

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

20 January 2023

MINUTES

MEMBERS PRESENT:

Jim Martin	Havelock-Belmont-Methuen Townships
Jan O'Neill	Municipality of Marmora and Lake
John O'Donnell	Faraday Township
Dave Burton	Municipality of Highlands East
Catherine Redden	Municipality of Trent Hills
Colin McLellan	North Kawartha
Paul Ordanis	Wollaston Township
Kim Carson	Limerick Township

MEMBERS ABSENT:

Dean Graff	Stirling-Rawdon Township
Jerry Chadwick	Tudor & Cashel Township

ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Beth Lowe, Regulations Officer, CVCA
Suzanne Hunt, Templeman Menninga, CVCA Lawyers

CALL TO ORDER:

The Chair, Jan O'Neill, called the meeting to order at 10:03am.

WELCOME & LAND ACKNOWLEDGEMENT

Chair Jan O'Neill welcomed the Board to the meeting and thanked everyone for coming. Jan O'Neill 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 01/23

Moved by: Colin McLellan

Seconded by: Jim Martin

That the agenda be approved as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REMARKS FROM CHAIR

Jan O'Neill welcomed all the new Board members to the meeting. She asked them to introduce themselves to the Board.

BOARD MEMBER INTRODUCTIONS

Each Board member and staff member present introduced themselves and briefly explained what they are looking forward to accomplishing with their time as a CVCA Board Member.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

A slight error in the Full Authority Board minutes from 7 December 2022 was identified.

FA Motion G 02/23

Moved by: Jim Martin

Seconded by: Catherine Redden

That the minutes and motions of the Watershed Advisory Board Hearing, 17 November 2022, Watershed Advisory Board Hearing 7 December 2022, and the Full Authority 7 December 2022 be approved as amended.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

CORRESPONDENCE

None.

CVCA LAWYER PRESENTATION

Suzanne Hunt introduced herself as CVCA's lawyer from Templman Menninga. Suzanne reviewed a number of the Board member's roles and responsibilities including, conflict of interest, fiduciary responsibility, and being impartial when holding a regulations hearing. She reminded the Board the difficulty of representing their constituents, their respective council and the CVCA Board and the importance of their responsibility to make decisions that are in the best interest of the organization they are representing. Suzanne thanked the Board for their time and informed them if they had any questions to reach out to her or ask through Tim.

CVCA OVERVIEW & INTRODUCTION

Tim Pidduck gave a presentation providing the Board members with a history of Conservation Authorities, how and why they were created. Tim reviewed CVCA's mandate with the Board and the location of the CVCA watershed which is located mostly North of highway 7. Tim reviewed CVCA programs and services with the Board including water management, regulations, source water protection, monitoring, conservation areas, administration and communications. Tim informed the Board CVCA has one of the smallest budgets compared to other Conservation Authorities in Ontario and has a very dedicated staff working hard to maintain and provide CVCA's mandated programs and services.

There was a discussion on the McGeachie trails and when they could be opening back up to the public.

FA Motion 03/23

Moved by: Paul Ordanis

Seconded by: John O'Donnell

To receive the General Manager's and Suzanne Hunt's presentation.

Carried.

2023 DRAFT BUDGETS

Tim Pidduck explained the budget process begins in September with the hope the budget is circulated to member municipalities for the 30-day review period by the end of the year. Staff were directed to address staff capacity issues for the regulations program which were presented in the budget resulting in a large percentage increase which the Board did not approve. The current draft budget presents a combined levy increase of 2.97%. The next step is to pass a motion to circulate the draft budgets to the municipalities for the 30-day review period and hopefully obtain final approval at the February Board meeting. Tim informed the Board if there are any changes made to the draft budgets they will need to be re-circulated to the municipalities for another 30-day review period.

Tim provided details regarding the applications for the floodplain mapping projects informing the Board two applications have been submitted one for Chandos Lake to develop 1:100-year flood elevation and one for the southern portion of Crowe River. There was discussion on vehicle purchases, capital asset management. The percentage increase in the CVCA budget can be deceiving since it is a small budget. In terms of dollars, the overall increase shared by ten municipalities is \$22,000.

FA Motion G 04/23

Moved by: Catherine Redden

Seconded by: Dave Burton

That the Draft 2023 Budget be circulated to the member municipalities for their 30-day review period in order to proceed with the Draft Budget approval and the municipal input be reviewed at the next CVCA Board meeting to be held in February.

Carried.

ELECTION OF OFFICERS

Tim Pidduck assumed the Chair from Jan O'Neill for the purpose of conducting the election for the Authority's Chair for 2023.

Tim thanked Jan for her continued support to staff and CVCA as she 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 eight voters present.

FA Motion G 05/23

Moved by: Colin McLellan

Seconded by: Dave Burton

That the nomination of Amanda Donald 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 2023.

FA Motion G 06/23

Moved by: Kim Carson

That Jim Martin be nominated for Chair for 2023.

FA Motion G 07/23

Moved by: Catherine Redden

That Jan O'Neill be nominated for Chair for 2023.

Tim Pidduck called one more time for nominations of the Chair position for 2023.

FA Motion G 08/23

Moved by: Dave Burton

Seconded by: Paul Ordanis

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

A secret ballot vote by email was conducted to determine the position of CVCA Chair for 2023.

Tim Pidduck declared Jim Martin the Chair for the Crowe Valley Conservation Authority for the year 2023.

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 09/23

Moved by: Dave Burton

That Colin McLellan be nominated for Vice-Chair.

FA Motion G 10/23

Moved by: Jan O'Neill

That Kim Carson be nominated for Vice-Chair.

The Chair called one more time for nominations for the position of Vice-Chair.

FA Motion G 11/23

Moved by: John O'Donnell

Seconded by: Paul Ordanis

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 asked Kim Carson if she would be willing to let her name stand for the Vice-Chair's position and Kim Carson replied that, no, she would not let it stand.

The Chair declared Colin McLellan the Vice-Chair for the Crowe Valley Conservation Authority for the year 2023.

EXECUTIVE COMMITTEE POSITION

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

FA Motion G 12/23

Moved by: Catherine Redden

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

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 2023.

STATUTORY RESOLUTIONS

FA Motion G 13/23

Moved by: Kim Carson

Seconded by: Dave Burton

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

Carried.

FA Motion G 14/23

Moved by: Catherine Redden

Seconded by: John O'Donnell

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

Carried.

FA Motion G 15/23

Moved by: Dave Burton

Seconded by: Paul Ordanis

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

Carried.

FA Motion G 16/23

Moved by: Kim Carson

Seconded by: Colin McLellan

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 17/23

Moved by: Catherine Redden

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 G 18/23

Moved by: Jan O'Neill

Seconded by: Paul Ordanis

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

Carried.

REGULATIONS FEE COMPARISON

There was discussion on using the fee comparison for development of the 2024 budgets.

FA Motion G 19/23

Moved by: Catherine Redden

Seconded by: John O'Donnell

To accept the fee comparison report as information.

Carried.

REGULATIONS AND PLANNING REPORT

Beth Lowe informed the Board 44 permits, 16 PIFs and 18 planning files have been completed since the previous Board meeting.

FA Motion G 20/23

Moved by: Jan O'Neill

Seconded by: Colin McLellan

To receive the regulations and planning reports.

Carried.

GENERAL MANAGERS REPORT

Tim Pidduck informed the Board Hastings County may be providing some assistance with the clean up on McGeachie Trails which have been closed to the public since the Derecho storm in May 2022. The safety assessment for the Crowe Bridge Conservation Area (CBCA) weir has been received and Tim will contact Municipality of Trent Hills to discuss the report and options for CBCA in 2023. Tim informed the Board an article about Conservation Authorities issued by the Narwhal featured some quotes provided by him regarding Bill 23 and the changes to the Conservation Authorities Act.

FA Motion G 21/23

Moved by: Kim Carson

Seconded by: Colin McLellan

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

Carried.

BOARD MEMBER TRAINING SCHEDULE

Tim Pidduck informed the Board CVCA staff would like to hold an orientation session to review the Regulations program and the hearing process. Tim will circulate a doodle poll and will select the best date based on the results of the poll.

APPROVAL OF 2023 MEETING DATES

The next Board meeting is changed to 24 February 2023.

FA Motion G 22/23

Moved by: Kim Carson

Seconded by: Colin McLellan

To approve the 2023 meeting dates as amended.

Carried.

MEDIA SESSION

None.

OTHER BUSINESS:

None.

MOTION TO MOVE IN CAMERA

FA Motion G 23/23

Moved by: Jan O'Neill

Seconded by: Kim Carson

That the Full Authority Board move into an In Camera session to discuss information regarding an identifiable individual.

Carried.

FA Motion G 24/23

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 24 February 2023 at 10:00am.

ADJOURNMENT:

FA Motion G 25/23

Moved by: Kim Carson

Seconded by: Paul Ordanis

That the Full Authority Board Meeting be adjourned at 12:36pm.

Carried.

Amanda Donald
Recording Secretary

Jim Martin
Chair