

CROWE VALLEY CONSERVATION AUTHORITY

FULL AUTHORITY

21 November 2019

MINUTES

MEMBERS PRESENT:

Suzanne Partridge	Municipality of Highlands East
Jim O'Shea	North Kawartha
Catherine Redden	Municipality of Trent Hills
Jim Martin	Havelock-Belmont-Methuen Townships
Jan MacKillican	Limerick Township
Dan Bujas	Faraday Township
Tim Conlin	Wollaston Township
Ronald Carroll	Tudor & Cashel Township

MEMBERS ABSENT:

Jan O'Neill	Municipality of Marmora and Lake
Edgar Storms	Stirling-Rawdon Township

ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Andrew McIntyre, Regulations Officer, CVCA
Robert Cole, Regulations Officer, CVCA

CALL TO ORDER:

The Chair, Catherine Redden, called the meeting to order at 10:37am.

WELCOME:

The Chair, Catherine Redden, welcomed the Board to the meeting.

APPROVAL OF AGENDA

Tim informed the Board the minutes from the Watershed Advisory committee on the dates of 19 September 2019 and 16 May 2019 need to be approved.

FA Motion G 64/19

Moved by: Suzanne Partridge

Seconded by: Jan MacKillican

That the agenda be approved as amended.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G 65/19

Moved by: Dan Bujas

Seconded by: Jan MacKillican

That the minutes and motions of the Full Authority meeting, 19 September 2019, and the Executive Committee meeting, 30 October 2019, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

Catherine Redden informed the Board, the Executive Committee requested staff make reports for the Board meetings available to the public on the CVCA website, providing there will not be Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) implications, to help increase transparency of Board meetings. The Executive Committee also discussed and reviewed examples of staff performance reviews for the purposes of the General Manager's review.

CORRESPONDENCE

None.

2020 BUDGET DELIBERATIONS

Catherine Redden updated the Board on the meetings held with Member of Provincial Parliament (MPP) Daryl Kramp and with Minister Yurek's staff in Toronto. Packages of information were left with both Minister Yurek's staff and Mr. Kramp. Both Tim and Catherine thought both meetings provided CVCA with a good opportunity to make it clear how unique CVCA is and how the cuts to funding will affect CVCA and other small conservation authorities across Ontario. Tim Pidduck informed the Board that at the end of the meeting they offered some solutions for the Ministry to think about, and Tim offered to participate in any future committees or regional consultations.

Catherine Redden reminded the Board that, despite letters received from Minister Yurek, CVCA needs to have a 2020 budget approved. If CVCA wants to follow the previous letter sent out by Minister Yurek, it would mean no increase to municipal levy or fees. Other conservation authorities are asking for increases. Tim Pidduck reminded the Board that CVCA has no extra programs or services to cut from to make up the short fall of the spring funding reduction of the provincial grant transfer payment.

There was some discussion on 2019 budget and how CVCA made up for the cuts by using the 2018 surplus and by being mindful of spending throughout the year. Tim explained that the draft budgets being presented are to enable the CVCA to maintain current core programs and service levels. The Board requested Tim to combine both capital and operating budgets onto one summary page to get one percentage increase and to circulate it with the budgets.

FA Motion G 66/19

Moved by: Suzanne Partridge

Seconded by: Dan Bujas

To circulate the draft 2020 operations and capital budgets to member municipalities for comments.

Carried.

APPROVAL OF 2020 FEES

The Board discussed the cottage rental fees and the planning and regulations fees as circulated.

FA Motion G 67/19

Moved by: Jim Martin

Seconded by: Jan MacKillican

That all the CVCA's 2020 fee schedules be approved as circulated with a slight increase to the McGeachie cottage rental rate for the prime season rentals to \$925.00 per week.

Carried.

SHORT TERM DISABILITY

Suzanne Partridge asked Tim for some clarification on the staff report. Tim explained the intention of the self-insured short term disability program.

FA Motion G 68/19

Moved by: Jim O'Conner

Seconded by: Jan MacKillican

That staff be directed to take the necessary steps to fully enact a self-insured Short Term Disability Policy as described and provide eligibility and guidelines for further review and adoption in the CVCA Personnel Policy and a scenario be provided for the utilization of savings.

Carried.

REGULATIONS & PLANNING REPORTS

Andrew McIntyre reviewed the regulations and planning reports with the Board. Since the previous Board meeting, 46 permits were approved, 19 Property Inquiry Forms (PIFs) completed and 33 planning files were completed. There was some discussion on the use of armor stone around shorelines.

FA Motion G 69/19

Moved by: Dan Bujas

Seconded by: Tim Conlin

To receive the regulations and planning reports as presented.

Carried.

APPROVAL OF 2020 MEETING DATES & CHRISTMAS CLOSING

FA Motion G 70/19

Moved by: Jim Martin

Seconded by: Dan Bujas

To approve the 2020 meeting dates & the Christmas closing as circulated.

Carried.

VIOLATIONS REPORT

Robert Cole reviewed the violations report with the Board. There was some discussion on Board member's involvement in non-compliance files. Catherine Redden reminded the Board of the importance of remaining unbiased on all regulations files. If a member of the public asks a Board member questions about a file, they should be directed to call the CVCA office and speak to a member of staff.

FA Motion G 71/19

Moved by: Dan Bujas

Seconded by: Jim O'Shea

To receive the violations, report as presented.

Carried.

GENERAL MANAGERS REPORT

Tim Pidduck informed the Board himself and Cathy Trimble, Hastings Development Trails Inc. Chair, attended Limerick Township's council meeting and Limerick Township has agreed to help out with some in-kind work on the McGeachie trails. Tim also informed the Board the benthic agreement for Lower Trent Conservation has been signed.

Tim Pidduck referred to the liability issues at the Marmora Dam and would like input from the Board on how to proceed. While there is less public activity at the dam during the winter, it is still a liability and the hazard needs to be acknowledged. Tim informed the Board he did make Mr. Kramp aware of the situation and Mr. Kramp indicated there could be provincial funding that could be used to help rectify this situation. Tim discussed the options, provided by the consulting company, to help rectify the potential liability issue.

FA Motion G 72/19

Moved by: Dan Bujas

Seconded by: Jim Martin

To reduce the liability by installing the reduced barrier and fencing and signage when weather and contractor availability permits.

Carried.

Jim Martin left the meeting at 12:20pm.

OTHER BUSINESS:

FA Motion G 73/19

Moved by: Jim O'Shea

Seconded by: Ron Carroll

That the minutes and motions of the Watershed Advisory Committee meeting, 19 September 2019, and 16 May 2019, be approved as circulated.

Carried.

Tim Pidduck informed the Board the Executive Committee discussed a possible renovation to the main washroom at CVCA Administrative Office. The renovation is necessary in order to become AODA compliant. Since that meeting Tim has investigated and has received a quote from a contractor. The quote is much higher than anticipated at \$39,000, which is over the budgeted amount of 15,000. Options were discussed for the renovation.

FA Motion G 74/19

Moved by: Jan MacKillican

Seconded by: Jim O'Shea

To reallocate the \$15,000 in the 2019 budget to the 2020 Capital Budget for the purposes of the washroom renovation to ensure CVCA addresses AODA compliance as soon as feasible in 2020 or 2021.

Carried.

MEDIA SESSION

None.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 16 January 2020 at 10:00am.

ADJOURNMENT:

FA Motion G 75/19

Moved by: Jim O'Shea

That the Full Authority Board Meeting be adjourned at 12:25pm.

Carried.

Amanda Donald
Recording Secretary

Catherine Redden
Chair