



Board of Directors Minutes of Meeting #3/24

Meeting #3/24 was held on Thursday, March 28, 2024, in person, at the Kawartha Conservation Administration Centre. The Chair called the meeting to order at 1:00 p.m.

Present: Pat Warren, Chair
Peter Franzen, Director
Gerry Byrne, Director
Tracy Richardson, Director
Cria Pettingill, Director
Lloyd Rang, Director – Virtual
Eric Smeaton, Director – Virtual

Regrets: Harold Wright, Vice-Chair
Robert Rock, Director
Mississaugas of Scugog Island First Nations (vacant)

Staff: Mark Majchrowski, CAO
Kristie Virgoe, Director, Stewardship and Conservation Lands
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 & Communications Specialist

Guests: Adam Delle Cese, BDO Canada Ltd.

FIRST NATIONS ACKNOWLEDGEMENT

The Chair began meeting #3/24 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 - ADOPTION OF AGENDA

RESOLUTION #38/24

MOVED BY: PETER FRANZEN

SECONDED BY: GERRY BYRNE

RESOLVED THAT, the Agenda for Meeting #3/24 be adopted.

CARRIED

#2 – Declaration of Pecuniary Interest

None.

#3 – Approval of Minutes

RESOLUTION #39/24

MOVED BY: CRIA PETTINGILL

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, the Board of Directors Minutes of Meeting #2/24 be adopted as circulated.

CARRIED

#4 – Business Arising from the Minutes

None.

#5 – Deputation

None.

#6 – Presentations and Applicable Action Items

RESOLUTION #40/24

MOVED BY: GERRY BYRNE

SECONDED BY: CRIA PETTINGILL

Resolved That, the presentation on the 2023 Audited Financial Statements be received.

CARRIED

Mr. Adam Delle Cese, CPA, CA, a partner representing the firm BDO Canada Ltd. presented the 2023 audited financial statements for the Board and addressed questions.

RESOLUTION #41/24

MOVED BY: GERRY BYRNE

SECONDED BY: CRIA PETTINGILL

RESOLVED, THAT, the 2023 draft financial statements as audited by the firm BDO Canada Ltd, be approved AND,

THAT, the reserves be adjusted in the amount of:

- \$50,840 addition to Unrestricted Net Assets,
- \$788 reduction in Windy Ridge Conservation Area,
- \$7,479 reduction in Scugog Land Acquisitions, and
- \$55,199 addition in the net investment in Tangible Capital Assets,

representing a total increase in net assets of \$97,772 in 2023.

RESOLUTION #42/24

MOVED BY: GERRY BYRNE
SECONDED BY: CRIA PETTINGILL

Resolved That, the presentation on Hearing Procedures be received.

CARRIED

Matthew Mantle, Director, Planning and Development Services presented on the process and procedures of the Kawartha Conservation Hearing Procedures and clarified areas of procedure based on questions from the Board.

#8 – Staff Reports

8.1 – Permits Issued by Designated Staff (February)

RESOLUTION #43/24

MOVED BY: PETER FRANZEN
SECONDED BY: TRACY RICHARDSON

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

Permits Issued:

2024-023 to 2024-033, 2024-035 to 2024-044, 2024-046 to 2024-068

Permits Revised:

2023-187

AND THAT, the Permitting performance report be received.

CARRIED

8.2 – Conservation Areas Strategy

RESOLUTION #44/24

MOVED BY: LLOYD RANG

SECONDED BY: ERIC SMEATON

RESOLVED, THAT, the staff report on the development of the Conservation Areas Strategy be received.

CARRIED

8.3 –CAO Report

RESOLUTION #45/24

MOVED BY: GERRY BYRNE

SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the CAO Monthly Report for meeting #3/24 be received.

CARRIED

8.4 – Correspondence

RESOLUTION #46/24

MOVED BY: TRACY RICHARDSON

SECONDED BY: LLOYD RANG

RESOLVED, THAT, the attached correspondence be received.

CARRIED

The Board meeting recessed at 2:00 pm to hold the Kawartha-Haliburton Source Protection Authority Meeting.

#7 – Kawartha-Haliburton Source Protection Authority Meeting

Director Richardson departed the meeting at 2:30 p.m.

The Board Meeting was called back into session at 2:43 p.m.

#9 – Action Items

9.1 – 2024 Apportionment and Final Budget

RESOLUTION #47/24

RESOLUTION 1: APPROVAL OF MUNICIPAL APPORTIONMENT (RECORDED WEIGHTED VOTE)

RESOLVED, THAT, the municipal apportionment in support of the General Operating and Category 1 Mandatory Programs and Services be set at \$1,774,968 and apportioned between partner municipalities as follows:

City of Kawartha Lakes	\$ 986,775
Region of Durham	\$ 711,795
Municipality of Trent Lakes	\$ 69,954
Township of Cavan Monaghan	\$ 6,445

AND;

THAT, the 2024 Category 3 Other Programs and Services be set at \$128,990 and apportioned between partner municipalities as follows:

City of Kawartha Lakes	\$ 76,254
Region of Durham	\$ 46,833
Municipality of Trent Lakes	\$ 5,406
Township of Cavan Monaghan	\$ 498

AND;

THAT, the Category 2 Municipal Programs and Services of \$626,084 proceed as the required funding is approved by the benefiting municipalities.

2024 Weighted Budget Vote

A weighted vote for operating levy is required under Ontario Regulation 402/22 made under the Conservation Authorities Act.

The recorded vote is taken in alphabetical order by surname, with the Chair voting last. A weighted majority of 51% of those present carries the vote.



Weighted Vote				
Municipality	Levy Apportionment	Budget Vote Apportionment	Number of Members	Vote % Per Member
City of Kawartha Lakes	59.1160%	50.0000%	3	16.6667%

Region of Durham	36.3071%	44.4026%	4	11.1006%
Municipality of Trent Lakes	4.1908%	5.1252%	1	5.1252%
Township of Cavan Monaghan	0.3861%	0.4723%	1	0.4723%
	100.0000%	100.00%	9	

Vote Recording

Municipality	Last Name, First Name	Governance Role	Present (Yes/No)	Vote Decision (Yes, No or Abstain)
Township of Cavan Monaghan	Byrne, Gerry	Director	Yes	Yes
Municipality of Trent Lakes	Franzen, Peter	Director	Yes	Yes
Region of Durham	Pettingill, Cria	Director	Yes	Yes
Region of Durham	Rang, Lloyd	Director	Yes	Yes
City of Kawartha Lakes	Richardson, Tracy	Director	No	-
City of Kawartha Lakes	Rock, Robert	Director	No	-
City of Kawartha Lakes	Smeaton, Eric	Director	Yes	Yes
Region of Durham	Wright, Harold	Vice-Chair	No	-
Region of Durham	Warren, Pat	Chair	Yes	Yes

2023 Results

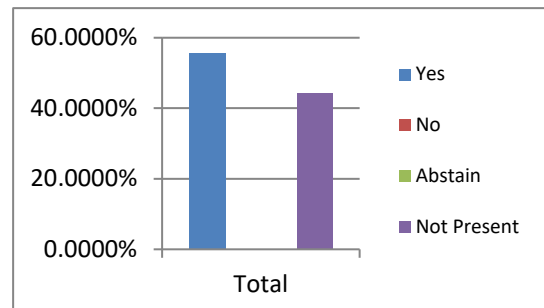
	Yes	No	Abstain	Not Present
City of Kawartha Lakes	16.6667%	0.0000%	0.0000%	33.3333%
Region of Durham	33.3019%	0.0000%	0.0000%	11.1006%
Municipality of Trent Lakes	5.1252%	0.0000%	0.0000%	0.0000%
Township of Cavan Monaghan	0.4723%	0.0000%	0.0000%	0.0000%
Total	55.5662%	0.0000%	0.0000%	44.4340%

Running Vote
(Total Yes / Available Vote) **100.0000%**

**Abstainment not considered as available vote*

Results

The 2024 budget is approved by the Board of Directors.



RESOLUTION #48/24**RESOLUTION 2: FINAL BUDGET VOTE (RECORDED VOTE)**

RESOLVED, THAT, the 2024 Operating and Capital budgets are approved by the Board of Directors.

CARRIED

2024 Final Budget Vote

A weighted vote for operating levy is required under Ontario Regulation 402/22 made under the Conservation Authorities Act.

The recorded vote is taken in alphabetical order by surname, with the Chair voting last.

**Vote Recording**

Municipality	Last Name, First Name	Governance Role	Present (Yes/No)	Vote Decision (Yes, No or Abstain)
Township of Cavan Monaghan	Byrne, Gerry	Director	Yes	Yes
Municipality of Trent Lakes	Franzen, Peter	Director	Yes	Yes
Region of Durham	Pettingill, Cria	Director	Yes	Yes
Region of Durham	Rang, Lloyd	Director	Yes	Yes
City of Kawartha Lakes	Richardson, Tracy	Director	No	-
City of Kawartha Lakes	Rock, Robert	Director	No	-
City of Kawartha Lakes	Smeaton, Eric	Director	Yes	Yes
Region of Durham	Wright, Harold	Vice-Chair	No	-
Region of Durham	Warren, Pat	Chair	Yes	Yes

2023 Results

	<u>Yes</u>	<u>No</u>	<u>Abstain</u>	<u>Not Present</u>
City of Kawartha Lakes	1	0	0	0
Region of Durham	3	0	0	0
Municipality of Trent Lakes	1	0	0	0
Township of Cavan Monaghan	1	0	0	0
Total	6	0	0	0

Running Vote

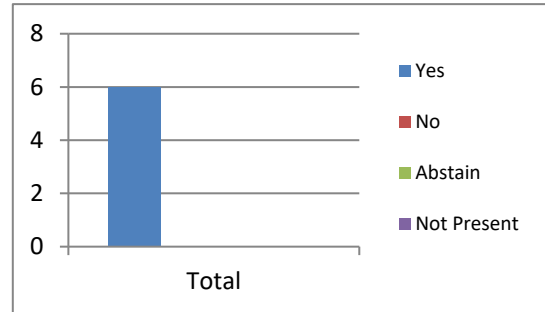
(Total Yes / Available Vote)

100.0000%

*Abstainment not considered as available vote

Results

The 2024 final budget is approved by the Board of Directors.



9.2 – Conservation Authorities Act – Phase 2 Transition Activities

RESOLUTION #49/24

MOVED BY: PETER FRANZEN
SECONDED BY: CRIA PETTINGILL

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

THAT, a letter be sent to the Minister and all participating municipalities identifying compliance with Phase 2 activities identified in O. Reg. 687/21: Transition Plans and Agreements for Programs and Services under Section 21.1.2 of the Act.

CARRIED

9.3 – Conservation Areas Development: Property Acquisition

RESOLUTION #50/24

MOVED BY: ERIC SMEATON
SECONDED BY: LLOYD RANG

RESOLVED, THAT, the staff report on the finalization of the property donation be received; AND;

THAT, the new conservation area be named Tuck’d Away Trail Conservation Area.

CARRIED

9.4 – Conservation Authorities Act and Regulatory Changes: Implementation and Interim Policies

RESOLUTION #51/24

MOVED BY: ERIC SMEATON
SECONDED BY: LLOYD RANG

RESOLVED, THAT, the staff report regarding recent legislative and regulatory changes relating to the Conservation Authorities Act and Ontario Regulation 41/24 be received; AND;

FURTHER THAT, the timelines for implementation of policy, guidelines and procedural documents and the transition procedures and guidelines be endorsed.

CARRIED

9.5 – Conservation Authorities Act and Regulatory Changes: Implementation and Interim Policies

RESOLUTION #52/24

MOVED BY: GERRY BYRNE

SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the staff report regarding the delegation of authorization for permit issuance, extension and cancellation, and administrative reviews made pursuant to the Conservation Authorities Act be received; AND;

FURTHER, THAT, the authority to approve permits and permit extensions under Ontario Regulation 41/24 be delegated to the Director, Planning and Development, and Chief Administrative Officer, effective April 1, 2024, which are:

- not a significant departure from board approved Kawartha Conservation policies and procedures staff;
- are for permits or permit extensions that do not extend beyond the timeframe of 60 months;
- contain permit conditions to which the applicant agrees,

AND;

FURTHER, THAT, the authority to cancel a permit issued under Ontario Regulation 41/24, pursuant to pursuant to the Conservation Authorities Act, for low-risk permits be delegated to the Chief Administrative Officer, effective April 1, 2024, AND;

FURTHER, THAT, the authority to conduct administrative request for reviews from an applicant be delegated to the Chief Administrative Officer pursuant to the Conservation Authorities Act, effective April 1, 2024.

CARRIED

9.6 – Re-Designation of Provincial Offences Officers under Parts VI (Regulation of Areas over which Authorities Have Jurisdiction) and VII (Enforcement and Offences) of the Act.

RESOLUTION #53/24

MOVED BY: CRIA PETTINGILL

SECONDED BY: ERIC SMEATON

RESOLVED, THAT, the Board of Directors re-appoint the following staff as Provincial Offences Officers in accordance with section 30.1 of the Conservation Authorities Act, effective April 1, 2024 on the date of proclamation for Conservation Authorities Act amendments, for the purpose of administering and enforcing Parts VI and VII of the Act, as amended, Ontario Regulation 41/24 Prohibited Activities, Exemptions and Permits and Ontario Regulation 688/21 Rules of Conduct in Conservation Areas:

- Calli Burke
- Melissa Creasy-Alexander
- Stephanie Vegotsky
- Kristie Virgoe

CARRIED

#10 – New Business

None.

#11 – Reports and Updates from Board Members

Director Smeaton shared with the Board that the Kawartha Lakes DC Task Force was reinstated today, and shared the valuable connections gained through participation on the Kawartha Conservation Board that will be helpful on the task force.

Chair Warren wished everyone a happy Earth Day.

Director Byrne reminded the Board of Maple Fest through the first few weeks of April.

#12 – Closed Session

RESOLUTION #54/24

MOVED BY: GERRY BYRNE
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the Board enter a closed session.

CARRIED

RESOLUTION #55/24

MOVED BY: GERRY BYRNE
SECONDED BY: PETER FRANZEN

RESOLVED, THAT, the Board exit a closed session.

CARRIED

RESOLUTION #56/24

MOVED BY: ERIC SMEATON

SECONDED BY: GERRY BYRNE

RESOLVED, THAT, staff negotiate an appraisal of the property and bring forward a case to the Board for purchase of the property based on the appraised value.

CARRIED

#13 – Adjournment

There being no further business, the meeting adjourned at 4:14 p.m.

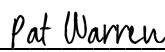
RESOLUTION #57/24

MOVED BY: LLOYD RANG


SECONDED BY: ERIC SMEATON

RESOLVED THAT, the Board of Directors Meeting #3/24 be adjourned.

CARRIED

DocuSigned by:


Pat Warren
Chair
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DocuSigned by:


Mark Majchrowski
CAO
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