

CROWE VALLEY CONSERVATION AUTHORITY

FULL AUTHORITY

24 September 2026

MINUTES

MEMBERS PRESENT:

Jim Martin	Havelock-Belmont-Methuen Townships
Michael Metcalf	Municipality of Trent Hills
John O'Donnell	Faraday Township
Jeremy Solmes	Stirling-Rawdon Township
Colin McLellan	North Kawartha
Jerry Chadwick	Tudor & Cashel Township
Bernie Donaldson	Municipality of Marmora and Lakes

MEMBERS ABSENT:

Sheila Currie	Wollaston Township
Dave Burton	Municipality of Highlands East
Shawn Pack	Limerick Township

ALSO PRESENT:

Janette Loveys Smith, General Manager/Secretary Treasurer
Shelby Parker, Communications & Marketing Specialist, ORCA
Don Allin, Manager, Plan Review & Permitting Services, ORCA
Kimberly Duke, Finance Administrative Assistant, ORCA
Alison McDonald, Project Executive, ELORCA
Dan Coleman, Welch LLP

CALL TO ORDER:

The Chair, Michael Metcalf, called the meeting to order at 9:03am.

WELCOME & LAND ACKNOWLEDGEMENT

Chair Metcalf welcomed everyone to the meeting and read a land acknowledgement thanking generations of Indigenous people who have been stewards of the land for thousands of years before us.

The Chair introduced Bernie Donaldson, a new Director from Maroma and Lakes Township; Dan Coleman from Welch LLP and Alison McDonald, Project Executive, ELORCA.

APPROVAL OF AGENDA

FA Motion G /26

Moved by: Jeremy Solmes

Seconded by: Jerry Chadwick

That the agenda be approved as presented.

Carried Unanimously.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G /26

Moved by: John O'Donnell

Seconded by: Jim Martin

That the minutes and motions of the Full Authority Board Meeting, 15 Jun 2026, be approved as circulated.

Carried Unanimously.

BUSINESS ARISING FROM MINUTES:

None.

APPROVAL OF 2025 DRAFT FINANCIAL STATEMENTS

General Manager, Janette Loveys Smith presented this report. The General Manager invited Dan Coleman from Welch LLP to present a review of the 2025 Statements.

FA Motion G /26

Moved by: Jeremy Solmes

Seconded by: Jerry Chadwick

THAT the Crowe Valley Conservation Authority Board of Directors approve the 2025 Audited Financial Statements; and

THAT the 2025 Audited Financial Statements be posted to CVCA's website and circulated to member municipalities and Ministry of Environment, Conservation and Parks as per the Conservation Authority Act Section 38 and Ontario Regulation 400/22; and

THAT the General Manager be authorized and directed to do all things necessary to give effect to these resolutions.

Carried Unanimously.

APPROVAL OF 2027 FEE SCHEDULES

General Manager, Janette Loveys Smith presented this report.

FA Motion G /26

Moved by: Bernie Donaldson

Seconded by: John O'Donnell

THAT the Board of Directors approve the 2027 Fee Policy and Schedules as presented; and,

THAT the General Manager be authorized and directed to do all things necessary to give effect to these resolutions.

Carried.

APPROVAL OF DRAFT 2027 OPERATING, CAPITAL AND APPORTIONMENT BUDGET

General Manager, Janette Loveys Smith presented this report. Directors expressed concerns on behalf of their councils regarding the financial responsibilities to conservation authorities moving forward into the transition.

FA Motion G /26

Moved by: Jim Martin

Seconded by: Jerry Chadwick

THAT 2027 Operating, Capital and Apportionment Budget as presented in Appendix A and B to this report be approved; and,

THAT a total operating municipal apportionment of \$885,243 be approved and apportioned to the member municipalities; and

THAT THE General Manager be authorized and directed to do all things necessary to give effect to these resolutions.

Carried Unanimously.

GENERAL MANAGER'S REPORT

General Manager, Janette Loveys Smith presented this report.

FA Motion G /26

Moved by: Jeremy Solmes

Seconded by: John O'Donnell

THAT the "General Manager Report" be received for information.

Carried Unanimously.

CORRESPONDENCE

1. County of Peterborough Response to ERO Posting #026-0740

FA Motion G /26

Moved by: Bernie Donaldson

Seconded by: Jim Martin

THAT the correspondence be received for information.

Carried Unanimously.

OTHER BUSINESS

None

CLOSED SESSION

FA Motion G /26

Moved by: Jerry Chadwick

Seconded by: Jim Martin

That the Full Authority Board move into an In Camera session to discuss matters regarding legal and personnel issues. The Board moved into the Closed Session at 9:38am and that Dan Coleman, Welch LLP join the Closed Session.

Carried Unanimously.

FA Motion G /26

Moved by: Jeremy Solmes

Seconded by: Colin McLellan

That the Full Authority Board move into open session.

Carried Unanimously.

FA Motion G /26

Moved by: Jim Martin

Seconded by Jerry Chadwick

That the General Manager be authorized to do all things necessary as directed in Closed Session

Carried Unanimously.

NEXT SCHEDULED MEETING:

The next Board of Directors meeting will take place at the call of the Chair.

ADJOURNMENT:

FA Motion G /26

Moved by: Bernie Donaldson

Seconded by: John O'Donnell

That the Full Authority Board Meeting be adjourned at 10:20 am.

Carried Unanimously.

Janette Loveys Smith
General Manager

Michael Metcalf
Chair