



**Minutes of the meeting of the
Quinte Conservation Executive Board Meeting (2019)**

Date: February 21, 2019
Location: Quinte Conservation - Joe Eberwein Board Room
2061 Old Highway 2
Belleville ON

Members Present: **Chris Malette** (City of Belleville), **Dale Grant** (Stirling and Rawdon Township), **Don Kuntze** (City of Quinte West), **Ellen Johnson** (Town of Greater Napanee), **Heather Lang** (Tyendinaga Township), **Henry Hogg** (Addington Highlands Township), **James Flieler** (Municipality of Tweed), **Janice Maynard** (County of Prince Edward), **Jim Dunlop** (County of Prince Edward), **John Hirsch** (County of Prince Edward), **John Wise** (Stone Mills Township), **Kate McNaughton** (County of Prince Edward), **Les Stanfield** (County of Prince Edward), **Mike Kerby** (Centre Hastings Municipality), **Nicki Gowdy** (Township of Central Frontenac), **Norm Roberts** (Township of South Frontenac), **Paul Carr** (City of Belleville), **Ray Hobson** (County of Prince Edward), **Steven Everhardus** (Town of Deseronto), **Tom Livingston** (County of Prince Edward)

Members Absent: **Carrie Smith** (Township of Madoc), **Ron Derry** (Marmora and Lake Municipality), **Ronald Carroll** (Tudor and Cashel Townships), **Sean Kelly** (City of Belleville)

Also Present: **Brad McNevin** (CAO), **Amy Dickens** (Source Water Protection Coordinator), **Christine Jennings** (Resource Technician), **Darcy Clow** (Napanee Region Field Operations), **Kelly Maher** (Water Resources Technologist), **Kirsten Geisler** (Communications Specialist), **Lynette Lambert** (Water Monitoring Coordinator), **Paul McCoy** (Planning and Regulations Manager), **Rhena Brett** (Corporate Services Assistant), **Tammy Smith** (Corporate Services Manager), **Tim Trustham** (Ecologist), **Wendi Everitt** (Accounting Clerk)

1. **Call to Order**

The Chair called the meeting to order at 4:06 pm.

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.

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. **Verbal Reports From the Watershed Advisory Boards on elections**

Staff commented on the results of the Advisory Board Elections, stating that:

James Flieler (Municipality of Tweed) was elected as Chair for the Moira River Advisory Board, and that **Paul Carr** (City of Belleville) was elected as Vice Chair for the Moira River Advisory Board.

John Wise (Stone Mills Township) was elected as Chair for the Napanee Region Advisory Board, and that **Heather Lang** (Tyendinaga Township) was elected as Vice Chair for the Napanee Region Advisory Board.

Janice Maynard (County of Prince Edward) was elected as Chair for the Prince Edward Region Advisory Board, and that **John Hirsch** (County of Prince Edward) was elected as Vice Chair for the Prince Edward Region Advisory Board.

MOTION QC-19-01

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

Seconded By: **Chris Malette** (City of Belleville)

THAT, the verbal reports from the Watershed Advisory Boards be received.

CARRIED

3. Appointment of Chair for 2019 and 2020.

John Wise (Stone Mills Township) was appointed Chair of the Quinte Conservation Executive Board.

MOTION QC-19-02

Moved By: Steven Everhardus (Town of Deseronto)

Seconded By: Jim Dunlop (County of Prince Edward)

THAT, Chair of the Napanee Region Watershed Advisory Board be appointed Chair of the Quinte Conservation Executive Board for 2019 and 2020.

CARRIED

4. Appointment of Vice Chair for 2019 and 2020

James Flieler (Municipality of Tweed) was appointed Vice Chair of the Quinte Conservation Executive Board.

MOTION QC-19-03

Moved By: Paul Carr (City of Belleville)

Seconded By: Tom Livingston (County of Prince Edward)

THAT, Chair of the Moira Region Watershed Advisory Board be appointed Vice Chair of the Quinte Conservation Executive Board for 2019 and 2020.

CARRIED

5. Appointment of the Signing Officers for 2019

There was no discussion.

MOTION QC-19-04

Moved By: Mike Kerby (Centre Hastings Municipality)

Seconded By: Don Kuntze (City of Quinte West)

THAT, the signing authorities for Quinte Conservation for 2019 be any two of the following: John Wise, Quinte Conservation Executive Chair; James Flieler, Quinte Conservation Executive Vice Chair; Brad McNevin, Chief Administrative Officer / Secretary-Treasurer or Tammy Smith, Corporate Services Manager.

CARRIED

6. Appointment of Auditors for 2019

Staff commented that Collins Barrow Chartered Accountants changed their name to Bakertilly.

MOTION QC-19-05

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Les Stanfield (County of Prince Edward)

THAT, Barkertilly Chartered Accountants be selected as the auditors for 2019, and THAT, staff be authorized to negotiate the fee.

CARRIED

7. Appointment of Authority Solicitors for 2019

There was no discussion.

MOTION QC-19-06

Moved By: Ray Hobson (County of Prince Edward)

Seconded By: Heather Lang (Tyendinaga Township)

THAT, Templeman Menninga be appointed as solicitors for Quinte Conservation for issues relating to water management and land management.

CARRIED

8. Appointment of Conservation Ontario Council Representative for 2019

It was discussed that the alternate would be the Vice Chair of the Quinte Conservation Executive Board.

MOTION QC-19-07

Moved By: Dale Grant (Stirling and Rawdon Township)

Seconded By: Mike Kerby (Centre Hastings Municipality)

THAT, the Chair, John Wise, and CAO / Secretary-Treasurer, Brad McNevin, and one alternate, James Flieler, be the appointed members to the Conservation Ontario Council for 2019.

CARRIED

9. Appointment of one Board Member to the Staff Personnel Committee

The Chair called for volunteers to sit on the Personnel Committee. It was voted on that Ray Hobson (County of Prince Edward) would be appointed.

MOTION QC-19-08

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Chris Malette (City of Belleville)

THAT, Ray Hobson (County of Prince Edward) be appointed to the Staff Personnel Committee for 2019.

CARRIED

10. Appointment of one Board Member to the Source Protection Committee

It was discussed that Mike Kerby (Centre Hastings Municipality) would remain as the appointed Board Member to the Source Protection Committee

MOTION QC-19-09

Moved By: Paul Carr (City of Belleville)

Seconded By: Norm Roberts (Township of South Frontenac)

THAT, **Mike Kerby** (Centre Hastings Municipality) be appointed to the Source Protection Committee for 2019.

CARRIED

11. Appointment of six Board Members to the Regulations Committee

It was discussed and agreed upon that the six Board Members assigned to the Regulations Committee would be the Chair and Vice Chair of each of the 3 Watershed Advisory Boards.

MOTION QC-19-10

Moved By: Janice Maynard (County of Prince Edward)

Seconded By: Heather Lang (Tyendinaga Township)

THAT, two members of each Watershed Advisory Board (namely **James Flieler** (Municipality of Tweed), **Paul Carr** (City of Belleville), **John Wise** (Stone Mills Township), **Heather Lang** (Tyendinaga Township), **Janice Maynard** (County of Prince Edward), and **John Hirsch** (County of Prince Edward) be appointed to the Regulations Committee for 2019.

CARRIED

12. Appointment of one Board Member to the Budget Committee

Staff commented that this is a new committee. It was discussed and agreed on that there would be a Board Member from each Advisory Board. It was agreed upon that the following individuals would be appointed:

Moira River - **Don Kuntze** (City of Quinte West)

Napanee Region- **Norm Roberts** (Township of South Frontenac)

Prince Edward Region- **Ray Hobson** (County of Prince Edward)

MOTION QC-19-11

Moved By: Paul Carr (City of Belleville)

Seconded By: Henry Hogg (Addington Highlands Township)

THAT, one member of each Watershed Advisory Board (namely **Don Kuntze** (City of Quinte West), **Norm Roberts** (Township of South Frontenac), and **Ray Hobson** (County of Prince Edward) be appointed to the Budget Committee for 2019.

CARRIED

13. Appointment of one Board Member to the Lands Committee

Staff commented that the Lands Committee would discuss strategies with Quinte Conservation's properties and work towards management options and address concerns. The committee will report to The Board.

It was discussed that it would be beneficial for committee members to have some experience and or interest in managing lands.

It was discussed and agreed upon that the Moira River representative would be **Chris Malette** (City of Belleville) and that the Napanee Region representative would be **Steven Everhardus** (Town of Deseronto).

It was agreed that the Prince Edward Region Advisory Board would meet to elect their representative.

MOTION QC-19-12

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

Seconded By: **Heather Lang** (Tyendinaga Township)

THAT, one member of each Watershed Advisory Board (namely **Chris Malette** (City of Belleville) and **Steven Everhardus** (Town of Deseronto) be appointed to the Lands Committee for 2019.

CARRIED

14. Approval of 2019 Borrowing Motion

A Board Member asked for clarification on why The Authority would need to borrow money.

Staff explained that there are numerous reasons, one being, so that The Authority can still operate during a financial crisis. Other reason mentioned was that in some circumstances, financing is required before a grant can be received.

A Board Member asked if it is ever reported when the money gets borrowed.

Staff commented that The Board receives a financial report every three months that explains the current state of finances and that The Board would be made aware through that report, of the situation.

MOTION QC-19-13

Moved By: **Kate McNaughton** (County of Prince Edward)

Seconded By: **Jim Dunlop** (County of Prince Edward)

BE IT THEREFORE RESOLVED:

WHEREAS, it is necessary for the Quinte Conservation Authority (Hereinafter called the “Authority”) to borrow up to the sum of One Million Dollars (\$1,000,000.00) required for its purposes until payment to the Authority of any grants and/or sums to be paid to the Authority by the participating municipalities designated as such under the Conservation Authority Act, 1980;

1. THAT, the Authority does borrow from the Royal Bank of Canada up to the sum of One Million Dollars (\$1,000,000.00) as necessary for its purposes on the promissory note or notes of the Authority to the Authority by participating municipalities at such rate of interest as the Minister of Natural Resources approves.

2. THAT, the Chair or the Vice-Chair together with the CAO/Secretary-Treasurer or Corporate Services Manager of the Authority be and they are hereby authorized to execute for and on behalf of the Authority as promissory note or notes for the sum to be borrowed under paragraph numbered 1 hereof.

3. THAT, the amount borrowed pursuant to this resolution with interest thereon at the rate approved by the Minister of Natural Resources be a charge upon whole of the monies received or to be received by the Authority from the participating municipalities as and when such monies are received.

4. THAT, the Chair or the Vice-Chair or the CAO/Secretary- Treasurer or the Corporate Services Manager of the Authority be and is hereby authorized and directed to apply, in payment of the monies borrowed pursuant to this resolution together with interest thereon at the rate approved by the Minister of Natural Resources, all of the monies received by the Authority from the participating municipalities.

CARRIED

15. 2019 Budget

Staff explained the budget options that were presented during the meeting in 2018. It was mentioned that the budget has been updated as staff found a way to source the cost of options B and C through alternative methods. Staff commented that Option A, the lowest increase, was being presented to The Board.

A Board Member asked what the balance of The Authority’s reserves was.

Staff commented that the reserve builds each year by 50k and that they hope by the end of 2019, the total will be 450k.

A Board member asked if the expansion project was put on hold.

Staff replied by saying, staff met to discuss the build. Before the project moves forward, it is important to make sure that the needs of the building are understood. A new recommendation will be made and the cost of the build is not represented in the budget.

A Board Member asked when the last time the Authority had to dip into the reserves was.

Staff explained that it was during the major flood of 2014 and the severe drought of 2016.

A Board Member asked if there was a cap for the reserve.

Staff commented that the cap for the reserve would be 750k as there was a previous motion on this.

There was some general discussion about the proposed budget. Some Board Members expressed support.

MOTION QC-19-14

Moved By: Ray Hobson (County of Prince Edward)

Seconded By: Heather Lang (Tyendinaga Township)

THAT, the 2019 Budget be approved.

CARRIED

16. Media Releases and Communications Reports

There was no discussion.

MOTION QC-19-15

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Chris Malette (City of Belleville)

THAT, the Media Releases and Communications Reports be received.

CARRIED

17. Staff Report – Lands Update

There was no discussion.

MOTION QC-19-16

Moved By: Ray Hobson (County of Prince Edward)

Seconded By: Les Stanfield (County of Prince Edward)

THAT, the noted strategic plan for QC properties be endorsed; with staff being directed to report on the action items as they are addressed.

CARRIED

18. WECI/Capital Dam Projects

There was discussion on The Authority's Capital Dam Projects.

Staff explained that the projects have been reviewed and prioritized in order to move forward with the 10 year plan.

A Board Member inquired about the budget for potential projects at McLeod.

Staff explained that a drilling investigation is needed to identify seepage issues.

A Board Member shared with the new members that some regions of the watershed will require more work than others.

A Board Member questioned some of the verbiage in the report.

Staff explained that there is an outline that was put in place by the MNRF. The outline contains certain terms that need to be used if the dam meets a certain criteria.

A Board Member asked about the cost for the access trail at Lingham Lake.

Staff explained that access to the lake is very limited and if there is a need to perform an emergency operation on the dam, there may be issues accessing it, and that is why there is a need for a trail.

A Board Member asked if the trail would be used by the Public.

Staff commented that access to the trail would be restricted in order to help prevent vandalism.

MOTION QC-19-17

Moved By: Tom Livingston (County of Prince Edward)

Seconded By: John Hirsch (County of Prince Edward)

THAT, the WECI/Capital Dam Projects be received.

CARRIED

19. FCM's Climate Adaptation Partner Grants

Staff explained that there was a funding opportunity a few years ago that The Authority had applied for, but did not receive. The funding has recently been offered to The Authority under the condition that staff can prove support from the municipalities. It was brought to the attention of The Board that a letter has been sent to each municipality in regards to this funding. A letter of support has been requested.

MOTION QC-19-18

Moved By: Kate McNaughton (County of Prince Edward)

Seconded By: Les Stanfield (County of Prince Edward)

THAT, the Quinte Conservation Executive Committee support staff in pursuing the FCM grant for the Climate Change Innovation Program and development of Drought Management Plans for member municipalities.

CARRIED

20. Other Business

Staff brought to the attention of The Board that a letter was sent to a contractor and the County of Prince Edward regarding a development project for Alexander Island in Pleasant Bay, Prince Edward County.

The letter of interest was sent by a past staff member and expressed their personal support for the project; However, there is some conflict with this project and the contractor has not applied for, nor was issued a permit.

This concern was brought to the attention of The Board as staff and other board members would like to clarify The Authority's stance on the matter.

There was some general discussion on the type of property that was in question (a dynamic beach) and whether the property owner owned the road.

A Board Member asked if staff had sought legal advice on how to proceed.

Staff commented that they wanted to re-issue a letter explaining that the original letter was a personal opinion.

It was generally agreed upon that the first step in proceeding would be to seek legal advice.

MOTION QC-19-18

Moved By: Kate McNaughton (County of Prince Edward)

Seconded By: Tom Livingston (County of Prince Edward)

THAT, The Authority seek legal advice before moving forward.

CARRIED

21. Date and Time of Next Meeting

Date and time of next meeting is April 18, 2019 at 3:30 pm or earlier at the call of the Chair

22. Adjournment

The meeting was adjourned at 5:15.

MOTION QC-19-19

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the meeting be adjourned.

CARRIED

, Chair