



**Minutes of the meeting of the  
Quinte Conservation Executive Board Meeting**

**Date:** September 14, 2017, 3:30 pm  
**Location:** Quinte Conservation - Joe Eberwein Board Room  
2061 Old Highway 2  
Belleville, ON

**Members Present:** Allan DeWitt (City of Quinte West), Carrie Smith (Township of Madoc), Dale Grant (Stirling and Rawdon Township), Heather Lang (Tyendinaga Township), Henry Hogg (Addington Highlands Township), Irene Martin (Tudor and Cashel Townships), John Hirsch (County of Prince Edward), Mitch Panciuk (City of Belleville), Paul Carr (City of Belleville), Ray Hobson (County of Prince Edward), Roger Cole (Town of Greater Napanee), Sandy Fraser (Marmora and Lake Municipality), Steven Everhardus (Town of Deseronto), Tom Livingston (County of Prince Edward)

**Members Absent:** Jackie Denyes (City of Belleville), James Flieler (Municipality of Tweed), Jamie Forrester (County of Prince Edward), Janice Maynard (County of Prince Edward), Jim Dunlop (County of Prince Edward), John Wise (Stone Mills Township), Mike Kerby (Centre Hastings Municipality), Norm Roberts (Township of South Frontenac), Penny Porter (Loyalist Township), Phillip Smith (Township of Central Frontenac)

**Also Present:** Terry Murphy (General Manager), Christine McClure (Water Resources Manager), Brad McNevin (Watershed Science and Monitoring Manager), Lynette Lambert (Water Monitoring Coordinator), Christine Jennings (BQRAP Environmental Assistant), Paul McCoy (Planning and Regulations Manager), Tim Trustham (Ecologist and Planner), Catherine Sinclair (Regulations Officer), Kirsten Geisler (Communications Assistant), Tammy Smith (Corporate Services Manager), Brittany Thompson (Corporate Services Assistant), Curtis Vance (GIS Technician), Kelly Maher

**1. Call to Order**

The Chair called the meeting to order at 3:30pm.

**1.a Notice Regarding Cell Phones and Pagers**

Cell phones and pagers are not permitted to be turned on during the meeting, except in an event of an emergency. If the device is to be left on, it must be announced at the beginning of the meeting.

**1.b Collection of Personal Information for Board Minutes**

This is addressed to anyone that is not a board member and/or staff person of Quinte Conservation: Your name will be used in the board meeting minutes and the minutes will become public information after review and approval of the board. If you are present for a delegation or hearing, the context of your presentation will be recorded in the minutes of the board meeting.

**2. Approval of the Agenda**

There was no discussion.

**MOTION QC-17-38**

**Moved By:** Sandy Fraser (Marmora and Lake Municipality)

**Seconded By:** Ray Hobson (County of Prince Edward)

THAT, the agenda for September 14 be approved.

**CARRIED**

**3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of June 15, 2017.**

There was no discussion.

**MOTION QC-17-39**

**Moved By:** Steven Everhardus (Town of Deseronto)

**Seconded By:** Roger Cole (Town of Greater Napanee)

THAT, the minutes of the Quinte Conservation Executive Board meeting of June 15 be approved.

**CARRIED**

**4. Business Arising from the Minutes**

There was no business arising from the minutes.

**5. Disclosures of Pecuniary Interests**

There were no disclosures of pecuniary interest.

**6. Delegations**

There were no delegations.

**7. Review and Approval of the Section 28 Regulations and Permits**

There was no discussion.

**MOTION QC-17-40**

**Moved By:** Ray Hobson (County of Prince Edward)

**Seconded By:** Sandy Fraser (Marmora and Lake Municipality)

THAT, the Section 28 Regulations and Permits be approved.

**CARRIED**

**8. Plan Review Summary**

There was no discussion.

**MOTION QC-17-41**

**Moved By:** Carrie Smith (Township of Madoc)

**Seconded By:** Allan DeWitt (City of Quinte West)

THAT, the Plan Review Summary be approved.

**CARRIED**

**9. Budget Control**

There was no discussion.

**MOTION QC-17-42**

**Moved By:** Steven Everhardus (Town of Deseronto)

**Seconded By:** Ray Hobson (County of Prince Edward)

THAT, the Budget Control be approved.

**CARRIED**

**10. Hydro Report**

Staff reported that the Hydro dam is in working order. Staff noted that two weeks ago there were minor issues with the generator and computer system which have now been resolved. Staff has found a local company to provide support for the computer system which will result in savings and be more efficient.

**MOTION QC-17-43**

**Moved By:** John Hirsch (County of Prince Edward)

**Seconded By:** Henry Hogg (Addington Highlands Township)

THAT, the hydro report be received.

**CARRIED**

**11. Review and Approval of Draft Audited Financial Statement**

There was no discussion.

**MOTION QC-17-44**

**Moved By:** Roger Cole (Town of Greater Napanee)

**Seconded By:** Ray Hobson (County of Prince Edward)

THAT, the Review and Approval of Draft Audited Financial Statement be approved.

**CARRIED**

**12. Media Releases and Communications Reports**

Staff introduced the new Communications Coordinator to the Board.

**MOTION QC-17-45**

**Moved By:** Allan DeWitt (City of Quinte West)

**Seconded By:** Henry Hogg (Addington Highlands Township)

THAT, the media releases and communications reports be approved.

**CARRIED**

**13. Ontario Lands and Mining Commissioner Decision**

Staff reported that the Ontario Lands and Mining Commissioner Decision is provided for context and background information on a violation from two years ago. The decision was recently received, and staff reported that they have and will continue to go to court over this matter.

A Board Member asked about the legal fees regarding this file, and whether this process utilized staff time appropriately.

Staff reported that legal fees are minimal as staff expertise was utilized, a lawyer was not retained, and that this case in particular was an example to deter future violations of this nature. Staff reported that a permit has now been issued to remove the fill that was placed without a permit.

**MOTION QC-17-46**

**Moved By:** Dale Grant (Stirling and Rawdon Township)

**Seconded By:** Tom Livingston (County of Prince Edward)

THAT, the Ontario Lands and Mining Commissioner Decision be approved.

**CARRIED**

14. **Deerock Lake Property Proposal**

There was no discussion

**MOTION QC-17-47**

**Moved By:** Sandy Fraser (Marmora and Lake Municipality)

**Seconded By:** Carrie Smith (Township of Madoc)

THAT, the board approve turning over ownership of the north property at Deerock Lake to the Ministry of Natural Resources and Forestry, providing that the province cover the cost of the transaction.

**CARRIED**

15. **Update on Office & Storage Facility**

There was general discussion surrounding funding of the new storage facility and office addition.

A Board Member asked whether funding was contingent on federal and provincial agencies or private donors.

Staff reported that in order to secure funding, federal and provincial agencies require that the organization provide partial funding upfront in order to receive any funding and grants. Staff hopes to receive private donations which would supply Quinte Conservation with the required funds to start the project and receive additional funding from provincial and federal agencies.

A board member asked where exactly the new facility would be located.

Staff noted that the new facility would be located at the north end of the parking lot. The current barn will be removed, and that additional space will be utilized for parking which is much needed.

**MOTION QC-48-17**

**Moved By:** Irene Martin (Tudor and Cashel Townships)

**Seconded By:** John Hirsch (County of Prince Edward)

THAT, \$250,000.00 of reserve funding be made available to help secure provincial and federal funding for the construction of the storage facility and office addition and further that any use of this funding will require executive approval.

**CARRIED**

16. **Summer Education Program**

Staff reported that with the cancellation of the day camp, a much wider demographic of community members were reached through the Wild about Wildlife events that took place throughout the Quinte Conservation Watershed in the summer of 2017.

**MOTION QC-17-49**

**Moved By:** Ray Hobson (County of Prince Edward)

**Seconded By:** Tom Livingston (County of Prince Edward)

THAT, the update on the summer education program be approved.

**CARRIED**

**17. Stoco Lake Plan**

**MOTION QC-17-50**

**Moved By:** Paul Carr (City of Belleville)

**Seconded By:** Steven Everhardus (Town of Deseronto)

THAT, the Quinte Conservation board approves the final Stoco Lake Stewardship Plan compiled by the Stoco Lake Plan Steering Committee.

**CARRIED**

**18. Flooding and High Water Update**

Staff reported that the Bay of Quinte and Lake Ontario reached record levels this spring, and water levels have steadily decreased since its peak in May.

Staff reported that due to these high water levels, staff have been extremely busy keeping up with inquiries. Quinte Conservation has spoken to over 200 residents and has had 92 site visit requests and 31 permit applications regarding flooding and erosion experienced on their shoreline properties.

Staff will be presenting their experience and knowledge of the flooding that the Bay of Quinte experienced at the Provincial Flood and Forecast Warning Committee Workshop.

A board member asked why only half of the residents that Quinte Conservation staff have talked to have applied for a permit.

Staff noted that with many of the residents they talk to, they can answer their questions over the phone, or residents cannot afford to repair their shoreline or are having a hard time finding a contractor to fix their shoreline. Staff also noted that the water still needs to go down 14 inches, thus some of the damage is still not visible until the water fully resides.

Staff reported they had attended the Weller's Bay meeting on a Saturday to share information with residents about the flooding and erosion they had experienced. Staff noted that the residents were very happy and satisfied with the information they had received.

**MOTION QC-17-51**

**Moved By:** Henry Hogg (Addington Highlands Township)

**Seconded By:** Irene Martin (Tudor and Cashel Townships)

THAT, the flooding and high water update be approved.

**CARRIED**

**19. Water Resource Update**

Staff reported that we currently administer a flood forecasting tool, however, Quinte Conservation only has one staff member trained to troubleshoot the tool. Staff is recommending having another staff trained as a back-up. The province is providing funding to have extra staff equipped to operate the tool and will not require any additional funding from our member municipalities. As part of the project, staff will also create a training manual as a precaution in case both staff are away, the tool can still be operated.

Staff reported that Quinte Conservation is also applying for Federal Natural Disaster Mitigation Program Funding, which is being matched by the provincial and federal government.

Staff also noted that this will provide benefit to nine other Conservation Authorities and the greater Conservation Authorities network through shared software resources, making the most of funding dollars.

Staff also updated the board on two current projects that they are working on. Funding has been successful the previous two years, and consultants have been hired and will examine Foxboro Flood Mitigation options.

A board member asked the timeline to report these mitigation options back to residents.

Staff responded that the funding process has been slow, and the project should be completed in March 2019.

Staff also reported that a previous report is being examined in regards to previous mitigation options, and that all options that are viable are being examined.

Staff updated the board on the second project, which is looking at enhancing current flood forecasting and that funding is in place.

Staff reported that there is a new grant to examine retrofit stormwater management options for existing urban development, and that a funding application is in the process to examine Foster Avenue and one in Prince Edward County.

Staff also reported that Quinte Conservation had been successful for all capital projects for the dams, and has received new equipment from the Ministry of Natural Resources and Forestry for no additional cost.

**MOTION QC-17-52**

**Moved By:** Tom Livingston (County of Prince Edward)

**Seconded By:** Ray Hobson (County of Prince Edward)

THAT, staff be directed to submit the project proposal to the National Disaster Mitigation Program for the Flood Forecasting Continuity of Operations Planning and Enhancement project

**CARRIED**

**20. Alexander Island Update**

Staff provided some background and context to the Alexander Island property and noted that they have been consulting with a prospective buyer in regards to the history and current regulation surrounding the road proposal.

**MOTION QC-17-53**

**Moved By:** Tom Livingston (County of Prince Edward)

**Seconded By:** Ray Hobson (County of Prince Edward)

THAT, the Alexander Island update be approved.

**CARRIED**

**21. Picton Terminals**

Staff reported that Quinte Conservation has received a new permit application from Picton Terminals.

There was general discussion around the permit application, history and the public's concern surrounding Picton Terminals.

**MOTION QC-17-54**

**Moved By:** Tom Livingston (County of Prince Edward)

**Seconded By:** Ray Hobson (County of Prince Edward)

THAT, Picton Terminal updated be approved.

**CARRIED**

**22. Frink Centre Project**

Staff reported that originally there was \$250,000.00 donated from the Parrott Foundation to construct a new building at the Frink Centre. However, The Board of Executives had decided instead to just repair and rebuild the current buildings at the Frink Centre. Thus, \$250,000.00 is still set aside and has been approved by the Parrott Foundation to be reallocated to repairing the boardwalk and winterizing the out-building at the Frink Centre.



Staff reported that currently tenders are being submitted to repair the boardwalk, and a portion of the boardwalk is closed for repair and maintenance. Therefore, once a tender is selected, 180m of the boardwalk will be rebuilt and 20m will be removed and not replaced.

**MOTION QC-17-55**

**Moved By:** Henry Hogg (Addington Highlands Township)

**Seconded By:** Irene Martin (Tudor and Cashel Townships)

THAT, the update on the Frink Centre Project be approved.

**CARRIED**

**23. Other Business**

A board member announced that on September 23rd or 30th there will be a boat excursion to Main Duck Island for a tour and history of the island from Mr. Harrison. The tour will be \$100.00 a person and weather dependent.

There was general discussion surrounding the trip to Main Duck Island and was highly recommended if anyone gets the chance to take the tour.

A board member requested an inventory of Quinte Conservation properties in The City of Belleville that have the potential to be transformed into trails that are accessible to the public, as there is an opportunity for a partnership between Quinte Conservation and the Municipality.

Staff reported that there was a previous proposal for a trail at the 401 Highway and Holgate Dam, and the reconstruction of the off-ramp may be a good time to look at this. Staff reported that there are also properties on Mudcat Road and the Frink Centre that have the potential to be utilized as accessible trails. Staff noted that they will forward this information along with any past reports they have.

A board member asked about the electric car charging station and inquired what use had been recorded thus far.

Staff responded that currently we are not able to track how much activity the car charging station has had, and reported that use is minimal, but Quinte Conservation's car is able to track its usage thus far.

A board member noted that staff were seen in the media at the Historical flooding event.

Staff reported that the ground water monitoring program that Quinte Conservation operates currently has 30 wells in operation, and that it is to Quinte Conservation's advantage to have a licensed well contractor.

**MOTION QC-17-56**

**Moved By:** Sandy Fraser (Marmora and Lake Municipality)

**Seconded By:** Allan DeWitt (City of Quinte West)

THAT, Lynette Lambert, Watershed Monitoring Coordinator, and Mark Boone, Stormwater Project Coordinator, be hereby appointed as the Official Representatives (Officers) of the Well Contractor Licence operated under Quinte Conservation Association as per Section 2 of the Wells Regulation (R.R.O. 1990, Reg. 903).

**CARRIED**

**24. Date and Time of Next Meeting**

The date and the time of the next meeting is October 19, 2017, or earlier at the call of the chair.

**25. Adjournment**

The meeting was adjourned at 4:30pm.

**MOTION QC-17-57**

**Moved By:** Mitch Panciuk (City of Belleville)

**Seconded By:** Paul Carr (City of Belleville)

THAT, the meeting be adjourned.

**CARRIED**

  
Janice Maynard, Chair