



Board of Directors Minutes of Meeting #1/20

Meeting #1/20 was held on Thursday, January 30th, 2020 at the Kawartha Conservation Administrative Office. Chair Smith called the meeting to order at 1:02 p.m.

Present: Ted Smith, Chair
Andy Letham, Vice Chair
Angus Ross, Director
Kathleen Seymour-Fagan, Director
Ron Hooper, Director
Pat Dunn, Director
Cathy Moore, Director
Deborah Kiezebrink, Director

Regrets: Ron Windover, Director

Staff: Mark Majchrowski, CAO
Wanda Stephen, Director, Corporate Services
Kristie Virgoe, Director, Stewardship and Conservation Lands
Ron Warne, Director, Planning, Development and Engineering
Emma Collyer, Director, Integrated Watershed Management
Holly Shipclark, Stewardship Coordinator
Melanie Dolamore, Corporate Services Assistant
Jonathan Lucas, General Accountant

Guests: Tracy Keough, Commercial Account Manager, RBC
Lisa Kelly, Lindsay Branch Manager, RBC

#1 - ADOPTION OF AGENDA

RESOLUTION #1/20

MOVED BY: PAT DUNN
SECONDED BY: ANGUS ROSS

RESOLVED THAT, the Agenda for Meeting #1/20 be adopted as amended.

CARRIED

#2 - DECLARATION OF PECUNIARY INTEREST

None declared.

#3 - APPROVAL OF MINUTES

RESOLUTION #2/20

MOVED BY: ANDY LETHAM

SECONDED BY: RON HOOPER

RESOLVED, THAT, the Board of Directors Minutes of Meeting #8/19 be adopted.

CARRIED

#4 - BUSINESS ARISING FROM THE MINUTES

CAO Majchrowski updated the Board that staff are still working to schedule a meeting with the Mississaugas of Scugog Island First Nations and unable to provide a date at this time.

5 – ELECTIONS CHAIR/VICE-CHAIR

The positions of Chair and Vice-Chair are to be elected annually from the Board of Directors. The Chair asked for a resolution to appoint the Elections Chair.

RESOLUTION #3/20

MOVED BY: DEBORAH KIEZEBRINK

SECONDED BY: PAT DUNN

RESOLVED, THAT, Mark Majchrowski, CAO, be appointed as Elections Chair.

CARRIED

Chair Smith relinquished his position as Chair of the Board.

The Election Chair reviewed the election procedures with the Board Members and advised that the Administrative By-Law identifies the appointment of one or more persons, who are not Members or employees of the Authority, to act as scrutineers. With this knowledge in mind, the Election Chair noted that the motion in the recommended resolution, identified staff persons as scrutineers in the event of a vote by ballot. The members of the board felt this was acceptable.

RESOLUTION #4/20

MOVED BY: KATHLEEN SEYMOUR-FAGAN

SECONDED BY: PAT DUNN

RESOLVED, THAT, in the event of a vote by ballot, that Wanda Stephen and Emma Collyer be appointed to act as scrutineers; and

THAT, all ballots be destroyed following the election.

CARRIED

The Election Chair called for nominations for the position of Chair for 2020.

Director Andy Letham nominated Director Ted Smith. Nominations for Chair were called a second time, Director Pat Dunn nominated Director Andy Letham. Nominations for Chair were called a third and final time. There were no further nominations. The Election Chair asked for a motion to close the nominations for Chair.

RESOLUTION #5/20

MOVED BY: RON HOOPER

SECONDED BY: ANGUS ROSS

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

CARRIED

Director Letham was asked if he would stand for the nomination of Chair. Director Letham declined the nomination due to workload but thanked Director Dunn for the nomination.

Director Smith was asked if he would stand for the nomination of Chair. Director Smith accepted his nomination and thanked Chair Letham for the nomination. Director Smith addressed the Board and indicated that it would be his pleasure to serve one more term.

Election Chair Majchrowski congratulated Director Ted Smith on his appointment as Chair.

The Election Chair called for nominations for the position of Vice-Chair for 2020.

Chair Smith nominated Director Andy Letham for the position of Vice-Chair. Nominations for Vice-Chair were called a second and third time. There were no further nominations. Election Chair asked for a motion that nominations be closed.

RESOLUTION #6/20

MOVED BY: DEBORAH KIEZEBRINK

SECONDED BY: CATHY MOORE

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

CARRIED

Director Letham was asked if he would stand for the position of Vice-Chair and he accepted his nomination.

Election Chair Majchrowski congratulated Director Andy Letham on his appointment for the position of Vice-Chair for 2020.

The Election Chair stepped down from the position and newly re-elected Chair Smith assumed the chair.

6 - DEPUTATION

None

7 - PRESENTATIONS

RESOLUTION #7/20

MOVED BY: RON HOOPER

SECONDED BY: KATHLEEN SEYMOUR-FAGAN

RESOLVED, THAT, the presentations on RBC Funding, 2019 Year in Review, and annual Service Recognition Awards, be received.

CARRIED

Ms. Tracy Keough spoke to the partnership between Kawartha Conservation and the RBC Foundation and thanked everyone for the hard work and having such an impact on the community. On behalf of the RBC Foundation, Ms. Keough presented a cheque for \$60,000.

CAO Majchrowski provided the Board with an overview of accomplishments for the year 2019 followed by a video presentation of highlights from the year.

Service awards were presented to Jenna Stephens, Holly Shipclark and Pat Dunn for 5 years of dedicated service, as well as to CAO Mark Majchrowski for 20 years of dedicated service.

#8 – CONSENT ITEMS

The Chair reviewed the individual consent items and asked the Directors for any item they would like further discussion on. Item #8.5 – 2019 Year in Review was pulled for discussion.

RESOLUTION #8/20

MOVED BY: RON HOOPER

SECONDED BY: CATHY MOORE

RESOLVED, THAT, all the proposed resolutions shown in Item #8 of the Agenda be approved and adopted by the Board of Directors in the order they appear on the Agenda and sequentially numbered, save and except item #8.5 – 2019 Year in Review.

CARRIED

8.1 – Administrative Resolutions for 2020

RESOLUTION #9/20

- 1) **RESOLVED, THAT**, the Royal Bank (Lindsay Branch) be appointed as the bank for Kawartha Region Conservation Authority for 2020.

- 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 Kawartha Conservation are hereby authorized to execute for and on behalf of the organization 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 Kawartha Region Conservation Authority by way of grants as and when such monies are received and of sums received or to be received from the participating municipalities as and when such monies are received; and,

THAT, the normal signing officers of Kawartha Conservation 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 way of grants, or sums received from participating municipalities.

- 3) RESOLVED, THAT, for the year 2020, 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.

CARRIED

8.2 – Permits Issued by Designated Staff

RESOLUTION #10/20

RESOLVED THAT, the following Section 28 Permits issued between November 12, 2019 and January 12, 2020, (P2019-368, 371, 372, 374-415 and 2020-001-005, 007-010 inclusive), be received, AND

THAT, the Permitting performance report be received.

CARRIED

Director Dunn acknowledged that he is impressed with this report and noted that over a 5-year period since he came to the Board there has been a remarkable change. CAO Majchrowski agreed with Director Dunn and both thanked Mr. Warne and his team for doing such a great job.

8.3 – Planning and Permitting Policy Subcommittee Update

RESOLUTION #11/20

RESOLVED THAT, the minutes from the Planning & Permitting Policy Subcommittee meeting #3 be received,
AND
THAT, recommendations for policy revisions be endorsed for inclusion in an updated Planning and Permitting Policy document at the completion of the comprehensive review of the Planning and Regulation Policies.

CARRIED

Chair Smith acknowledged the subcommittee for all the work completed so far and thanked each of the members for their continued participation.

8.4 – Strategic Actions Update – 4th Quarter

RESOLUTION #12/20

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

CARRIED

8.6 – Monthly CAO Report

RESOLUTION #13/20

RESOLVED THAT, the CAO Monthly Report for meeting #1/20 be received.

CARRIED

Director Kiezebrink thanked staff for the very informative Lunch and Learn on flood response as part of the Innovation and Knowledge Hub.

8.7 – Correspondence

RESOLUTION #14/20

RESOLVED THAT, the attached correspondence be received.

CARRIED

#8 – CONSENT ITEMS REQUIRING SEPARATE DISCUSSION

8.5 – 2019 Year in Review

RESOLUTION #15/20

MOVED BY: RON HOOPER
SECONDED BY: DEBORAH KIEZEBRINK

RESOLVED THAT, the 2019 Year in Review and Strategic Plan accomplishments report be received, and

THAT, the Strategic Plan Accomplishments be forwarded to the Ministry of the Environment, Conservation and Parks, Ministry of Natural Resources and Forestry, Conservation Ontario, all Ontario Conservation Authorities, and member Municipalities.

CARRIED

Director Hooper acknowledged what a great report #8.5 is and made a motion that the Strategic Initiatives be forwarded to the Province to share what Kawartha Conservation has been doing. The CAO thanked Director Hooper for the acknowledgement of the report which was the culmination of all staff's work over the year and indicated that the annual report was also being developed, which could be added to the package of information forwarded to the various agencies.

Director Kiezebrink shared with the Board that her CAO would like to bring forward a letter for endorsement by Scugog Council to provide support of Conservation Authorities and she suggested that the Authority provide a list of specific items that they would like to see continued support by the Province. CAO Majchrowski agreed to assist.

Chair Smith updated the Board that a resolution was passed at Durham Region Council the day prior supporting Conservation Authorities and that a letter will be sent to the Province.

#9 – ACTION ITEMS

9.1 – Endorsement of the Stewardship Strategy

RESOLUTION #16/20

MOVED BY: KATHLEEN SEYMOUR-FAGAN
SECONDED BY: ANGUS ROSS

RESOLVED THAT, the Stewardship Strategy be endorsed for implementation.

CARRIED

Vice Chair Letham praised staff on a good report, very well written. Director Keizebrink suggested that the Stewardship Strategy be included with the Strategic Plan Accomplishments report being forwarded to the MECP, Conservation Authorities and member municipalities.

#10 – NEW BUSINESS

Chair Smith and CAO Majchrowski will be attending the Ministry of the Environment Conservation and Parks stakeholder session in Barrie on January 31st. Vice-Chair Letham and Director Dunn indicated their planned attendance at the Peterborough session. Mr. Majchrowski provided details for the Board and encouraged other members to join the Peterborough session on February 7th.

The Bi-annual Tour is being hosted by Niagara Peninsula this year, September 20-23. The tour will include an, information about the Niagara Region watershed, a showcasing of examples of conservation authority and partners' work on the landscape and will likely also include information on actions taken to address the Ontario Auditor General's special audit report.

#11– REPORTS AND UPDATES FROM BOARD MEMBERS

Chair Smith invited everyone to the Beaverton Winter Carnival this weekend.

#12 – CLOSED SESSION

None.

#13 - ADJOURNMENT


There being no further business, the meeting adjourned at 2:08 p.m.

RESOLUTION #17/20

MOVED BY: DEBORAH KIEZEBRINK
SECONDED BY: PAT DUNN

RESOLVED THAT, the Board of Directors Meeting #1/20 be adjourned.

CARRIED



Ted Smith
Chair



Mark Majchrowski
CAO