



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

Date: February 16, 2023, 3:30pm
Location: Joe Eberwein Boardroom (Quinte Conservation)

Members Present: **Bob Norrie** (Town of Greater Napanee), **Carrie West** (Township of Madoc), **Chris Malette** (City of Belleville), **Dave Ogden** (Tyendinaga Township), **Don Kuntze** (City of Quinte West), **Don Stewart** (Stirling and Rawdon Township), **James Flieler** (Municipality of Tweed), **Jamie Zeiman** (Town of Deseronto), **Janice Maynard** (County of Prince Edward), **John Hirsch** (County of Prince Edward), **John Wise** (Stone Mills Township), **Kathryn Brown** (City of Belleville), **Kirby Thompson** (Addington Highlands Township), **Lynn Klages** (Township of Central Frontenac), **Mike Kirby** (Centre Hastings Municipality), **Mike Stevens** (Marmora and Lake Municipality), **Nathan Townend** (Loyalist Township), **Norm Roberts** (Township of South Frontenac), **Paul Carr** (City of Belleville)

Members Absent: **Brent Taylor** (Twp of Tudor and Cashel)

Staff Present: **Brad McNevin** (CAO), **Amy Dickens** (Source Water Protection Coordinator), **Christine Phillibert** (Water Resources Manager), **Connor Dennehy** (GIS Specialist), **Dave Eastcott** (Water Resources Technician), **Kirsten Geisler** (Communications Specialist), **Kristina Hamilton** (Corporate Services Assistant), **Lindsay Nash** (Environmental and Regulations Technician), **Natasha Mathieu** (Source Protection Outreach Lead), **Paul McCoy** (Planning and Regulations Manager), **Rhena Brett** (Planning and Regulations Administrator), **Sharlene Richardson** (Regulations Officer) **Tammy Smith** (Corporate Services Manager)

Also Present: **Dale Grant**, **Kate MacNaughton**, **Heather Lang**, **Ray Hobson** , **Ronald Carroll**
Sean Kelly, **Steven Everhardus**, **Tom Livingston**

1. Call to Order

The Chair called the meeting to order at 3: 36 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

MOTION QC-23-001

Moved By: Don Kuntze

Seconded By: John Hirsch

THAT, the Amended Agenda for the February 16, 2022, Executive Board Meeting be approved.
#13 moved (Recognitions held)

CARRIED

3. 2022 Board Member Recognition

Dale Grant – 20 years

Ellen Johnson – 4 years

Heather Lang – 15 years

Henry Hogg – 8 years

Kate McNaughton – 4 years

Les Stanfield – 4 years

Nicki Gowdy – 4 years

Ray Hobson – 11 years

Sean Kelly – 4 years

Steven Everhardus – 7 years

Tom Livingston – 7 years

4. Approval of the Minutes of the Quinte Conservation Executive Board meeting of December 15, 2022.

MOTION QC-23-002

Moved By: Chris Malette

Seconded By: Norm Roberts

THAT, the Minutes from the December 15, 2022, Quinte Conservation Executive Board Meeting be approved.

CARRIED

5. Business Arising from the Minutes

N/A

6. Disclosure of Pecuniary Interests

n/A

7. Delegations

n/A

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

MOTION QC-23-003

Moved By: Mike Kirby

Seconded By: Janice Maynard

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

CARRIED

No Discussion

9. Plan Review Summary (Motion to Approve)

MOTION QC-23-004

Moved By: John Hirsch

Seconded By: Chris Malette

THAT, the Plan Review Summary be approved.

CARRIED

No Discussion

10. Budget Control (Motion to Approve)

MOTION QC-23-005

Moved By: Don Kuntze

Seconded By: Norm Roberts

THAT, the Budget Control be approved.

CARRIED

11. Hydro Report (Motion to Approve)

MOTION QC-23-006

Moved By: Dave Ogden

Seconded By: Carrie West

THAT, the Hydro Report be approved.

CARRIED

12. Staff Presentation - History/Procedures/Board Structure (Motion to Receive)

MOTION QC-23-007

Moved By: Mike Kirby

Seconded By: Don Stewart

THAT, the History/Procedures/Board Structure presentation be received.

CARRIED

Board member commented on numbers/ municipality. Staff answered, based on percentage of the watershed.

13. Administrative By-Law Updates (Motion to Approve)

MOTION QC-23-008

Moved By: Dave Ogden

Seconded By: Norm Roberts

THAT, the changes to the Quinte Conservation Administrative By-law (as amended February 16, 2023), be approved.

CARRIED

Staff member commented that some changes that were required, some revolved around creating one entity with Municipality representation. Some changes recommended by Conservation Ontario ie: Changes of processes, Delegations changes. Rules needed to be updated based on recommendations.

14. Other Business (2022)

Staff closing comments to Board members for their service on the advisory boards. Thanked outgoing Chair and Vice chair for time and dedication to the cause.

Board member thanked the board for the opportunity to serve as Chair.

15. Adjournment of 2022 Business (Motion to Approve)

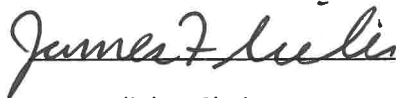
The meeting was adjourned at 4:23 pm.

MOTION QC-23-009

Moved By: Mike

Seconded By: Chris

THAT, the meeting be adjourned.



James Flieler, Chair

CARRIED

2023 Business

- 1. Brad McNevin opens 2023 Business.

- 2. Appointment of Acting Chair (Motion to Approve)

MOTION QC-23-010

Moved By: Nathan Townend

Seconded By: Norm Roberts

THAT, Brad McNevin, CAO Quinte Conservation be appointed Acting Chair to run the election for Chair and Vice-chair of the Quinte Conservation Executive Board.

CARRIED

- 3. Approval of the Agenda for 2023 Business (Motion to Approve)

MOTION QC-23-011

Moved By: Don Stewart

Seconded By: Carrie West

THAT, the Agenda for 2023 Business be approved.

CARRIED

- 4. Disclosure of Pecuniary Interests

N/A

- 5. Delegations

N/A

6. Quinte Conservation Executive Board Election memo (Motion to receive)

MOTION QC-23-012

Moved By: Chris Mallette

Seconded By: Don Kuntze

THAT, the staff report outlining the election procedure for the position of chair and vice-chair be received.

CARRIED

No Discussion

7. Appointment of Election Scrutineers (Motion to Approve)

MOTION QC-23-013

Moved By: Mike Kirby

Seconded By: Kathryn Brown

THAT, Tammy Smith, Corporate Services Manager and Kristina Hamilton, Corporate Services Assistant be appointed as scrutineers for the purpose of counting ballots.

CARRIED

No Discussion

8. Election of Chair

Brad McNevin called for nominations for Chair.

James Flieler nominated **Chris Malette**. Chris Mallette accepted.

Brad McNevin called a second time for nominations for Chair.

N/A

Brad McNevin called a third time for nominations for Chair.

N/A

Board Member asked for clarity of the rules on voting. Staff Clarified

Brad to announce the winner of vote. Chris Malette

9. Election of Vice-Chair

Brad McNevin called for nominations for Vice-Chair.

John Wise nominated **Janice Maynard**. Cannot stand because of changes to rules governing voting processes.

Discussion followed on eligibility.

Brad McNevin called a second time for nominations for Vice-Chair.

Chris Mallette nominated **Don Kuntze**

Don Kuntze accepted.

Brad McNevin called a third time for nominations for Vice-Chair.

N/A

Brad to announce the winner of vote. Don Kuntze

10. Appointment of Chair for 2023 and 2024 (Motion Required)

MOTION QC-23-014

Moved By: Don Stewart

Seconded By: Kathryn Brown

THAT, **Chris Mallette** be appointed as the Chair of the Quinte Conservation Executive Board for 2023 and 2024

CARRIED

11. CAO, Brad McNevin to stand down from Acting Chair and turn the meeting over to the newly appointed Chair.

12. Appointment of Vice Chair for 2023 and 2024 (Motion Required)

MOTION QC-23-015

Moved By: Paul Carr

Seconded By: Dave Ogden

THAT, Don Kuntze be appointed Vice-Chair of the Quinte Conservation Executive Board for 2023 and 2024

CARRIED

13. Appointment of the Signing Officers for 2023 (Motion Required)

MOTION QC-23-016

Moved By: Don Kuntze

Seconded By: John Hirsch

THAT, the signing authorities for Quinte Conservation for 2023 be any two of the following: Chris Mallette, Quinte Conservation Executive Chair, Don Kuntze Quinte Conservation Executive Vice Chair, Brad McNevin Chief Administrative Officer, and Tammy Smith, Corporate Services Manager

CARRIED

14. Appointment of Auditors for 2023 (Motion Required)

MOTION QC-23-017

Moved By: Nathan

Seconded By: Don Kuntze

THAT, Baker Tilley be selected as the auditors for 2023, and FURTHER THAT, staff be authorized to negotiate the fee for this service.

CARRIED

15. Appointment of Authority Solicitors for 2023 (Motion Required)

MOTION QC-23-018

Moved By: Norm Robert

Seconded By: James Flieler

THAT, Templeman Menninga be appointed as solicitors of Quinte Conservation for matters relating to Section 28 Regulations, as well as Water and Land management issues for the 2023 calendar year.

CARRIED

Board member asked about QC history with Templeman Menninga. Staff Clarified

16. Appointment of Conservation Ontario Council Representative for 2023 (Motion Required)

MOTION QC-23-019

Moved By: Jamie Zieman

Seconded By: Kathryn Brown

THAT, the Chair of the QC Executive Board, Chris Mallette, CAO of Quinte Conservation, Brad McNevin, and one alternate, Don Kuntze, Vice Chair of the QC Executive Board be the appointed voting members to the Conservation Ontario Council for 2023.

CARRIED

17. Appointment of the Personnel Committee (Motion Required)

MOTION QC-23-020

Moved By: Don Stewart

Seconded By: Nathan Townend

THAT, the personnel committee of Quinte Conservation for 2023 be represented by the Quinte Conservation Executive Chair; the Quinte Conservation Executive Vice-chair; Brad McNevin, Chief Administrative Officer; and Tammy Smith, Corporate Services Manager.

CARRIED

18. Appointment of one Board Member to the Source Protection Committee (Motion Required)

MOTION QC-23-021

Moved By: Don Kuntze

Seconded By: Paul Carr

2023 THAT, Mike Kerby be appointed to the Source Protection Committee for

CARRIED

19. Appointment of the Quinte Conservation Executive Board as the Regulations Hearing Committee to hear matters of appeal under Section 28 of the CAA (Motion Required)

MOTION QC-23-022

Moved By: Janice Maynard

Seconded By: James Flieler

THAT, the Quinte Conservation Executive Board be appointed as the Section 28 Regulations Hearing Committee for 2023.

CARRIED

20. Appointment of Board Members to the Budget Committee (Motion Required)

MOTION QC-23-023

Moved By: James Flieler

Seconded By: Jamie Zeiman

THAT three board members from different municipalities be appointed to the Budget Committee, namely Don Kuntze (Quinte West), Norm Roberts (South Frontenac) and Janice Maynard (Prince Edward County) be appointed to the Quinte Conservation Budget Committee for 2023.

CARRIED

21. Appointment of the full Quinte Conservation Executive Board to represent the Lands Committee (Motion Required)

MOTION QC-23-024

Moved By: Nathan Townend

Seconded By: Dave Ogden

THAT, the Quinte Conservation Executive Board be appointed as the Lands Committee for 2023.

CARRIED

Board member asked for clarity on the roll of the lands committee.
Board member suggested excursions for board members to get a feel for the lands within our watershed/ forest management.
Discussion followed on role of entire board, perhaps a smaller working group.

22. Approval of 2023 Borrowing Motion (Motion Required)

MOTION QC-23-025

Moved By: Nathan Townend

Seconded By: Dave Ogden

THAT, the Quinte Conservation Executive approves the Royal Bank of Canada to act as the financial institution for 2023;

AND FURTHER THAT; 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;

BE IT THEREFORE RESOLVED:

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 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 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

**23. Staff Presentation – Introduction to Planning and Regulations – Paul McCoy
(Motion to Receive)**

MOTION QC-23-026

Moved By: Mike Kirby

Seconded By: John Hirsch

That, the Introduction to Planning and Regulations staff presentation be received.

CARRIED

Board member inquired about charges against violators, staff responded with processes regarding such ie: hearings, court proceedings etc.

**24. Staff Report and Presentation - Source Protection Annual Report 2023 – Amy Dickens
(Motion to Receive)**

MOTION QC-23-027

Moved By: Don Kuntze

Seconded By: Carrie West

THAT, the Source Protection Annual Report 2023, staff Report and Presentation be received.

CARRIED

Board member asked about septic field testing and processes. Staff clarified.

25. Staff Report- 2023 Proposed Capital Projects (Motion to Approve)

MOTION QC-23-028

Moved By: Nathan Townend

Seconded By: Don Kuntze

THAT, the proposed 2023 Capital Dam Projects be received; and FURTHER THAT, Quinte Conservation submit these projects to the WECl program for funding consideration.

CARRIED

Board member asked about stage at 3rd depot lake dam. Staff answered that hopefully more work will be completed next year. Dam safety vs 3rd depot lake dam repair, Dam safety was the most cost effective option. Staff clarified the use of the 3rd depot lake dam and explained seepage coming from the dam. Staff verified the importance of repairs to the dam. The project of fixing the dam, has the potential to need federal funding and would allow for a multiyear project. The dam is showing signs that it is not getting worse and catastrophic failure is not expected.

26. Staff Report – 10 Year Capital Asset Management Plan Update (Motion to Approve)

MOTION QC-23-029

Moved By: Janice Maynard

Seconded By: John Hirsch

THAT, the Capital Asset Management Plan items modified or removed as demonstrated in the report, be approved.

CARRIED

Board member inquired about shifting projects process. Staff answered that although certain items have been removed, others have been added as needed by level of importance. Moving items frees up revenue.

27. Staff Presentation – Winter Conditions Update – Christine Phillibert (Motion to Receive)

MOTION QC-23-030

Moved By: Mike Kerby

Seconded By: Norm Roberts

THAT, the Winter Conditions Update Presentation be received.

CARRIED

Board member asked about water levels affecting tornado damaged areas. Staff replied that the clearing of some areas was helpful. Localized clean ups were instrumental in preventing water jams. Board member asked about lake Ontario highs. Staff answered that lake levels are harder to control. Levels will remain high though doubtful that it will reach worrisome levels (flooding)

28. Staff Recognition Awards

Tim Trustham – 20 years
Connor Dennehy – 5 years
Rhena Veerman – 5 years

29. Other Business (2023)

Sharepoint problems to be corrected and will become more user friendly. Use of Website to also view board pkg.

30. Date and time of next meeting

The date and time of the next meeting is April 20, 2023, at 3:30pm or earlier at the call of the chair.

31. Adjournment (Motion to Approve)

The meeting was adjourned at 6: 04 pm.

MOTION QC-23-034

Moved By: Jamie Zieman

Seconded By: John Hirsch

THAT, the meeting be adjourned.



Chris Malette, Chair

CARRIED

