

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

25 February 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
Edgar Storms	Stirling-Rawdon Township
Ronald Carrol	Tudor & Cashel Township
Tim Conlin	Wollaston Township

MEMBERS ABSENT:

Dan Bujas	Faraday Township
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ALSO PRESENT:

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

WELCOME:

The Chair, Catherine Redden, welcomed everyone to the meeting which was being held electronically by Google Meet.

CALL TO ORDER:

The Chair, Catherine Redden, called the meeting to order at 10:00am.

APPROVAL OF AGENDA

FA Motion G 31/21

Moved by: Jim Martin

Seconded by: Tim Conlin

That the agenda be approved as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REVIEW OF THE MINUTES OF THE PREVIOUS MEETING:

FA Motion G 32/21

Moved by: Jan MacKillican

Seconded by: Edgar Storms

That the minutes and motions of the Full Authority, 21 January 2021, be approved as amended.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

CORRESPONDENCE

None.

REGULATIONS EDUCATION – ONLINE REGULATIONS HEARINGS

Robert Cole gave a presentation to the Board reviewing Regulations Hearing process and any changes that need to be made should the hearing be held on an online platform. Robert began by reviewing the hearing process and reasons a permit may be denied by CVCA staff. He emphasized the importance of Board members not having any bias on the application prior to the hearing process, so the applicant can be treated fairly. If a Board member does have any prior knowledge of the permit application, they should declare a conflict and recuse themselves from the hearing. Robert reminded the Board deliberations on decisions can be made during a closed session and the final decision should be made publicly. It is suggested that online hearings should be recorded for future reference.

There were some questions on bias and how to prevent bias from occurring during the hearing process. There were some questions regarding whether or not Board members can help the applicant once they have declared a conflict and have no intentions of being an active participant during the hearing process. Staff will seek guidance and clarification from Conservation Ontario.

REGULATIONS AND PLANNING REPORT

Robert Cole informed the Board from January 13 to February 18 there were 31 permits completed. There are still some 2020 permits that need to be completed. During this time period, there were 21 Property Inquiry Forms (PIFs) completed. The PIFs have really increased so far this year in comparison to last year. Tim Pidduck confirmed the total number of PIFs so far this year is 44 and the volume of work is taking up almost all of one Regulations Officer's time.

There was some discussion on ongoing subdivision projects throughout the watershed and the Board would like a report at future meetings for updates on large ongoing projects.

FA Motion G 33/21

Moved by: Jim Martin

Seconded by: Jim O'Shea

To receive the regulations and planning reports as circulated.

Carried.

Jan O'Neill joined the meeting at 10:48am.

CONSERVATION AUTHORITIES ACT AMENDMENTS

Tim Pidduck informed the Board the changes to the Conservation Authorities Act are just the first round of changes. He expects the second round of changes to come in June when the province makes changes to the regulations to the Conservation Authorities Act. Tim will reach out to neighboring Conservation Authorities for wording to the amendments to the Administrative By-Law to ensure compliance with the act.

FA Motion G 34/21

Moved by: Tim Conlin

Seconded by: Jan MacKillican

That staff be directed to make the necessary changes to the CVCA Administrative By-Law to address amendments to Sections 14, 15, 17, and 21 of the Act for approval by the CVCA Board at the next scheduled meeting.

Carried.

Catherine Redden thanked everyone on the Board for comments provided on the letter regarding the make-up of the Conservation Authorities working group for changes to the regulations to the Conservation Authorities Act. She requested a motion to circulate the letter to Members of Parliament (MPs) and municipal partners.

FA Motion G 35/21

Moved by: Jan MacKillican

Seconded by: Jim Martin

To send the letter regarding the make-up of the Conservation Authority working group to MPs and municipal partners.

Carried.

SHORT-TERM DISABILITY AMENDMENTS

Tim Pidduck informed the Board he consulted a lawyer regarding vacation for the Short-Term Disability (STD) policy amendments and made necessary changes to the policy.

FA Motion G 36/21

Moved by: Jan O'Neill

Seconded by: Jim Martin

To approve and adopt the Short-Term Disability policy and the proposed amendments.

Carried.

CROWE BRIDGE CONSERVATION AREA LEASE AGREEMENT

Catherine Redden informed the Board the lease agreement between CVCA and the Municipality of Trent Hills for the operation of Crowe Bridge Conservation Area (CBCA) is up for renewal this year. She expressed some concern about what will be happening with the park this year as the park was closed last season due to being overrun by visitors.

Tim Pidduck informed the Board he has had discussion with Lynn Phillips at the Municipality regarding the renewal of the lease agreement. Lynn is pleased CVCA is interested in extending the lease agreement. She has informed Tim the Municipality would like to provide additional improvements at CBCA like installation of new gate system to make it easier to operate. Tim informed the Board the weir at CBCA needs to have a safety assessment completed on it. Tim informed the Board staff have submitted a WECl application in previous years, but it has been declined. This project was resubmitted for 2021 WECl.

There was some discussion on closing CBCA for the upcoming summer season.

FA Motion G 37/21

Moved by: Jim Martin

Seconded by: Jan O'Neill

To proceed with the safety assessment on the Crowe Bridge Conservation Area weir.

Carried.

FA Motion G 38/21

Moved by: Tim Conlin

Seconded by: Edgar Storms

That the CVCA contact Municipality of Trent Hills and offer an extension of the lease agreement for another agreed upon term by both organizations. That no changes or amendments to the original lease are required.

Carried.

GUT C.A. ROAD ACCESS

Tim Pidduck reminded the Board of the poor condition of the access road to the Gut Conservation Area. Tim Conlin informed the Board there were a lot of complaints about the condition of the road as well as garbage being left. Tim Conlin would like to see three member municipalities (North Kawartha, Marmora and Lake and Wollaston) share the maintenance and maintenance costs of the road to the Gut Conservation Area. Once the road is upgraded to a higher standard the maintenance of the road would be less costly and would likely only require grading throughout the year. Jan O'Neill informed the Board Marmora and Lake use a contractor for the northern reaches of their Municipality, so she was unsure how much they would be able to offer. Catherine Redden requested an email be sent out when Tim Conlin and Tim Pidduck have arranged a day to meet with municipal staff at the Gut CA.

There was some discussion and concern on making Conservation Areas more accessible to the public and the increased use of the area could create a whole host of other problems as has been experienced at other Conservation Areas.

FA Motion G 39/21

Moved by: Tim Conlin

Seconded by: Edgar Storms

To direct staff to move forward on the proposal for obtaining help from surrounding municipalities for maintenance to the access road to the Gut Conservation Area and to provide details with the landowner of the road and to consult with a solicitor for review and advice of the proposal.

Carried.

GENERAL MANAGERS REPORT

Tim Pidduck informed the Board the WECl projects have been submitted. The projects include Marmora Dam cement repair, Wollaston Dam rock anchors and a safety assessment on the Crowe Bridge Conservation Area weir.

Tim informed the Board he continues to work with Hastings Development Trails Inc. (HDTI) group for trail improvement. There will be a promotional video shot at McGeachie Conservation Trails this coming weekend to promote cross country skiing and snow shoeing.

Tim has been invited to speak at the next General Manager's meeting regarding sharing resources between Conservation Authorities and potential staff shortages.

FA Motion G 40/21

Moved by: Jan O'Neill

Seconded by: Jan MacKillican

To receive the General Managers report as presented.

Carried.

OTHER BUSINESS:

None.

MEDIA SESSION

None.

MOTION TO MOVE IN CAMERA

FA Motion G 41/21

Moved by: Jan MacKillican

Seconded by: Jan O'Neill

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

Carried.

FA Motion G 42/21

Moved by: Jan MacKillican

Seconded by: Jim Martin

That the Full Authority Board move into open session.

Carried.

FA Motion G 43/21

Moved by: Jan O'Neill

Seconded by: Ron Carroll

To direct staff to follow direction provided during in camera session.

Carried.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board will be 15 April 2021 at 10:00am.

Tim Pidduck reminded the Board this date may need to be flexible due to possible flooding issues that may arise.

ADJOURNMENT:

FA Motion G 44/21

Moved by: Jan O'Neill

That the Full Authority Board Meeting be adjourned at 12:20pm.

Carried.

Amanda Donald
Recording Secretary

Catherine Redden
Chair