

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

21 January 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’Neil	Municipality of Marmora and Lake
Jan MacKillican	Limerick Township
Dan Bujas	Faraday Township
Edgar Storms	Stirling-Rawdon Township
Ronald Carrol	Tudor & Cashel Township
Tim Conlin	Wollaston Township

MEMBERS ABSENT:

None.

ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA
Robert Cole, Regulations Office, CVCA

WELCOME:

The Chair, Catherine Redden, welcomed everyone to the meeting which was being held electronically by Google Meet. Catherine reminded the Board of online meeting procedures and processes for voting on motions. She reminded the Board the budget vote will be a recorded vote.

CALL TO ORDER:

The Chair, Catherine Redden, called the meeting to order at 10:02am.

APPROVAL OF AGENDA

FA Motion G 01/21

Moved by: Dan Bujas

Seconded by: Jan O'Neill

That the agenda be approved as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

CHAIR'S REMARKS

Catherine Redden stated 2020 was hard to summarize. A lot had happened throughout the year. She reminded the Board of the consultation meetings held in Colbourn with the Ministry of Environment, Conservation and Parks (MECP) to discuss changes to the Conservation Authorities Act. Catherine reminded the Board that in March 2020 the CVCA Administrative Office closed to the public with some staff working from home to ensure the programs of CVCA were not severely impacted by the effects of COVID-19. The office remains closed to the public to this day and will remain closed for the foreseeable future. Recognition was given to the dedicated staff at CVCA and reviewed the difficulties Tim Pidduck was faced with staff absences. Catherine thanked Andrew McIntyre, Lou Young and Amanda Donald for their continued efforts through 2020 and for completing other duties that were assigned to them during the staffing shortage.

Jim Martin joined the meeting at 10:12am.

Catherine Redden touched on the overabundance of people visiting CVCA's Conservation Areas during the summer months of 2020.

She also informed the Board of a committee that been formed to help prepare regulations for the Conservation Authorities Act. She expressed her disappointment that there are no representatives of small, rural Conservation Authorities on the committee and would like to have a discussion regarding possibly sending a letter to CVCA's local MPPs to inform them of the lack of representation on the committee.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G 02/21

Moved by: Suzanne Partridge

Seconded by: Dan Bujas

That the minutes and motions of the Full Authority, 19 November 2020, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

CORRESPONDENCE

FA Motion G 03/21

Moved by: Jim Martin

Seconded by: Jan O'Neill

To receive the correspondence from Municipality of Marmora and Lake dated 6 January 2021.

Carried.

Tim Pidduck took a moment to introduce Elizabeth Lowe to the Board. Tim informed the Board Elizabeth was previously employed at Quinte Conservation in their Regulations and Planning department. Elizabeth has been hired on a one-year contract to help fill a void in staffing in the Regulations and Planning department.

REGULATIONS EDUCATION – SLOPE STABILITY & ELECTRONIC HEARINGS

Catherine Redden welcomed Robert Cole back from his paternity leave.

Robert Cole gave a presentation to the Board providing information on slope and erosion hazards that could be regulated by CVCA. He reviewed three parts of erosion & slope hazards including toe erosion, stable slope allowance and 6m emergency access. Robert reviewed an example from a property located on Chandos Lake with a cottage built on a steep slope. CVCA's regulations would remove development from the slope hazard which could have a negative impact on a dwelling.

There was some discussion and questions on applicable law and how we prevent applicants from building on an unsafe slope with the help of municipal partners referring applicants to CVCA prior to issuing a building permit.

There was some discussion on sharing the presentation with municipal staff and with council members for information. Robert will put together a word document to be circulated with the power point presentation.

2021 DRAFT BUDGETS

Tim Pidduck informed the Board there had not been much response from member municipalities regarding the draft 2021 budgets. Tim did attend Havelock-Belmont-Methuen council meeting and did receive a letter of approval from Marmora and Lake. Tim informed the Board he had discussion with Township of Faraday who had informed Tim the council have not had the opportunity to discuss the budget at this point.

There was some discussion on reserves and whether or not to proceed with the budget vote.

FA Motion G 04/21

Moved by: Jim Martin

Seconded by: Jan MacKillican

That the draft 2021 budgets be voted on at 21 January 2021 Full Authority Board meeting.

Carried.

Tim Pidduck reviewed the voting procedures for each section of the budget with the Board.

FA Motion G 05/21

Moved by: Jim Martin

Seconded by: Jan O'Neill

That the Full Authority approve the 2021 Operations budget of \$848,561 and the municipal levy of \$615,719.

Carried.

Recorded Vote:

Suzanne Partridge	Yes	Jim Martin	Yes
Catherine Redden	Yes	Jim O'Shea	Yes
Edgar Storms	Yes	Jan MacKillican	Yes
Dan Bujas	Yes	Tim Conlin	Yes
Jan O'Neill	Yes	Ronald Carroll	Yes

Carried.

FA Motion G 06/21

Moved by: Suzanne Partridge

Seconded by: Jan O'Neill

That the Full Authority approve the 2021 Capital budget of \$138,093 and discretionary municipal levy of \$63,093.

Capital Budget - Recorded Vote, 21 January 2021

Alphabetical by Members' Last Name

No.	Member	Municipality	CVA	Present	Yes	No
1	Bujas, Dan	Faraday	6.2140	6.2140	✓	
2	Carroll, Ronald	Tudor & Cashel	2.0675	2.0675	✓	
3	Conlin, Tim	Wollaston	5.7141	5.7141	✓	
4	MacKillican, Jan	Limerick	4.3544	4.3544	✓	
5	Martin, Jim	Havelock-Belmont-Methuen	38.6381	38.6381	✓	
6	O'Neill, Jan	Marmora & Lake	17.1889	17.1889	✓	
7	O'Shea, Jim	North Kawartha	11.4361	11.4361	✓	
8	Partridge, Suzanne	Highlands East	9.3329	9.3329	✓	
9	Redden, Catherine	Trent Hills	3.8493	3.8493	✓	
10	Storms, Edgar	Stirling/Rawdon	1.2047	1.2047	✓	
Total CVA Apportionment			100%			
Total Present Members - "A"				100%		
Total Percent of Yes Vote Present - "B"					100%	
Total Percent of No Vote Present - "C"						0%
Total % of Yes Vote - B Divided by A					100%	
Total % of No Vote - C Divided by A						0%
Amount Required to Pass is 51% of the Total Present Vote						

Motion Carried.

FA Motion G 07/21

Moved by: Jim O'Shea

Seconded by: Dan Bujas

That the Full Authority approve the 2021 Lands budget of \$18,062 and discretionary municipal levy of \$5,043.

Lands Budget - Recorded Vote, 21 January 2021

Alphabetical by Members' Last Name

No.	Member	Municipality	CVA	Present	Yes	No
1	Bujas, Dan	Faraday	6.2140	6.2140	✓	
2	Carroll, Ronald	Tudor & Cashel	2.0675	2.0675	✓	
3	Conlin, Tim	Wollaston	5.7141	5.7141	✓	
4	MacKillican, Jan	Limerick	4.3544	4.3544	✓	
5	Martin, Jim	Havelock-Belmont-Methuen	38.6381	38.6381	✓	
6	O'Neill, Jan	Marmora & Lake	17.1889	17.1889	✓	
7	O'Shea, Jim	North Kawartha	11.4361	11.4361	✓	
8	Partridge, Suzanne	Highlands East	9.3329	9.3329	✓	
9	Redden, Catherine	Trent Hills	3.8493	3.8493	✓	
10	Storms, Edgar	Stirling/Rawdon	1.2047	1.2047	✓	
Total CVA Apportionment			100%			
Total Present Members - "A"				100%		
Total Percent of Yes Vote Present - "B"					100%	
Total Percent of No Vote Present - "C"						0%
Total % of Yes Vote - B Divided by A					100%	
Total % of No Vote - C Divided by A						0%
Amount Required to Pass is 51% of the Total Present Vote						

Motion Carried.

FA Motion G 08/21

Moved by: Suzanne Partridge

Seconded by: Jan O'Neill

That the Full Authority approve the 2021 Special Projects budget of \$63,910 and the municipal levy of \$0.

Carried.

Recorded Vote:

Suzanne Partridge	Yes	Jim Martin	Yes
Catherine Redden	Yes	Jim O'Shea	Yes
Edgar Storms	Yes	Jan MacKillican	Yes
Dan Bujas	Yes	Tim Conlin	Yes
Jan O'Neill	Yes	Ronald Carroll	Yes

Carried.

FA Motion G 09/21

Moved by: Jim Martin

Seconded by: Jan MacKillican

That the General Manager review all staff salary and complete indexing for capital reserves within the next year.

Carried.

ELECTION OF OFFCIERS

Tim Pidduck assumed the Chair from Catherine Redden for the purpose of conducting the election for the Authority's Chair for 2021.

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 ten voters present.

FA Motion G 10/21

Moved by: Jan MacKillican

Seconded by: Jim Martin

That the nomination of Lou Young and Amanda Donald 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 2021.

FA Motion G 11/21

Moved by: Jim Martin

That Catherine Redden be nominated for Chair for 2021.

Tim Pidduck called two more times for nominations of the Chair position for 2021.

FA Motion G 12/21

Moved by: Jan MacKillican

Seconded by: Jim O'Shea

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 Pidduck declared Catherine Redden the Chair for the Crowe Valley Conservation Authority for the year 2021.

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 13/21

Moved by: Jim O'Shea

That Jan MacKillican be nominated for Vice-Chair.

FA Motion G 14/21

Moved by: Jan MacKillican

That Suzanne Partridge be nominated for Vice-Chair.

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

FA Motion G 15/21

Moved by: Suzanne Partridge

Seconded by: Jan O'Neill

That nominations be closed.

Carried.

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

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, no, she would not let it stand.

The Chair declared Jan MacKillican the Vice-Chair for the Crowe Valley Conservation Authority for the year 2021.

EXECUTIVE COMMITTEE POSITION

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

FA Motion G 16/21

Moved by: Jim O'Shea

That Tim Conlin be nominated for position on the Executive Committee.

FA Motion G 17/21

Moved by: Jim Martin

That Jim O'Shea be nominated for position on the Executive Committee.

The Chair called one more time for nominations for the position on the Executive Committee.

FA Motion G 18/21

Moved by: Suzanne Partridge

Seconded by: Jan O'Neill

That nominations be closed.

Carried.

The Chair asked Tim Conlin if he would be willing to let his name stand for the Executive Committee position and Tim Conlin replied that, no, he would not let it stand.

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

The Chair declared Jim O'Shea for the position on the Executive Committee for the Crowe Valley Conservation Authority for the year 2021.

STATUTORY RESOLUTIONS

FA Motion G 19/21

Moved by: Tim Conlin

Seconded by: Dan Bujas

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

Carried.

FA Motion G 20/21

Moved by: Edgar Storms

Seconded by: Jan MacKillican

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

Carried.

FA Motion G 21/21

Moved by: Jim O'Shea

Seconded by: Edgar Storms

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 22/21

Moved by: Jan MacKillican

Seconded by: Suzanne Partridge

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 23/21

Moved by: Jim O'Shea

Seconded by: Ronald Carrol

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

FA Motion G 24/21

Moved by: Dan Bujas

Seconded by: Suzanne Partridge

To receive the regulations and planning reports as circulated.

Carried.

GENERAL MANAGERS REPORT

Tim Pidduck informed the Board he is hoping to have Beth take the Provincial Offences Officer training, but he is unsure if the course will be offered due to Covid-19.

Tim Pidduck informed the Board a number of trees at the Agreement Forest fell down late fall due to a wind storm. Edgar Storms has cut a number of these trees and collected and prepared the timber to be sawed for CVCA to use. It is great to be able to utilize the lumber and Edgar's efforts are greatly appreciated.

The WECI report for the Marmora Dam is on target and should be completed in March 2021.

Tim Pidduck asked the Board on preferences for online meetings and reviewed the costs of switching to a platform like Zoom. The Board is fine with the continued use of Google Meets providing all legal requirements for public meetings are being met. Tim informed the Board the link to the meeting is posted on CVCA's website for the public to join the meeting if they wish to.

Tim informed the Board all Conservation Areas, with the exception of Crowe Bridge, remain open to the public at this time. Tim thanked Jan MacKillican and Limerick Township for their continued support of the McGeachie Conservation Area. Tim informed the rest of the Board Limerick Township has offered to provide additional services to McGeachie including snow plowing, garbage pickup and grass cutting and an agreement will be signed between Limerick Township and the CVCA.

FA Motion G 25/21

Moved by: Tim Conlin

Seconded by: Dan Bujas

That Elizabeth Lowe be designated as a Regulations Officer for the Crowe Valley Conservation Authority.

Carried.

FA Motion G 26/21

Moved by: Jan MacKillican

Seconded by: Jim O'Shea

That Motion G47/20 be rescinded, removing Ben Colgan as a Crowe Valley Conservation Authority Regulations Officer.

Carried.

Tim Conlin asked Tim Pidduck about the road into the Gut Conservation Area. Tim Pidduck informed him that he has had discussions with Bernice Crocker at Wollaston Township and plans to provide further information to the Board at the February meeting.

FA Motion G 27/21

Moved by: Tim Conlin

Seconded by: Jan MacKillican

To receive the General Managers report as presented.

Carried.

OTHER BUSINESS:

Catherine Redden informed the Board she would like to draft a letter to local MPPs and municipalities to express concern over the committee that has been formed to review and develop the regulations for the recent changes to the Conservation Authorities Act. The concern is that small rural Conservation Authorities are not represented on the committee. The draft letter will be circulated to the Board for comments.

MEDIA SESSION

None.

MOTION TO MOVE IN CAMERA

FA Motion G 28/21

Moved by: Edgar Storms

Seconded by: Jan MacKillican

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

Carried.

FA Motion G 29/21

Moved by: Dan Bujas

Seconded by: Jan MacKillican

That the Full Authority Board move into open session.

Carried.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 25 February 2021 at 10:00am.

ADJOURNMENT:

FA Motion G 30/21

Moved by: Dan Bujas

That the Full Authority Board Meeting be adjourned at 12:26pm.

Carried.

Amanda Donald
Recording Secretary

Catherine Redden
Chair