



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

**Date:** November 18, 2021, 3:30pm  
**Location:** ZOOM

**Members Present:** **Carrie West** (Township of Madoc), **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), **John Hirsch** (County of Prince Edward), **John Wise** (Stone Mills Township), **Les Stanfield** (County of Prince Edward), **Mike Kirby** (Centre Hastings Municipality), **Mike Stevens** (Marmora and Lake Municipality), **Nicki Gowdy** (Township of Central Frontenac), **Paul Carr** (City of Belleville), **Sean Kelly** (City of Belleville), **Tom Livingston** (County of Prince Edward)

**Members Absent:** **Chris Malette** (City of Belleville), **Ellen Johnson** (Town of Greater Napanee), **Janice Maynard** (County of Prince Edward), **Jim Dunlop** (County of Prince Edward), **Kate MacNaughton** (County of Prince Edward), **Norm Roberts** (Township of South Frontenac), **Ray Hobson** (County of Prince Edward), **Ronald Carroll** (Tudor and Cashel Townships), **Steven Everhardus** (Town of Deseronto)

**Also Present:** **Amy Dickens** (Source Water Protection Coordinator), **Brad McNevin** (CAO), **Curtis Vance** (GIS Technician), **Lindsay Nash** (Environmental and Regulations Technician), **Mike Smith** (Water Control Structures Technologist), **Paul McCoy** (Planning and Regulations Manager), **Sam Reid** (Corporate Services Assistant), **Tammy Smith** (Corporate Services Manager), **Tim Trustham** (Lands Operations Coordinator)

**1. Call to Order**

The Chair called the meeting to order at 3:33 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-21-113**

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

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

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

**CARRIED**

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

There was no discussion.

**MOTION QC-21-114**

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

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

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

**CARRIED**

4. **Business Arising from the Minutes**

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

Board Member asked if there were any further updates about the Napanee River Buoy Maintenance Agreement.

Staff answered that the Town of Greater Napanee's Chief Administrative Officer stated that the topic was going before council for them to potentially take over ownership, but no formal decision has been made yet.

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-21-115**

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

**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-21-116**

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

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

THAT, the Plan Review Summary be approved.

**CARRIED**

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

Board Member asked if the line item "Revenue for Other Programs" was revenue coming into the organization.

Staff answered that the amount is the total to match all the expenditures under "Total Other Revenue Program Expenditures". Staff added that \$3,268,595.52 is the approved budget amount, the total spent is \$1,227,890.36 and \$2,436,913.58 is the amount received of the approved budget.

Board Member asked why some line items under "Stewardship and Education" are over budget.

Staff answered that there was a posting error, and it will be fixed in the general ledger.

**MOTION QC-21-117**

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

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

THAT, the Budget Control be approved.

**CARRIED**

**11. Hydro Dam Report**

Board Member asked if the Hydro Dam would have a profit this month after payment is made on the interest and principal.

Staff answered no and that revenue is \$371,909.61 and the interest and principal plus total expenditures is what we have put out.

Staff explained that we are ahead for this period and year, but we still have the loan to pay.

**MOTION QC-21-118**

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

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

THAT, the Hydro Dam report be approved.

**CARRIED**

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

Board Member added that staff did an interview with Mary Thomas with CJBQ.

**MOTION QC-21-119**

**Moved By: Mike Kerby** (Centre Hastings Municipality)

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

THAT, the Media Releases and Communications Report be received.

**CARRIED**

**13. Shoreline Management Plan Project Update (Motion to Receive)**

Staff gave update that all three projects are on schedule.

There was no discussion.

**MOTION QC-21-120**

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

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

THAT, Quinte Conservation Executive Board receive the update report on the National Disaster Mitigation Program projects.

**CARRIED**

**14. Appointment of Regulations Officer (Motion to Approve)**

There was no discussion.

**MOTION QC-21-121**

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

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

THAT, the Quinte Conservation Executive Board appoint Lindsay Nash as an Officer (including designation as a Provincial Offenses Officer) to enforce regulations made by Quinte Conservation pursuant to section 28 of the Conservation Authorities Act.

**CARRIED**

**15. Appointment of Risk Management Official (Motion to Approve)**

There was no discussion.

**MOTION QC-21-122**

**Moved By: Mike Stevens** (Municipality of Marmora and Lake)

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

Whereas, the following municipalities have transferred responsibility for enforcement of Part IV policies in the Quinte Region Source Protection Plan to the Quinte Source Protection Authority,

- The Corporation of the County of Prince Edward
- The Corporation of the City of Belleville
- The Corporation of the Municipality of Centre Hastings
- The Town of Deseronto
- The Municipality of Marmora and Lake
- The Municipality of Tweed
- The Corporation of the Township of Madoc
- The Town of Greater Napanee

And whereas, the Quinte Source Protection Authority must appoint qualified Risk Management Official and Risk Management Inspectors as per Section 48(2) of the *Clean Water Act, 2006*:

THAT, Catherine Sinclair is hereby appointed as a Risk Management Official and Risk Management Inspector to carry out the enforcement of Part IV policies in the Quinte Source Protection Plan in the vulnerable areas where Part IV policies apply in following municipalities:

- The Corporation of the County of Prince Edward
- The Corporation of the City of Belleville
- The Corporation of the Municipality of Centre Hastings
- The Town of Deseronto
- The Municipality of Marmora and Lake
- The Municipality of Tweed
- The Corporation of the Township of Madoc
- The Town of Greater Napanee.

**CARRIED**

**16. Conservation Authority LiDAR Partnership Agreement (Motion to Approve)**

Board Member asked why Quinte Conservation did not apply to have more of the watershed mapped.

Staff answered that Cataraqui Conservation Authority and Frontenac County approached the organization and there were no other partners in other areas. Staff added that it could not be justified financially to map further west without a partnership.

Staff said that Cataraqui Conservation Authority approached the County of Lennox and Addington, and it was not something they could do at the time but possibly in the future. Staff added that the long-term goal is to approach the County of Lennox and Addington and Hastings County to move the mapping further west.

Board Member stated that the technology used to do the mapping is highly advanced and can differentiate between land, treetops, etc.

Board Member asked if having this mapping will mean staff will not have to go out and visit locations and if not, what do we hope to gain with this mapping.

Staff answered that this may need to be done again if there is an area where high development happens, and the grade of the land changes. In rural areas there is no reason to map again after this for a long period of time because there is not enough development for the mapping to have significant enough change. Staff added that the end goal is to update the floodplain mapping, natural hazard model, and emergency management. This will help to move forward with improved flood forecasting and streamlining local development.

Board Member asked if the Ministry of Northern Development, Mines, Natural Resources and Forestry was approached.

Staff said yes and that the Ministry is partnering in select areas but are not funding the entire project.

Board Member asked if we are obligated to give the data to the Ministry.

Staff answered no and that the data is jointly owned by the County of Frontenac and Quinte Conservation.

Board Member asked if Quinte Conservation has more money in the budget to map more area.

Staff answered that other collection areas that are adjacent to current flight lines, along the western edge of the flight line would be relatively cheap but we are restricted to the partnership with the County of Frontenac.

Board Member stated that Quinte Conservation should ask for a quote to continue the flight line to map more area.

Staff answered that staff can approach the company to get a quote, but fast decisions would have to be made and the money would have to be available in the budget. Staff added that staff will get a cost estimate and distribute to the Executive Board for consideration.

**MOTION QC-21-123**

**Moved By: Don Kuntze** (City of Belleville)

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

THAT, the Quinte Conservation Executive Board receive the "*Eastern Ontario Proposed LiDAR Acquisition – Update 1*" report.

**CARRIED**

**17. Transition Plan (Motion to Approve)**

Staff explained report.

There was no discussion.

**MOTION QC-21-124**

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

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

THAT, the Quinte Conservation Executive Board approve the "*Quinte Conservation Transition Plan*", AND

FURTHER THAT, the Quinte Conservation Executive Board approve staff to distribute the Transition Plan to our member municipalities and the Ministry of Environment, Conservation and Parks.

**CARRIED**



**18. Mandatory Vaccination Policy (Motion to Approve)**

Staff explained policy.

There was no discussion.

**MOTION QC-21-125**

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

**Seconded By: Mike Kerby** (Centre Hastings Municipality)

THAT, the Quinte Conservation Executive Board approve the "*Quinte Conservation Vaccination Policy*".

**CARRIED**

**19. Strategic Plan (Motion to Approve)**

Board Member stated that there was an error in the Strategic Plan, and the Municipality of Addington Highlands was not listed as a municipality.

Staff apologized and stated that the strategic plan has been updated.

Board Member asked if it is Quinte Conservation policy to have public consultation for these types of documents.

Staff answered that Quinte Conservation had a lot of public consultation in terms of the development of the strategic plan. Staff added that once the strategic plan is approved by the Executive Board it will be added to the website.

Board Member asked if there is a backup document that explains the information in the strategic plan.

Staff answered yes and that it can be shared with the Board Members.

Board Member asked how the strategic plan gets operative.

Staff answered that it is up to the CAO to implement what is outlined in the strategic plan for the organization.

Board Member stated the strategic plan is less specific than in previous years. Board Member added it is more of a general direction rather than a specific implementation plan.

Board Member stated that when discussing existing or new projects the report to the Executive Board should explain how it relates to the strategic plan.

Discussion followed.

**MOTION QC-21-126**

**Moved By: Nicki Gowdy** (Township of Central Frontenac)

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

THAT, the Quinte Conservation Executive Board approve the "*Quinte Conservation Strategic Plan*".

**CARRIED**

**20. Other Business**

Board Member stated that there is a large parcel near Madoc that is being purchased by the Nature Conservancy of Canada (NCC) and if any board members know of groups interested in helping the purchase of the property to have them contact the NCC.

Discussion followed.

**21. Adjournment**

The meeting was adjourned at 4:43 pm.

**MOTION QC-21-127**

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

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

THAT, the meeting be adjourned.

  
James Flieler, Chair

**CARRIED**