



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

Date: February 18, 2021, 3:30pm
Location: ZOOM

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), John Hirsch (County of Prince Edward), John Wise (Stone Mills Township), Kate MacNaughton (County of Prince Edward), Les Stanfield (County of Prince Edward), Mike Stevens (Marmora and Lake Municipality), Nicki Gowdy (Township of Central Frontenac), Norm Roberts (Township of South 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: Carrie West (Township of Madoc), Jim Dunlop (County of Prince Edward), Mike Kerby (Centre Hastings Municipality)

Also Present: Brad McNevin (CAO), Brian and Eunice Lackey (Friends of Birdhouse City), Christine McClure (Water Resources Manager), Craig Leask (Friends of Birdhouse City), Gillian Carson (Friends of Birdhouse City), Jesse Platt (Field Operations Manager), Maya Navrot (Education and Stewardship Coordinator), Olivia Hughes (Stormwater Project Coordinator), 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), Tim Trustham (Lands Operations Coordinator), Wendy Dunning (Friends of Birdhouse City)

1. Call to Order

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

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-21-017

Moved By: John Wise (Stone Mills Township)

Seconded By: Tom Livingston (County of Prince Edward)

THAT, the Agenda for the February 18, 2021 Executive Board Meeting be approved.

CARRIED

3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of January 21, 2021.

There was no discussion.

MOTION QC-21-018

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Chris Malette (City of Belleville)

THAT, the Minutes from the January 21, 2021 Quinte Conservation Executive Board Meeting be approved.

CARRIED

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

Board Member asked about the status of an Action Item regarding how Quinte Conservation manages the collected data.

Staff said there will be a report on this at the next Executive Board meeting.

5. Business Arising from the Minutes

6. Disclosure of Pecuniary Interests

Don Kuntze (City of Quinte West) declared pecuniary interests on Item #14.

Paul Carr (City of Belleville) declared pecuniary interests on Item #17.

Steven Everhardus (Town of Deseronto) declared pecuniary interests on Item #17.

7. Delegations – Bird House City

A member from Friends of Birdhouse City did a presentation.

The Member talked about planned activities at Birdhouse City, outreach efforts, and their new social media presence. Also, it was mentioned that the group is working on a maintenance program for the birdhouses.

Board Member thanked Friends of Birdhouse City for their ongoing effort and how it is easier to connect with the group using Facebook.

Board Member asked how tall the birdhouses are and if birds actually nest in them.

Member of Friends of Birdhouse City answered that height varies from 10-12 feet and that ones that have been taken down to be refurbished did have nests in them.

Board Member asked what types of birds are being encouraged.

Member of Friends of Birdhouse City answered that there are five main species of birds.

MOTION QC-21-019

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Kate MacNaughton (County of Prince Edward)

THAT, the Friends of Bird House City delegation be received.

CARRIED

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

There was no discussion.

MOTION QC-21-020

Moved By: Don Kuntze (City of Quinte West)

Seconded By: Norm Roberts (Town of South Frontenac)

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-21-021

Moved By: Sean Kelly (City of Belleville)

Seconded By: Henry Hogg (Addington Highlands Township)

THAT, the Plan Review Summary be approved.

CARRIED

10. Budget Control (Motion to Approve)

There was no discussion.

MOTION QC-21-022

Moved By: John Wise (Stone Mills Township)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the Budge Control be approved.

CARRIED

11. Hydro Report (Motion to Approve)

Board Member asked if there would have had a deficit if there wasn't a savings in repair cost.

Staff answered it is usually break-even.

MOTION QC-21-023

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Paul Carr (City of Belleville)

THAT, the Hydro Report be approved.

CARRIED

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

Staff explained with new website the report is different but it will be back to the normal format next month.

MOTION QC-21-024

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: John Wise (Stone Mills Township)

THAT, the Media Releases and Communications Report be received.

CARRIED

13. Summary of the December Delegation (Motion to Receive)

Board Member said that Quinte Conservation should consider modifying the criteria in which the proposals are received. Energy dispossession needs to be addressed as new criteria for proposals.

Staff answered that Quinte Conservation don't disagree but the issue is that a lot of these shoreline structures are replacements of existing. Also, the Shoreline Management Plan will help with some of these concerns and have guidelines for this type of work.

Staff said that with new shoreline structures Quinte Conservation wants them to be sloped to allow for energy dispossession but this is not always possible with the amount of room on the property.

Board Member said Quinte Conservation doesn't have enough staff to inspect properties after we issue the permit and there is no point in issuing if we are not going to inspect as landowners will not always do what they say and are allowed to do.

Board Member asked if regular photo updates could be asked as a requirement with the issuance of a permit and if the applicant does not submit photos it can be revoked.

Board Member asked if the applicant is required to provide a pour date.

Staff answered that this can be difficult because the permit is valid for two years.

Board Member asked if Quinte Conservation could require better materials for shoreline protection work.

Staff answered that Quinte Conservation does not require specific material because of cost restraints for applicants.

Board Member asked if Quinte Conservation could require a coastal engineer for shoreline protection work.

Staff answered that this is possible and that some other Conservation Authorities require this but it is costly for the applicants.

Discussion followed on this topic.

MOTION QC-21-025

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Paul Carr (City of Belleville)

THAT, the Quinte Conservation Executive Board receive the Summary of the December Delegation.

CARRIED

14. Response to the December Delegation

Board Member suggested that neighbours need to be notified on project with proposals similarly to what is required of Municipalities.

Staff said with Freedom of Information Quinte Conservation would need to look into how this could be done.

Board Member understands but wants to know if this could be looked into and put into policy.

Staff said Ministry used to require a sign-off from adjacent landowners as a part of its application but now it is not required.

Board Member asked for staff to look into this and bring to next meeting.

Staff added that there are issues with staff time.

Board Member suggested to increase the permit fees to allow for more staff in permitting.

Board Member agreed that we need enforcement and more staff for applicants to comply.

MOTION QC-21-026

Moved By: Steven Everhardus (Town of Deseronto)

Seconded By: Henry Hogg (Addington Highlands Township)

THAT, the Quinte Conservation Executive Board receive the Response to the December Delegation.

CARRIED

15. Municipality of Centre Hastings Lease Renewal Request (Motion to Approve)

Staff explained report.

The Municipality of Centre Hastings is interested in renewing the lease of Whytock Park located at 350 Russell Street North because there are structures on the property that the Municipality owns.

This lease does not affect staff or access to the plantation on the property.

Board Member asked if there is any wording in the lease that required the Municipality to notify Quinte Conservation when new infrastructure is added.

Staff said item four (4) in the lease mentions this. The Municipality cannot put any new structures on the property without Quinte Conservation approval.

Board Member asked if the Municipality would consider purchasing the property.

Staff said this discussion did come up but the process is lengthy. The decision was to renew the lease and look into the possibility of purchasing the property in the future.

MOTION QC-21-027

Moved By: Don Kuntze (City of Quinte West)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the Quinte Conservation Executive Board approve the twenty five (25) year lease agreement between Quinte Conservation and the Municipality of Centre Hastings.

CARRIED

16. National Disaster Mitigation Program Update (Motion to Receive)

Staff explained report. Quinte Conservation has passed the Provincial Government review and have moved onto the Federal Government review.

MOTION QC-21-028

Moved By: John Wise (Stone Mills Township)

Seconded By: Kate MacNaughton (County of Prince Edward)

THAT, the Quinte Conservation Executive Board receives the Nation Disaster Mitigation Program Application Update report.

CARRIED

17. Frink Centre Report (Motion to Approve)

Board Member asked about the comparison between the Hasting Prince Edward District School Board (HPEDSB) and the Algonquin Lakeshore Catholic District School Board (ALCDSB) it is currently 50/50 responsibility but HPEDSB has more buildings on the property and that should reflect the user ship.

Staff answered that each school board having their own agreement with Quinte Conservation is more appropriate and fair and will reflect own usage.

Board Member said that HPEDSB has a staff member at the HR Frink Centre 5 days a week as opposed to ALCDSB only having a staff member 5 days every two weeks which would indicate HPEDSB would have more usage.

MOTION QC-21-029

Moved By: Don Kuntze (City of Quinte West)

Seconded By: John Wise (Stone Mills Township)

THAT, the Quinte Conservation staff be directed to cancel the existing agreement between Quinte Conservation and the Hastings Prince Edward District School Board (HPEDSB) after the spring 2021 school season is completed; AND THAT, Quinte Conservation staff be directed to enter into independent agreements with the HPEDSB and the Algonquin and Lakeshore Catholic District School Board (ALCDSB) with a detailed outline of the shared cost model.

CARRIED

18. Recommendations for 2020 Carry Over (Motion to Approve)

Staff explained report.

Board Member asked if any of the money could be used to help Planning and Regulations with staffing issues.

Staff answered that staff is looking into this.

Board Member asked if Quinte Conservation is budgeting for things that we will need in the future.

Staff answered that this will not impact the 2021 budget. Investing in Depot Lakes Campground has been on the list of things to do but has never been high enough priority to be completed. Money was saved last year at Depot Lakes Campground due to fewer students and shorter season.

Board Member asked the timeline of the listed projects.

Staff answered that we are waiting for approval for projects to move forward.

Board Member asked if the money was operational Quinte Conservation may have to sustainability reserve and pull out the money from it.

Staff answered that we can do that if the that is what the Board wants.

MOTION QC-21-030

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Mike Stevens (Municipality of Marmora and Lake)

THAT, the unspent 2020 approved budget be carried to 2021 and the projects listed within this report be approved.

CARRIED

19. Closure of Price Conservation Area for MTO Bridge Replacement (Motion to Approve)

Board Member asked if there was a rental agreement and if there is Quinte Conservation needs to ensure that in the agreement it states that the land needs to be restored to the state it was before construction.

Staff answered that there is an option for payment and we can offer the property with conditions.

MOTION QC-21-031

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: John Hirsch (County of Prince Edward)

THAT, the Quinte Conservation Executive Board approve Price Conservation Area be temporarily closed to allow for the re-construction of the Ministry of Transportation Highway 7 Bridge at the Skootamatta River;

AND THAT, Quinte Conservation staff be directed to negotiate the terms and conditions of use for the Price Conservation Area parking lot as a construction staging zone with the successful contractor;

FURTHER THAT, Quinte Conservation provide written confirmation to MTO and PARSONS that we accept the closure of the old entrance.

CARRIED

20. New Service for Paid Parking (Motion to Approve)

Board Member asked about the internet connection at some Conservation Areas and if the local library passes will be renewed.

Staff answered that people can pay before they go or they can call over the phone when they get there if the internet connection is poor. Also, the library passes will be renewed and an email went out to let them know to contact staff if required new passes.

Board Member asked if had been in contact with Prince Edward County regarding this.

Staff answered no.

MOTION QC-21-032

Moved By: Ellen Johnson (Town of Greater Napanee)

Seconded By: Chris Malette (City of Belleville)

THAT, the Quinte Conservation Executive Board approve PayByPhone as the new paid parking service for Quinte Conservation.

CARRIED

21. Watershed Regulations (O.REG. 319/09) Policy Manual Update (Motion to Approve)

There was no discussion.

MOTION QC-21-033

Moved By: Paul Carr (City of Belleville)

Seconded By: Mike Stevens (Municipality of Marmora and Lake)

THAT, the Quinte Conservation Executive Board approve the proposed amendments to the Watershed Regulations (O.REG. 319/06) Policy Manual (March 2019); AND THAT, staff be directed to update the manual accordingly.

CARRIED

22. Update to Hearing Guidelines (Motion to Approve)

There was no discussion.

MOTION QC-21-034

Moved By: John Wise (Stone Mills Township)

Seconded By: John Hirsch (County of Prince Edward)

THAT, the Quinte Conservation Executive Board approve the proposed changes to the Quinte Conservation Hearing Guidelines.

CARRIED

23. Depot Lakes Modified Interior Camping Plan (Motion to Approve)

Board Member asked if the Public Health Unit has been in contact and reviewed the plan.

Staff answered that we have been monitoring policies and regulations as well as contacted Ontario Parks.

Staff acknowledges that adjustments may need to happen once the season starts.

MOTION QC-21-035

Moved By: Henry Hogg (Addington Highlands Township)

Seconded By: Sean Kelly (City of Belleville)

THAT, the Quinte Conservation Executive Board approve the Depot Lakes Campground Modified Operations for the 2021 Camping Season – COVID 19.

CARRIED

24. In Camera Session

MOTION QC-21-036

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Dale Grant (Stirling and Rawdon Township)

THAT, the Quinte Conservation Executive Board Meeting be moved to In Camera.

CARRIED

MOTION QC-21-037

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the Quinte Conservation Executive Board Meeting be moved out of In Camera.

CARRIED

MOTION QC-21-038

Moved By: Heather Lang (Tyendinaga Township)

Seconded By: Norm Roberts (Township of South Frontenac)

THAT, the Quinte Conservation Executive Board approve the decisions made In Camera.

CARRIED

25. Other Business

Item 1

Bill 229 Update – Staff Report prepared by Brad and sent out Tuesday February 16, 2021.

Board Member explained report.

Board Member said Quinte Conservation does not have a choice as this is now legislation.

Board Member asked how we are going to apply the new formula for representation.

Staff answered that this may not need to be done until the next term.

MOTION QC-21-039

Moved By: John Wise (Stone Mills Township)

Seconded By: Steven Everhardus (Town of Deseronto)

THAT, the Quinte Conservation Board amend the Administrative By-law as set out in this report to align with recent changes to sections 14, 15, 17 and 21 the Conservation Authorities Act.;

AND

FURTHER THAT, the Board direct the Chief Administrative Officer to write to member municipalities requesting that Quinte Conservation be contacted for comment prior to Council consideration of requests to endorse applications for a Ministerial Zoning Order (MZO) in relation to a Quinte Conservation permit application under Section 28 of the Conservation Authorities Act;

AND

FURTHER THAT, the Board direct staff to develop an offsetting program for the loss of ecological values that could be implemented through an Agreement mandated by an MZO;

AND

FURTHER THAT, the Board direct staff to develop a fee schedule for the management of MZO files,

BE APPROVED.

CARRIED

26. Adjournment

The meeting was adjourned at 6:30 pm.

MOTION QC-21-040

Moved By: Steven Everhardus (Town of Deseronto)

Seconded By: Henry Hogg (Addington Highlands Township)

CARRIED

THAT, the meeting be adjourned.

A handwritten signature in cursive script that reads "James Flieler". The signature is written in black ink and is positioned above the printed name.

James Flieler, Chair

