

CROWE VALLEY CONSERVATION AUTHORITY

FULL AUTHORITY

26 February 2026

MINUTES

MEMBERS PRESENT:

Jim Martin	Havelock-Belmont-Methuen Townships
Michael Metcalf	Municipality of Trent Hills
Colin McLellan	North Kawartha
Sheila Currie	Wollaston Township
Jerry Chadwick	Tudor & Cashel Township
John O'Donnell	Faraday Township
Dave Burton	Municipality of Highlands East

MEMBERS ABSENT:

Shawn Pack	Limerick Township
Jane Lakatos	Municipality of Marmora and Lake
Jeremy Solmes	Stirling-Rawdon Township

ALSO PRESENT:

Janette Loveys Smith, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Administrative Assistant/Recording Secretary, CVCA
Greg Alexander. Watershed Resident

CLOSED SESSION:

Suzzane Hunt, Templeman LLP

CALL TO ORDER:

The Chair, Michael Metcalf, called the meeting to order at 9:07am.

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.

APPROVAL OF AGENDA

FA Motion G 16/26

Moved by: Dave Burton

Seconded by: John O'Donnell

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 17/26

Moved by: Colin McLellan

Seconded by: Jerry Chadwick

That the minutes and motions of the Full Authority Board Meeting and the Watershed Advisory Hearing, 15 January 2026, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

BUDGET TO ACTUALS REPORT – 31 DECEMBER 2026

Janette Loveys Smith explained to the Board the budget to actuals report is being provided as the final financial unaudited statement for the Board.

FA Motion G 18/26

Moved by: Colin McLellan

Seconded by: John O'Donnell

That the Budget to Actual report be received for information.

Carried.

2025 AUDIT – WELCH LLP

Janette Loveys Smith informed the Board the attached letters are part of the annual audit process and will likely be the last audit due to the consolidation of Conservation Authorities. Chair Metcalf stated since this will be the last audit for CVCA, he feels it prudent to request the auditor use the lowest threshold for testing, to audit and close the CVCA foundation and to request an updated audit management letter come back to the Board to report on the audit.

There was discussion on closing the foundation and explanation on the request to use the lowest appropriate threshold during the audit process.

FA Motions G 19/26

Moved by: Colin McLellan

Seconded by: Dave Burton

That staff be directed to engage the auditor and request them to:

1. Use the lowest the appropriate threshold for the 2025 financial audit
2. Audit and close the Crowe Valley Conservation Foundation
3. Prepare a management letter for the Board

Carried.

CORRESPONDENCE

None.

GENERAL MANAGER'S REPORT

Janette Loveys Smith extended her appreciation to CVCA staff for helping her learn about CVCA. All the lakes are currently below summer levels and staff are putting together a plan to address the spring freshet. CVCA will be increasing communications with the Board and member municipalities during the freshet.

There is no new information with respect of the Provincial consolidation at this time. The Provincial legislature will be back in at the end of March 2026 and Conservation Authorities are anticipating several changes to the Conservation Authorities Act at that time. Janette Loveys Smith will provide an update at the April Board meeting.

Janette Loveys Smith informed the Board she has been meeting with municipal staff.

FA Motion G 20/26

Moved by: Shelia Currie

Seconded by: Jerry Chadwick

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

Carried.

MEDIA SESSION

None.

OTHER BUSINESS

None.

The Board moved into the In camera session at 9:25am via the closed session meeting link.

IN CAMERA SESSION

FA Motion G 21/26

Moved by: John O'Donnell

Seconded by: Sheila Currie

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

And, that Suzzane Hunt, Templeman LLP join the Board for the matters.

Carried.

FA Motion G 22/26

Moved by: Sheila Currie

Seconded by: Jerry Chadwick

That the Full Authority Board move into open session.

Carried.

FA Motion G 23/26

Moved by: Sheila Currie

Seconded by: Colin McLennan

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

Carried.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Full Authority Board is 16 April 2026 at 9:00am.

ADJOURNMENT:

FA Motion G 24/26

Moved by: Colin McLennan

Seconded by: John O'Donnell

That the Full Authority Board Meeting be adjourned at 11:20am.

Carried.

Amanda Donald
Recording Secretary

Michael Metcalf
Chair

DRAFT