



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

**Date:** June 17, 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)- left at 5:55pm, **Les Stanfield** (County of Prince Edward), **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:** **Carrie West** (Township of Madoc), **Jim Dunlop** (County of Prince Edward), **Mike Kerby** (Centre Hastings Municipality), **Norm Roberts** (Township of South Frontenac), **Ronald Carroll** (Tudor and Cashel Townships)

**Also Present:** **Brad McNevin** (CAO), **Catherine Sinclair** (Regulations Officer), **Connor Dennehy** (GIS Assistant), **Curtis Vance** (GIS Technician), **Darcy Clow** (Napanee Region Field Operations), **Jesse Platt** (Field Operations Manager), **Jessica Veevers**, **Karen Fischer** (Friends of Weller's Bay), **Katie Misner**, **Kirsten Geisler** (Communications Specialist), **Maya Navrot** (Education and Stewardship Coordinator), **Michelle Grandchamp** (Communications Assistant), **Monica Howes** (BakerTilley), **Olivia Hughes** (Stormwater Project Coordinator), **Lindsay Nash** (Environmental and Regulations Technician), **Mark Boone** (Drought Management Project Coordinator), **Michael Smith** (Water Control Structures Technologist), **Nora-Lyn Veevers**, **Paul McCoy** (Planning and Regulations Manager), **Richard Steinginga** (BackerTilley), **Rick Willing**, **Sam Reid** (Corporate Services Assistant), **Sarah Waterston**, **Sharlene Richardson** (Regulations Officer), **Tammy Smith** (Corporate Services Manager), **Tim Trustham** (Lands Operations Coordinator)

**1. Call to Order**

The Chair called the meeting to order at 3:32 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-21-068**

**Moved By: John Wise** (Stone Mills Township)

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

THAT, the Agenda for the June 17, 2021 Executive Board Meeting be approved.

**CARRIED**

**3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of May 20, 2021**

There was no discussion.

**MOTION QC-21-069**

**Moved By: Don Kuntze** (City of Quinte West)

**Seconded By: Les Stanfield** (County of Prince Edward)

THAT, the Minutes from the May 20, 2021 Quinte Conservation Executive Board Meeting be approved.

**CARRIED**

**4. DRAFT Audited Financial Statements (Motion to Approve)**

Staff from BakerTilley explained the DRAFT Audited Financial Statements.

Board Member asked if Quinte Conservation Association and Quinte Conservation Authority are separate entities so Quinte Conservation Authority wouldn't be held liable for the Hydro Dam loan.

BakerTilley answered that Quinte Conservation Authority will always hold liability for the Hydro Dam. BakerTilley added that Corpfinance has the ability to call the loan and every year they calculate the debt ratio, Quinte is in default therefore the holdback for the mortgage is being held. Once the loan is paid off the holdback will be released.

**MOTION QC-21-070**

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

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

THAT, the DRAFT Audited Financial Statements be approved.

**CARRIED**

**5. Action Items of the previous Quinte Conservation Executive Board Meeting**

Staff went over action items.

**6. Business Arising from the Minutes**

**7. Disclosure of Pecuniary Interests**

## 8. Delegations

Chair of the Quinte Conservation Executive Board read the following statement:

"I want to welcome the delegations that we have for today's meeting. I would like to remind our delegates that in accordance to the Administrative By-law, you will have 10 minutes to present your information. Quinte Conservation staff will provide a 2 minute warning if required. Your delegation is not an opportunity to discuss staff and/or personnel related items. This would be considered harassment and not tolerated as per the board approved personnel policy. After you have presented your information the Quinte Conservation Executive Board members may ask questions regarding your presentation. At the conclusion of your delegation you are welcome to remain as part of the audience during the meeting. All Quinte Conservation Executive Board meeting are open to the public. Similar to a municipal council meeting, delegates or the public are not permitted to address the board or make comments to the board during the regular meeting. If this occurs, the individual will be removed from the meeting."

Jessica Veevers and Rick Willings did presentation on Safety and Environmental Hazards Resulting from Recent Trail Development under the Direction of Quinte Conservation, spring 2021.

Sarah Waterston did presentation on Health Impacts of Proposed Changes to Macaulay Mountain.

Katie Misener did presentation on Macaulay Mountain being a single-track trail that is a community resource that has been maintained sustainably by dedicated, educated, experienced and insured stakeholders since 1996.

Board Member thanked the presenters and for the care of Macaulay Mountain Conservation Area (MMCA) over the years.

Board Member asked about the number of volunteers and the structure of volunteers at this time.

Delegate answered that in the past people could purchase a Bloomfield Bicycle Club (BBC) membership and it went towards maintaining the trails and there was one day a week that members would dedicate to maintaining the trails. Delegate added that currently there is no organization for this.

Board Member asked if the group has their own insurance.

Delegate answered that as a member of a National Bicycle Association you are covered if the club does trail maintenance and someone gets hurt. Delegate added that currently the BBC is not a member of the National Bicycle Association.

Board Member stated that Quinte Conservation (QC) receives complaints about the trails not being wide enough for accessibility. Board Member added that families do not have the expertise to use the single-track trails and therefore is not accessible for them.

Delegate stated that having a diversity of trails makes it accessible while still having difficulty of trails.

Board Member asked when the last time the group completed maintenance at MMCA.

Delegate answered the last trail maintenance was done in 2017-2018 but continue to remove hazards as they come up when using the single-track unofficial trails. Delegate added the BBC would be happy to restart the maintenance and it was only stopped because of insurance issues.

Board Member asked if the BBC received permission every time to do maintenance at MMCA.

Delegate stated no. Once permission was granted the BBC would go as needed and over time it became less and less as members got busy. The Delegate added that now they have time to restart trail maintenance.

Board Member asked how QC should manage the liability.

Delegate answered that QC should speak to Ganaraska Conservation Authority as it has maintained mountain biking trails and could provide insight.

Board Member stated that it is a shame that Prince Edward County does not have more terrain for mountain biking and is of the opinion that QC should promote mountain biking.

Board Member stated that the hazards identified in the delegations should be addressed by staff. Board Member added that the primary mandate of the Conservation Authority is flood control, erosion control and protection of ecosystem biodiversity. Recreation is not a primary mandate, although it is vital for people's health. Board Member asked where the communication breakdown occurred between the BBC and Quinte Conservation and hopes to continue the dialogue with the BBC.

Karen Fischer did presentation regarding the Friends of Weller's Bay and the continued work being done by the group.

There was no discussion.

**MOTION QC-21-071**

**Moved By: Sean Kelly** (City of Belleville)

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

THAT, the Quinte Conservation Executive Board receive the delegations as presented.

**CARRIED**

**9. Mountain Biking at Macaulay Mountain Conservation Area (Motion to Approve)**

Staff explained report and stated that staff have communicated with Quinte Conservation's lawyer and it was identified that the liability to have the unofficial single-track trails being maintained by another group would be a major liability. Staff added that a sign does not eliminate liability. Also, staff communicated with Quinte Conservation's insurance provider and it was recommended to close the unofficial single-track trails and that QC does not have the staff to maintain the level of maintenance that is required. Quinte Conservation needs to protect itself as an agency and closing the unofficial single-track trails is the best option.

Board Member thanked staff for the report. Board member asked if there is a way to work with the community and want to completely explore the option of single-track trails before closing them.

Staff stated that in the past the bike club never wanted to sign an agreement.

Board Member asked if we have determined the cost for insurance for this type of activity.

Staff answered no.

Board Member wants staff to investigate the cost for insurance for mountain biking. Board Member added that it would be best to close the unofficial single-track trails until a solution can be made.

Staff confirmed that people are still allowed and encouraged to passive bike on the official trails.

Board Member stated that the Ganaraska Conservation Authority pays the Ontario Provincial Police to come onto the property and monitor trail use and enforce rules.

Board Member asked if any unofficial single-track trails would be kept. Board Member added that there could be a couple days a week for mountain biking and the BBC would have to provide proof of insurance.

Discussion followed.

**MOTION QC-21-072**

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

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

THAT, Quinte Conservation Executive Board support the staff decision to close all unofficial single-track trails and access points at Macaulay Mountain Conservation Area until further options on the use of unofficial single-track trails are presented;

AND THAT, staff examines options and costs to reinstitute use of single-track trails to be brought forward to the Executive Board at the earliest possible meeting.

**CARRIED**

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

There was no discussion.

**MOTION QC-21-073**

**Moved By: John Wise** (Stone Mills Township)

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

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

**CARRIED**

**11. Plan Review Summary (Motion to Approve)**

There was no discussion.

**MOTION QC-21-074**

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

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

THAT, the Plan Review Summary be approved.

**CARRIED**

**12. Budget Control (Motion to Approve)**

There was no discussion.

**MOTION QC-21-075**

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

**Seconded By: Sean Kelly** (City of Belleville)

THAT, the Budget Control be approved.

**CARRIED**

**13. Media Releases and Communications Report (Motion to Receive)**

There was no discussion.

**MOTION QC-21-076**

**Moved By: John Wise** (Stone Mills Township)

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

THAT, the Media Releases and Communications Report be received.

**CARRIED**

**14. Forest Carbon Project Update (Motion to Approve)**

Staff showed short video regarding Forest Carbon.

Staff stated that the Forest Carbon project is moving forward and explained the sample sites that are on various Quinte Conservation properties.

**MOTION QC-21-077**

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

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

THAT, the above noted report be received by the Board; with further updates given as new information regarding the Carbon Offset Agreement with Bluesource becomes available;

AND THAT, staff be directed to prepare a preliminary budget for the Stewardship & Education and Forest Certification Maintenance programs which will be funded by the forest carbon offset revenues.

**CARRIED**



**15. LiDAR Acquisition Project (Motion to Approve)**

Board Member asked if we have been talking to the municipalities in Frontenac County regarding this project.

Staff answered yes. Staff added that other Conservation Authorities to the east of Quinte Conservation have started and this work would start in 2022. Frontenac County is very supportive of this initiative.

Board Member asked about the LiDAR work with the Bay of Quinte/Lake Ontario Shoreline Plan.

Staff answered that this is a separate project from the Bay of Quinte/Lake Ontario Shoreline Plan but both do include working with LiDAR.

**MOTION QC-21-078**

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

**Seconded By: Les Stanfield** (County of Prince Edward)

THAT, the staff report Eastern Ontario Proposed LiDAR Acquisition, be received;

AND THAT, the Executive Board Committee endorse a special levy, not in excess of \$52,641.63, to be presented in the 2022 and 2023 budgets for the purchase of LiDAR imaging within Frontenac County;

AND THAT, staff be directed to enter into an agreement with South Nation Conservation for participation in the Eastern Ontario LiDAR project;

AND THAT, staff be directed to enter into an agreement with any participating municipalities or other project partners to formalize funding commitments.

**CARRIED**

**16. QC Water Control Structures – Capital Maintenance 10 Year Plan (Motion to Approve)**

Staff explained report.

Board Member stated that having a ten year plan is a good way to help guide the municipalities for budgeting.

Staff stated pricing could decrease if we receive funding but the amount in the report is the cost if the municipality had to pay 100%.

Board member asked when municipalities should receive the information in the report.

Staff answered within the next month a letter will be sent out with the information and at that point a meeting would be set up to discuss with staff and council.

Board Member asked for a detailed breakdown of each job and where the pricing comes from.

Staff answered that there is details around each project and it will be explained in more detail during the meetings with municipal staff and council.

Board Member asked if a Dam Committee should be created.

Staff answered that a Dam Committee can be created if that is what the Executive Board wants.

Discussion followed.

**MOTION QC-21-079**

**Moved By: Janice Maynard** (County of Prince Edward)

**Seconded By: John Wise** (Stone Mills Township)

THAT, the capital maintenance costs be shared with our municipal partners and a payment system be established that would include a special levy or municipal reserve account for each structure, be approved.

**CARRIED**

**17. Third Depot Lake Dam Seepage Study (Motion to Approve)**

There was no discussion.

**MOTION QC-21-080**

**Moved By: John Wise** (Stone Mills Township)

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

THAT, the Third Depot Lake Dam Seepage Report be received'

AND THAT, Quinte Conservation staff be directed to move forward with approvals to expose the existing sheet piles and seepage areas for the budgeted \$20,500 in 2022.

**CARRIED**

**18. MECP Regulatory Proposal Consultation Guide (Motion to Receive)**

Staff explained that a letter will be circulated to all municipalities to provide Environmental Registry of Ontario (ERO) comments.

Board Member thanked staff for providing it and added that Conservation Ontario did a great job with its comments.

**MOTION QC-21-081**

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

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

THAT, the Quinte Conservation Executive Board receive this report for information.

**CARRIED**

**19. Bay of Quinte/Lake Ontario Shoreline Management Plan**

Staff explained report.

Board Member asked how this project is funded.

Staff answered that Quinte Conservation received a 50% grant from the National Disaster Mitigation Program (NDMP) and the other 50% was committed from Prince Edward County, City of Quinte West, City of Belleville, Town of Deseronto, Town of Greater Napanee, Mohawks of the Bay of Quinte, and Cataraqui Region Conservation Authority.

**MOTION QC-21-082**

**Moved By: Les Stanfield** (County of Prince Edward)

**Seconded By: Janice Maynard** (County of Prince Edward)

THAT, Staff proceed with retaining the firm of Zuzek Inc. at a cost of \$ 424,432.00 to assist in completion of the Bay of Quinte Lake Ontario Shoreline Plan.

**CARRIED**

**20. Other Business**

**21. Adjournment**

The meeting was adjourned at 6:26 pm.

**MOTION QC-21-083**

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

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

THAT, the meeting be adjourned.

  
James Flieler, Chair