CATARAQUI REGION CONSERVATION AUTHORITY

ANNUAL GENERAL MEETING OF THE FULL AUTHORITY

AGENDA

DATE: WEDNESDAY, JANUARY 25, 2017
TIME: 6:30 P.M.
LOCATION: CRCA ADMINISTRATION OFFICE – BOARDROOM, KINGSTON

1. ROLL CALL AND INTRODUCTIONS

2. APPROVAL OF AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. DELEGATION/PRESENTATION

5. REMARKS FROM PAST CHAIR (REPORT IR-002-17)

   THAT report IR-002-17, Remarks from Past Chair, BE RECEIVED.

6. GENERAL MANAGER/SECRETARY-Treasurer’S REMARKS (REPORT IR-003-17)

   THAT report IR-003-17, General Manager/Secretary-Treasurer Remarks for Annual General Meeting – 2017, BE RECEIVED.

7. APPROVAL OF NOVEMBER 30, 2016 MINUTES (ATTACHED)

   THAT the minutes of the November 30, 2016 meeting of the Cataraqui Region Conservation Authority, BE APPROVED.

8. BUSINESS ARISING

9. ELECTION OF CHAIR AND VICE-CHAIR

   The Chair is turned over to the General Manager/Secretary-Treasurer, for the purpose of the election of the 2017 Chair and Vice-Chair.

PLEASE ADVISE DONNA CAMPBELL IF YOU ARE UNABLE TO ATTEND
(613) 546-4228, Ext. 229
10. **PRESENTATION AND CONSIDERATION OF REPORTS**

10.1. **Appointment of Members to the CRCA Board** (report IR-004-17)

**THAT** report IR-004-17, Appointments of Members to the Cataraqui Region Conservation Authority Board, BE RECEIVED; and,

**THAT** the transmittals of member’s appointments to the Cataraqui Region Conservation Authority from Brockville, Front of Yonge, Greater Napanee, Kingston, Leeds and the Thousand Islands, Loyalist, and Rideau Lakes, BE APPROVED.

10.2. **Consideration of Annual Appointments** (report IR-005-17)

**THAT** report IR-005-17, Consideration of Annual Appointments BE RECEIVED; and,

**THAT** the appointment of members for 2017 to the Cataraqui Region Conservation Authority’s Standing and Ad Hoc Committees BE ACCEPTED as presented; and,

**THAT** the Cataraqui Region Conservation Authority APPROVE for 2017 the appointments to the Cataraqui Trail Management Board, Frontenac Arch Biosphere Reserve Board, Rideau Corridor Strategy Steering Committee, Cataraqui Source Protection Committee and Conservation Ontario as presented; and,

**THAT** the Cataraqui Region Conservation Authority CONFIRM the membership for 2017 of the Lemoine Pointe Advisory Committee, as presented; and,

**THAT** the Cataraqui Region Conservation Authority CONFIRM the membership for 2017-2018 of the Cataraqui Trail Management Board, as presented.
10.3. **Annual Statutory Administrative Approvals (report IR-006-17)**

**THAT** report IR-006-17, Consideration of Annual Appointments and Reviews BE RECEIVED; and,

**THAT** the Cataraqui Region Conservation Authority AUTHORIZE staff to borrow, if needed, up to $750,000 in 2017, in accordance with the CRCA’s Administration Procedures D 3 (a); and,

**THAT** the Cataraqui Region Conservation Authority RE-AFFIRM for 2017 the corporate health and safety policy; and,

**THAT** the Cataraqui Region Conservation Authority RE-AFFIRM for 2017 the workplace violence and harassment policies workplace violence and harassment policy.

10.4. **Proposed 2017 Cataraqui Region Conservation Authority Board Meeting Schedule (report IR-007-17)**

**THAT** report IR-007-17, Proposed 2017 Cataraqui Region Conservation Authority Board Meeting Schedule, BE APPROVED.

10.5. **Canada 150 Community Infrastructure Program #810060 Grant Approval – Repair of Cataraqui Trail (report IR-008-17)**

**THAT** the Cataraqui Region Conservation Authority AUTHORIZE staff to enter into a contribution agreement entitled “Repair of Cataraqui Trail” with the Federal Economic Development Agency for Southern Ontario (FedDev Ontario) in the approved amount of $17,500.


**THAT** report IR-009-17, Finance Coordinator’s Report on List of Accounts for November and December 2016 for the Cataraqui Region Conservation Authority in the amounts of $188,403.52 and $366,689.84, respectively, BE APPROVED.

10.7. **2016 Year-end – Recommendation on Deferred Revenue and Reserve Transfers (report IR-010-17)**

**THAT** report IR-010-17, 2016 Year-end – Recommendation on Deferred Revenue and Reserve Transfers, BE APPROVED.
10.8. **Mac Johnson Wildlife Area – Nature Centre Facility Update**

**THAT** report IR-012-17, Mac Johnson Wildlife Area – Nature Centre Facility Update, BE RECEIVED; and,

**THAT** staff BE DIRECTED to engage the services of Colbourne & Kembel, Architects Incorporated to provide design and construction management services for the Mac Johnson Wildlife Area Nature Centre at an upset value of $54,600 funded from the Mac Johnson Wildlife Area Development Fund.

11. **ANNOUNCEMENTS OR INQUIRIES/INFORMATION**

11.1. **Administrative Assistant’s Report on Communications (Report IR-011-17)**

**THAT** report IR-011-17, Administrative Assistant’s Report on Communications, BE RECEIVED.

12. **MOTIONS/NOTICES OF MOTIONS**

13. **IN-CAMERA** session to discuss Personnel Matter

13.1. **Confidential Personnel Report IR-001-17 posted on secure members’ page**

14. **ADJOURNMENT**