



## Board of Directors Minutes of Meeting #1/24 Annual General Meeting

Meeting #1/24 was held on Thursday, January 25, 2024, in person, at the Kawartha Conservation Administration Centre. In the absence of the current Chair, Vice-Chair Warren called the meeting to order at 1:00 p.m.

Present: Pat Warren, Chair  
Harold Wright, Vice-Chair  
Peter Franzen, Director  
Lloyd Rang, Director (Virtual)  
Eric Smeaton, Director  
Tracy Richardson, Director  
Cria Pettingill, Director

Regrets: Robert Rock, Director  
Gerry Byrne, Director  
Mississaugas of Scugog Island First Nations (vacant)

Staff: Mark Majchrowski, CAO  
Matthew Mantle, Director, Planning and Development Services  
Jonathan Lucas, Director, Corporate Services  
Nancy Aspden, Acting Director, Integrated Watershed Management  
Melanie Dolamore, Corporate Services Assistant  
John Chambers, Marketing and Communications Specialist  
Melissa Creasy Alexander, Conservation Areas Technician  
Nathan Rajevski, Assistant Watershed Resources Technician

Guests: None

### FIRST NATIONS ACKNOWLEDGEMENT

The Chair of the meeting began meeting #1/24 with a First Nations Acknowledgement:

*We would like to acknowledge that many Indigenous Nations have longstanding relationships, both historic and modern, with the territories upon which we are located.*

*Today, this area is home to many indigenous peoples from across Turtle Island. We acknowledge that our watershed forms a part of the treaty and traditional territory of the south-eastern Anishinaabeg.*

*It is on these ancestral and treaty lands that we live and work. To honour this legacy, we commit to being stewards of the natural environment and undertake to have a relationship of respect with our Treaty partners.*

**#1 – Election of Chair and Vice-Chair**

**RESOLUTION #1/24**

MOVED BY: CRIA PETTINGILL

SECONDED BY: HAROLD WRIGHT

**RESOLVED, THAT**, Mark Majchrowski, CAO, be appointed as elections chair.

CARRIED

**RESOLUTION #2/24**

MOVED BY: PETER FRANZEN

SECONDED BY: PAT WARREN

**RESOLVED THAT**, in the event of a vote by ballot, that John Chambers and Kristie Virgoe be appointed as scrutineers; and

**THAT**, the ballots be cast electronically, and

**THAT**, all ballots be destroyed following the election.

CARRIED

The Elections Chair called for nominations for the position of Chair for 2024. One nomination was received from Director Franzen for Director Warren as Chair.

Nominations for Chair were called a second time, and a third time and final time with no further nominations.

The Elections Chair asked for a motion to close the nominations for Chair.

**RESOLUTION #3/24**

MOVED BY: TRACY RICHARDSON

SECONDED BY: HAROLD WRIGHT

**RESOLVED, THAT**, the nominations for the position of Chair be closed.

CARRIED

The Elections Chair asked Director Warren if they are willing to stand for the position of Chair. Director Warren accepted and addressed the Board, sharing their past experience as Chair of the Board, thanking everyone for the honour to sit as the new Chair, and looking forward to working with staff and the members again toward a great year.

The elections Chair called for nominations for the position of Vice-Chair for 2024. One nomination was received from Director Warren for Director Wright as Vice-Chair.

Nominations for Vice-Chair were called a second time, and a third time and final time, with no further nominations received.

The Elections Chair asked for a motion to close the nominations for Vice-Chair.

**RESOLUTION #4/23**

MOVED BY: CRIA PETTINGILL

SECONDED BY: TRACY RICHARDSON

**RESOLVED, THAT,** the nominations for the position of Vice-Chair be closed.

CARRIED

The Elections Chair asked Director Wright if they are willing to stand for the position of Vice-Chair. Director Wright accepted and addressed the membership and thanked the Board for their confidence.

The Elections Chair stepped down from the position and the newly appointed Chair of the Board of Directors, Pat Warren, assumed the Chair.

**#2 - ADOPTION OF AGENDA**

**RESOLUTION #5/24**

MOVED BY: TRACY RICHARDSON

SECONDED BY: ERIC SMEATON

**RESOLVED THAT,** the Agenda for Meeting #1/24 be adopted.

CARRIED

**#3 – Declaration of Pecuniary Interest**

None.

**#4 – Approval of Minutes**

**RESOLUTION #6/24**

MOVED BY: CRIA PETTINGILL

SECONDED BY: ERIC SMEATON

**RESOLVED, THAT,** the Board of Directors Minutes of Meeting #9/23 be adopted as circulated.

CARRIED

**#5 – Business Arising from the Minutes**

None.

**#6 – Deputation**

None.

**#7 – Presentations and Applicable Action Items**

**RESOLUTION #7/24**

MOVED BY: TRACY RICHARDSON

SECONDED BY: PETER FRANZEN

**RESOLVED THAT,** the presentation on our 2023 Year in Review be received.

CARRIED

**RESOLUTION #8/24**

MOVED BY: TRACY RICHARDSON

SECONDED BY: PETER FRANZEN

**RESOLVED THAT,** the 2023 Year in Review and Strategic Plan Accomplishments report be received.

CARRIED

The Chair congratulated everyone for a successful year in 2023.

**RESOLUTION #9/24**

MOVED BY: LLOYD RANG

SECONDED BY: GERRY BYRNE

**RESOLVED THAT,** the presentation on our Years of Service Awards be received.

CARRIED

**#8 – Staff Reports**

**8.1 – Permits Issued by Designated Staff (December)**

**RESOLUTION #10/24**

MOVED BY: TRACY RICHARDSON

SECONDED BY: CRIA PETTINGILL

**RESOLVED, THAT,** the following Section 28 Permits issued by staff be received.

**Permits Issued:**

2023-445 to 2023-479

**Permits Revised:**

2023-272, 2023-359, 2023-371, 2023-384

**AND THAT,** the Permitting performance report be received.

CARRIED

**8.2 –Permit Application – 45 King St. W., - Omeme**

**RESOLUTION #11/24**

MOVED BY: HAROLD WRIGHT

SECONDED BY: TRACY RICHARDSON

**RESOLVED, THAT,** the permit application submitted pursuant to Ontario Regulation 182/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses to allow the construction of a residential dwelling with basement, attached garage, and modifications to an existing gravel driveway be approved and permitted.

CARRIED

**8.3 –Strategic Actions Update – 4<sup>th</sup> Quarter**

**RESOLUTION #12/24**

MOVED BY: CRIA PETTINGILL

SECONDED BY: ERIC SMEATON

**RESOLVED, THAT,** the staff report on Strategic Actions update for the fourth quarter be received.

CARRIED

#### 8.4 – CAO Report

##### RESOLUTION 13/24

MOVED BY: TRACY RICHARDSON

SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the CAO Monthly Report for meeting #1/24 be received.

CARRIED

#### 8.5 – Correspondence

##### RESOLUTION #14/24

MOVED BY: CRIA PETTINGILL

SECONDED BY: HAROLD WRIGHT

RESOLVED, THAT, the attached correspondence be received.

CARRIED

### #9 – Action Items

#### 9.1 – Administrative Resolutions for 2024

##### RESOLUTION #15/24

MOVED BY: HAROLD WRIGHT

SECONDED BY: TRACY RICHARDSON

- 1) **RESOLVED, THAT,** the Royal Bank (Lindsay Branch) be appointed as the bank for Kawartha Region Conservation Authority for 2024.
- 2) **RESOLVED, THAT,** the Kawartha Region Conservation Authority may borrow from the Royal Bank, at the bank's prime rate of interest, up to the sum of THREE HUNDRED and FIFTY THOUSAND (\$350,000.00) DOLLARS necessary for its purposes until payment to the Authority of any grants and sums to be paid to the Authority by the participating municipalities; and,

**THAT,** the normal signing officers of the Authority are hereby authorized to execute for and on behalf of the Authority a promissory note or notes for the sum to be borrowed and to affix thereto the corporate seal of the Authority; and,

**THAT,** the amount borrowed pursuant to this resolution together with interest thereon at the Royal Bank's prime rate of interest be a charge upon the whole of the Authority by way of grants as and when such monies are received and of sums received or to be received by the Authority from the participating municipalities as and when such monies are received; and,

**THAT**, the normal signing officers of the Authority are hereby authorized and directed to apply in payment of the monies borrowed pursuant to this resolution together with interest thereon at the Royal Bank's prime rate of interest, monies received by the Authority by way of grants, or sums received by the Authority from participating municipalities.

- 3) **RESOLVED, THAT**, for the year 2024, the firm of Hicks Morley Hamilton Stewart Storie LLP, be appointed as solicitor for human resource matters, and,

**THAT**, Gardiner Roberts LLP and Due Process Legal Services, be appointed as the solicitors for matters dealing with planning and regulations, and,

**THAT**, Warner & Cork, Barristers and Solicitors be appointed as solicitor for general legal matters.

- 3) **RESOLVED, THAT**, the brokerage firm Westland Insurance be appointed to coordinate our insurance policy in 2024.

CARRIED

## **9.2 – Funding Grant Application – Tourism Growth Program**

### **RESOLUTION #16/24**

MOVED BY: ERIC SMEATON

SECONDED BY: TRACY RICHARDSON

**RESOLVED, THAT**, the application for the Tourism Growth Program be supported and that match funding be approved in principle from reserves.

CARRIED

## **9.3 – 2024 Draft Operating Budget**

### **RESOLUTION #17/24**

MOVED BY: CRIA PETTINGILL

SECONDED BY: HAROLD WRIGHT

**RESOLVED, THAT**, the Draft 2024 budget be updated to reflect any Board recommendations prior to circulation, AND,

**THAT**, the Draft 2024 budget be presented at the February meeting for endorsement.

CARRIED

**9.4 – Conservation Authorities Act – Phase 2 Transition Activities**

**RESOLUTION #18/24**

MOVED BY: LLOYD RANG

SECONDED BY: PETER FRANZEN

**RESOLVED, THAT**, the staff report on Phase 2 Transition Activities related to *Conservation Authorities Act* changes be received, AND

**THAT**, the draft agreement with the Regional Municipality of Durham be endorsed and the CAO be authorized to sign the agreement, subject to municipal support through council resolution supporting the draft agreement.

CARRIED

Mr. Majchrowski provided clarification regarding participating municipalities as identified in the Conservation Authorities Act and the relevance for MOU development with upper, lower, and single tier municipalities.

**9.5 – 10-Year Climate Change Strategy**

**RESOLUTION #19/24**

MOVED BY: ERIC SMEATON

SECONDED BY: TRACY RICHARDSON

**RESOLVED, THAT**, the 10-Year Climate Change Strategy be endorsed.

CARRIED

Nathan Rajevski provided an overview of the development of the Climate Change strategy. Chair Warren thanked staff for the development of the strategy and identified the benefit of ongoing discussions between partners to further climate change actions in the watershed. A discussion on green standards for development and advancing climate change action was had as a board.

**#10 – New Business**

None.

**#11 – Reports and Updates from Board Members**

None.

**#12 – Closed Session**

None.



**#13 – Adjournment**

There being no further business, the meeting adjourned at 2:53 p.m.

**RESOLUTION #20/24**

MOVED BY: TRACY RICHARDSON

SECONDED BY: CRIA PETTINGILL

**RESOLVED THAT**, the Board of Directors Meeting #1/24 be adjourned.

CARRIED

DocuSigned by:

*Pat Warren*

Pat Warren  
Chair

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DocuSigned by:

*Mark Majchrowski*

Mark Majchrowski  
CAO

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