

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

18 January 2024

MINUTES

MEMBERS PRESENT:

Jim Martin	Havelock-Belmont-Methuen Townships
Jan O'Neill	Municipality of Marmora and Lake
Michael Metcalf	Municipality of Trent Hills
Jerry Chadwick	Tudor & Cashel Township
Kim Carson	Limerick Township
Jeremy Solmes	Stirling-Rawdon Township
John O'Donnell	Faraday Township
Colin McLellan	North Kawartha
Dave Burton	Municipality of Highlands East

MEMBERS ABSENT:

Paul Ordanis	Wollaston Township
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ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Beth Lowe, Regulations Officer, CVCA

CALL TO ORDER:

The Chair, Jim Martin, called the meeting to order at 10:02am.

WELCOME & LAND ACKNOWLEDGEMENT

Jim Martin 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 01/24

Moved by: Jeremy Solmes

Seconded by: Colin McLellan

That the agenda be approved as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REMARKS FROM THE CHAIR

Jim Martin welcomed everyone to the meeting and hopes everyone had a good break.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G 02/24

Moved by: Jan O'Neill

Seconded by: John O'Donnell

That the minutes and motions of Watershed Advisory Board Meeting, 16 November 2023 be approved as circulated.

Carried.

FA Motion G 03/24

Moved by: Jan O'Neill

Seconded by: Jeremy Solmes

That the minutes and motions of Full Authority Board Meeting, 16 November 2023 be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

CORRESPONDENCE

None.

FEE POLICY & SCHEDULE

Tim Pidduck updated the Board on the fee policy informing them since the previous Board meeting a Ministerial Directive has been received which prohibits changes to be made to the Regulations and Planning fee schedules.

FA Motion G 04/24

Moved by: John O'Donnell

Seconded by: Colin McLellan

To receive the fee policy & schedule report.

Carried.

2024 DRAFT BUDGET

Tim Pidduck informed the Board he did not receive a definitive majority through email for the funding of the addition of .5 FTE to the CVCA staff compliment. Tim reviewed the four options presented for the Boards consideration for funding the position for the 2024 Draft Budget. There was some discussion on adopting a repayment plan should reserves be used to partially fund the position.

FA Motion G 05/24

Moved by: Jan O'Neill

Seconded by: Dave Burton

To direct staff to use 50% levy (\$24,013.50) and 50% CVCA reserves (\$24,013.50) to fund an additional .5 FTE position which would increase the Draft 2024 Budget levy to 6.9%.

Carried.

FA Motion G 06/24

Moved by: Jan O'Neill

Seconded by: John O'Donnell

To approve the Draft 2024 Budget in principle with the addition of an .5 FTE as per FA Motion G05/24.

Carried.

FA Motion G 07/24

Moved by: Jan O'Neill

Seconded by: Jerry Chadwick

To direct CVCA staff to circulate the Draft 2024 Budget to member municipalities for the 30-day review period.

Carried.

FA Motion G 08/24

Moved by: Mike Metcalf

Seconded by: Colin McLellan

To direct CVCA staff to develop a repayment plan taking into consideration any potential 2023 surplus for the \$24,013.50 withdrawn from CVCA reserves for funding the proposed .5FTE position.

Carried.

ELECTION OF OFFICERS

Tim Pidduck assumed the Chair from Jim Martin for the purpose of conducting the election for the Authority's Chair for 2024.

Tim thanked Jim for his continued support to staff and CVCA as he held the Chair position of the Board.

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 (by email) if it is necessary. Tim confirmed there are nine voters present.

FA Motion G 09/24

Moved by: Jan O'Neill

Seconded by: Jim Martin

That the nomination of Beth Lowe and Lou Young be accepted as scrutineers for any elections to be held by the Board at today's meeting and all ballots (emails) be destroyed (deleted) after any elections.

Carried.

CHAIR

Tim called for nominations for the Chair position for 2024.

FA Motion G 10/24

Moved by: Colin McLellan

That Jim Martin be nominated for Chair for 2024.

Tim Pidduck called two more times for nominations of the Chair position for 2024.

FA Motion G 11/24

Moved by: Jerry Chadwick

Seconded by: Colin McLellan

That nominations for the position of CVCA Chair be closed.

Carried.

Tim asked Jim Martin if he would be willing to let his name stand for the Chair's position and Jim Martin replied that, yes, he would let it stand.

Tim Pidduck declared Jim Martin the Chair for the Crowe Valley Conservation Authority for the year 2024.

Jim Martin assumed the position of Chair for the remainder of the meeting.

VICE-CHAIR

The Chair, Jim Martin, called for nominations for the position of Vice-Chair.

FA Motion G 12/24

Moved by: Mike Metcalf

That Colin McLellan be nominated for Vice-Chair.

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

FA Motion G 13/24

Moved by: Jan O'Neill

Seconded by: Dave Burton

That nominations for the position of Vice-Chair be closed.

Carried.

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

The Chair declared Colin McLellan the Vice-Chair for the Crowe Valley Conservation Authority for the year 2024.

EXECUTIVE COMMITTEE POSITION

The Chair, Jim Marin, called for nominations for the third position on the Executive Committee.

FA Motion G 14/24

Moved by: Jerry Chadwick

That Kim Carson be nominated for the position on the Executive Committee.

FA Motion G 15/24

Moved by: Jerry Chadwick

Seconded by: Jan O'Neill

That nominations for the position of Executive Committee member be closed.

Carried.

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

The Chair asked Kim Carson if she would be willing to let her name stand for the Executive Committee position and Kim Carson replied that, yes, she would let it stand.

The Chair declared Kim Carson for the position on the Executive Committee for the Crowe Valley Conservation Authority for the year 2024.

FA Motion G 16/24

Moved by: Colin McLellan

Seconded by: Michael Metcalf

That Jan O'Neill be appointed as an additional signing officer for the purpose of signing CVCA cheques.

Carried.

STATUTORY RESOLUTIONS

FA Motion G 17/24

Moved by: Dave Burton

Seconded by: Colin McLellan

That the firms of Welch be appointed as the auditor for the Crowe Valley Conservation Authority.

Carried.

FA Motion G 18/24

Moved by: Michael Metcalf

Seconded by: Jan O'Neill

That the firms of Templeman, O'Flynn Weese and Gardiner Roberts be retained as the Authority's solicitors.

Carried.

FA Motion G 19/24

Moved by: Jerry Chadwick

Seconded by: Colin McLellan

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

Carried.

FA Motion G 20/24

Moved by: Jan O'Neill

Seconded by: Michael Metcalf

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 and Jan O'Neill as an additional signing officer.

Carried.

FA Motion G 21/24

Moved by: Jan O'Neill

Seconded by: Colin McLellan

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

Carried.

FA Motion G22/24

Moved by: Dave Burton

Seconded by: Colin McLellan

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

Carried.

REGULATIONS AND PLANNING REPORT

Beth Lowe informed the Board 14 Property Inquiry Forms (PIFs), 20 planning files and 27 permits have been completed since the previous Board meeting. The total number of files received for 2023 was 249 permits, 142 planning and 124 PIFs, which is down slightly from the 2022 total numbers. So far for 2024, applications received is comparable to 2023 with the exception on planning files which is higher. There was some discussion on the Big Fools subdivision file and deadlines associated with it.

FA Motion G 23/24

Moved by: Colin McLellan

Seconded by: John O'Donnell

To receive the regulations and planning reports.

Carried.

GENERAL MANAGERS REPORT

Tim Pidduck informed the Board of an upcoming meeting with Orillia Power CAO to discuss fair compensation, health and safety concerns and operations of the Marmora Hydro Plant.

Tim updated the Board on the Flood Hazard Identification and Mapping Program (FHIMP) projects letting them know they are 90% complete and there will be an open house held at the community Centre in Glen Alda. The engineer will be attending the open house to answer questions from the public. An open house will also be held at the CVCA Administration Office.

Tim informed the Board a 3-year budget has been submitted to the province for Source Water Protection and annual reporting will be discussed at the February Source Protection Authority meeting.

Tim updated the Board on the WECI projects stating the contractor has made progress and is expecting the projects to be completed on time.

Tim will send a letter to the province stating CVCA has changed the format for the budget and is in compliance with current legislation.

There was some discussion on the Marmora Hydro Plant, Asset Management plan and the WECI project.

FA Motion G 24/24

Moved by: Jeremy Solmes

Seconded by: Dave Burton

To receive the General Manager's report as circulated.

Carried.

CALLAGHAN'S RAPIDS UPDATE

Tim Pidduck informed the Board the Callaghan's Rapids projects are progressing well at this time. Once the projects are complete, it will be a good opportunity to establish a "Friends of" group for the Conservation Area. There was some discussion on donor recognition, the kiosk proposal and the overall success of the project.

FA Motion G 25/24

Moved by: Dave Burton

Seconded by: Colin McLellan

That the CVCA Board release \$5,100 in donated funds from reserves to pay for the remainder of the concrete work, the installation of two gates and a small contingency as presented in this report.

Carried.

FA Motion G 26/24

Moved by: Colin McLellan

Seconded by: Michael Metcalf

To received the Callaghan's Rapids Report.

Carried.

MEDIA SESSION

None.

OTHER BUSINESS:

Jim Martin proposed having an in person meeting at McGeachie cottage. Tim Pidduck will suggest a couple dates the cottage is available to hold a meeting.

IN CAMERA SESSION

FA Motion G 27/24

Moved by: Jeremy Solmes

Seconded by: Colin McLellan

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

Carried.

FA Motion G 28/24

Moved by: Colin McLellan

Seconded by: John O'Donnell

That the Full Authority Board move into open session.

Carried.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 22 February 2024 at 10:00am.

ADJOURNMENT:

FA Motion G 29/24

Moved by: Jan O'Neill

Seconded by: Colin McLellan

That the Full Authority Board Meeting be adjourned at 11:15am.

Carried.

Amanda Donald
Recording Secretary

Jim Martin
Chair