

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

**16 June 2022**

**MINUTES**

**MEMBERS PRESENT:**

Jim O’Shea	North Kawartha
Jim Martin	Havelock-Belmont-Methuen Townships
Jan O’Neill	Municipality of Marmora and Lake
Jan MacKillican	Limerick Township
Ronald Carrol	Tudor & Cashel Township
Jeff Swartman	Wollaston Township
Dan Bujas	Faraday Township

**MEMBERS ABSENT:**

Suzanne Partridge	Municipality of Highlands East
Catherine Redden	Municipality of Trent Hills
Edgar Storms	Stirling-Rawdon Township

**ALSO PRESENT:**

Tim Pidduck, General Manager/Secretary Treasurer, CVCA  
Amanda Donald, Recording Secretary, CVCA  
Beth Lowe, Regulations Officer, CVCA  
Thomas Turnbull, Grant Thornton  
Allyson Wright, Grant Thornton

**CALL TO ORDER:**

The Chair, Jan O’Neill, called the meeting to order at 10:06am.

**WELCOME**

Jan O’Neill welcomed the Board to the meeting and thanked the Board for coming.

## **APPROVAL OF AGENDA**

### **FA Motion G 053/22**

Moved by: Jeff Swartman

Seconded by: Jim Martin

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 54/22**

Moved by: Jim O'Shea

Seconded by: Jim Martin

That the minutes and motions of the Full Authority, 21 April 2022, be approved as circulated.

There were concerns brought to the Board's attention regarding dialogue not being included in the minutes from the discussion on Chandos Lake flood elevation at the previous meeting. After the discussion, it was decided no personal dialogue should be included in the minutes.

Jim O'Shea was opposed to the vote to approve the minutes.

Carried.

## **BUSINESS ARISING FROM MINUTES:**

There was discussion on outlining staff site visit processes and potentially including it in the Regulations Policy Manual.

### **FA Motion G 55/22**

Moved by: Jim O'Shea

Seconded by: Jim Martin

That the CVCA Board directs staff to provide a report for the Board at the next meeting outlining the process for site specific flood hazard assessments and review options whether it should be included in the CVCA Regulation Policy Manual.

Carried.

## **CORRESPONDENCE**

None.

## **2021 FINANCIAL STATEMENTS**

Thomas Turnbull presented the 2021 Financial Statements reviewing highlights with the Board. Thomas reviewed the details of a surplus for the fiscal year 2021. The expenses and revenues were reviewed with the Board noting the main reason for the surplus was the increase in Regulations revenue due to increased volume in applications received. Thomas then reviewed the results of the audit and the adjusting journal entries with the Board.

Jan O'Neill thanked Thomas and Allyson for reviewing the 2021 Financial Statements and thanked CVCA staff for their hard work.

### **FA Motion G 56/22**

Moved by: Jan MacKillican

Seconded by: Jim O'Shea

To approve the 2021 financial statements as presented.

Carried.

## **CALLAGHAN'S RAPIDS BARRICADE/PARKING LOT PROJECT**

Tim Pidduck informed the Board the ongoing relationship between CVCA and Eastern Ontario Trail Alliance (EOTA) has been positive. Steps toward completing the parking lot project to help reduce damage to the property at Callaghan's are being finalized.

### **FA Motion G 57/22**

Moved by: Jan O'Neill

Seconded by: Jim Martin

That the CVCA continue to foster a partnership with EOTA for the benefit of EOTA trail users while securing the access to Callaghan's Rapids Conservation Area and;

That the CVCA Board release 50/50 matching funding in conjunction with EOTA's contribution to ensure the completion of the barricade/parking lot project as soon as possible in 2022.

Carried.

## **THE GUT ROAD UPDATE**

Tim Pidduck informed the Board a meeting with the stakeholders for the Gut Road has been scheduled for June 21, 2022. It is a good opportunity to move forward with maintenance to the road. There was some discussion on public support for this initiative and the possibility of obtaining grants to help fund the project.

### **FA Motion G 58/22**

Moved by: Jeff Swartman

Seconded by: Jim O'Shea

To direct CVCA's General Manger to move forward with maintenance of The Gut Road at his discretion after the stakeholders meeting.

Carried.

## **BUDGET TO ACTUALS REPORT**

Tim Pidduck informed the Board CVCA's budget is on track so far for 2022. There was discussion regarding concerns for the upcoming 2023 budget with the cost of living being so high.

### **FA Motion G 59/22**

Moved by: Jeff Swartman

Seconded by: Jim Martin

To receive the Budget to Actuals report as circulated.

Carried.

## **REGULATIONS AND PLANNING REPORT**

Beth Lowe informed the Board 26 Property Inquiry Forms (PIFs) and 40 planning files have been completed since the previous meeting. She informed the Board the number of planning files doubled since the previous meeting. There were 28 permits completed for this period and the turnaround time for permits has dropped by 9 working days since the previous meeting. There was some discussion on provincial turnaround times. Tim informed the Board the provincial standards depend on the type of permit the applicant is applying for. Beth informed the Board most permit applications are receiving site visits.

### **FA Motion G 60/22**

Moved by: Jan MacKillican

Seconded by: Jeff Swartman

To receive the regulations and planning reports as circulated.

Carried.

## **GENERAL MANAGERS REPORT**

Tim Pidduck informed the Board water levels and flows are high for this time of year. Many complaints have been received from the public regarding high water levels. CVCA watershed received five inches of rain in a period of ten to fourteen days which caused the increase in water levels and flows throughout the watershed. Staff have made a number of adjustments and are anticipating water levels and flows will recede relatively soon depending on the amount of precipitation received.

Tim Pidduck updated the Board on WECl project for the Marmora Dam. An inspection was recently completed on the concrete damage at Marmora Dam by Watech to obtain a quote for the repairs. The inspector was surprised at how the damage had deteriorated. If the quote is higher than what was approved by WECl, Tim will ask for additional funding from the WECl committee.

Tim Pidduck updated the Board on damage done by the storm system that went through on May 21. There was a small tree down on the roof of the McGeachie cottage, but damage is minimal. The McGeachie trails have not been assessed, but appear to be impassable at this time and are closed to the public. Tim informed the Board he will get a quote for clearing the trails as it would take too long for staff to clear the trails. There was some discussion on disaster relief funding and storm damage in the area.

### **FA Motion G 61/22**

Moved by: Jan MacKillican

Seconded by: Jim O'Shea

To receive the General Manager's report as circulated and presented.

Carried.

## **PROVINCIAL OFFENCES OFFICER DESIGNATION – KELSEY DAVIDSON**

Tim Pidduck informed the Board Kelsey Davidson has completed and passed the Provincial Offences training and now needs to be designated as a Provincial Offences Officer for CVCA.

### **FA Motion G 62/22**

Moved by: Jeff Swartman

Seconded by: Jim Martin

That Kelsey Davidson be designated as a Provincial Offences Officer for the Crowe Valley Conservation Authority.

Carried.

### **OTHER BUSINESS:**

None.

### **MEDIA SESSION**

None.

### **MOTION TO MOVE IN CAMERA**

#### **FA Motion G 63/22**

Moved by: Jeff Swartman

Seconded by: Jim O'Shea

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

Carried.

#### **FA Motion G 64/22**

Moved by: Jan MacKillican

Seconded by: Jim Martin

That the Full Authority Board move into open session.

Carried.

**FA Motion G 65/22**

Moved by: Jim Martin

Seconded by: Jim O'Shea

That staff follow directions given during in camera session.

Carried.

**NEXT SCHEDULED MEETING:**

The next scheduled meeting of the Full Authority Board will be 15 September 2022 at 10:00am.

**ADJOURNMENT:**

**FA Motion G 66/22**

Moved by: Jim Martin

Seconded by: Dan Bujas

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

Carried.

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Amanda Donald  
Recording Secretary

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Jan O'Neill  
Chair