Bay-Mattawa Conservation Authority.

**Carried Unanimously**

**8. Section 28 Permits**

Chithra Gowda presented the report to the Members. After discussion, the Members thanked Chithra and the following resolution was presented:

Resolution No. 71-24, Trahan-Moreton

**THAT** the Prohibited Activities, Exemptions and Permits report is received and appended to the minutes of this meeting.

**Carried Unanimously**

**9. Closed Session of Committee of the Whole to discuss property matters**

After discussion, the following resolutions were presented:

Resolution No. 72-24, Mitchell-Britton

**THAT** the meeting move into a closed session of "Committee of the Whole" to discuss property legal and personnel matters at 4:26pm.

**Carried Unanimously**

Resolution No. 73-24, Trahan-McMartin

THAT the meeting out of a closed session of “Committee of the Whole” and back into an open meeting. (5:04pm)

**Carried Unanimously**

**10. New Business**

Chithra Gowda reminded members that the Drinking Water Source Protection (DWSP) public consultation process begins today. There have been an additional 200 properties added into the Mandatory Maintenance Inspection (MMI) program. Public consultation will last for 35 days. The members requested a template of the MMI letter that was sent to residents.

**11. Adjournment (5:14 p.m.)**

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

Resolution No. 74-23, Featherstone-Mick

**THAT** the meeting be adjourned, and the next meeting be held at the call of the Chair.

**Carried Unanimously**



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Michelle Lahaye, Chair



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Robin Allen, Interim Chief Administrative Officer,  
Secretary Treasurer



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

**ORIGIN:** Valerie Murphy, Regulations Officer

**DATE:** May 1, 2024

**SUBJECT:** Signing Authority Changes for Ontario Regulation 41/24 Prohibited Activities,  
Exemptions and Permits

**Background:**

Section 28 of the *Conservation Authorities Act* empowers each Conservation Authority to prevent the loss of life and property due to flooding and erosion, and to conserve and enhance natural resources. On April 1, 2024, the *Conservation Authorities Act* was amended, and Ontario Regulation 41/24 was enacted. This regulation continues 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, an Authority may issue a permit to a person to engage in an activity specified in the permit that would otherwise be prohibited by section 28, if, in the opinion of the authority,

- (a) The activity is not likely to affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock;
- (b) The activity is not likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; and
- (c) Any other requirements that may be prescribed by the regulations are met. 2017, c. 23, Sched. 4, s. 25; 2022, c. 21. Sched.2, s. 9 (1)

On March 28, 2024, the Chief Administrative Officer, Secretary-Treasurer and Director, Water Resources/Deputy CAO received delegation from the Board of Directors to issue permits under the amended Ontario Regulation 41/24.

**Analysis:**

The Board of Directors may make changes to the delegation of approvals of permit applications as required. At this time, the only current staff member with delegated powers for approval of permit applications is the Chief Administrative Officer, Secretary Treasurer. NBMCA staff recommend that a second staff person be delegated to ensure the timely processing of applications.

**Recommendation:**

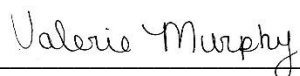
**THAT** the Board of Directors delegate approval of permit applications as per Ontario Regulation 41/24 to the additional employee:

- a) Executive Assistant / Deputy CAO

**Recommended Resolution:**

**THAT** the Executive Assistant / Deputy CAO be delegated for approval of permit applications under Ontario Regulation 41/24, Prohibited Activities, Exemptions and Permits for North Bay-Mattawa Conservation Authority.

**Submitted by:**



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**Valerie Murphy, Regulations Officer**

**Reviewed by:**

**Chithra Gowda, Chief Administrative Officer, Secretary Treasurer**



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

**ORIGIN:** Valerie Murphy, Regulations Officer

**DATE:** May 1, 2024

**SUBJECT:** Report on Prohibited Activities, Exemptions and Permits (Ontario Regulation 41/24)

**Background:**

Section 28 of the *Conservation Authorities Act* empowers each Conservation Authority to prevent the loss of life and property due to flooding and erosion, and to conserve and enhance natural resources. On April 1, 2024, the *Conservation Authorities Act* was amended, and Ontario Regulation 41/24 (Prohibited Activities, Exemptions and Permits) was enacted. This regulation continues 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, an Authority may issue a permit to a person to engage in an activity specified in the permit that would otherwise be prohibited by section 28, if, in the opinion of the authority,

- (a) The activity is not likely to affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock;
- (b) The activity is not likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; and
- (c) Any other requirements that may be prescribed by the regulations are met. 2017, c. 23, Sched. 4, s. 25; 2022, c. 21. Sched.2, s. 9 (1)

On March 28, 2024, the Chief Administrative Officer, Secretary-Treasurer received delegation from the Board of Directors to issue permits under the amended Ontario Regulation 41/24.

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

**Analysis:**

Two new permits have been issued by the Conservation Authority since the previously approved minutes. A table summarizing the details of these permits is attached to this report.

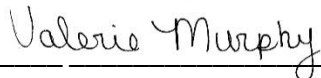
Of the newly issued permits one has been issued for the construction of a new dwelling and one for the placement and grading of fill materials.

**Recommendation:**

**THAT** the members receive and approve the Prohibited Activities, Exemptions and Permits report as presented.

**Recommended Resolution:**

**THAT** the Prohibited Activities, Exemptions and Permits report is received and appended to the minutes of this meeting.



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**Valerie Murphy, Regulations Officer**

**PROHIBITED ACTIVITIES, EXEMPTIONS AND PERMITS**

**FOR NBMCA BOARD INFORMATION ON:** May 1, 2024

**PERMIT YEAR:** 2024

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
<b>RCALL-24-05</b>	Jeff Staples	Callander	593 Hart Road	Boulder Creek	To construct a new dwelling	April 10, 2024	<b>#24-24</b> April 17, 2024
<b>RCAL-24-01</b>	Douglas Doucette	Calvin	386 Adams Road	Amable du Fond River	To place fill and grade site	April 15, 2024	<b>#25-24</b> April 17, 2024