

# **CROWE VALLEY CONSERVATION AUTHORITY**

## **FULL AUTHORITY**

**18 February 2010**

## **MINUTES**

### **MEMBERS PRESENT:**

Bonnie Danes	Municipality of Marmora and Lake
Bob Ireland	Wollaston Township
Brian Cofell	Limerick Township
Suzanne Partridge	Municipality of Highlands East
Dan Boyd	North Kawartha
Robert Stiles	Stirling-Rawdon Township
Jim Martin	Havelock-Belmont-Methuen Townships
Bill White	Municipality of Trent Hills
Gerald Phillips	Tudor & Cashel Township
Bob Wilson	Faraday Township

### **MEMBERS ABSENT:**

None.

### **ALSO PRESENT:**

John West, McColl Turner  
Don Pearson, Conservation Ontario  
Friends of Crowe Bridge  
Judy Backus, Marmora Harold  
Mark Holt, Community Press  
Tim Pidduck, General Manager/Secretary Treasurer, CVCA  
Nicola Lupton, Recording Secretary, CVCA  
Shannon McCracken, Regulations Officer

### **CALL TO ORDER:**

The Chair, Suzanne Partridge, called the meeting to order at 12:35pm.

**APPROVAL OF AGENDA:**

**FA Motion G 01/10**

Moved: Bill White

Seconded: Jim Martin

Approve agenda as presented.

Carried

**DECLARATION OF PECUNIARY INTEREST:**

There were no conflicts declared.

**WELCOME:**

Suzanne Partridge welcomed all to the meeting commenting that 2009 had been a good year and thanking both Board Members and CVCA Staff for their cooperation.

**REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:**

**FA Motion G 2/10**

Moved by: Bonnie Danes

Seconded by: Gerald Phillips

That the minutes and motions of the Full Authority meeting, 17 December 2009, be approved as circulated.

Carried.

**BUSINESS ARISING FROM MINUTES:**

None.

**CORRESPONDENCE:**

None

## **PRESENTATIONS:**

### **Don Pearson, GM, Conservation Ontario**

Mr. Pearson began his report stating that Crowe Valley Conservation Authority has the distinction of having the lowest density which provides ongoing issues with our financial base and funding we receive.

He then gave an overview of the history of Conservation Authorities and their mandate. This led to a discussion of what the future holds and how public trends are turning towards green jobs, sustainability, protection of natural resources and tourism.

Some discussion ensued regarding the Clean Water Act and Source Water Protection's role in that.

### **Terri Humphries**

Mr. Humphries gave an informative presentation on conservation easements. He also brought along two guests, Russ Christinson and Graham Wilson who provided many interesting facts about the Crowe Bridge Park and what you can find there.

## **2009 FINANCIAL STATEMENTS, JOHN WEST, McCOLL TURNER**

The Chair introduced the Authority's auditor, John West, from McColl Turner. Mr. West reviewed the financial statements with the Board. Mr. West informed the board that as in 2008, there was a surplus for the year of 2009. Mr. West stated there were no unusual items and the Authority had a good year coming in on budget and declared it was a "clean report".

Mr. West outlined and explained a change in the 2009 reporting, being PSAB, the reporting of capital assets. John explained this change came about in order to align all public accounting. John stated that 2009 was a good year and congratulated everyone.

## **2010 BUDGET:**

The Chair reviewed the rules with respect to the vote on the four separate budget areas, as non-discretionary and discretionary levies require two separate voting procedures. Non-discretionary (matching) levy voting is simply a majority to pass the motion. Discretionary (non-matching) levy requires 51% of the weighted vote present to pass the motion.

### **FA Motion G 3/10**

Moved by: Bonnie Danes

Seconded by: Bill White

That the Full Authority approve the Watershed Operations budget of \$631,925.69 and matching municipal levy of \$320,235.69.

Carried

**FA Motion G 4/10**

Moved by: Bob Wilson

Seconded by: Dan Boyd

That the Full Authority approve the Land Operations budget of \$22,523.60 and discretionary municipal levy of \$4,178.60.

Lands Budget - Recorded Vote, 18 February 2010

Alphabetical by Members' Last Name

No.	Member	Municipality	CVA	Present	Yes	No
1	Boyd, Dan	Twp. of North Kawartha	11.1086	11.1086	✓	
2	Danes, Bonnie	Marmora and Lake	16.8915	16.8915	✓	
3	Cofell, Brian	Limerick	4.6038	4.6038	✓	
4	Ireland, Bob	Wollaston	6.5453	6.5453	✓	
5	Martin, Jim	H-B-M	38.2787	38.2787	✓	
6	Partridge, Suzanne	Highlands East	9.5396	9.5396	✓	
7	Phillips, Gerald	Tudor and Cashel	2.2371	2.2371	✓	
8	Stiles, Bob	Stirling/Rawdon	1.0991	1.0991	✓	
9	White, Bill	Trent Hills	2.9092	2.9092	✓	
10	Wilson, Bob	Faraday	6.7870	6.7870	✓	
Total CVA Apportionment			100%			
Total Present Members - "A"				100%		
Total Percent of Yes Vote Present - "B"					100%	
Total Percent of No Vote Present - "C"						0%
Total % of Yes Vote - B Divided by A					100%	
Total % of No Vote - C Divided by A						0%
Amount Required to Pass is 51% of the Total Present Vote						

**FA Motion G 5/10**

Moved by: Bob Stiles

Seconded by: Jim Martin

That the Full Authority approve the Regulations/Planning budget of \$96,222.00 and discretionary municipal levy of \$11,042.00.

Regulations/Planning Budget - Recorded Vote, 18 February 2010  
Alphabetical by Members' Last Name

No.	Member	Municipality	CVA	Present	Yes	No
1	Boyd, Dan	Twp. of North Kawartha	11.1086	11.1086	✓	
2	Danes, Bonnie	Marmora and Lake	16.8915	16.8915	✓	
3	Cofell, Brian	Limerick	4.6038	4.6038	✓	
4	Ireland, Bob	Wollaston	6.5453	6.5453	✓	
5	Martin, Jim	H-B-M	38.2787	38.2787	✓	
6	Partridge, Suzanne	Highlands East	9.5396	9.5396	✓	
7	Phillips, Gerald	Tudor and Cashel	2.2371	2.2371	✓	
8	Stiles, Bob	Stirling/Rawdon	1.0991	1.0991	✓	
9	White, Bill	Trent Hills	2.9092	2.9092	✓	
10	Wilson, Bob	Faraday	6.7870	6.7870	✓	
Total CVA Apportionment			100%			
Total Present Members - "A"				100%		
Total Percent of Yes Vote Present - "B"					100%	
Total Percent of No Vote Present - "C"						0%
Total % of Yes Vote - B Divided by A					100%	
Total % of No Vote - C Divided by A						0%
Amount Required to Pass is 51% of the Total Present Vote						

**FA Motion G 6/10**

Moved by: Dan Boyd

Seconded by: Jim Martin

That the Full Authority approve the Capital budget of \$2,000.00 and discretionary municipal levy of \$2,000.00.

Capital Budget - Recorded Vote, 18 February 2010

Alphabetical by Members' Last Name

No.	Member	Municipality	CVA	Present	Yes	No
1	Boyd, Dan	Twp. of North Kawartha	11.1086	11.1086	✓	
2	Danes, Bonnie	Marmora and Lake	16.8915	16.8915	✓	
3	Cofell, Brian	Limerick	4.6038	4.6038	✓	
4	Ireland, Bob	Wollaston	6.5453	6.5453	✓	
5	Martin, Jim	H-B-M	38.2787	38.2787	✓	
6	Partridge, Suzanne	Highlands East	9.5396	9.5396	✓	
7	Phillips, Gerald	Tudor and Cashel	2.2371	2.2371	✓	
8	Stiles, Bob	Stirling/Rawdon	1.0991	1.0991	✓	
9	White, Bill	Trent Hills	2.9092	2.9092	✓	
10	Wilson, Bob	Faraday	6.7870	6.7870	✓	
Total CVA Apportionment			100%			
Total Present Members - "A"				100%		
Total Percent of Yes Vote Present - "B"					100%	
Total Percent of No Vote Present - "C"						0%
Total % of Yes Vote - B Divided by A					100%	
Total % of No Vote - C Divided by A						0%
Amount Required to Pass is 51% of the Total Present Vote						

## **ELECTION OF OFFICERS:**

Don Pearson assumed the Chair from Suzanne for the purpose of conducting the election for the Authority's Chair for 2010.

Don declared all elected positions vacant. It was noted that nominations would be called for three times, that nominations do not require a seconder, but that the motion to close nominations would require both a mover and a seconder.

Don requested John West and Judy Backus to act as scrutineers in the event of the need for conducting a secret ballot.

### **FA Motion G 7/10**

Moved by: Bonnie Danes

Seconded by: Bill White

That the nomination of Judy Backus and John West by Tim be accepted as a scrutineers for any elections to be held by the board at today's meeting and all ballots be destroyed after any elections.

Carried.

### **FA Motion G 8/10**

Moved by: Bonnie Danes

That Suzanne Partridge be nominated for Chair for 2010.

Don called two more times for nominations for the position of Chair.

### **FA Motion G 9/10**

Moved by: Bill White

Seconded by: Gerald Phillips

That nominations be closed.

Carried.

Don asked Suzanne Partridge if she would be willing to let her name stand for the Chair's position and Suzanne replied that, yes, she would let it stand.

Don declared Suzanne Partridge the Chair for the Crowe Valley Conservation Authority for the year 2010.

Suzanne assumed the position of Chair for the remainder of the meeting.

The Chair, Suzanne, called for nominations for the position of Vice-Chair.

**FA Motion G 10/10**

Moved by: Bob Ireland

That Jim Martin be nominated for Vice-Chair.

Suzanne called two more times for nominations for the position of Chair.

The Chair asked Jim Martin if he would be willing to let his name stand for the Vice-Chair's position and Jim replied that, yes, he would let it stand.

**FA Motion G 11/10**

Moved by: Dan Boyd

Seconded by: Bob Ireland

That nominations be closed.

Carried.

The Chair declared Jim Martin the Vice-Chair for the Crowe Valley Conservation Authority for the year 2010.

**STATUTORY RESOLUTIONS:**

**FA Motion G 12/10**

Moved by: Bonnie Danes

Seconded by: Jim Martin

That the firms of Peter B. McCabe (Realty) and Templeman, Menninga, (Litigation) be retained as the Authority's solicitors.

Carried.

**FA Motion G 13/10**

Moved by: Bob Wilson

Seconded by: Dan Boyd

That the firm of McColl Turner Chartered Accountants be appointed as the Auditor for the Crowe Valley Conservation Authority.

Carried.

**FA Motion G 14/10**

Moved by: Bill White

Seconded by: Gerald Phillips

That the signing officers for the Authority be one of the General Manager/Secretary Treasurer, Administrative Assistant/Recording Secretary and one of the Authority Chair, Vice Chair and appointed Board Member Bob Stiles.

Carried.

**FA Motion G 15/10**

Moved by: Dan Boyd

Seconded by: Jim Martin

That the Authority's bank accounts be held at the TD Canada Trust in Madoc.

Carried.

**FA Motion G 16/10**

Moved by: Bob Ireland

Seconded by: Brian Cofell

That the Crowe Valley Conservation Authority approve the borrowing of funds, if required, up to 70% of the Authority's approved budget.

Carried.

**FA Motion G 17/10**

Moved by: Bob Stiles

Seconded by: Gerald Phillips

That the Chair be appointed to represent the Conservation Authority at Conservation Ontario and the General Manager be appointed as the alternate.

Carried

**APPROVAL OF THE ACCOUNTS AND BUDGET:**

The Committee reviewed the accounts as presented.

**FA Motion G 18/10**

Moved by: Bill White

Seconded by: Jim Martin

That the accounts in the amount of one hundred and fifty four thousand, three hundred and forty one dollars and thirty two cents (\$154,341.32) representing cheques 2001 to 2128 be approved as presented.

Carried.

## **GENERAL MANAGER'S REPORT:**

Tim began his report by thanking the board for passing the budget, and their ongoing support of the Authority stating his realization that it would be difficult and challenging to discuss issues at their councils when fellow councillors don't have the advantage of being at CVCA Board meetings. He acknowledged his feelings that the Board does a great job and should be proud of their role in the community.

Tim advised that he was invited to Faraday Township to discuss the Authority's budget. He thanked Bob Wilson for attending that meeting and providing support as there were a number of items discussed on the budget.

### **Water Report**

Tim advised the Board that water levels have tapered off to seasonal winter norms and that hydro generation has been very good through January and into February.

The final reports for the WECl funding have been submitted and we should be receiving final payment from MNR soon.

Tim advised that Peterborough District MNR office had contacted the CVCA, regarding a small surplus in their budget for equipment purchases, and, as operators of two of their dams, MNR are willing to purchase some equipment for the CVCA, including life jackets, pike poles and ice spuds

Tim distributed the Flood Warning Plan 2010 Update to Board Members.

### **Ortho Photos**

Tim updated the Board regarding the remaining 25% of ortho photos have still not been delivered to CVCA but that recent contact with the supplier indicates the photos should be available soon.

Tim delivered to the CVCA Board a fee schedule for mapping services provided to the public.

### **FA Motion G 19/10**

Moved by: Bonnie Danes

Seconded by: Dan Boyd

To approve Source Water Protection Ortho Mapping services rates.

Carried

## **Source Protection Update**

Tim advised that the CVCA is participating in the CA Maps Website. There are approximately 10 of 36 CA's using the system, which will allow public access to CA mapping information. Jeff will give update/demonstration at the next board meeting as part of a GIS presentation to the board.

Progress on the Assessment report has been steady, various chapters have been written and are in the process of being reviewed by conservation authority staff at each of the partner CA's. Unfortunately, some of the consultant's work has not been completed as scheduled, which will have an impact on deadlines for the completion of the Assessment report. As a result, the Source Protection Committee will have no choice but to submit a request to the Ministry of the Environment for an extension

Tim advised that Vicki Woolfrey, CVCA's Source Protection Communication Technician and Dave Golem, the Municipal Working Group Chair, will be arranging individual meetings with municipal group members to discuss the current status of source protection and offer information to provide guidance and assistance to deal with the Assessment report and fully understand the implications of the report once it is completed. As part of the dissemination of information, a package of information has been put together for the Source Protection Authority members. We will be scheduling an SPA meeting in April after the board meeting.

Tim explained that both cottage rental and hunting rates will remain the same as last year, however, they will be adjusted once the Harmonized Sales Tax comes into effect on July 1, 2010. Further, Generic Regulation fees will also remain the same as 2009 with some additions the staff would like to see added to the list, i.e. subdivision, permit amendment and hearing fees.

A revised 2010 Generic Regulation Application fees listing was provided to the Board.

### **FA Motion G 20/10**

Moved by: Bob Ireland

Seconded by: Brian Cofell

To approve the 2010 Generic Regulation Application fees.

Carried

## **Building Maintenance**

Tim advised the Board that, due to recent issues with sewage pipes leaking, numerous pipes have been replaced.

Further, CVCA will be participating in a lighting upgrade program offered by Ontario Hydro and the Ontario Power Authority. This program will provide \$1000 in lighting upgrades and save the Authority approximately \$140/year.

## **MCA/Foundation**

Tim began his report reminding Board Members that the McGeachie Conservation Area was originally donated to the Authority almost 20 years ago by Jack and Ethel McGeachie. Their purpose or vision was to donate the property to an organization, who they felt shared that same vision and would ultimately fulfill it. The McGeachie's had shared a lifetime of outdoor experiences with their family and friends and now wanted to pass this on and share it with the local community, schoolchildren, old and new residents to the area and cottagers who repeatedly frequent the watershed.

Tim stated that the CVCA was making steps to fulfill the McGeachie's vision until budget cuts in the mid to late 1990's forced the Authority to abandon these plans. He explained that with the current trend and the lack of services in the area, the CVCA would like to continue with their plans of an education/recreation facility. Tim emphasized that this model would be revenue neutral and that funding would be applied for in the very near future.

Tim expressed the need for volunteer community involvement, and the re-creation of a Crowe Valley Foundation Board. Due to this fact, there was a need to delay any motion appointing members from the board or staff as had been done in the past. Tim thought an ex-officio capacity for himself may be a good starting point, but actual appointment to the board would be construed as a conflict of interest.

In closing, Tim announced that he felt Authority was on the verge of ensuring the building blocks could be put into place for an outdoor education component of the Authority.

## **GENERIC REGULATIONS:**

Shannon McCracken began her report by advising the Board that Conservation Ontario has devised a system of policies and procedures in regard to implementing Ontario Regulation 159/06. While this system takes a generic view of the Regulations, she advised that she, together with Tim, will review the documents and report back at the next Board meeting.

Shannon also advised that the mapping will be complete for Generic Regulations in the near future, as well, she thought there are some discrepancies between the old and new maps.

### **FA Motion G 21/10**

Moved by: Bill White

Seconded by: Bob Ireland

To approve Generic Regulations report as presented.

Carried

**MEDIA SESSION:**

Judy Backus of the Marmora Harold and Mark Holt of the Community Press requested a copy of the final budget and all fee schedules.

**OTHER BUSINESS:**

A report for what to do with overtime hours was requested for the next meeting.

**NEXT SCHEDULED MEETING:**

The next scheduled meeting of the Full Authority Board will be 15 April 2010 at 12:30pm.

**ADJOURNMENT:**

On a motion by Brian Cofell, the meeting was adjourned at 3:30 pm.

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Nicola Lupton  
Recording Secretary

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Suzanne Partridge  
Chair