

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

**16 September 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’Neill	Municipality of Marmora and Lake
Edgar Storms	Stirling-Rawdon Township
Ronald Carrol	Tudor & Cashel Township
Dan Bujas	Faraday Township
Jan MacKillican	Limerick Township
Jeff Swartman	Wollaston 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 the Board and visitors to the meeting which was being held electronically by Google Meet.

**CALL TO ORDER:**

The Chair, Catherine Redden, called the meeting to order at 11:34am.

## **APPROVAL OF AGENDA**

### **FA Motion G 73/21**

Moved by: Jan MacKillican

Seconded by: Edgar Storms

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 74/21**

Moved by: Jan O'Neill

Seconded by: Suzanne Partridge

That the minutes and motions of the Full Authority, 17 June 2021, be approved as circulated.

Carried.

### **FA Motion G 75/21**

Moved by: Jeff Swartman

Seconded by: Jim Martin

That the minutes and motions of the Watershed Advisory Board Hearing, 9 August 2021, be approved as circulated.

Carried.

## **BUSINESS ARISING FROM MINUTES:**

None.

## **CORRESPONDENCE**

None.

## **REGULATIONS AND PLANNING REPORT**

Robert Cole, Regulations Officer, informed the Board over 100 permits have been completed since the previous Board meeting. Robert reviewed the Property Inquiry Forms (PIFs) and Planning reports with the Board informing them 44 PIFs and 39 planning files were completed. Of the permits, 72 were for re-builds or additions and nearly half the permits were located in Havelock-Belmont-Methuen and North Kawartha Townships.

There was some discussion on turnaround times for permits.

## **PROVINCIAL OFFENSES OFFICER DESIGNATION – BETH LOWE**

### **FA Motion G 76/21**

Moved by: Jan O'Neill

Seconded by: Jan MacKillican

That Beth Lowe be designated as a Provincial Offences Officer for the Crowe Valley Conservation Authority.

Carried.

## **THE GUT ROAD UPDATE**

Tim Pidduck thanked Marmora and Lake, Wollaston and North Kawartha and their staff for attending the recent meeting at the Gut Conservation Area. He informed the Board he was a little surprised at the high estimated cost to repair the road into the Gut. Ownership of the road into the Gut is unclear at this time. Tim informed the Board CVCA has deeded right of way confirmed by the solicitor and the solicitor has advised Tim CVCA is responsible for road maintenance under the Occupiers Liability Act. Tim reminded the Board there are other property owners, including a citizen who lives off the Gut Road and a hunting group, who also have an interest in maintaining the road.

There was some discussion on the possibility of moving the road. Tim informed the Board moving the road would require obtaining an agreement with another land owner and the final hill would still be part of the new road and would be a major part of the problem. It was suggested to put some money into the budget and pick away at the maintenance for a few years to get it up to a certain

standard over time. Jeff Swartman informed the Board Wollaston Township did include some money in their budget to help with road maintenance at the Conservation Area. There was discussion on ownership of the road and if there are multiple owners, there may need to be agreements with each owner.

**FA Motion G 77/21**

Moved by: Jan O'Neill

Seconded by: Jeff Swartman

To direct staff to investigate land ownership of the Gut Road and to negotiate road maintenance with the landowners.

Carried.

The Board discussed creating a subcommittee to assist staff with the Gut Road maintenance and negotiations. Chair Redden suggested the subcommittee be comprised of Board members from Municipality of Marmora and Lake, North Kawartha Township and Wollaston Township.

**CA ACT & CONSULTATION GUIDE REGULATION – TRANSITION PLAN**

Tim Pidduck referred to the report circulated to the Board in the agenda package. The transition plan will be completed with the assistance of Conservation Ontario and other Conservation Authorities. The plan itself is to ensure a plan is in place to set up MOUs for non-mandatory services offered by Conservation Authorities. Tim informed the Board he will have the transition plan completed for approval at the November Board meeting and will be in touch with member municipalities.

Catherine Redden informed the Board Conservation Ontario has invited her to be a member of an Conservation Ontario's Advocacy Committee. She will keep the Board up to date on issues as they arise from that committee.

**2022 BUDGET DELIBERATIONS**

Tim Pidduck reminded the Board, staff will begin working on the 2022 draft budget and would like some direction on some items from the Board. Tim informed the Board there it may be necessary to purchase a new or used vehicle, some GPS location hub and some additional funds for the Gut Road maintenance are among a few items that may be considered for the 2022 draft budget. Tim also told the Board it's important to remember a lot of these items will be a onetime cost for the Authority.

## **WATER LEVEL GAUGE REPORTS**

Tim Pidduck reminded the Board approval was granted to begin to install and upgrade new gauge equipment at Wollaston, Crowe and Belmont Lakes. He asked the Board for some flexibility on the price and informed the Board, the relocation of the Crowe Lake gauge may not happen this year due to timing, but another gauge will be upgraded in its place. Tim referred to the Chandos Lake gauge relocation report. He reminded the Board this gauge was not included in the original quote provided and priority should be placed on lakes that have water control structures on them.

The Board did not have any concerns with going slightly over budget for the upgrades to the gauge equipment. There was some discussion on time lines for Chandos Lake gauge relocation.

## **GENERAL MANAGERS REPORT**

Tim Pidduck informed the Board the engineer has completed a site visit to Crowe Bridge Conservation Area (CBCA) for the weir safety assessment. The engineer will need to complete another site inspection at a later date.

There was some discussion on the new federal statutory holiday on September 30<sup>th</sup> - National Truth and Reconciliation Day. Suzanne Partridge will be providing CVCA staff with some information to post on CVCA website to promote the holiday.

### **FA Motion G 78/21**

Moved by: Suzanne Partridge

Seconded by: Jan MacKillican

To direct staff to recognize Truth and Reconciliation Day on CVCA website and social media platforms.

Carried.

### **Motion G 79/21**

Moved by: Jan O'Neill

Seconded by: Jim O'Shea

To receive the General Managers report as presented.

Carried.

**OTHER BUSINESS:**

None.

**MEDIA SESSION**

None.

**MOTION TO MOVE IN CAMERA**

**FA Motion G 80/21**

Moved by: Jim Martin

Seconded by: Jeff Swartman

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

Carried.

**FA Motion G 81/21**

Moved by: Jan MacKillican

Seconded by: Suzanne Partridge

That the Full Authority Board move into open session.

Carried.

Jan O'Neill left the meeting at 12:53pm.

**NEXT SCHEDULED MEETING:**

The next scheduled meeting of the Full Authority Board will be 18 November 2021 at 10:00am.

Tim Pidduck asked the Board if they would be willing to have a Watershed Advisory Hearing in October. The Board asked Tim to circulate a poll with potential dates.

**ADJOURNMENT:**

**FA Motion G 82/21**

Moved by: Jim Martin

That the Full Authority Board Meeting be adjourned at 12:54pm.

Carried.

---

Amanda Donald  
Recording Secretary

---

Catherine Redden  
Chair