

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

**15 May 2025**

**MINUTES**

**MEMBERS PRESENT:**

Jim Martin	Havelock-Belmont-Methuen Townships
Michael Metcalf	Municipality of Trent Hills
John O'Donnell	Faraday Township
Colin McLellan	North Kawartha
Sheila Currie	Wollaston Township
Jeremy Solmes	Stirling-Rawdon Township
Shawn Pack	Limerick Township
Dave Burton	Municipality of Highlands East

**MEMBERS ABSENT:**

Ron Derry	Municipality of Marmora and Lake
Jerry Chadwick	Tudor & Cashel Township

**ALSO PRESENT:**

Tim Pidduck, General Manager/Secretary Treasurer, CVCA  
Amanda Donald, Recording Secretary, CVCA

**CALL TO ORDER:**

The Chair, Colin McLellan, called the meeting to order at 9:03am.

## **WELCOME & LAND ACKNOWLEDGEMENT**

Colin McLellan welcomed Sheila Currie from Wollaston Township to the Board and recognized Paul Ordanis for his contributions to the Board. The Board members introduced themselves to Sheila.

Colin McLellan read a land acknowledgement thanking generations of Indigenous people who have taken care of the land for thousands of years before us.

## **APPROVAL OF AGENDA**

### **FA Motion G 48/25**

Moved by: Michael Metcalf

Seconded by: Shawn Pack

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 49/25**

Moved by: Shawn Pack

Seconded by: John O'Donnell

That the minutes and motions of the Watershed Advisory Board and the Full Authority Board Meeting, 17 April 2025 be approved as circulated.

Carried.

## **BUSINESS ARISING FROM MINUTES:**

None.

## **CORRESPONDENCE**

None.

## **ELECTION OF VICE-CHAIR**

The Chair, Colin McLellan, informed the Board Paul Ordanis recently resigned from Wollaston Council and therefore CVCA Board needs to elect a new Vice-Chair. Colin called for nominations for the position of Vice-Chair.

### **FA Motion G 50/25**

Moved by: Jim Martin

That Shawn Pack be nominated for Vice-Chair.

The Chair asked Shawn Pack if he would be willing to let his name stand for the Vice-Chair's position and Shawn Pack replied that, yes, he would let it stand.

The Chair called two more time for nominations for the position of Vice-Chair.

The Chair declared Shawn Pack the Vice-Chair for the Crowe Valley Conservation Authority for the year 2025. Tim Pidduck reminded Shawn to call the office if he has any questions.

## **DESIGNATE ALTERNATE APPOINTMENT RE: FOI**

Tim Pidduck stated the Board is the CVCA's Head of Freedom of Information (FOI) requests, however the Board can designate staff to complete FOI requests. Tim reminded the Board he has been designated for FOI requests, but is recommending Amanda Donald be designated as an alternate.

There was discussion on the reason for designating alternates for FOI requests and Tim reminded the Board CVCA only has 30 days to respond to FOI requests and most of the work would be completed by staff. The Board is not usually notified on FOI requests unless staff feel it is necessary.

### **FA Motion G 51/25**

Moved by: Dave Burton

Seconded by: John O'Donnell

That the CVCA Board designate Amanda Donald as the alternate Head of the CVCA for FOI requests submitted to CVCA Office.

Carried.

## **MEDIA SESSION**

None.

## **OTHER BUSINESS:**

None.

## **IN CAMERA SESSION**

### **FA Motion G 52/25**

Moved by: Shelia Currie

Seconded by: Shawn Pack

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

Carried.

### **FA Motion G 53/25**

Moved by: John O'Donnell

Seconded by: Shawn Pack

That the Full Authority Board move into open session.

Carried.

### **FA Motion G 54/25**

Moved by: Sheila Currie

Seconded by: Jim Martin

That the CVCA Board approve of an Organizational Review Committee be struck as discussed during the In Camera Session.

Carried.

### **NEXT SCHEDULED MEETING:**

The next scheduled meeting of the Full Authority Board will be 19 June 2025 at 9:00am.

### **ADJOURNMENT:**

#### **FA Motion G 55/25**

Moved by:

Seconded by:

That the Full Authority Board Meeting be adjourned at 10:07am.

Carried.

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Amanda Donald  
Recording Secretary

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Colin McLellan  
Chair