

CROWE VALLEY CONSERVATION AUTHORITY

FULL AUTHORITY

20 May 2010

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Bonnie Danes	Municipality of Marmora and Lake
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ALSO PRESENT:

Judy Backus, Marmora Harold
Mark Holt, Community Press
Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA

CALL TO ORDER:

The Chair, Suzanne Partridge, called the meeting to order at 12:30pm.

Bob Ireland arrived at 12:33pm.

APPROVAL OF AGENDA:

FA Motion G 29/10

Moved by: Dan Boyd

Seconded by: Brian Cofell

Bill White would like to add a closed session at the end of the meeting regarding a property in Trent Hills.

Approve agenda as amended.

Carried

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

WELCOME:

Suzanne Partridge welcomed everyone to the meeting.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G 30/10

Moved by: Jim Martin

Seconded by: Bob Wilson

That the minutes and motions of the Full Authority meeting, 15 April 2010, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

Bob Stiles asked Tim if the lease agreement for Crowe Bridge was finalized. Tim informed the board that the lease agreement is complete and that Suzanne signed it today. Suzanne mentioned to everyone that the grand reopening of Crowe Bridge Conservation Area is this Saturday. Tim and Suzanne will be attending.

APPROVAL OF THE ACCOUNTS AND BUDGET:

The Committee reviewed the accounts as presented.

FA Motion G 31/10

Moved by: Bill White

Seconded by: Jim Martin

That the accounts in the amount of sixty-six thousand nine hundred fifty-five dollars and eighty two cents (\$66,955.82) representing cheques 2240 to 2296 be approved as presented.

Jim Martin wants staff to monitor how much the administrative building is costing the Authority. He wonders if the operations of the Authority could be done more efficiently in another location. He feels that there are a lot of maintenance costs to this building. Brian Cofell asked if the Authority could apply for Trillium Grants to help alleviate some of the maintenance costs of the building. Tim told Brian that he is unsure if the Authority qualifies for the Trillium Grants but will investigate.

Carried.

GENERIC REGULATIONS:

Bob Ireland informed the board that both of the permits listed for his township does not represent what is going on in his township. Tim let him know that this issue will be discussed further in the general manager's report.

FA Motion G 32/10

Moved by: Brian Cofell

Seconded by: Dan Boyd

To approve the Section 28 permits issued between 15 April 2010 and 20 May 2010 as circulated.

Carried.

REVISED OVERTIME POLICY:

At the last meeting, Tim brought to the board the original overtime policy with a recommendation to put a cap of 80 hours on the overtime hours that staff can accumulate. One the threshold is exceeded the overtime hours over and beyond the 80 hour cap will be paid out at the employee's current rate of pay. Tim discussed this proposal with staff and so far no one has come to him with concerns regarding the 80 hour cap for overtime.

FA Motion G33/10

Moved By: Dan Boyd

Seconded By: Gerald Phillips

To approve the revised overtime as presented at the 15 April 2010 meeting.

Carried.

GENERAL MANAGER'S REPORT:

Tim apologized to the board as vacation and sick time interfered with a couple of items that should have been sent out to the board with their agenda packages.

Water Report

The lake levels are currently at or above summer levels, however lakes are starting to show signs of dropping again. There is some precipitation in the forecast, but then returning to hot, dry conditions, therefore there may be some evaporation experienced throughout the watershed. Jeff Meyer has used an evaporation model which, has also been used by the consultants working on source protection, and will be a useful tool for the Authority in drought like conditions. Jim Martin explained that he does some work around Stony Lake and the water levels there are very low. Jim asked Tim if the Authority has to send water downstream if levels recede to extremely low conditions. Tim informed him that the Authority is under no obligation to drawdown lake levels, as the Authority maintains water levels for its residents.

Tim informed the board that there have been some reports, mostly to the Ministry of Natural Resources, of a foul odour at Dickey Lake possibly due to low lying stagnant bays on the lake. Tim commended Neil for his good management of our watershed system and we are in good shape for the time being.

Ortho Photos

Tim informed the board that we have received the remaining ortho photos and Jeff has completed the screening maps for the municipalities. Tim and Jeff have met with Havelock-Belmont-Methuen staff to give them their maps. Tim will be setting up meetings with the remaining municipalities to distribute the maps.

Suzanne asked Tim to notify the board members of the meeting dates so they can attend if they wish.

Generic Regulations & Planning

Tim informed the board that there are a couple of municipalities that are not redirecting all people to the Authority to apply for permits. He stated that the Authority and the municipalities need to work together to help reduce liability issues down the road for both parties. Suzanne suggested that we set up meetings with these municipalities and the appropriate staff members to get this issue resolved.

Tim let the board know that the Authority has been receiving minor variances from the municipalities. It takes a lot of staff time to deal with minor variances. Tim feels that if generic regulations are to remain revenue neutral, then we should charge a fee for commenting on minor variances. Tim suggested the fee for minor variances be \$125.00. Bob Ireland asked if all minor variances come to the office and Tim informed him that the only minor variances that come here are ones that are in the regulated areas. Jim Martin said he would like to go over the fee schedule for generic regulations and perhaps tie this fee in with another so we don't add extra fees to the property owners. Suzanne asked if we could charge a fee and then if the person needs to apply for a permit, then the \$125.00 could be deducted off of the price of the permit. A brief discussion ensued. Suzanne doesn't feel we can instill another fee without the opportunity to review information prior to the meeting. Bob Ireland asked Tim what other Authorities do, and Tim told him that other Authorities charge to comment on minor variances. Suzanne stated that they should come back to this topic in the fall to discuss the entire fee schedule for generic regulations.

Tim reminded the board that severances were a problem during last year's building season. He feels that we need to establish a rate to hire Cathy Milne's services to comment on severances if necessary. Tim suggested a fee of \$75 per hour be paid to her based on current rates charged by surrounding Conservation Authorities and the private sector. A brief discussion ensued regarding Cathy Milne's services and severances.

FA Motion G 34/10

Moved by: Brian Cofell

Seconded by: Jim Martin

To implement a \$75.00 fee for planning related assistance for severances, zoning by-law amendments and official plan reviews.

Carried.

General

Tim let the board know that there was some vandalism done to the Nissan Versa, as someone threw a rock through the rear window.

The grand reopening of Crowe Bridge Conservation Area is this Saturday, if anyone wants to meet Tim at the office at 11:30am to drive together.

MCA/Foundation

The trail at McGeachie Conservation Area is progressing. Dave Golem is working very hard at the trail and people are already using it. There has been one cancellation of a cottage rental, but Tim hopes that the week will be filled quickly.

Human Resources

Currently, the Authority does have a harassment policy in place; however it will need to be updated. Tim distributed an updated copy of a harassment policy to the board and let them know that it can be discussed at the next meeting. Suzanne asked the board members to read the new harassment policy and forward comments to Tim before the next meeting.

OTHER BUSINESS:

None.

MEDIA SESSION:

Mark Holt of the Community Press asked how long the Authority has been located in this building and Tim told him he would have to provide a date for him. Mark also asked if they new a ball park figure of what it might cost to fix up the building. Suzanne said it depends on what is being done. Tim let him know that there was an assessment done on the building and for example we could put more energy efficient windows in, but because of the cost of the windows it would be quite some time to recover the investment in the new windows. Tim feels that there are cheaper alternatives and it would be tough to estimate the costs at this time. Mark then asked what would happen to the water levels if we were to have a long hot and dry summer. Tim said the levels could drop possibly 4 to 6 inches over the summer, however he is hoping that we have a good "cushion" in place and it is going to help prevent future water level issues.

Judy wanted to confirm that the Crowe Bridge lease agreement is going to be revisited for next year. She also asked for some clarification regarding the revised overtime policy.

NEXT SCHEDULED MEETING:

There will not be a meeting on 17 June 2010. The next scheduled meeting of the Full Authority Board will be 23 September 2010 at 12:30pm. Suzanne mentioned that she would like to hold the next meeting at McGeachie.

MOTION TO MOVE INTO CLOSED SESSION:

FA Motion G 35/10

Moved by: Brian Cofell

Seconded by: Bill White

That the Full Authority Board move in camera.

Carried.

MOTION TO MOVE INTO OPEN SESSION:

FA Motion G 36/10

Moved by: Brian Cofell

Seconded by: Jim Martin

That the Full Authority Board move into open session.

Carried.

ADJOURNMENT:

On a motion by Dan Boyd, the meeting was adjourned at 2:00pm.

Amanda Donald
Recording Secretary

Suzanne Partridge
Chair