

CROWE VALLEY CONSERVATION AUTHORITY

FULL AUTHORITY

13 December 2016

MINUTES

MEMBERS PRESENT:

Suzanne Partridge	Municipality of Highlands East
Jim O'Shea	North Kawartha
Edgar Storms	Stirling-Rawdon Township
Catherine Redden	Municipality of Trent Hills
Ron Gerow	Havelock-Belmont-Methuen Townships
Emma Kearns	Faraday Township
Sandy Fraser	Municipality of Marmora and Lake
John Taylor	Limerick Township
Irene Martin	Tudor & Cashel Township
Bob Ireland	Wollaston Township

MEMBERS ABSENT:

None.

ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Sharlene Richardson, Regulations Officer, CVCA
Sue Dickens, Freelance Journalist

CALL TO ORDER:

The Chair, Suzanne Partridge, called the meeting to order at 11:45am.

WELCOME:

The Chair, Suzanne Partridge, welcomed everyone to the meeting. Suzanne thanked Tim for arranging the morning session with Terry White and it helped clarify the Board's roles and responsibilities.

APPROVAL OF AGENDA

Suzanne added the signing of the CVCA's Board Code of Conduct to the agenda under Other Business.

FA Motion G 72/16

Moved by: Sandy Fraser

Seconded by: Emma Kearns

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 73/16

Moved by: Ron Gerow

Seconded by: Emma Kearns

That the minutes and motions of the Full Authority meeting, 22 September 2016, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

CORRESPONDENCE

None.

DELEGATION – GARY STEPHENS – CILLICA ROAD

Mr. Stephens has cancelled the delegation.

REGULATIONS AND PLANNING REPORTS

Sharlene Richardson, Regulations Officer, informed the Board that this season has been very busy. Since the previous Board meeting 33 planning files have been completed and 51 regulations files have been completed.

Sharlene informed the Board that last year the number of regulations files completed was 185 and at this point we are already at 220 files completed. So there has been a significant increase in the amount of work being done throughout the watershed.

There was a discussion regarding a recent regulations violation in the Lower Trent Conservation Authority watershed.

FA Motion G 74/16

Moved By: Irene Martin

Seconded By: John Taylor

To receive the regulations and planning report as circulated.

Carried.

The Board took a break for lunch at 11:55am.

Bob Ireland arrived at 12:30pm.

The meeting was called back to order at 12:35pm.

GENERAL MANAGERS REPORT

Suzanne asked the Board if there were any questions on the General Manager's Report that was circulated.

Ron Gerow asked about low water conditions. Tim informed him that many CAs will be heading into the winter months at a level 2 or 3 low water conditions. Tim attended a meeting with other Conservation Authorities and the Province to discuss the Low Water Response program. The group has asked that CAs and municipalities send a list of resources they have available to help fight a drought.

Other meetings will be held to discuss plans for next steps for the program and how to deal with the emergency.

There was further discussion on the low water conditions throughout the watershed.

Suzanne thanked staff for all the effort in creating new trail system at McGeachie. Suzanne thanked Josh Griffin for volunteering his time to help with data management at CVCA.

Tim informed the Board that Shaman Power has sold the Marmora hydro plant. The original lease agreement between them and CVCA is coming up for renewal January 1, 2017. The company who are purchasing the plant would like CVCA to renew the contract for 15 years, which will allow the sale of the plant to proceed. There was some discussion on the revenue the hydro plant generated for CVCA. Tim informed the Board he has brought this to CVCA's lawyer and the lawyer does not foresee any issues with the 15 year renewal. Tim thinks the new owner is open to negotiating the reimbursement rated for staff time.

SERVICE DELIVERY REVIEW

Suzanne thanked Tim for the work put into the report for the Board. Tim informed the Board that since the report was circulated, Notawasaga Conservation Authority got back to him and let him know that they hired a consultant to complete a service delivery review and it took 10 to 12 months to complete and cost \$90,000. Tim has spoken to 2 consultants Karen Wieneki, who charges \$150/hr, and Randy French, who charges \$100/hr.

There was a discussion on completing the service delivery review either in house or by hiring a consultant and the length of time it could take to complete. Jim O'Shea suggested looking at increasing the regulations fee schedule to help make the organization more self-supporting. Concerns were expressed over raising fees and about long timelines.

FA Motion G 75/16

Moved By: Catherine Redden

Seconded By: Bob Ireland

That staff prepare a Terms of Reference for the Service Delivery Review process, outlining the areas to be addressed and reviewed; and that a status report and timeline be brought to the Board at the next meeting.

Carried.

2017 MEETING DATES

FA Motion G 76/16

Moved By: Emma Kearns
Seconded By: John Taylor

That the 2017 meeting dates be approved as circulated.

Carried.

CHRISTMAS CLOSING

FA Motion G 77/16

Moved by: Emma Kearns
Seconded by: Jim O'Shea

That the Board agrees to the office closing dates of 28, 29 and 30 of December 2016 provided an appropriate on call and duty forecast schedule will be implemented by the General Manager.

Carried.

2017 DRAFT BUDGET

Suzanne informed the Board she asked Tim to prepare two budget options for the Board's consideration. She asked that a cost of living increase be included for staff in both options.

Tim informed the Board that these budget options are presented for discussion purposes as the first look at the 2017 draft budget. Staff have noticed that the regulations program has had a very successful year and the number of applications has increased by 20% in one year. The budget option with the 7.96% increase addresses operational issues and will alleviate the additional work load on staff by the large increase of applications. Due to the decrease in the insurance for 2017, it would be a good opportunity to put additional resources into the regulations program. The budget option with the 6% increase addresses some capital issues. Tim feels that if the Board chooses not to give additional support to the regulations program, it will result in lower wait times for permit arrivals.

There was discussion on Tim going to municipalities to discuss the budget.

The Board decided to defer the budget to the next Board meeting.

MEDIA SESSION

Sue Dickens will contact Tim after the meeting.

MOTION TO MOVE IN CAMERA

FA Motion G 78/16

Moved by: Emma Kearns

Seconded by: John Taylor

That the Full Authority Board move into an In Camera session to discuss a legal and personnel issue.

Carried.

FA Motion G 79/16

Moved By: Jim O'Shea

Seconded By: Bob Ireland

That the Full Authority Board move into open session.

Carried.

OTHER BUSINESS:

FA Motion G 80/16

Moved by: John Taylor

Seconded by: Catherine Redden

That Board Members sign the Agreement to Adhere to the Crowe Valley Conservation Authority Board of directors Code of Conduct.

Carried.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 19 January 2017 at 10:00am.

ADJOURNMENT:

FA Motion G 81/16

Moved By: Emma Kearns

That the Full Authority Board Meeting be adjourned at 2:20pm.

Carried.

Amanda Donald
Recording Secretary

Suzanne Partridge
Chair

DRAFT