



Minutes of the meeting of the  
Quinte Conservation Executive Board Meeting

**Date:** April 21, 2022, 3:30 pm  
**Location:** ZOOM

Members Present: **Dale Grant** (Stirling and Rawdon Township), **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 Kirby** (Centre Hastings Municipality), **Mike Stevens** (Marmora and Lake Municipality), **Nicki Gowdy** (Township of Central Frontenac), **Paul Carr** (City of Belleville), **Ronald Carroll** (Tudor and Cashel Townships), **Sean Kelly** (City of Belleville), **Steven Everhardus** (Town of Deseronto), **Tom Livingston** (County of Prince Edward)

Members Absent: **Carrie West** (Township of Madoc), **Chris Malette** (City of Belleville), **Don Kuntze** (City of Quinte West), **Ellen Johnson** (Town of Greater Napanee), **Jim Dunlop** (County of Prince Edward), **Norm Roberts** (Township of South Frontenac), **Ray Hobson** (County of Prince Edward)

Also Present: **Brad McNevin** (CAO), **Amy Dickens** (Source Water Protection Coordinator), **Catherine Sinclair** (Regulations Officer), **Christine Phillibert** (Water Resources Manager), **Kate Tapp** (Finance Coordinator), **Kirsten Geisler** (Communications Specialist), **Mark Boone** (Hydrogeologist), **Paul McCoy** (Planning and Regulations Manager), **Sharlene Richardson** (Regulations Officer), **Tim Trustham** (Lands Operations Coordinator)

**1. Call to Order**

The Chair called the meeting to order at 3:47 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-22-033**

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

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

THAT, the Agenda for the April 21, 2022 Executive Board Meeting be approved.

**CARRIED**

**3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of February 17, 2022**

There was no discussion.

**MOTION QC-22-034**

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

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

THAT, the Minutes from the February 17, 2022 Quinte Conservation Executive Board Meeting be approved.

**CARRIED**

**4. Business Arising from the Minutes**

There was no discussion.

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

Staff commented that NDMP is not funding any more projects for the remainder of the year, however, Quinte received funding in 2021. Staff will continue to lobby government with Lidar acquisition.

**6. Disclosure of Pecuniary Interests**

There were no disclosures of pecuniary interest.

**7. Delegations**

There were no delegations.

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

A Board Member asked staff if they knew what the increase in permit applications was this year.

Staff commented that there has been an increase every year over the last five years and that the increase is reported at year end.

There was some general discussion about the increase of workloads across all organizational levels, including municipal and provincial.

Staff commented that conservation authorities are often blamed for development hold-ups and that staff have been adapting to ensure processes are more streamlined and moving faster.

A Board Member asked staff if Quinte Conservation is meeting timelines.

Staff said that they are now required to report progress to Conservation Ontario and that for most cases, staff are meeting obligations and timelines internally; however, part of the concern is ensuring that all documents and applications are submitted properly from the start.

There was some general discussion surrounding how municipalities handle similar concerns.

**MOTION QC-22-035**

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

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

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-22-036**

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

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

THAT, the Plan Review Summary be approved.

**CARRIED**

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

There was no discussion.

**MOTION QC-22-037**

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

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

THAT, the Budget Control be approved.

**CARRIED**

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

There was no discussion.

**MOTION QC-22-038**

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

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

THAT, the Media Releases and Communications Report be received.

**CARRIED**

**12. EIS & Karst Technical Fees (Motion to Approve)**

Staff explained that there has never typically been a service fee for technical studies, but as Quinte is being circulated more and more, the process for review and comment is taking up a significant amount of staff time. Staff are currently developing a Terms of Reference for technical studies and that, combined with a cost-recovery strategy, aims to streamline the process by ensuring that all relevant information and documents are included when the package is submitted.

A Board Member asked what Quinte Conservation’s role would be with EIS as oftentimes the subject matter has nothing to do with conservation authority mandate.

Staff explained that Quinte does have the expertise to provide comment, staff just don’t have the time. They said that reviewing EIS is included in the planning agreements with municipalities, and

that part of the reasoning for cost-recovery is because other staff (other departments) will be involved for the scope of the review. Staff added that all of the current planning agreements will need to be renegotiated with the municipalities; however, require further direction from the province before moving forward.

The consensus from Members was that they supported cost-recovery and there was discussion on whether the fee could change based on scope.

Staff commented that large EIS review (sub-divisions) is covered under the current fee schedule and that this new fee would be for severances and other smaller projects.

A Board Member asked how Quinte will respond to the criticism of the new fee considering all Watershed Municipalities pay a levy to the Authority.

Staff explained that although the Municipalities each pay a levy, the funds from those mostly support flood forecasting programs. The funds that support the Permits and Planning programs come from the Province – which have been substantially reduced over the last few years. Staff added that Quinte is being expected to do things faster and better and there needs to be a way to support that.

A Board Member asked what the cost-recovery would support and if that meant hiring new staff or paying for overtime.

Staff commented that they are exploring options, and that includes the possibility of hiring a planner and/or more support staff.

A Board Member said they support cost-recovery so that their municipal levy doesn't increase.

The conversation circled back to whether the fee could change based on scope and staff said that the fee was based on the average time it takes to complete a comprehensive review which aligns with cost-recovery and that they are advocating for the recommended fee and can complete a detailed analysis at a later date.

There was no further discussion.

**MOTION QC-22-039**

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

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

THAT, the Quinte Conservation Executive Board approve the proposed cost recovery for technical studies.

**CARRIED**

**13. Policy Review- Wetland Offsetting (Motion to Receive)**

A Board Member congratulated staff for the report, saying it was well done and that they agree with the motion.

General consensus from Members was that they agree with the motion.

**MOTION QC-22-040**

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

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

THAT, the report on Wetland Offsetting be received;

AND FURTHER THAT, the Quinte Conservation Executive Board direct staff not to further investigate a wetland offsetting policy.

**CARRIED**

**14. 2021/2022 BQRAP Update (Motion to Receive)**

There was no discussion.

**MOTION QC-22-041**

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

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

THAT, the Quinte Conservation Executive Board receive the Bay of Quinte Remedial Action Plan update.

**CARRIED**

**15. Deer Creek and Lane Creek Floodplain Mapping Update Projects (Motion to Approve)**

A Board Member commented that they thought the report for Lane Creek contained really valuable information and that the municipality will really benefit from the report as it will help guide next steps and mitigation measures.

**MOTION QC-22-042**

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

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

THAT, the Quinte Conservation Executive Board approve the updated floodplain mapping completed by Jewell Engineering for Lane Creek in the Village of Wellington, Prince Edward County;

**CARRIED**

There was no discussion about the Deer Creek Report.

**MOTION QC-22-043**

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

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

THAT, the Quinte Conservation Executive Board approve the updated floodplain mapping completed by Aquafor Beech Ltd. For Deer Creek in the Village of Madoc, Municipality of Centre Hastings.

**CARRIED**

**16. Other Business**

A) McLeod Dam Seepage Project- Tender Award (Motion to Approve)

Staff explained that the report was added to the agenda late and it was regarding working with a contractor to repair the seepage issues occurring at McLeod Dam. Staff added that funding is available for the project.

A Board Member asked if we had any previous experience working with the contractors who were awarded the bid.

Staff said that we have worked with the contractor before and that they helped to identify the seepage issue last year. Staff added that they are confident in the contractors' abilities and have had a good experience working with them in the past.

There was no further discussion.

**MOTION QC-22-044**

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

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

THAT, the McLeod Dam Seepage Project – Tender Award be approved.

**CARRIED**

B) Discussion Items

- **Mandatory Vaccination Policy**

Staff commented that as regular testing is not required anymore, that they would like to remove the Mandatory Vaccination Policy.

There was some general discussion, and the overall consensus was that as long as there are good protection measures in place, the Members support removing the Policy.

- **In-Person/Virtual/Hybrid Board Meetings**

Staff commented that they would like to send a poll out to Members to see what the general agreement would be for future meetings. They explained that if in-person meetings were to begin again, they would need to rent meeting space and as the boardroom cannot accommodate a safe distance between participants.

There was some general discussion with a portion of Members advocating to continue with virtual meetings as they work well, don't require commuting, take less time, and have less cost.

Some Members expressed their concern over hybrid meetings, saying they don't work well.

A Board Member asked if the group should vote during the meeting.

Staff explained that as not all Members are present, it would be best to send out a poll through email.

There was some more discussion as Members weighed the differences between the meeting styles. Comments including taking climate change into consideration, carpooling if able, and the time it takes to travel.

A Board Member said that most municipalities are starting to meet in person again. They said that hybrid meetings can work, they just require planning and updating equipment.

A Board Member asked how we can make meetings more accessible to the public, and how the process can be modernized. They asked for future meetings to be recorded and posted the website or that they be broadcast on YouTube. They said by doing so, it would be a great opportunity to educate the public on our programs and services and to promote environmental stewardship.

Staff commented that they will work with staff to allow for meetings to be streamed.

**ACTION:** Staff was asked to issue a poll requesting feedback from Members on how to proceed with future meetings and to investigate streaming meetings over YouTube.



**17. Adjournment**

The meeting was adjourned at 5:13 pm.

**MOTION QC-22-045**

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

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

THAT, the meeting be adjourned.



James Flieler, Chair

**CARRIED**

