



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

**Date:** September 16, 2021, 3:30pm  
**Location:** ZOOM

**Members Present:** Dale Grant (Stirling and Rawdon Township), Heather Lang (Tyendinaga Township), Henry Hogg (Addington Highlands Township), James Flieler (Municipality of Tweed), Janice Maynard (County of Prince Edward)- arrived at 4:00pm, John Wise (Stone Mills Township), Les Stanfield (County of Prince Edward), Mike Kerby (Centre Hastings Municipality), Mike Stevens (Marmora and Lake Municipality), Nicki Gowdy (Township of Central Frontenac), Paul Carr (City of Belleville), Ray Hobson (County of Prince Edward), Steven Everhardus (Town of Deseronto)- arrived at 4:00pm, Tom Livingston (County of Prince Edward)

**Members Absent:** Carrie West (Township of Madoc), Chris Malette (City of Belleville), Don Kuntze (City of Quinte West), Ellen Johnson (Town of Greater Napanee), Jim Dunlop (County of Prince Edward), John Hirsch (County of Prince Edward), Kate MacNaughton (County of Prince Edward), Norm Roberts (Township of South Frontenac), Ronald Carroll (Tudor and Cashel Townships), Sean Kelly (City of Belleville)

**Also Present:** Brad McNevin (CAO), Catherine Sinclair (Regulations Officer), Christine Jennings (Aquatic Science Coordinator), Lindsay Nash (Environmental and Regulations Technician), Paul McCoy (Planning and Regulations Manager), Sam Reid (Corporate Services Assistant), Sharlene Richardson (Regulations Officer), Tammy Smith (Corporate Services Manager)

**1. Call to Order**

The Chair called the meeting to order at 3:35pm.

a. **Notice Regarding Cell Phones and Pagers**

Cell phones and pagers 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**

There was no discussion.

**MOTION QC-21-084**

**Moved By: Henry Hogg (Addington Highlands Township)**

**Seconded By: Heather Lang (Tyendinaga Township)**

THAT, the Agenda for the September 16, 2021 Executive Board Meeting be approved.

**CARRIED**

**3. Approval of the Minutes of the Quinte Conservation Executive Board meeting of June 17, 2021**

There was no discussion.

**MOTION QC-21-085**

**Moved By: John Wise (Stone Mills Township)**

**Seconded By: Tom Livingston (County of Prince Edward)**

THAT, the Minutes from the June 17, 2021 Quinte Conservation Executive Board Meeting be approved.

**CARRIED**

**4. Business Arising from the Minutes**

**5. Action Items of the previous Quinte Conservation Executive Board Meeting**

Staff gave update on action items.

Board Members asked about horses on trails at Conservation Areas.

Staff answered that staff have been investigating this issue and the insurance company has been contacted regarding it but are still waiting to hear back.

Board Member asked staff about what the Macaulay Mountain Conservation Area progress is with working with the group that is wanting the single-track trails reopened.

Staff answered that Quinte Conservation has not received a response from the insurance company yet regarding this matter. Staff added that a report will be presented to the Executive Board as soon as the information is provided from the insurance company.

**6. Disclosure of Pecuniary Interests**

**7. Delegations**

**8. Review and Approval of the Section 28 Regulations and Permits (Motion to Approve)**

Staff stated the extraordinary work the department is doing with the high volume of applications, phone calls and emails.

**MOTION QC-21-086**

**Moved By: Tom Livingston (County of Prince Edward)**

**Seconded By: Mike Kirby (Centre Hastings Municipality)**

THAT, the Review and Approval of the Section 28 Regulations and Permits be approved.

**CARRIED**

**9. Plan Review Summary (Motion to Approve)**

There was no discussion.

**MOTION QC-21-087**

**Moved By: Mike Stevens** (Municipality of Marmora and Lake)

**Seconded By: John Wise** (Stone Mills Township)

THAT, the Plan Review Summary be approved.

**CARRIED**

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

Board Member asked if there has been an update on the parking revenue.

Staff answered that staff estimated \$150,000 parking revenue for 2021. This has not been designated into categories. As of yesterday, parking revenue is at \$117,000. Staff added that Little Bluff Conservation Area brought \$41,000 in revenue over the summer. The gate should be completed at Little Bluff shortly and the gate at Vanderwater Conservation Area should be done before end of 2021.

Board Member asked where the permit revenue is in the report.

Board Member asked how the gates work at the Conservation Areas.

Staff answered that once the gates are installed staff will have to iron out the seasonal pass details and how the system will work with PayByPhone.

Staff answered that it is in other revenue which is at 91% of the estimate for the year.

**MOTION QC-21-088**

**Moved By: Henry Hogg** (Addington Highlands Township)

**Seconded By: John Wise** (Stone Mills Township)

THAT, the Budget Control be approved.

**CARRIED**

**11. Hydro Report (Motion to Approve)**

Staff said there is a Hydro Committee meeting on October 6, 2021. Staff will go to the Executive Board in November with a recommendation.

Board Member asked what the term “default” means from the company that lent Quinte Conservation the money for the Hydro Dam.

Staff answered that Quinte Conservation must have a debt ratio and if the ratio is not met then it is in “default”. Staff added that Quinte Conservation must achieve the ratio annually for the money to be released.

**MOTION QC-21-089**

**Moved By: Heather Lang** (Tyendinaga Township)

**Seconded By: Mike Kirby** (Centre Hastings Municipality)

THAT, the Hydro Report be approved.

**CARRIED**

**12. Media Releases and Communications Report (Motion to Receive)**

There was no discussion.

**MOTION QC-21-090**

**Moved By: Mike Kirby** (Centre Hastings Municipality)

**Seconded By: Dale Grant** (Stirling and Rawdon Township)

THAT, the Media Releases and Communications Report be received.

**CARRIED**

### **13. Napanee River Buoy Report (Motion to Approve)**

Board Member asked if this is something Quinte Conservation can do.

Staff answered that all the proper steps have been followed to ensure that this can be done. Staff added that if the Town of Greater Napanee does not want this transferred to their ownership then the buoys can be removed.

Board Member asked what the cost of maintaining the buoys is and if it is a possibility to share the cost with the Town of Greater Napanee.

Board Member stated that the channel and depths has changed a lot over the years and to continue this service a very expensive survey by another agency would be required to establish the new channel.

Staff added that Quinte Conservation does receive payment from the Town of Greater Napanee to maintain the buoys and a small portion of the payment is placed into a capital reserve account each year to cover major maintenance items such as buoy replacements, repairs, or other works. The big concern is that the river morphology has changed and there is sedimentation in the channel that no longer coincide with where the buoys are places. Staff added that the buoys in place right now must match the buoy card and location issued from the Canadian Coast Guard. In many cases the buoys are not located in a location that marks the proper channel but rather are in the original location identified on the buoy card. Also, staff said that Quinte Conservation applied for funding to get the survey done on the channel and it was denied.

Board Member stated this is out of Quinte Conservation's core mandate and having improperly placed buoys is more dangerous than having no buoys. Board Member asked if there is a "Friends of Group" that would maintain the buoys.

Board Member agreed that this is not within Quinte Conservation's core mandate. Board Member added that The Friends of the Napanee River would not have the budget or the manpower to take on something like this.

Staff added that if the buoys are not in the right location, then Quinte Conservation is held liable. Once the buoys are removed the liability is now on the boat owner. Staff did contact The Friends of the Napanee River group and the group was willing to collaborate, but the funding applied to was denied.

Board Member asked how Quinte Conservation will transfer the ownership or if staff remove the buoys and that is all.

Staff answered that staff have contacted Transport Canada through the Canadian Coast Guard they have indicated and explained all the steps to remove the buoys.

Board Member asked if the Town of Greater Napanee could reapply for the grant.

Staff answered that Quinte Conservation can help the municipality or any group that wanted to reapply for the grant.

Discussion followed.

**MOTION QC-21-091**

**Moved By: John Wise** (Stone Mills Township)

**Seconded By: Nicki Gowdy** (Township of Central Frontenac)

THAT, Quinte Conservation Executive Board approve staff to notify the Town of Greater Napanee that we will not be renewing the maintenance agreement for the navigational buoys;

AND FURTHER THAT, Quinte Conservation staff be directed to remove the buoys if the Town of Greater Napanee does not want ownership to be transferred;

AND FURTHER THAT, Quinte Conservation staff be directed to notify the Canadian Coast Guard that the navigational buoys will no longer be owned/managed by Quinte Conservation.

**CARRIED**

**14. Quinte Conservation Lease Agreement with The Corporation of the Township of Stone Mills (Motion to Approve)**

Staff explained report.

There was no discussion.

**MOTION QC-21-092**

**Moved By: John Wise** (Stone Mills Township)

**Seconded By: Henry Hogg** (Addington Highlands Township)

THAT, the 4 years, 11-month lease agreement between Quinte Conservation and the Township of Stone Mills be approved.

**CARRIED**

**15. Return to Work Protocol (Motion to Approve)**

Staff explained the report.

There was no discussion.

**MOTION QC-21-093**

**Moved By: Paul Carr** (City of Belleville)

**Seconded By: John Wise** (Stone Mills Township)

THAT, the Quinte Conservation Executive Board approve the Return to Workplace Protocol.

**CARRIED**

**16. Other Business**

Staff stated that the Risk Management Service Agreements for the municipalities that have them will be out by the end of the month.

Staff stated that the Executive Board will receive an email regarding a poll about in person meetings.

**17. Adjournment**

The meeting was adjourned at 4:35 pm.

**MOTION QC-21-094**

**Moved By: Mike Kirby** (Centre Hastings Municipality)

**Seconded By: Dale Grant** (Stirling and Rawdon Township)

THAT, the meeting be adjourned.



James Flieler, Chair