

# **CROWE VALLEY CONSERVATION AUTHORITY**

## **FULL AUTHORITY**

### **MINUTES**

February 21, 2013

#### **MEMBERS PRESENT:**

Robert Stiles	Stirling-Rawdon Township
Sandy Fraser	Municipality of Marmora and Lake
Brent Goodwin	Wollaston Township
Barry Rand	North Kawartha
Suzanne Partridge	Municipality of Highlands East
Ron Gerow	Havelock-Belmont-Methuen Townships
Gerald Phillips	Tudor & Cashel Township
Sharon Carson	Limerick Township
Hector Macmillan	Municipality of Trent Hills
Dennis Purcell	Faraday Township

#### **ALSO PRESENT:**

Judy Backus, EMC  
John West, McColl Turner  
Bonnie Danes  
Tim Pidduck, General Manager/Secretary Treasurer, CVCA  
Caroline Anshan, Recording Secretary, CVCA

#### **CALL TO ORDER:**

The Chair, Bob Stiles, called the meeting to order at 10:00am.

#### **ITEMS TO BE ADDED TO AGENDA:**

Barry Rand requested that two items be added to the agenda:

1. Barry Rand's e-mail sent to Marmora & Lake in response to questions asked by Marmora & Lake council regarding the Long Range Plan be added to item 8: Correspondence.
2. The ROMA presentation under item 10: Council Presentation Update.

#### **APPROVAL OF AGENDA:**

##### **FA Motion G 01/13**

Moved by: Sharon Carson

Seconded by: Ron Gerow

That the agenda be approved as amended.

Carried.

## **DECLARATION OF PECUNIARY INTEREST:**

There were no conflicts to declare.

## **WELCOME**

The Chair, Bob Stiles, welcomed everyone.

Bob acknowledged the challenges faced by the Board during 2012 which included setting up the Long Range Planning Committee and establishing a 10 year plan. He emphasized the Board had adopted the plan which now required implementation. He reminded the Board that their role was to set policy for the CVCA and that the implementation of the plan should be left to the General Manager and his staff. The LRP had given the staff the tools needed for implementation and the Board was now required to support their efforts. To that end he requested that the General Manager provide regular updates on the progress of the plan implementation to the Board. Bob said he felt confident that the staff would fulfill their role in this endeavour.

## **REVIEW OF THE MINUTES OF THE PREVIOUS MEETING & THE MINUTES OF THE LRPC MEETING OF 2 NOVEMBER 2012:**

### **MOTION G 02/13**

Moved by: Suzanne Partridge

Seconded by: Ron Gerow

That the minutes of the 14 December 2012 meeting be amended as follows:

1. Sharon Carson's name be changed to Suzanne Partridge in the Motion to approve the Agenda.
2. The long range plan update exclude the Municipality of Marmora & Lake.

Carried.

### **FA Motion G 03/12**

Moved by: Barry Rand

Seconded by: Sandy Fraser

That the minutes and motions of the Full Authority Meeting of 14 December 2012 be approved as amended and that the minutes and motions of the LRPC 2 November 2012 meeting be approved.

Carried

## **BUSINESS ARISING FROM MINUTES:**

None.

## **REGULATIONS PRESENTATION & REPORT**

Tim Pidduck introduced Sharlene Richardson, the new CVCA Regulations Officer. Sharlene gave a progress report on the next steps recommended in the Long Range Planning Committee which affects the implementation of the Authority's Regulations.

She has introduced updated permit documents with a view to streamlining the permit granting process. She stressed that our regulations do not prohibit development but focus on the protection of life and property from erosion and flooding. The regulations are also in place to protect environmental features such as watercourses, wetlands and lakes. Sharlene showed the Board a new spreadsheet she had developed for tracking projects currently under review. She also said that they now had a digital copy of the Conservation Ontario guidelines and that she would be finished updating the CVCA manual by April 2013. There was some discussion amongst the Board members about being informed if there were any difficult or controversial applications. It was decided that Sharlene would notify Building Inspectors and By-law Enforcement Officers immediately under these circumstances.

Sharlene mentioned that she had recently visited Kim at Otonnabee to help with the creation and implementation of the CVCA Regulations database which would become critical to data management. All applications could then be tracked and updated in one place rather than the current paper trail method.

Ron Gerow said he recognized the work that Sharlene had put into the Regulations program and that many efficiencies had been built into the system. He asked if the database will be available online for users. To ensure transparency and public acceptance it was decided that Sharlene would host Open Houses when policies were changed.

Barry noted the turnaround that Sharlene had made and asked that she inform the Board of any measures that would help to improve the process.

Sharlene explained that the CVCA does not have planning capabilities which can be an important environmental arm of the municipality. She explained that the CVCA does not currently have planning agreements with any of the member municipalities and as such are not getting reimbursed for time put into commenting on planning applications. We are also liable to miss the deadline that our comments need to be in for County planning meetings because we have to wait for the client to agree to pay our fee.

It was agreed that Sharlene would approach the member municipalities about setting up planning agreements and that she would bring a progress report to the next meeting.

#### **MOTION G 04 /13**

Moved by: Barry Rand

Seconded by: Dennis Purcell

That Sharlene attend the next Board meeting to report back on the pre-approval and severance processes.

Carried.

Brent Goodwin congratulated Sharlene on her presentation and requested that Open Houses be held both in the north and south of the watershed.

## **CORRESPONDENCE**

Tim explained that letters from Wollaston and Faraday in conjunction with Barry's response to the Marmora & Lake budget questions had been added to the correspondence.

Ron said that the Board was aware of the need for WECl (Water and Erosion Control Infrastructure) funding as identified in the Long Range Plan. He said that the Board has a set of responsibilities to the CVCA and also responsibilities to their municipalities. Marmora & Lake, Wollaston and Faraday have expressed that budget increase will be a hardship for their councils. He agreed that this was a difficult decision for all Municipalities to make but continued by saying that in this room the Board needs to make a different set of decisions. Hector agreed that the Board was on the cusp of turning the situation around and pointed out the cost to the municipalities if there was a dam failure or injury. He continued by saying that the dams are health and safety issues that must be fixed. We have all agreed to the Long Range Plan and if it doesn't go through then the Crowe will have to be dismantled.

Barry Rand then read out the impact a six percent budget increase would make on each municipality in the watershed. Hector pointed out that this was a small number to pay for flood control and protection.

Ron pointed out that his township bears the largest share of the budget increase. He said he was happy with the work that had already been accomplished by the staff and felt that with help from Quinte Conservation there may be additional savings. Ron said that all municipalities need to agree to the six percent increase before moving forward with the budget. He suggested that the budget vote be deferred until after the meeting with Quinte and MNR.

Sandy said that until the WECl funding is approved his council cannot approve the budget.

Gerald felt that if the Board stood together that there would be a better chance that the WECl funding would be approved.

Hector said that Marmora & Lake had been one of the architects of the Long Range Plan and that he couldn't understand why the letter not supporting the 2013 Budget had been sent.

Ron said that when the LRP had been passed there was unanimous support. The Board had been clear about the position they were in and the steps needed to be taken. If we are not dedicated to this plan and committed to making it work we have wasted the last eight months. He expressed his concern over the split position the Board was now in with regards to support for the LRP. He said we have a plan and we need to be transparent. If we can't make this plan work then we are going to have a big problem. He said we must all be committed or he would have to go back to his council to review options. Ron stated if the dam fails his municipality has the most to lose. The municipalities are all accountable for the safety issues at the CVCA. If someone gets hurt then we are facing severe consequences.

Ron stated that concurrence from the Board would result in his support to proceed with the budget vote. He felt cautiously optimistic that we can make this work and will personally see what other help we can get from Quinte and the MNR.

**MOTION G 05/13**

Moved by: Barry Rand

Seconded: Sandy Fraser

That Ron Gerow be appointed Chair of the Strategic Committee.

Carried.

Ron expressed his willingness to accept the Chair in order to help the Board move forward.

**LRP STRATEGIC COMMITTEE REPORT**

Ron said that a small amount of work had been done. He said that Mr. Murphy, General Manager at Quinte had been doing some background work and how they might be able to help administratively if not operationally. Mr. Murphy is open to options, as he understands what we require and what he is able to provide. Sandy said he was optimistic that we would be able save some money. Ron said that they will bring the report back to the Board.

**COUNCIL PRESENTATIONS UPDATE – Barry Rand**

Barry spoke about the presentation to the Minister of Natural Resources. He said they had to make sure the Minister understood we have a plan and that it makes sense. A critical part of the plan was to secure WECl funding and that as a Board we need to commit to our half of the cost of the WECl funding.

He went on to say that if the Board liquidates assets the CVCA may be unable to receive all of the revenue. The MNR had originally sponsored many of these assets and as such are entitled to 85% of the sale proceeds. Hector felt that this was not a good long term solution. Sandy felt that they should still proceed with the plan to sell assets. Barry said that the meeting with the Minister on Monday 25 February, 2013 would determine whether the sale of assets was feasible or not.

Ron thanked Barry for putting together the presentation. He stressed the need for the Board's cooperation. He said that we have ten minutes at the meeting with the Minister to ensure the future of the CVCA.

**MOTION G 06/13**

Moved by Suzanne Partridge

Seconded by Gerald Phillips

That the MNR presentation be approved as circulated.

Carried.

## **COMMUNICATIONS REPORT**

Tim said that the CVCA was participating in the Marmora Stream of Dreams sponsored by Quinte CA.

Tim also mentioned the McGeachie Conservation Area article that appeared in the winter edition of Country Roads.

He told the Board that Lou was now providing weekly updates on the website, to Twitter and Facebook.

## **2012 FINANCIAL STATEMENTS – JOHN WEST, MCCOLL TURNER**

Barry Rand suggested the Financial Statements be received from the Authority's auditor, John West from McColl Turner and will be reviewed in detail at the next Board meeting.

### **MOTION G 07/13**

Moved by Barry Rand

Seconded by: Hector Macmillan

That the Board would consider the Financial Statements at the next Board meeting.

Carried.

### **MOTION G08/13**

Moved by: Ron Gerow

Seconded by: Brent Goodwin

That all financial documents must be submitted to the Board seven days before the annual meeting.

Carried.

Break for lunch at 12:30pm

## **2013 BUDGET**

Bob called meeting back to order at 1:00pm.

Ron felt it necessary that there be a discussion concerning the three dissenting municipalities. He said that as a Board we need to move forward together. It is necessary for us to achieve unanimity and felt that the budget vote should be put off until full agreement could be reached.

Sandy explained that his council was concerned whether the WECI funding would be approved. Suzanne said that we don't know if we will get the funding but said that the Authority would have to deal with it as any council has to deal with uncertain funding. We have to move forward with the assumption that we will get the funding. Sandy said his council would like more assurance. Suzanne said that it was critical to pass the budget now so that the Authority could move ahead. Gerald said that funding was more likely to come through if the budget was passed right away and we stand together as a Board.

Hector acknowledged that all councils wished they had done something in the past that affects the future. This Board was unanimous in recognizing that this plan was solid and was supported. He said that we have to wear our Board hat today and get the budget passed.

Sharon said that her council was very concerned about the safety issues and was aware that the CVCA had been underfunded for a long time. She said that with David Golem as the Reeve the CVCA had 100% support from her Council.

Ron expressed his wish to bring the three dissenting municipalities on board. He felt that a real estate evaluation of the Administration building would show good faith towards these three councils.

Hector pointed out that the Board had not received an offer from Marmora & Lake Council during the Long Range Planning process to re-locate the CVCA staff in their offices.

Barry felt that he had satisfied the questions from the Council of Marmora and Lake. He stressed the importance of passing the budget today and congratulated the staff on their achievements with their implementation of the Long Range Plan. Suzanne said that she was in total concurrence and that it would be demoralizing for the staff if the budget was not passed. Gerald said that we had gone through this last year and was anxious about the future if we went through this year again without a lack of funding commitment from the Board.

Ron said that without total agreement they should table the budget until the next meeting. Gerald said that there would always be concerns.

**MOTION G 09/13**

Moved by: Suzanne Partridge

Seconded by: Gerald Phillips

That the budget should be put to the vote.

The Motion was debated at length resulting in a proposed amendment.

**MOTION G 10/13**

Moved by: Ron Gerow

Seconded by: Hector Macmillan

That the Motion be amended with the following addition:

That the budget be passed with the provision that all lands identified in the MNR ROMA presentation be evaluated in 2013 and that this information be brought back to the Board and that any savings made from a decision to sell such lands and any savings realized as a result of the strategic sub-committee be presented to the Board and any savings be passed onto the budget. Any such savings will be reflected in the 2013 budget and be brought forward into the 2014 budget.

Carried

The Motion as amended was carried.

Barry reminded that Board that levies would fall due 1 April and 1 July 2013.

## **ELECTION OF OFFICERS**

Tim took the chair and reviewed the election procedures for the Board's vacant positions. He then requested a selection of scrutineers.

### **MOTION G11/13**

Moved by: Dennis Purcell

Seconded by: Gerald Phillips

That Judy Backus and Bonnie Danes be appointed as scrutineers.

Carried

Tim then called for nominations three times.

Hector Macmillan nominated Barry Rand as Chair.

Gerald Phillips nominated Bob Stiles as Chair.

### **MOTION G12/13**

Moved by: Brent Goodwin

Seconded by: Ron Gerow

That nominations be closed.

Carried

Tim asked both Barry and Bob if they would allow their names to stand for the position of Chair, both agreed.

After a silent ballot was taken Bonnie Danes announced that Barry Rand had been elected as Chair.

Barry congratulated Bob on an excellent job done as Chair and thanked him for his guidance in getting a tough job done last year.

Barry then asked for nominations three times for the position of Vice Chair.

Ron nominated Bob Stiles.

### **MOTION G13/13**

Moved by: Suzanne Partridge

Seconded by: Gerald Phillips

That nominations be closed.

Carried.

Barry asked Bob if he would allow his name to stand for the position of Vice Chair, Bob agreed.

Barry declared Bob as Vice Chair.



## **STATUTORY RESOLUTIONS**

### **MOTION G14/13**

Moved by: Dennis Purcell

Seconded by: Suzanne Partridge

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

Carried.

Barry requested that the next appointment be deferred. He said that the Board would decide the role and candidacy of the auditor and that the issue will be addressed at the appropriate time during the year.

### **MOTION G15/13**

Moved by: Ron Gerow

Seconded by: Sandy Fraser

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

Carried.

### **MOTION G16/13**

Moved by: Sandy Fraser

Seconded by: Sharon Carson

That the signing officers for the Authority be the General Manager/Secretary-Treasurer, Administrative Assistant/Recording Secretary, Authority Chair and Vice Chair.

Carried.

### **MOTION G17/13**

Moved by: Gerald Phillips

Seconded by: Sharon Carson

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

Carried.

### **MOTION G18/13**

Moved by: Hector Macmillan

Seconded by: Brent Goodwin

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

Carried.

### **MOTION G19/13**

Moved by: Ron Gerow

Seconded by: Dennis Purcell

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 ACCOUNTS & BUDGETS**

#### **MOTION G20/13**

Moved by: Hector Macmillan

Seconded by: Dennis Purcell

That the account and budgets reports be presented on a semi-annual basis in future.

Carried.

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

Tim thanked the Chair and began his report stating water levels and flows are typical for the winter season. He added that Marmora hydro generating station was having a good season and that flows rates were currently 21 cubic metres per second.

Regarding water operations Tim said that minor adjustments had been made at Cordova and Belmont Dams; that a number of new stop logs would be installed at Marmora dam and that revisions were being made to the dam inspection report for 2013.

In January Tim and Caroline met with Paul Speck from AON and Tim was anticipating a \$4,000.00 reduction in the insurance premiums for 2013.

The Flood Forecasting and Warning manual was being spearheaded by Lou Young this year and the update would be completed by the end of February in time for the spring freshet.

The Regulations amendments had now been posted on e-laws.

Tim mentioned the recent appointment of MPP David Oraziotti as Ontario's new Minister of Natural Resources

Tim told the Board that Don Pearson had stepped down as General Manager of Conservation Ontario and that Charley Worte was the interim GM.

Tim talked about the renovations to the front entrance which created a reception area and provided enough space to allow for wheel chair accessibility.

He told the Board that he will be attending a Waterfront Liability Workshop and that the MNR had approved two SEP students this summer at the CVCA.

Tim said that he had been approached by Jeff Ball, MNR Geographic Names Specialist. Jeff was handling a requested from the family of a fallen soldier that the falls in The Gut Conservation Area be named after their son.

**MOTION G21/13**

Moved by: Ron Gerow

Seconded by: Hector Macmillan

That we circulate a notification to all municipalities to investigate the background to the falls name and if it already exists and report back at the next meeting.

Carried.

With regards to the many documents that are received by the Board Tim suggested that staff distribute thumb drives to Board members with these documents and any updates can be added during meetings.

Suzanne suggested going one step further by putting them on the website in a section only accessible to Board members.

**MOTION G22/13**

Moved by: Suzanne Partridge

Seconded by: Sandy Fraser

That the staff provide the Board with technological innovations and access to documents through the CVCA website

Carried.

Sharon Carson left the meeting at 2:01pm

**MOTION G23/13**

Moved by: Ron Gerow

Seconded by: Sandy Fraser

That the GM Report be received by the Board.

Carried.

**WECI FUNDING APPLICATION UPDATE**

Tim informed the Board that the total amount of the submitted projects, if approved, will result in an expenditure of \$278,750.00. Therefore, the CVCA's 50% contribution to the projects would be \$139,375.00 and is \$19,375.00 in excess of the 2013 budgeted amount. As a result, Tim requested a motion to allocate the extra committed funds of \$19,375.00 from the Authority's Capital Reserve.

**MOTION G24/13**

Moved by: Hector Macmillan

Seconded by: Ron Gerow

That the Board support all eight projects named in the WECI Funding application totaling: \$278,749.99.

Carried.

## **MEDIA SESSION**

None.

## **OTHER BUSINESS**

Dennis requested that the CVCA sign at the entrance to the laneway of the administration building be refurbished.

Hector requested that the Boardroom be rearranged to make it more practicable for meetings and presentations.

## **NEXT SCHEDULED MEETING**

18 April, 2013 at 10:00 am.

## **ADJOURNMENT**

### **FA Motion G25/13**

Moved By: Ron Gerow

That the Full Authority Board Meeting be adjourned at 3:05 p.m.

Carried.

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Caroline Anshan  
Recording Secretary

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Barry Rand  
Chair