

**CROWE VALLEY CONSERVATION AUTHORITY**

**FULL AUTHORITY**

**16 January 2020**

**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
Jim Martin	Havelock-Belmont-Methuen Townships
Ronald Carrol	Tudor & Cashel Township
Tim Conlin	Wollaston Township
Dan Bujas	Faraday Township
Jan O'Neil	Municipality of Marmora and Lake

**MEMBERS ABSENT:**

Jan MacKillican	Limerick Township
-----------------	-------------------

**ALSO PRESENT:**

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

**WELCOME:**

The Chair, Catherine Redden, welcomed everyone to the meeting. Catherine informed the Board Jan MacKillican sent her regrets for the meeting today.

## **CALL TO ORDER:**

The Chair, Catherine Redden, called the meeting to order at 10:04am.

## **APPROVAL OF AGENDA**

Catherine Redden informed the Board agenda items for the remarks from the Chair and the In Camera session will be moved to a different locations on the agenda.

### **FA Motion G 01/20**

Moved by: Jan O'Neill

Seconded by: Jim Martin

That the agenda be approved as amended.

Carried.

## **REMARKS FROM THE CHAIR**

Catherine Redden congratulated the Board on their first full year as a Board. She briefly reviewed the events of 2019 including, the spring freshet, revisions to CVCA website, installation of safety booms at Belmont and Allan Mills Dams, visits to a number of council meetings for budget discussions, cuts to Provincial funding and letter received regarding municipal levies and fees for 2020 budgets. She complimented the Board for how they have handled these challenges. Catherine reminded the Board CVCA's programs and services are currently core mandated programs outlined in the Conservation Authority Act. This has made it difficult to make up for the loss of Provincial funding. CVCA has no choice but to ask member municipalities for additional funding in order to maintain its core programs and services.

Catherine updated the Board on a recent meeting she and Tim attended at Tudor and Cashel council to discuss the draft 2020 budget. The meeting went well and the members of council suggested drafting a letter of support that all member municipalities could send to the Province. Catherine was pleased that Tudor and Cashel township understood that the Provincial government is causing the large increase to the draft 2020 budget.

## **DECLARATION OF PECUNIARY INTEREST:**

There were no conflicts declared.

Catherine Redden suggested if a Board Member does have a declaration of pecuniary interest at a Board meeting, they should advise staff in writing prior to the meeting if possible.

## **REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:**

### **FA Motion G 02/20**

Moved by: Suzanne Partridge

Seconded by: Jim Martin

That the minutes and motions of the Full Authority, 21 November 2019, be approved as circulated.

Carried.

### **FA Motion G 03/20**

Moved by: Edgar Storms

Seconded by: Jim Martin

That the minutes and motions of the Watershed Advisory Hearing, 21 November 2019, be approved as circulated.

Carried.

## **BUSINESS ARISING FROM MINUTES:**

None.

## **CORRESPONDENCE**

Tim Pidduck circulated a letter received from Municipality of Marmora and Lake regarding the 2020 draft budget. Jan O'Neill explained council understands the position the provincial government has put CVCA in, but they are not in favor of such a large increase to the municipal levy.

### **FA Motion G 04/20**

Moved by: Jim O'Shea

Seconded by: Ron Carroll

To receive letter from Municipality of Marmora and Lake dated 13 January 2020.

Carried.

## **2020 DRAFT BUDGETS**

Tim Pidduck informed the Board no other correspondence has been received from member municipalities or Board members regarding the draft 2020 budget. The meeting with Tudor and Cashel Township was well received. Tim informed the Board additional consultation meetings with Ministry of Environment Conservation and Parks (MECP) are being planned for the near future. Ron Carroll explained to the Board his council was more acceptable of the draft 2020 budget following the presentation made by Tim and Catherine and they understood the circumstances are out of the control of CVCA. There was some discussion on drafting a letter of support that each member municipality could endorse and send to the Provincial Government.

A round table discussion occurred allowing each member to express the opinions of their member municipality. There were some requests for Tim and Catherine to attend future council meetings prior to the next Board meeting. There was some discussion on what the percentage increase would be if there were no provincial cuts. Tim Pidduck explained the budget increase would have been approximately 2/10<sup>ths</sup> of 1% if there were no Provincial cuts to deal with.

The Board did not suggest any changes to the current draft 2020 budget. Tim and Catherine will attend council meetings to discuss the budget as requested.

### **FA Motion G 05/20**

Moved by: Dan Bujas

Seconded by: Jan O'Neill

To table the budget for approval at the 20 February 2020 budget.

Carried.

## **MOTION TO MOVE IN CAMERA**

### **FA Motion G 06/20**

Moved by: Dan Bujas

Seconded by: Jim O'Shea

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

Carried.

### **FA Motion G 07/20**

Moved by: Dan Bujas

Seconded by: Edgar Storms

That the Full Authority Board move into open session.

Carried.

## **ELECTION OF OFFICERS**

Tim Pidduck assumed the Chair from Catherine Redden for the purpose of conducting the election for the Authority's Chair for 2020.

Tim declared all elected positions vacant. It was noted that nominations would be called for three times, that nominations do not require a seconder, but the motion to close nominations would require both a mover and a seconder. There will be a secret ballot vote if it is necessary. Tim confirmed there are nine voters present.

### **FA Motion G 08/20**

Moved by: Dan Bujas

Seconded by: Jim O'Shea

That the nomination of Lou Young and Andrew McIntyre be accepted as scrutineers for any elections to be held by the Board at today's meeting and all ballots be destroyed after any elections.

Carried.

## **CHAIR**

Tim called for nominations for the Chair position for 2020.

### **FA Motion G 09/20**

Moved by: Jim Martin

That Catherine Redden be nominated for Chair for 2020.

Tim Pidduck called two more times for nominations of the Chair position for 2020.

### **FA Motion G 10/20**

Moved by: Jim O'Shea

Seconded by: Edgar Storms

That nominations be closed.

Carried.

Tim asked Catherine Redden if she would be willing to let her name stand for the Chair's position and Catherine Redden replied that, yes, she would let it stand.

Tim declared Catherine Redden the Chair for the Crowe Valley Conservation Authority for the year 2020.

Catherine Redden assumed the position of Chair for the remainder of the meeting.

## **VICE-CHAIR**

The Chair, Catherine Redden, called for nominations for the position of Vice-Chair.

### **FA Motion G 11/20**

Moved by: Jim O'Shea

That Suzanne Partridge be nominated for Vice-Chair.

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

The Chair asked Suzanne Partridge if she would be willing to let her name stand for the Vice-Chair's position and Suzanne Partridge replied that, yes, she would let it stand.

The Chair declared Suzanne Partridge the Vice-Chair for the Crowe Valley Conservation Authority for the year 2020.

## **EXECUTIVE COMMITTEE POSITION**

The Chair, Catherine Redden, called for nominations for the third position on the Executive Committee.

### **FA Motion G 12/20**

Moved by: Jim Martin

That Jim O'Shea be nominated for position on the Executive Committee.

The Chair called for further nominations for the position on the Executive Committee.

The Chair asked Jim O'Shea if he would be willing to let his name stand for the Executive Committee position and Jim O'Shea replied that, yes, he would let it stand.

The Chair declared Jim O'Shea for the position on the Executive Committee for the Crowe Valley Conservation Authority for the year 2020.

## **STATUTORY RESOLUTIONS**

### **FA Motion G 13/20**

Moved by: Tim Conlin

Seconded by: Dan Bujas

That the firms O'Flynn Weese (Realty), Templeman, Menninga and Gardiner Roberts be retained as the Authority's solicitors.

Carried.

### **FA Motion G 14/20**

Moved by: Suzanne Partridge

Seconded by: Jim O'Shea

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

Carried.

### **FA Motion G 15/20**

Moved by: Dan Bujas

Seconded by: Tim Conlin

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

Carried.

There was some discussion on possibly having a third signing officer from the Board. Staff were directed to investigate the process for adding a third signing officer and report back to the Board at the next meeting.

### **FA Motion G 16/20**

Moved by: Jim O'Shea

Seconded by: Jan O'Neill

That the Chair be appointed to represent the Conservation Authority at Conservation Ontario and the General Manager be appointed as alternate.

Carried.



**FA Motion G 17/20**

Moved by: Jim Martin

Seconded by: Suzanne Partridge

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

Carried.

**SHORT TERM DISABILITY POLICY**

Tim Pidduck informed the Board he is planning to revise and update CVCA Personnel Policy over the next year.

**FA Motion G 18/20**

Moved by: Jim O'Shea

Seconded by: Dan Bujas

To receive the staff report on Short Term Disability Policy.

Carried.

**FA Motion G 19/20**

Moved by: Tim Conlin

Seconded by: Edgar Storms

To approve and adopt the Short Term Disability Policy as circulated.

Carried.

## **REGULATIONS AND PLANNING REPORT**

Vicki Woolfrey informed the Board over the last 28 working days CVCA regulations staff gave approved 14 permits, 7 planning files and completed 8 PIFs.

Vicki updated the Board on winter projects to be completed by regulations and planning staff. Some of the projects include minor updates to the policy manual and contractor outreach and education meetings. Staff have decided to wait to complete any major changes to the policy manual until after the province has released changes to the regulation.

There was some discussion on meetings with municipal staff to help streamline planning processes.

### **FA Motion G 20/20**

Moved by: Jim O'Shea

Seconded by: Jim Martin

To receive the regulations and planning report.

Carried.

## **VIOLATIONS REPORT**

Robert Cole updated the Board on completed violations and non-compliance files. Four files have been completed and one new file has been received. Robert informed the Board there are a couple of violation files that may require advice from CVCA lawyers in the future.

### **FA Motion G 21/20**

Moved by: Suzanne Partridge

Seconded by: Jim O'Shea

To receive the violations, report as circulated and presented.

Carried.

## **GENERAL MANAGERS REPORT**

Tim Pidduck informed the Board the CVCA lawyer, Dave Demille, has recently retired. Dave Demille was CVCA's lawyer for 30 plus years. Tim has met with the new legal team at Templen Menninga.

Tim Pidduck updated the Board on the current water level and flows. Over the weekend CVCA watershed received between 60-75mm of rain. Flows at Marmora increased to 80cms and most lake levels increased to summer levels. CVCA has issued a water safety statement and anticipate water levels and flows to return to winter levels within 10-14 days.

Tim informed the Board the Hastings Development Trails Group is planning to apply for funding for another group of trails in the area, including The Gut Conservation. The Hastings Development Trails group is looking for a commitment of \$500 from each landowner in order to participate.

### **FA Motion G 22/20**

Moved by: Dan Bujas

Seconded by: Jim Martin

To approve the use of \$16,850 from reserves for the installation of fencing around the Marmora Dam.

Carried.

### **FA Motion G 23/20**

Moved by: Edgar Storms

Seconded by: Jan O'Neill

To receive the General Manager's report.

Carried.

### **FA Motion G 24/20**

Moved by: Suzanne Partridge

Seconded by: Tim Conlin

To approve the spending of \$500 for the Hastings Development Trails group to proceed with applying for funding for improvements to The Gut Conservation Area.

There was some discussion on waiting until the 2020 budget is approved.

Motion Failed.

## **MEDIA SESSION**

None.

## **OTHER BUSINESS:**

There was some discussion on when the draft minutes were posted on CVCA's website.

## **NEXT SCHEDULED MEETING:**

The next scheduled meeting of the Full Authority Board will be 20 February 2020 at 10:00am.

## **ADJOURNMENT:**

### **FA Motion G 25/20**

Moved by: Dan Bujas

That the Full Authority Board Meeting be adjourned at 12:00pm.

Carried.

---

Amanda Donald  
Recording Secretary

---

Catherine Redden  
Chair