



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

Date: Jan 18, 2024 3:30pm
Location: Joe Eberwein Boardroom (Quinte Conservation)

Members Present: Brent Taylor (Twp of Tudor and Cashel), Chris Malette (City of Belleville), Dave Ogden (Tyendinaga Township), Don Kuntze (City of Quinte West), James Flieler (Municipality of Tweed), 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), Krysta-Lee Woodcock (Stone Mills Township) Lynn Klages (Township of Central Frontenac), Mike Kirby (Centre Hastings Municipality), Nathan Townend (Loyalist Township), Norm Roberts (Township of South Frontenac)

Members Absent: Bob Norrie (Town of Greater Napanee), Carrie West (Township of Madoc), Don Stewart (Stirling and Rawdon Township), Jamie Zeiman (Town of Deseronto), Mike Stevens (Marmora and Lake Municipality), Paul Carr (City of Belleville)

Staff Present: Brad McNevin (CAO), Christine Phillibert (Water Resources Manager), Kristina Hamilton (Corporate Services Assistant), Mike Smith (Water Control Structures Technologist), Tammy Smith (Corporate Services Manager), Taylor Hermiston (Communications Coordinator)

Also Present: - The Intelligencer - Jack Evans

2023 BUSINESS

1. Chair called the meeting to order at 3:32 pm.

a. Notice Regarding Cell Phones

Cell phones 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 for 2023 Business

MOTION QC-24-001

Moved By: Kirby Thompson

Seconded By: Dave Ogden

THAT, the Agenda for 2023 Business, January 18, 2024, Executive Board Meeting be approved.

CARRIED

3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of December 21, 2023.

MOTION QC-24-002

Moved By: Kathryn Brown

Seconded By: Lynn Klages

THAT, the Minutes from the December 21, 2023 Quinte Conservation Executive Board Meeting be approved.

CARRIED

4. Business Arising from the Minutes

N/A

5. Monthly Permit Summary (Motion to receive)

MOTION QC-24-003

Moved By: Lynn Klages

Seconded By: Don Kuntze

THAT, the monthly permit summary for the month of December 2023 be received.

CARRIED

6. Monthly Planning Summary (Motion to Receive)

MOTION QC-24-004

Moved By: Brent Taylor

Seconded By: Mike Kirby

THAT, the monthly planning summary for the month of December 2023 be received.

CARRIED

7. Programs and Services Inventory (Motion to Approve)

MOTION QC-24-005

Moved By: Don Kuntze

Seconded By: Lynn Klages

THAT, the Program and Services Inventory be approved.

CARRIED

Staff offered that this looks different than previously submitted to ensure that all agreements were signed, changed slightly to look more at the budget and remove things like plan review and natural heritage.

Board member asked if all municipalities agreed to the categories, staff clarified yes.

8. Motion to move In- Camera for Discussion (Motion to approve)

MOTION QC-24-006

Moved By: Kathryn Brown

Seconded By: Norm Roberts

THAT, the Board move to an In-Camera Closed Session for discussion in accordance with Section 13 of the Administrative By-Law specifically Bullet 11 "a position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority".

CARRIED

9. Motion to move out of In-Camera following Discussion (Motion to approve)

MOTION QC-24-007

Moved By: Don Kuntze

Seconded By: Mike Kirby

THAT, the Board move out of In-Camera following discussion.

CARRIED

10. Closing of 2023 Business (Motion to approve)

MOTION QC-24-008

Moved By: John Wise

Seconded By: Janice Maynard

THAT, the closing of 2023 Business be approved.

CARRIED

11. Adjournment of 2023 Business (Motion to approve)

The meeting was adjourned at 4:05 pm.

MOTION QC-24-009

Moved By: Norm Roberts

Seconded By: Lynn Klages

THAT, the meeting be adjourned.

CARRIED/DENIED/TABLED

Chris Malette, Chair

2024 Business

1. Call to Order

The Chair called the meeting to order at 4:05 pm.

c. Notice Regarding Cell Phones

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d. Collection of Personal Information for Board Minutes

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2. Approval of the Agenda for 2024 Business

MOTION QC-24-010

Moved By: Dave Ogden

Seconded By: Brent Taylor

THAT, the Agenda for 2024 Business, January 18, 2024, Executive Board Meeting be approved.

CARRIED

3. Opening of 2024 Business (*Motion to approve*)

MOTION QC-24-011

Moved By: Norm Roberts

Seconded By: Lynn Klages

THAT, the opening of 2024 Business be approved.

CARRIED

4. Confirmation of two-year appointment for Chair and Vice Chair (*Motion to approve*)

MOTION QC-24-012

Moved By: Brent Taylor

Seconded By: Mike Kerby

THAT, Chris Malette be appointed to the position of Chair of the Quinte Conservation Executive Board.

And FURTHER THAT, Don Kuntze be appointed to the position of Vice Chair of the Quinte Conservation Executive Board.

CARRIED

5. Appointment of Conservation Ontario Council Representatives (Motion to Approve)

MOTION QC-24-013

Moved By: Nathan Townend

Seconded By: Kathryn Brown

THAT, the Chair of the QC Executive, Chris Malette and the CAO/Secretary-Treasurer, Brad McNevin, and one alternate, Don Kuntze, Vice-chair of the QC Executive be appointed members to the Conservation Ontario Council for 2024.

CARRIED

6. Appointment of Auditors (Motion to Approve)

MOTION QC-24-014

Moved By: Lynn Klages

Seconded By: Brent Taylor

THAT, Baker Tilley be selected as the auditors for 2024;
AND FURTHER THAT, staff be authorized to negotiate the fee for this service.

CARRIED

7. Appointment of Financial Institution and Borrowing Resolution (Motion to Approve)

MOTION QC-24-015

Moved By: Kathryn Brown

Seconded By: Janice Maynard

THAT, the Quinte Conservation Executive approves the Royal Bank of Canada to act as the financial institution for 2024;

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;

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/Secretary-Treasurer 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/Secretary- Treasurer 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

8. Appointment of Authority Solicitor (Motion to Approve)

MOTION QC-24-016

Moved By: Mike Kerby

Seconded By: Lynn Klages

THAT, Templeman Menninga be appointed as solicitors of Quinte Conservation for issues related to Section 28 Regulations, Water and Land Management for the year 2024.

CARRIED

9. Appointment of Signing Officers (Motion to Approve)

MOTION QC-24-017

Moved By: Brent Taylor

Seconded By: Nathan Townend

THAT, the signing officers of Quinte Conservation be any **TWO** of the following, Quinte Conservation Board Chair (Chris Malette); Quinte Conservation Board Vice-chair (Don Kuntze); Chief Administrative Officer/Secretary-Treasurer (Brad McNevin); **OR** Corporate Services Manager (Tammy Smith).

CARRIED

10. Appointment of the Source Water Protection Committee (Motion to Approve)

MOTION QC-24-018

Moved By: Kathryn Brown

Seconded By: John Hirsch

THAT, Mike Kerby be appointed to the Source Protection Committee for 2024.

CARRIED

11. Appointment of the Hearing Committee (Motion to Approve)

MOTION QC-24-019

Moved By: Nathan Townend

Seconded By: James Flieler

THAT, the Quinte Conservation Executive Board be appointed as the Hearing Committee for 2024.

CARRIED

12. Appointment of Foundation Board Representative (Motion to Approve)

MOTION QC-24-020

Moved By: Norm Roberts

Seconded By: Janice Maynard

THAT, **Kathryn Brown, Don Kuntze**, of the Quinte Conservation Executive Board be appointed to the Quinte Conservation Foundation Board of Directors.

CARRIED

13. Appointment of Lands Committee (Motion to Approve)

MOTION QC-24-021

Moved By: Mike Kerby

Seconded By: Dave Ogden

THAT, the full Quinte Conservation Executive Board be appointed as the Lands Committee for 2024.

CARRIED

14. Other Business

- June dates for a Watershed Tour – June 7, 8 or 14th.

Tentative dates, needs a poll on Friday/Saturday full day, PEC Napanee and Moira.

15. Date and Time of Next Meeting

The date and time of next meeting is February 15, 2024 or earlier at the call of the chair

16. Adjournment (Motion to approve)

The meeting was adjourned at 4:27 pm.

MOTION QC-24-022

Moved By: Kirby Thompson

Seconded By: Lynn Klages

THAT, the meeting be adjourned.



Chris Malette, Chair

CARRIED/DENIED/TABLED

