

**CROWE VALLEY CONSERVATION AUTHORITY**

**FULL AUTHORITY**

**17 February 2011**

**MINUTES**

**MEMBERS PRESENT:**

Terry Clemens	Municipality of Marmora and Lake
Brent Goodwin	Wollaston Township
Sharon Carson	Limerick Township
Suzanne Partridge	Municipality of Highlands East
Dan Boyd	North Kawartha
Robert Stiles	Stirling-Rawdon Township
Jim Martin	Havelock-Belmont-Methuen Townships
Hector Macmillan	Municipality of Trent Hills
Gerald Phillips	Tudor & Cashel Township
Bob Wilson	Faraday Township

**MEMBERS ABSENT:**

None.

**ALSO PRESENT:**

John West, McColl Turner  
Mark Burnham, Conservation Ontario, Director  
Judy Backus, Marmora Harold  
Mark Holt, Community Press  
Tim Pidduck, General Manager/Secretary Treasurer, CVCA  
Amanda Donald, Recording Secretary, CVCA  
Shannon McCracken, Regulations Officer

**CALL TO ORDER:**

The Chair, Suzanne Partridge, called the meeting to order at 12:27pm.

**DECLARATION OF PECUNIARY INTEREST:**

There were no conflicts declared.

**WELCOME:**

Suzanne Partridge welcomed all the new members to the Board. She also welcomed John West, Mark Burnham and Judy Backus to the meeting.

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

**FA Motion G 1/11**

Moved by: Dan Boyd

Seconded by: Jim Martin

That the minutes and motions of the Full Authority meeting, 9 December 2010, be approved as circulated.

Carried.

**BUSINESS ARISING FROM MINUTES:**

None.

**CORRESPONDENCE:**

None

**PRESENTATIONS:**

**Mark Burnham, Director, Conservation Ontario**

Mark introduced himself to the Board as the Chair of Mississippi Conservation Authority and a Director of Conservation Ontario. Mark thanked the Authority for inviting him to today's meeting. He brings greetings from Conservation Ontario to the Crowe Valley Conservation Board Members. He gave a very brief overview of Conservation Ontario and thanked the CVCA for its strong support in the past. He reminded the Board members of their fiduciary responsibilities when sitting on a board and that you need to make decisions that are best for the organization.

## **2010 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 2009, there was a surplus for the year of 2010. Mr. West explained the surplus as a donation for the McGeachie Education Centre and staff initiated several funding opportunities throughout the year. 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".

There was a brief discussion on the Authority's reserves. There was also some discussion on receiving the financial statements before the meeting so the members can review them in advance.

### **FA Motion G 2/11**

Moved by: Bob Stiles

Seconded by: Bob Wilson

To accept the financial statements as circulated.

Carried.

### **FA Motion G 3/11**

Moved by: Hector Macmillan

Seconded by: Terry Clemens

That the Board members receive all documents a minimum of 7 days in advance of any future Board meetings.

Carried.

## **2011 BUDGET:**

Hector Macmillan stated that it is unreasonable for municipalities to say that an increase is unacceptable. Everything is going up and it's not fair to put that kind of pressure on board members. The budget vote should be a conscious decision of the board member. If you sit here and go through the budget process and you supported it when you were developing the budget, then you should still support it.

Terry Clemens stated that Tim came to his council meeting and Marmora and Lake will be supporting the budget. However council has some real concerns especially when Lower Trent only has a 2% increase to their budget. Terry feels that the Authority is not at fault, the province needs to provide better financial support.

Jim Martin brought forward a request from Havelock-Belmont-Methuen regarding Source Water Protection funding. Jim reminded the Board the SWP funding shortfall has in essence been supplemented by the CVCA for 2011. As such, Jim and the HBM Council urge the CVCA to give a rebate to the CVCA's municipalities should the SWP project for the upcoming fiscal year be funded at a higher level than as submitted.

Jim also suggested the refunded Crowe Bridge Conservation Area taxes be invested in new signage for The Gut Conservation Area.

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 4/11**

Moved by: Terry Clemens

Seconded by: Bent Goodwin

That the Full Authority approve the Watershed Operations budget of \$647,354.00 and matching municipal levy of \$330,884.00.

Carried.

**FA Motion G 5/11**

Moved by: Bob Stiles

Seconded by: Jim Martin

That the Full Authority approve the Land Operations budget of \$19,371.28 and discretionary municipal levy of \$5,371.28.

Lands Budget - Recorded Vote, 17 February 2011

Alphabetical by Members' Last Name

No.	Member	Municipality	CVA	Present	Yes	No
1	Boyd, Dan	Twp. of North Kawartha	11.1617	11.1617	✓	
2	Carson, Sharon	Limerick	4.5379	4.5379	✓	
3	Clemens, Terry	Marmora and Lake	16.8818	16.8818	✓	
4	Goodwin, Brent	Wollaston	6.5734	6.5734	✓	
5	Macmillan, Hector	Trent Hills	2.9276	2.9276	✓	
6	Martin, Jim	H-B-M	38.2540	38.2540	✓	
7	Partridge, Suzanne	Highlands East	9.5133	9.5133	✓	
8	Phillips, Gerald	Tudor and Cashel	2.2359	2.2359	✓	
9	Stiles, Bob	Stirling/Rawdon	1.0997	1.0997	✓	
10	Wilson, Bob	Faraday	6.8146	6.8146	✓	
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 6/11**

Moved by: Gerald Phillips

Seconded by: Dan Boyd

That the Full Authority approve the Regulations/Planning budget of \$89,157.20 and discretionary municipal levy of \$15,752.20.

Regulations/Planning Budget - Recorded Vote, 17 February 2011

Alphabetical by Members' Last Name

<b>No.</b>	<b>Member</b>	<b>Municipality</b>	<b>CVA</b>	<b>Present</b>	<b>Yes</b>	<b>No</b>
1	Boyd, Dan	Twp. of North Kawartha	11.1617	11.1617	✓	
2	Carson, Sharon	Limerick	4.5379	4.5379	✓	
3	Clemens, Terry	Marmora and Lake	16.8818	16.8818	✓	
4	Goodwin, Brent	Wollaston	6.5734	6.5734	✓	
5	Macmillan, Hector	Trent Hills	2.9276	2.9276	✓	
6	Martin, Jim	H-B-M	38.2540	38.2540	✓	
7	Partridge, Suzanne	Highlands East	9.5133	9.5133	✓	
8	Phillips, Gerald	Tudor and Cashel	2.2359	2.2359	✓	
9	Stiles, Bob	Stirling/Rawdon	1.0997	1.0997	✓	
10	Wilson, Bob	Faraday	6.8146	6.8146	✓	
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 7/11**

Moved by: Hector Macmillan

Seconded by: Gerald Phillips

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

Capital Budget - Recorded Vote, 17 February 2011

Alphabetical by Members' Last Name

<b>No.</b>	<b>Member</b>	<b>Municipality</b>	<b>CVA</b>	<b>Present</b>	<b>Yes</b>	<b>No</b>
1	Boyd, Dan	Twp. of North Kawartha	11.1617	11.1617	✓	
2	Carson, Sharon	Limerick	4.5379	4.5379	✓	
3	Clemens, Terry	Marmora and Lake	16.8818	16.8818	✓	
4	Goodwin, Brent	Wollaston	6.5734	6.5734	✓	
5	Macmillan, Hector	Trent Hills	2.9276	2.9276	✓	
6	Martin, Jim	H-B-M	38.2540	38.2540	✓	
7	Partridge, Suzanne	Highlands East	9.5133	9.5133	✓	
8	Phillips, Gerald	Tudor and Cashel	2.2359	2.2359	✓	
9	Stiles, Bob	Stirling/Rawdon	1.0997	1.0997	✓	
10	Wilson, Bob	Faraday	6.8146	6.8146	✓	
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:**

Mark Burnham assumed the Chair from Suzanne for the purpose of conducting the election for the Authority's Chair for 2011.

Mark 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 second der.

Mark inquired whether John West and Judy Backus would act as scrutineers in the event of the need for conducting a secret ballot. Both agreed to assist the Board as scrutineers.

### **FA Motion G 8/11**

Moved by: Dan Boyd

Seconded by: Hector Macmillan

That the nomination of Judy Backus and John West be accepted as 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 9/11**

Moved by: Terry Clemens

That Jim Martin be nominated for Chair for 2011.

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

### **FA Motion G 10/11**

Moved by: Gerald Phillips

That Suzanne Partridge be nominated for Chair for 2011.

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

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

### **FA Motion G 11/11**

Moved by: Brent Goodwin

Seconded by: Bob Stiles

That nominations be closed.

Carried.

A secret ballot vote occurred. John West and Judy Backus counted the votes and announced that there was a tie vote and therefore another vote occurred.

Mark declared Suzanne Partridge the Chair for the Crowe Valley Conservation Authority for the year 2011.

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

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

**FA Motion G 12/11**

Moved by: Dan Boyd

That Jim Martin be nominated for Vice-Chair.

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

**FA Motion G 13/11**

Moved by: Sharon Carson

Seconded by: Gerald Phillips

That nominations be closed.

Carried.

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.

The Chair declared Jim Martin the Vice-Chair for the Crowe Valley Conservation Authority for the year 2011.

## **STATUTORY RESOLUTIONS:**

### **FA Motion G 14/11**

Moved by: Dan Boyd

Seconded by: Sharon Carson

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

Carried.

### **FA Motion G 15/11**

Moved by: Bob Stiles

Seconded by: Gerald Phillips

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

Carried.

Hector Macmillan asked when the last time these business services went out for bids. Tim stated that it has been quite some time and it might be something to consider doing in the future.

### **FA Motion G 16/11**

Moved by: Bob Wilson

Seconded by: Dan Boyd

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 17/11**

Moved by: Sharon Carson

Seconded by: Gerald Phillips

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

Carried.

**FA Motion G 18/11**

Moved by: Terry Clemens

Seconded by: Dan Boyd

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 19/11**

Moved by: Gerald Phillips

Seconded by: Sharon Carson

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

Carried.

**FA Motion G 20/11**

Moved by: Brent Goodwin

Seconded by: Bob stiles

That the fees for hunting leases, maps and generic regulations will remain the same as the 2010 fees.

Carried

Terry Clemens asked why the rates for hunting leases are not going to be increased this year. Tim informed him that the hunters had a very large increase a couple of years ago. Terry feels that there should be at least the inflation rate of increase to them every year.

**APPROVAL OF THE ACCOUNTS AND BUDGET:**

The Committee reviewed the accounts as presented.

**FA Motion G 21/11**

Moved by: Terry Clemens

Seconded by: Jim Martin

That the accounts in the amount of one hundred and eighty thousand, one hundred twenty five dollars and seventy eight (\$180,025.78) representing cheques 2706 to 2853 be approved as presented.

Carried.

Hector feels that it is not necessary to provide the Board members with the staff overtime report.

Brent asked about the Trillium Grant, and Tim informed him that a grant application has been submitted to the Trillium Foundation, but we have yet to hear back from them. There was some discussion on the Trillium Grant and whether or not the Authority is even qualifies to receive a grant from them.

**FA Motion G 22/11**

Moved by: Hector Macmillan

Seconded by: Jim Martin

That the board members receive just the budget control sheet for approval in the future.

Carried.

**GENERAL MANAGER'S REPORT:**

**Water Management Report**

Tim welcomed the new Board members to the Authority. As anticipated, the high water levels and flows from November 2010 have receded and have returned to normal levels for this time of the year. A recent inspection of the snow pack by Neil McConkey indicates a water equivalent of approximately 3 inches in the northern part of the watershed, which would be considered below normal for this time of the year. Flow rates at the hydro plant have been above average this winter and continue to flow at approximately 15 cubic meters per second. Tim has been in contact with Julie Reeder of the Peterborough District Ministry of Natural Resource (MNR) and she has informed him that the MNR is going to be purchasing new stop logs for Round Lake Dam.

Tim recently attended a climate change seminar and workshop. He informed the Board that we have already experienced a shift in the spring runoff patterns. Neil has informed him that spring runoffs tend to be occurring earlier in the season and unusual weather patterns tend to follow. This has effected dam adjustments and also creates less predictable operational changes throughout the year. This unpredictability makes for more staff time for making these adjustments. Storm events have intensified and have in some cases exceeded the 1:100 standards set by Hurricane Hazel in various parts of the province. The CVCA currently has not experienced a storm that has exceeded our standard which was used by Kilborn Engineering for delineating the 1:100 year lake levels. However, just this past December the Authority did experience rainfall events which resulted in water levels and flows that were higher than the spring freshet of 2010. The public could potentially be severely impacted should the 1:100 year standard be increased to 1:200 or even 1:500, which would alter the flood plains. Therefore we need to consider and act upon adaptation when contemplating future Authority operations and administration.

## **Administration**

Tim informed the Board that he attended council meetings for Faraday, Havelock-Belmont-Methuen, Wollaston and Marmora and Lake to discuss the 2011 budget. Tim thanked the Board members for their support during those meetings. Provincial transfer payments have remained the same for this Authority for 16 years now and this places a huge burden on the member municipalities. Thankfully, the municipalities recognized for this upcoming year that increases are beyond our control but need to be addressed in the budget. Tim informed the Board that Havelock-Belmont-Methuen is making efforts to speak to Minister Jeffries at the upcoming ROMA conference, specifically about CVCA, and the financial difficulties that are being faced here. Council has also extended an invitation to Jeff Leal to come to one of the Authority's board meetings to discuss funding issues.

Tim informed the Board that Wollaston Township has made a request to look at and repair some safety concerns at the Gut Conservation Area, including the outhouses, the road leading to the parking lot, repairs to the steps and railings near the gorge and to install proper signage at the entrance to the Conservation Area.

Authority staff recently set up a display for the Marmora SnoFest in the Marmora town hall. The display featured a yurt provided by yurta.ca and a booth from the Indian River Reptile Zoo. The yurt was set up in the middle of the room with several displays around it. Tim thanked staff for spending time putting everything together and manning stations on Sunday. He also thanked Lou for coordinating the event.

Tim attended the Trent Severn Waterway Panel Workshop to discuss the future vision of the Trent Severn Waterway (TSW). The workshop was well attended and a great deal of information was exchanged.

Vicki Woolfrey was invited to attend a media release by the Ministry of the Environment. She was one of three source protection staff from across the province chosen to attend the event. The Minister of the Environment, Mr. Gerritson, spoke highly of the source protection program and mentioned the Crowe Valley Conservation Authority in his remarks. A family from the Dyno estates, located in our watershed, was used as an example of how the early actions funding has assisted homeowners across the province. Tim informed the board members that there is a Source Protection Committee meeting next week to discuss future funding of the program.

Tim thanked the Municipality of Trent Hills for payment of the 2010 taxes for the Crowe Bridge Conservation Area. Tim has had discussions with Mike Rutter regarding the renewal of the upcoming lease and will bring it forward at the next Board meeting.

McGeachie cottage has been rented for two months during the winter months to a gentleman who is doing some hydro line trimming in the Bancroft area. Tim mentioned to the Board about setting up a workshop for the new members for Ontario Regulation 159/06 and the hearing process for all Board members.

Tim informed the Board that he has accepted the resignation of Tina Booth, the Authority's Secretary/Regulations Assistant. Tina will be missed as she has worked on and off for the Authority for several years. Tina's replacement will be Louanne Young, who was Tina's maternity replacement last year. Lou's performance at that time was outstanding and he is looking forward to having Lou join the team.

### **GENERIC REGULATIONS:**

Shannon welcomed the new Board members. She stated that the next few months will be busy trying to get the members up to date on generic regulations. We will have to have a workshop on hearings that would be beneficial to the old Board members as well for an update.

#### **FA Motion G 23/11**

Moved by: Dan Boyd

Seconded by: Bob Wilson

To approve Generic Regulations report as presented.

Carried

### **MEDIA SESSION:**

Judy Backus asked for a list of the municipalities and their representatives who are on the Board. She also asked Tim to go over the bottom line of the budget with her.

### **OTHER BUSINESS:**

Hector Macmillan stated that he has witnessed some of the challenges that the Authority has been faced with. Northumberland County has also been faced with financial burdens and has been slowly getting out of their deficit position. He has some ideas of how to get some extra funding if the Board is interested in listening to him.

He stated that going to the Minister to ask for more money is a waste of time, as it doesn't work. We need to tell the Province why we need more funding from them. Hector feels that we need to come up with a detailed document or a business plan with reasons why the Authority is unique and explain why it is in need of more funding.

Suzanne thanked Hector for his idea and his positive attitude towards the Authority. She feels that it is a good idea and that we need to devote a meeting to brainstorm. Jim stated that in the past the Board has spent too much time dealing with Crowe Bridge Conservation Area and it is good that the Board can now devote more time to try to get more funding opportunities for the Authority.

There was some discussion on dates for the orientation and brainstorming meeting. It was decided to hold the meeting on 30 March 2011 at 9:00am at the Administrative Building of the Authority.

**NEXT SCHEDULED MEETING:**

The next scheduled meeting of the Full Authority Board will be 21 April 2011 at 12:30pm.

**ADJOURNMENT:**

On a motion by Jim Martin, the meeting was adjourned at 2:25pm.

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Amanda Donald  
Recording Secretary

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Suzanne Partridge  
Chair