



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

Date: January 21, 2021, 3:30pm
Location: ZOOM

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

Members Absent: **Bob Bridger** (Tudor and Cashel Townships), **Carrie West** (Township of Madoc), **Ellen Johnson** (Town of Greater Napanee), **Jim Dunlop** (County of Prince Edward), **Norm Roberts** (Township of South Frontenac)

Also Present: **Amy Dickens** (Source Water Protection Coordinator), **Brad McNevin** (CAO), **Lindsay Nash** (Environmental and Regulations Technician), **Paul McCoy** (Planning and Regulations Manager), **Sam Reid** (Corporate Services Assistant), **Sharlene Richardson** (Regulations Officer), **Tammy Smith** (Corporate Services Manager)

1. Call to Order

The Chair called the meeting to order at 3:30 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. Approval of the Agenda

There was no discussion.

MOTION QC-20-115

Moved By: Sean Kelly (City of Belleville)

Seconded By: Paul Carr (City of Belleville)

THAT, the Agenda for the January 21, 2021 Executive Board Meeting be approved.

CARRIED

3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of December 17, 2020

There was no discussion.

MOTION QC-20-116

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Chris Malette (City of Belleville)

THAT, the Minutes from the December 17, 2020 Quinte Conservation Executive Board Meeting be approved.

CARRIED

4. Action Items of the previous Quinte Conservation Executive Board Meeting

Staff gave a brief update. The barn at Potter's Creek Conservation Area is being demolished and a staff report in response to the December delegation is coming to the Executive Board at the February meeting.

5. Business Arising from the Minutes

6. Disclosure of Pecuniary Interests

7. Delegations

8. Review and Approval of the Section 28 Regulations and Permits (Motion to Approve)

There was no discussion.

MOTION QC-20-117

Moved By: Janice Maynard (County of Prince Edward)

Seconded By: Mike Kerby (Centre Hastings Municipality)

THAT, the Review and Approval of the Section 28 Regulations and Permits be approved.

CARRIED

9. Plan Review Summary (Motion to Approve)

There was no discussion.

MOTION QC-20-118

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the Plan Review Summary be approved.

CARRIED

10. Budget Control (Motion to Approve)

Board Member asked why the percentage of total budget spent under Conservation Area Operations was at 47%.

Staff answered that more operations happened in December that is not shown on this report. Also, not all of the allotted budget will be spent because of the reduced season at Depot due to the COVID-19 pandemic.

Board Member asked why the percentage of total budget spent under Operations of Office was at 102%.

Staff answered that although we are over in that category we are under in the other categories. Corporate Services is at 87% total.

MOTION QC-20-119

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Kate MacNaughton (County of Prince Edward)

THAT, the Budge Control be approved.

CARRIED

11. Media Releases and Communications Report (Motion to Receive)

There was no discussion.

MOTION QC-20-120

Moved By: Paul Carr (City of Belleville)

Seconded By: Mike Kerby (Centre Hastings Municipality)

THAT, the Media Releases and Communications Report be received.

CARRIED

12. Water Survey of Canada Parks Creek Monitoring Station (Motion to Approve)

Staff explained report. Due to Water Survey of Canada abandoning sites we can acquire the monitoring station at no cost to Quinte Conservation. Quinte Conservation has access to equipment that could be installed in the location but we have not official commitment to put equipment there.

MOTION QC-20-121

Moved By: Chris Malette (City of Belleville)

Seconded By: Les Stanfield (County of Prince Edward)

THAT, the Quinte Conservation Executive Board approve the motion to acquire the Parks Creek Water Survey Site from Water Survey of Canada at no cost.

CARRIED

13. Other Business

Board Member thanked the Chair for their commitment to Quinte Conservation over the past two years.

14. Adjournment

The meeting was adjourned at 3:42 pm.

MOTION QC-20-122

Moved By: Paul Carr (City of Belleville)

Seconded By: Mike Kerby (Centre Hastings Municipality)

CARRIED

THAT, the meeting be adjourned.



John Wise, Chair

1. Call to Order
2. Approval of the Agenda

There was no discussion.

MOTION QC-21-001

Moved By: Paul Carr (City of Belleville)

Seconded By: Henry Hogg (Addington Highlands Municipality)

THAT, the Agenda for the January 21, 2021 Executive Board Meeting be approved.

CARRIED

3. Delegations
4. Closing of 2020 Business (Motion to Approve)

There was no discussion.

MOTION QC-21-002

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Tom Livingston (County of Prince Edward)

THAT, 2020 business be closed.

CARRIED

5. Opening of 2021 Business

6. Confirmation of two year appointment for Chairs and Vice Chairs of Watershed Advisory Boards and Quinte Conservation Executive Board

Board Member asked about having a meeting with just the Napanee Region Advisory Board to call for re-elections.

Staff agreed.

MOTION QC-21-003

Moved By: Kate MacNaughton (County of Prince Edward)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the two year appointment for Chairs and vice Chairs be approved; AND THAT, the Quinte Conservation Executive Board approves the following for calendar years 2021 and 2022:

- James Flieler, Chair of the Quinte Conservation Executive Board and Chair of the MRW Advisory Board;
- Janice Maynard, Vice-Chair of the Quinte Conservation Executive Board and Chair of the PERCA Advisory Board;
- John Wise, Chair of the NRW Advisory Board;
- Heather Lang, Vice-Chair of the NRW Advisory Board
- John Hirsch, Vice-Chair of the PERCA Advisory Board
- Paul Carr, Vice-Chair of the MRW Advisory Board

CARRIED

7. Appointment of Conservation Ontario Council Representatives (Motion to Approve)

There was no discussion.

MOTION QC-21-004

Moved By: Mike Kerby (Centre Hastings Municipality)

Seconded By: Heather Lang (Tyendinaga Township)

THAT, the Chair James Flieler and CAO/Secretary-Treasurer, Brad McNevin, and one alternate, Janice Maynard, Vice-Chair be appointed members to the Conservation Ontario Council for 2021.

CARRIED

8. Appointment of Auditors (Motion to Approve)

Board Member asked when the last time a request for auditors was put out for tender.

Staff answered Quinte Conservation normally reappoints the previous auditors if we are satisfied with their work.

Board Member suggested we have a policy that it must go out for tender every five years.

MOTION QC-21-005

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Henry Hogg (Addington Highlands Township)

THAT, Baker Tilley be selected as the auditors for 2021; AND THAT, staff be authorized to negotiate the fee for this service.

CARRIED

9. Appointment of Financial Institution and Borrowing Resolution (Motion to Approve)

Board Member asked if the Minister has a pre-set appropriate rate that Quinte Conservation uses or if the bank decides the rate then Quinte Conservation tells the Minister.

Staff answered that the bank decides.

MOTION QC-21-006

Moved By: John Wise (Stone Mills Township)

Seconded By: Dale Grant (Stirling and Rawdon Township)

THAT. The Quinte Conservation Executive Board approves the Royal Bank of Canada to act as the financial institution for 2021;

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

10. Appointment of Authority Solicitor (Motion to Approve)

Board Member asked when the last time a request for solicitors was put out for tender.

Staff answered Quinte Conservation normally reappoints the previous solicitors if we are satisfied with their work.

Board Member suggested we have a policy that it must go out for tender every five years.

MOTION QC-21-007

Moved By: Kate MacNaughton (County of Prince Edward)

Seconded By: Don Kuntze (City of Quinte West)

THAT, Templeman Menninga be appointed as solicitors for Quinte Conservation for issues related to Section 28 Regulations, Water and Land management.

CARRIED

11. Appointment of Signing Officers

Board Member suggested that the authorization be the position name rather than the individuals name to make it easier when transitioning.

MOTION QC-21-008

Moved By: Mike Kerby (Centre Hastings Municipality)

Seconded By: Heather Lang (Tyendinaga Township)

THAT, the signing authorities for Quinte Conservation for 2021 be any two of the following: James Flieler, Quinte Conservation Executive Chair; Janice Maynard, Quinte Conservation Executive Vice Chair; Brad McNevin, -Chief Administrative Officer/Secretary-Treasurer; and Tammy Smith, Corporate Services Manager

CARRIED

12. Appointment of the Source Water Protection Committee (Motion to Approve)

There was no discussion.

MOTION QC-21-009

Moved By: Tom Livingston (County of Prince Edward)

Seconded By: Les Stanfield (County of Prince Edward)

THAT, Mike Kerby be appointed to the Source Protection Committee

CARRIED

13. Appointment of the Hearing Committee (Motion to Approve)

There was no discussion.

MOTION QC-21-010

Moved By: John Wise (Stone Mills Township)

Seconded By: Paul Carr (City of Belleville)

THAT, the Chair and Vice-Chair of each Watershed Advisory Board (namely; James Flieler, Paul Carr, John Wise, Heather Lang, Janice Maynard and John Hirsch) be appointed to the Hearing Committee for 2021.

CARRIED

14. Appointment of the Hydro Committee Representatives (Motion to Approve)

There was no discussion.

MOTION QC-21-011

Moved By: Don Kuntze (City of Quinte West)

Seconded By: Sean Kelly (City of Belleville)

THAT, the Chair and Vice-Chair of each Watershed Advisory Board (namely; James Flieler, Paul Carr, John Wise, Heather Lang, Janice Maynard and John Hirsch) be appointed to the Hydro Committee for 2021.

CARRIED

15. Appointment of the Budget Committee Members

Staff mentioned that one of the proposed changes with Conservation Authorities is new budget guidelines for 2022.

MOTION QC-21-012

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Henry Hogg (Addington Highlands Township)

THAT, one member of each Watershed Advisory Board (namely; Don Kuntze (City of Quinte West), Norm Roberts (South Frontenac) and Ray Hobson (County of Prince Edward) be appointed to the Budget Committee for 2021.

CARRIED

16. Appointment of the Lands Committee Members (Motion to Approve)

There was no discussion.

MOTION QC-21-013

Moved By: John Wise (Stone Mills Township)

Seconded By: John Hirsch (County of Prince Edward)

THAT, Chris Malette (MRW, City of Belleville), Steven Everhardus (NRW, Town of Deseronto), Les Stanfield (PERCA, County of Prince Edward) and Tom Livingston (PERCA, County of Prince Edward) be appointed to the Lands Committee for 2021.

CARRIED

17. Appointment of an Executive Committee Member to the Foundation Board (Motion to Approve)

John Wise nominated Sean Kelly. This was seconded by Janice Maynard.

Mike Kerby nominated John Wise. This was seconded by Don Kuntze. John Wise withdrew his name.

MOTION QC-21-014

Moved By: Mike Kerby (Centre Hastings Municipality)

Seconded By: Chris Malette (City of Belleville)

THAT, Sean Kelly be nominated to the Quinte Conservation Foundation Board of Directors.

CARRIED

18. Staff Years of Service Recognition

Curtis Vance – 10 years

Christine McClure – 10 years

19. Appointment of an Officer

Staff explained the report. The Quinte Conservation Executive Board needs to appoint the new Enforcement Officer so they can work under Section 28 of the Conservation Authorities Act.

Board Member asked if this position is hourly or salary.

Staff answered that it is hourly.

Board Member asked how the Enforcement Officer will dress to identify himself.

Staff answered that they will receive Quinte Conservation clothing and has to carry identification.

Board Member asked who determines what the fines are.

Staff answered all fines are set.

Board Member asked how many hours a week the Enforcement Officer will work.

Staff answered that it will be one day a week on average.

MOTION QC-21-015

Moved By: Steven Everhardus (Town of Deseronto)

Seconded By: Les Stanfield (County of Prince Edward)

THAT, the Quinte Conservation Executive Board appoint Jason Messenger as an Officer (including designation as a Provincial Offenses Officer) to enforce regulations made by Quinte Conservation pursuant to section 28 and 29 of the Conservation Authorities Act and to enforce the Trespass to Property Act be approved.

CARRIED

20. Other Business

21. Date and Time of Next Meeting

The date and time of next meeting is February 18, 2021 or earlier at the call of the chair.

22. Adjournment

The meeting was adjourned at 4:23 pm.

MOTION QC-21-016

Moved By: Tom Livingston (County of Prince Edward)

Seconded By: Dale Grant (Stirling and Rawdon Township)

CARRIED

THAT, the meeting be adjourned.

A handwritten signature in blue ink that reads "James Flieler". The signature is written in a cursive style and is positioned above a horizontal line.

James Flieler, Chair