

CROWE VALLEY CONSERVATION AUTHORITY
FULL AUTHORITY – Virtual Meeting via Google Meet

15 April 2021

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 O’Neil	Municipality of Marmora and Lake
Jan MacKillican	Limerick Township
Edgar Storms	Stirling-Rawdon Township
Ronald Carrol	Tudor & Cashel Township
Tim Conlin	Wollaston Township
Dan Bujas	Faraday Township

MEMBERS ABSENT:

None.

ALSO PRESENT:

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

WELCOME:

The Chair, Catherine Redden, welcomed everyone to the meeting which was being held electronically by Google Meet.

CALL TO ORDER:

The Chair, Catherine Redden, called the meeting to order at 10:51am.

APPROVAL OF AGENDA

FA Motion G 45/21

Moved by: Jim O'Shea

Seconded by: Jan MacKillican

That the agenda be approved as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G 46/21

Moved by: Suzanne Partridge

Seconded by: Jim Martin

That the minutes and motions of the Full Authority, 25 February 2021, be approved as amended.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

CORRESPONDENCE

None.

REGULATIONS AND PLANNING REPORT

Robert Cole informed the Board 44 permits and 43 Property Inquiry Forms (PIFs) were completed since the last Board meeting. In addition, 16 planning files were completed and the subdivision report provided to the Board was reviewed.

FA Motion G 47/21

Moved by: Jim O'Shea

Seconded by: Jan O'Neill

To receive the regulations and planning reports as circulated.

Carried.

GENERAL MANAGERS REPORT

Catherine Redden informed the Board the letters regarding the makeup of the Conservation Authorities working group for the Conservation Authorities Act regulations have been circulated.

Tim Pidduck thanked staff for the extra work completed on water management during the spring. He informed the Board Neil McConkey has returned to work on modified duties. Beth Lowe has completed the Provincial Offences Officer training.

Tim updated the Board on 2021 Water and Erosion Control Infrastructure (WECI) projects. The Crowe Bridge Conservation Area (CBCA) Weir Safety Inspection should be approved and he has been informed by the WECI Committee there is some extra WECI funding available. In order to upgrade to an in depth Safety Assessment of CBCA weir, it would require additional study at an extra cost of \$17,000 over what was originally submitted in the budget. Fifty percent of this additional cost would be covered by WECI funding. Catherine Redden informed the Board the Municipality of Trent Hills has decided to close CBCA for the summer season due to the additional pressures experienced last year. This will allow for sufficient time to complete the assessment. The Board felt it necessary to take advantage of the additional WECI funding while it is available.

FA Motion G 48/21

Moved by: Dan Bujas

Seconded by: Jan O'Neill

To approve the additional funds from reserves for completion of the Crowe Bridge Conservation Area Weir Safety Assessment.

Carried.

Tim Pidduck informed the Board he would be approaching Municipality of Marmora and Lake to discuss potential sites for installation of a new water level gauge on Crowe Lake. Tim also informed the Board repairs and replacement of safety booms at Belmont and Marmora Dams will need to occur this year. He is unsure of the cost at this time. Tim will work an annual amount for boom repairs into the 2022 budget and future budgets.

FA Motion G 49/21

Moved by: Jim O'Shea

Seconded by: Jan MacKillican

To receive the General Managers report as presented.

Carried.

VEHICLE CONSIDERATIONS

In addition to the report provided to the Board, Tim Pidduck informed them McKeown Motor Sales did have a Jeep Cherokee available that could be purchased that meets the budget described in the circulated report. Having another vehicle would allow staff and future students more flexibility during the busy season.

There was some discussion on staff using own vehicles and debate on purchasing a used vehicle or leasing a newer vehicle.

FA Motion G 50/21

Moved by: Jan O'Neill

Seconded by: Suzanne Partridge

To recommend leasing a vehicle for the summer and to discuss purchasing a new vehicle during 2022 budget deliberations.

Carried.

CVCA OFFICE IMPROVEMENTS

Catherine Redden reminded the Board of the email request sent to the Board by staff in March regarding the purchase of lighting in the Administrative Office. She asked that when CVCA staff send around emails it would be appreciated if they could respond promptly so staff can move forward.

Tim Pidduck informed the Board approximately half the lights in the office are not in working order and need to be replaced. Unfortunately, the additional money was not put in the 2020 budget and needs Board approval prior to proceeding. The Board decided Tim could go ahead to make purchases of operational nature and inform the Board at the next Board meeting.

FA Motion G 51/21

Moved by: Suzanne Partridge

Seconded by: Jan MacKillican

That CVCA accept the quote from Kerr electric to proceed with the replacement of light fixtures in and outside the office to take advantage of the rebate available for the work; and that any financing beyond the budgeted repairs for the office be sequestered from staff training or the contingency in the budget.

Carried.

OTHER BUSINESS:

Tim Pidduck informed the Board the authority is need of a new lawn mower. He asked the Board to authorize transferring \$4,000 from the Capital Asset Replacement Program reserve to make this purchase.

FA Motion G 52/21

Moved by: Jan O'Neill

Seconded by: Edgar Storms

To approve \$4,000 transfer from Capital Asset Replacement Program reserve for the purchase of a lawn mower.

Carried.

MEDIA SESSION

None.

MOTION TO MOVE IN CAMERA

FA Motion G 53/21

Moved by: Jim Martin

Seconded by: Jan O'Neill

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

Carried.

FA Motion G 54/21

Moved by: Jan MacKillican

Seconded by: Jan O'Neill

That the Full Authority Board move into open session.

Carried.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 17 June 2021 at 10:00am.

There was some discussion on beginning the meeting at 9:00am if it is a virtual meeting.

ADJOURNMENT:

FA Motion G 55/21

Moved by: Jim Martin

That the Full Authority Board Meeting be adjourned at 12:04pm.

Carried.

Amanda Donald
Recording Secretary

Catherine Redden
Chair