

CROWE VALLEY CONSERVATION AUTHORITY

FULL AUTHORITY

18 January 2018

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
John Taylor	Limerick Township
Irene Martin	Tudor & Cashel Township
Bob Ireland	Wollaston Township
Emma Kearns	Faraday Township
Sandy Fraser	Municipality of Marmora and Lake

MEMBERS ABSENT:

None.

ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Vicki Woolfrey, Regulations Officer, CVCA
Kathy Hamilton, Marmora Resident

CALL TO ORDER:

The Chair, Suzanne Partridge, called the meeting to order at 10:00am.

WELCOME:

The Chair, Suzanne Partridge, welcomed everyone to the meeting.

APPROVAL OF AGENDA

Suzanne Partridge suggested moving the In Camera session to after the review of the minutes on the agenda.

FA Motion G 01/18

Moved by: Sandy Fraser

Seconded by: John Taylor

That the agenda be approved as amended.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

.

FA Motion G 02/18

Moved by: Jim O'Shea

Seconded by: Jim Martin

That the minutes and motions of the Full Authority, 16 November 2017, be approved as circulated.

Carried.

FA Motion G 03/18

Moved by: Bob Ireland

Seconded by: Catherine Redden

That the minutes and motions of the Executive Committee meeting, 6 November 2017, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

MOTION TO MOVE IN CAMERA

FA Motion G 04/18

Moved by: Sandy Fraser
Seconded by: John Taylor

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

Carried.

Jim Martin and Sandy Fraser left the In Camera session due to a conflict of interest at 10:05am.

FA Motion G 05/18

Moved By: Edgar Storms
Seconded By: Jim O`Shea

That the Full Authority Board move into open session.

Carried.

Irene Martin arrived at 10:15am.
Sandy Fraser and Jim Martin returned to the meeting at 10:15am.

CORRESPONDENCE

None.

REGULATIONS AND PLANNING REPORT

Vicki Woolfrey informed the Board that since the previous Board Meeting, 38 files have been completed. Of the completed files, 14 were permits and 24 were property inquiries. There are currently 16 violations waiting to be processed and there have been 16 planning files completed since the previous Board meeting.

Vicki informed the Board the public and municipal staff have been very supportive during the transition period of hiring a new regulations officer. Vicki told the Board herself and Robert Cole would be traveling to the member municipalities to introduce Robert to staff and to answer any questions they may have. Irene Martin invited Vicki and Robert to the next Tudor and Cashel council meeting. There was some discussion on the future meetings and introducing Robert Cole to the municipal councils and staff.

Emma Kearns arrived at 10:20am.

GENERAL MANAGERS REPORT

Tim Pidduck reminded the Board the changes to Bill 148 will be incorporated into CVCA business. Tim informed the Board Natalie Des Rosiers has been appointed as the new Minister of Natural Resources and Forestry. Tim told the Board he has been finalizing the Source Protection Job Share Agreement with Lower Trent Conservation for the period of January to March 2018. An expansion of this agreement is dependent upon future funding for the Source Protection Program. Tim informed the Board Lower Trent Conservation has requested a letter to confirm there are no issues with the expansion of the Lower Trent Conservation boundary that was discussed at previous meetings.

Tim informed the Board the Ontario Tree Seed Plant located in Angus Ontario will be closing. There was a discussion on the seed facility and how its closure will affect many tree planting initiative programs.

FA Motion G 06/18

Moved By: Emma Kearns

Seconded By: Jim O'Shea

To instruct the General Manager to write a letter to Ministry of Natural Resources and Forestry (MNRF) informing them of the impact to Conservation Authorities the closure of the Ontario Tree Seed Plant in Angus Ontario will have.

Carried.

There was discussion on the Conservation Authority Act Review and the modernizing of funding mechanisms for Conservation Authorities. Tim informed the Board at the previous Conservation Ontario meeting they were hopeful to receive an announcement about the funding mechanisms at some point in 2018. There was discussion on the upcoming Rural Ontario Municipal Association (ROMA) conference and Board members could ask MNRF staff at the conference for an update. The Board asked Tim Pidduck to circulate an appropriate question for the Minister of Natural Resources and Forestry to all Board Members prior to the ROMA conference.

There was a discussion on the Water Management Summary that was circulated with the agenda package.

REGULATIONS OFFICER APPOINTMENT – ROBERT COLE

Tim Pidduck introduced Robert Cole to the Board and gave the Board some background information on Robert. Robert informed the Board he is pleased to be here.

Jim Martin asked a question about a motion passed at the November meeting regarding hiring a full time Regulations Officer. Suzanne Partridge reminded Jim Martin that at the November meeting there was a good discussion on hiring for a full time position and a motion was passed with a recorded vote to hire a full time Regulations Officer.

Tim informed the Board Robert Cole will be attending the Provincial Offences Officer training in March 2018.

FA Motion G 07/18

Moved By: Bob Ireland

Seconded By: John Taylor

That Robert Cole be designated as a Provincial Offences Officer for the Crowe Valley Conservation Authority.

Carried.

2018 DRAFT BUDGET

Suzanne Partridge reminded the Board this is the second opportunity to review the Draft 2018 Operations and Capital budgets. She informed the Board at the Executive Committee meeting, it was requested to have staff determine the municipal levy for each municipality with and without the legal fees for the appeal to the Mining and Lands Commissioner. Suzanne offered the opportunity for each Board Member to voice their opinion of the Draft 2018 Operating budget.

There was discussion regarding resources for the CVCA and Board Members need to support CVCA, the legal fees for the appeal to the Mining and Lands Commissioner and hiring an extra .5 full time equivalent (FTE).

Suzanne Partridge gave each Board Member the opportunity to give their opinions of the Draft 2018 Capital budget. There was discussion on the purchase of a new truck and the financing options brought forward by the General Manager. A discussion ensued regarding the capital improvements to the administration building, the Water and Erosion Control Infrastructure (WECl) projects and the possibility of raising the regulations and planning fees.

FA Motion G 08/18

Moved by: Bob Ireland

Seconded by: Jim O’Shea

That the Draft 2018 Operating and Capital budgets be approved in principle and that staff be directed to circulate the Draft 2018 Operating and Capital budgets to the member municipalities for the 30 day review period.

Recorded Vote:

Suzanne Partridge	Yes	Jim Martin	No
Catherine Redden	Yes	Jim O’Shea	Yes
Edgar Storms	Yes	John Taylor	Yes
Emma Kearns	Yes	Robert Ireland	Yes
Sandy Fraser	No	Irene Martin	Yes

Carried.

ELECTION OF OFFICERS

Tim Pidduck assumed the Chair from Suzanne Partridge for the purpose of conducting the election for the Authority’s Chair for 2018.

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 ten voters present.

FA Motion G 09/18

Moved by: Suzanne Partridge

Seconded by: Emma Kearns

That the nomination of Kathy Hamilton and Lou Young 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.

FA Motion G 10/18

Moved by: Suzanne Partridge

That Catherine Redden be nominated for Chair for 2018.

Tim called three more times for nominations of the Chair position for 2018.

FA Motion G 11/18

Moved by: Jim O'Shea

Seconded by: Emma Kearns

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 2018.

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 12/18

Moved by: Jim O'Shea

That Suzanne Partridge be nominated for Vice-Chair.

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

FA Motion G 13/18

Moved by: Emma Kearns

Seconded by: John Taylor

That nominations be closed.

Carried.

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 2018.

EXECUTIVE COMMITTEE POSITION

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

FA Motion G 14/18

Moved by: Jim O'Shea

That Bob Ireland be nominated for position on the Executive Committee.

The Chair called three more times for nominations for the position on the Executive Committee.

FA Motion G 15/18

Moved by: Suzanne Partridge

Seconded by: Jim O'Shea

That nominations be closed.

Carried.

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

The Chair declared Bob Ireland for the position on the Executive Committee for the Crowe Valley Conservation Authority for the year 2018.

STATUTORY RESOLUTIONS

FA Motion G 16/18

Moved by: Jim O'Shea

Seconded by: Sandy Fraser

That the firm of McColl Turner Chartered Accountants be appointed as the Auditor for the Crowe Valley Conservation Authority.

There was a request to have the auditors sent out to tender for the following year.

Carried.

FA Motion G 17/18

Moved by: Sandy Fraser

Seconded by: Irene Martin

That the firms of Peter B. McCabe, Templeman, Menninga and Gardiner Roberts be retained as the Authority's solicitors.

Carried.

FA Motion G 18/18

Moved by: Emma Kearns

Seconded by: Jim Martin

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

Carried.

FA Motion G 19/18

Moved by: Emma Kearns

Seconded by: John Taylor

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.

FA Motion G 20/18

Moved by: Emma Kearns

Seconded by: Sandy Fraser

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 21/18

Moved by: Sandy Fraser

Seconded by: Emma Kearns

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

Carried.

APPROVAL OF FEES

FA Motion G 22/18

Moved by: Sandy Fraser

Seconded by: Bob Ireland

That all the CVCA's fee for the Conley Drinkwater Cottage and the 2018 hunting leases be approved as circulated.

Carried.

MEDIA SESSION

None.

OTHER BUSINESS:

None.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 22 February 2018 at 10:00am.

ADJOURNMENT:

FA Motion G 23/18

Moved By: Jim O'Shea

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

Carried.

Amanda Donald
Recording Secretary

Catherine Redden
Chair