



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

**Date: October 17, 2024 3:30pm**  
**Location: Joe Eberwein Boardroom (Quinte Conservation)**

**Members Present: Bob Norrie (Town of Greater Napanee), Chris Malette (City of Belleville), Don Kuntze (City of Quinte West), Don Stewart (Stirling and Rawdon Township), James Flieler (Municipality of Tweed), Jamie Zieman (Town of Deseronto), Janice Maynard (County of Prince Edward), John Hirsch (County of Prince Edward), Kathryn Brown (City of Belleville), Kirby Thompson (Addington Highlands Township), Norm Roberts (Township of South Frontenac)**

**Members Absent: Brent Taylor (Twp of Tudor and Cashel), Carrie West (Township of Madoc), Dave Ogden (Tyendinaga Township), Krysta-Lee Woodcock (Stone Mills Township), Lynn Klages (Township of Central Frontenac), Mike Kerby (Centre Hastings Municipality), Mike Stevens (Marmor and Lake Municipality), Nathan Townend (Loyalist Township), Paul Carr (City of Belleville)**

**Staff Present: Brad McNevin (CAO), Amy Dickens (Source Water Protection Coordinator), Christine Phillibert (Water Resources Manager), Kristina Hamilton (Corporate Services Assistant), Mike Smith (Control Structures Technologist), Natasha Mathieu (Source Protection Outreach Lead), Paul McCoy (Planning and Regulations Manager), Tammy Smith (Corporate Services Manager), Taylor Hermiston (Communications Coordinator), Tim Trustham (Lands Operations Coordinator)**

**1.** Chair called the meeting to order at 3:35 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**

**MOTION QC-24-089**

**Moved By: Don Stewart**

**Seconded By: Norm Roberts**

THAT, the Agenda for October 17, 2024, Executive Board Meeting be approved.

**CARRIED**

**3.** **Approval of the Minutes of the Quinte Conservation Executive Board meeting of September 19, 2024.**

**MOTION QC-24-090**

**Moved By: Bob Norrie**

**Seconded By: Kathryn Brown**

THAT, the Minutes from the September 19, 2024, Quinte Conservation Executive Board Meeting be approved.

**CARRIED**

**4.** **Business Arising from the Minutes**

N/A

**5.** **Disclosure of Pecuniary Interests**

N/A

**6. Delegations**

N/A

**7. Budget Control (Motion to Approve)**

**MOTION QC-24-091**

**Moved By:** John Hirsch

**Seconded By:** Don Stewart

THAT, the Budget Control, be approved

**CARRIED**

**8. Monthly Permits Summary (Motion to Approve)**

**MOTION QC-24-092**

**Moved By:** Norm Roberts

**Seconded:** James Flieler

THAT, the monthly permits summary for the month of September 2024 be approved.

**CARRIED**

Board member stated that REG0274-2024 identified as WARD-Thurlow in summary chart but should be Belleville

Staff – will change to correct Ward as suggested.

**9. Monthly Planning Summary (Motion to Receive)**

**MOTION QC-24-093**

**Moved By:** Kathryn Brown

**Seconded By:** Don Kuntze

THAT, the monthly permit summary for the month of September 2024 be received.

**CARRIED**

**10. Monthly Source Water Program Update (Motion to Receive)**

**MOTION QC-24-094**

**Moved By:** Kirby Thompson

**Seconded By:** Krysta Lee Woodcock

THAT, the Source Water monthly report be received.

**CARRIED**

Verbal report provided by staff.

Staff are continuing to host drinking water wise webinars. Last webinar, on Harmful Algal Blooms with Dr. Amanjot Singh from Credit Valley Conservation had 150 registrants , and 120 views after on YouTube.

More education initiatives include a partnership with Conservation Ontario for a social media campaign in the fall, updating municipal implementation resources both in binder form and online.

Under Risk Management services, in 2024 39 Clearance notices have been issued, 3 risk management plans have been successfully negotiated, 1 official plan review, 1 comprehensive zoning by-law review, and staff are part of a working group to improve Ministry issued training and resources.

Staff are still awaiting decisions from MECP on Section 36 policy amendments. In the interim, staff are updating water budgets with existing data and developing guidance for Issues Contributing Area delineation.

Administratively, staff have been supporting partners related to pesticide spraying around drinking water intakes and Consolidated Linear Infrastructure Environment Compliance Approval Threats Assessments.

Staff working to fill all vacancies on the source protection committee. Board members were directed to the two remaining municipal vacancies and asked to provide potential member names to staff for follow up.

A Quinte Source Protection Committee meeting is scheduled for October 24, 2024, where an interim chair will be appointed while awaiting the Ministry of the Environment Conservation and Parks to fill the Chair vacancy.

**11. Foundation Update (Verbal)**

Staff Update- Next meeting in Nov, nothing new to report.

**12. Bellrock Dam Scoring Matrix Report (Motion to Receive)**

**MOTION QC-24-095**

**Moved By:** Kirby Thompson

**Seconded By:** Kathryn Brown

THAT, the Bellrock Dam Scoring Matrix Report be received.

**CARRIED**

Staff- the project was scored using the matrix provided. Staff offered some clarity ion regards to the matrix and awarding of contract.

**13. 2025 Fee Policy and Schedules (Motion to Approve)**

**MOTION QC-24-096**

**Moved By:** Kathryn Brown

**Seconded By:** Don Kuntze

THAT, staff proceed with the required 30-day public and municipal consultation on the proposed updates to the 2025 Fee Policy and Schedules be approved.

**CARRIED**

Staff offered that presenting the board with this is an annual item, all items have included increases that are reflective of COLA and Cost Recovery. Staff brought attention to the Ducks Unlimited letter and paragraph in the staff report about DU asking Quinte Conservation to provide them free permits. Staff recommend that we do not provide free permits as larger contributors, such as our municipal partners, are not offered free permits and/or reviews. Staff explained that we support the efforts of DU and the work that they do on the landscape but recommend moving forward with fee schedule as is.

Board member asked about the statement from Ducks Unlimited regarding Quinte Conservation fees being higher than our neighbouring conservation authorities and whether this statement has been verified for accuracy. Board member asked for staff to investigate a comparison of fees.

Staff responded that it would be easy to investigate and something we can review and report back.

Board member expressed concern that fees may be out of line with other CA's and that perhaps need to be reviewed and clarified.

Staff confirmed that some conservation authorities in the east have higher fees than QC. In the past, Quinte Conservation has done comparisons of fees with neighbouring conservation authorities. Staff also stated that external comparisons have previously been done but can be revisited.

**14. 2025 Proposed Budget (Motion to Receive)**

**MOTION QC-24-097**

**Moved By:** James Flieler

**Seconded By:** Janice Maynard

THAT, the proposed 2025 budget presented with this staff report, be received.

AND FURTHER THAT, staff be directed to circulate the proposed 2025 budget to our 18 member municipalities for the required 30-day review period.

**CARRIED**

Staff- Review of the staff report -90K increase to levy, due to staffing cost, which is not new, Status quo budget that will offer the same level of service. Budget does not account for any new enforcement officer staff which is greatly needed. Our legal budget is very low, and it is a struggle if we are put into a position to lay charges. Proceeding with charges for violations can be concerning because of the cost related to legal fees.

Board member asked what the percentage increase is to the levy.

Staff explained that it is a 4.7% Increase to the operating levy.

Board member asked if QC would be willing to attend council meetings for discussions.

Staff member explained that we would absolutely attend council meetings if it were needed/wanted by council and if schedules permit.

Board member asked about the general levy at 4.7% and what is the basis for other categories.

Staff offered clarity on the numbers represented in the Current Value Assessment (CVA) and how the levy is calculated based on CVA and amount of municipality within the QC jurisdiction.

**15. Other Business**

**- Source Protection Committee Appointment**

**Motion QC- 24-099**

**Moved By:** Kathryn Brown

**Seconded By:** Don Kuntze

THAT, Garnet Thompson be appointed to Group 2 (City of Belleville, Town of Deseronto, Town of Greater Napanee) municipal seat for a term of 4 years.

**CARRIED**

Staff member offered clarification on the appointment and why it was necessary. Staff explained that there are still 2 vacancies on the committee and the need for representation. Staff explained that we require a representative for the 11 municipalities that do not have municipal drinking water systems and that they cannot be a sitting board member.

Board member asked if we have phragmites in our watershed.

Staff explained that we do and that it is present in most of wetlands. Some monitoring happening via drones.

Board member asked if they crowd out cattails.

Staff answered yes and it is widespread, along the HWY 401 corridor. It also exists in some CA properties, it is a tenacious plant species, and the seeds spread easily by wind that allow it to land anywhere. Staff explained that it is incredibly hard to get rid of and many different methods have been tried but it comes back. It is a very aggressive and invasive plant.

Staff explained that QC's Water soldier work is being recognised by MNR, DFO and many organizations and we will be working with Asian Carp another invasive species soon. Currently looking at funding for Invasive Species officer/dept here at Quinte Conservation that will be funded by other agencies.

**-Picton Terminals Hearing Date**

Staff member identified that we need to set a date for a hearing and provided options for arranging a special meeting in a couple weeks or have the hearing prior to the Nov 21<sup>st</sup> Board Meeting.

Board member asked that because of the recent news reports of the ongoing issues regarding PEC Council and Picton Terminals, Is what is being asked from us any way connected to what is currently happening?

Staff answered that they are separate issues but cannot speak to specifics as it will need to be heard at a hearing. But can clarify that in the opinion of staff, these matters are not related.

Board members unanimously agreed that the hearing date will be Nov 21<sup>st</sup> prior to our regular board meeting.

Board member commented about shoreline work by stewardship staff, commended QC staff for all their great work.

Staff identified that a report regarding all the great stewardship activities will be presented to the board in the new year.

**16. Date and Time of Next Meeting**

The date and time of next meeting is November 21, 2024, or earlier at the call of the chair.

**17. Adjournment (Motion to approve)**

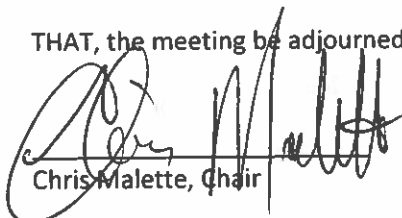
The meeting was adjourned at 4: 13 pm.

**MOTION QC-24-098**

**Moved By:** Kirby Thompson

**Seconded By:** James Flieler

THAT, the meeting be adjourned.

  
Chris Malette, Chair

**CARRIED**

