



Cataraqwi
conservation

Minutes of the Full Authority Board Annual General Meeting (AGM)

Date: Wednesday, January 27, 2021

Location: Microsoft Teams

Present: Alan Revill, Township of South Frontenac, Chair
Al Barton, Township of Front of Yonge
Rhonda Ferguson, Township Athens
Al Hanes, Township of Elizabethtown-Kitley
Matt Harper, Town of Gananoque
Garry Hewett, City of Brockville
Paul McAuley, Loyalist Township, Vice Chair
Gordon Ohlke, Township of Leeds and the Thousand Islands
Terry Richardson, Town of Greater Napanee
Claire Smith, Township of Rideau Lakes
Nathan Townend, Loyalist Township
Ross Sutherland, Township of South Frontenac

Regrets: Mary Rita Holland, City of Kingston
Nathalie Lavergne, City of Brockville
Gary Oosterhof, City of Kingston
Lisa Osanic, City of Kingston
Peter Stroud, City of Kingston

Staff Present: Katrina Furlanetto, General Manager
Tom Beaubiah, Manager, Conservation Lands
Donna Campbell, Assistant, Chair & General Manager
Laura Dietrich, Financial Analyst
Dianne Doyle, Coordinator, Little Cataraqwi Creek
Krista Fazackerley, Supervisor, Communication & Education
Rhonda Roantree, Receptionist/Clerk

In response to recommendations by the Province of Ontario and public health officials for mitigating and responding to the Coronavirus pandemic (COVID-19) meetings are not held in-person, therefore, this Full Authority Board Meeting was convened via Microsoft Teams.

The meeting commenced at 6:45 p.m. with 2020 Chair, Mr. Alan Revill, in the Chair.

1. Roll Call and Introductions

There were twelve (12) members present.

2. Adoption of Agenda

Moved By: Claire Smith
Seconded By: Garry Hewett

That the agenda **Be Adopted** as circulated.

Carried

3. Declaration of Conflict of Interest

There was none.

4. Remarks from Past Chair (Report IR-001-21)

It was noted that this report was circulated via e-mail prior to the meeting.

Resolution: 001-21
Moved By: Matt Harper
Seconded By: Paul McAuley

That Report IR-001-21, Remarks from Past Chair, **Be Received**.

Carried

5. Remarks from General Manager (IR-002-21)

Resolution: **002-21**
Moved By: Nathan Townend
Seconded By: Al Barton

That Report IR-002-21, Remarks from General Manager, **Be Received.**

Carried

6. Election of Chair and Vice Chair

Alan Revill turned the Chair over to Katrina Furlanetto, General Manager, for the 2021 election of Chair and Vice Chair of the Cataraqui Conservation at this time.

The General Manager declared the positions vacant and advised that she would call for nominations for the position of Chair and Vice Chair of the Cataraqui Conservation three times.

Moved By: Rhonda Ferguson
Seconded By: Claire Smith

That Alan Revill **Be Nominated** for the position of Chair of Cataraqui Conservation Full Authority Board for 2021; and,

That nominations **Be Closed.**

Carried

Alan Revill indicated he was prepared to stand, and with that Katrina Furlanetto, General Manager, declared Alan Revill Chair of Cataraqui Conservation for 2021 by acclamation.

The General Manager then advised that nominations for the position of Vice Chair would be received.

Moved By: Ross Sutherland
Seconded By: Claire Smith

That Paul McAuley Be Nominated for the position of Vice Chair of Cataraqui Conservation Full Authority Board for 2021; and,

That nominations Be Closed.

Carried

Paul McAuley indicated he was prepared to stand as Vice Chair, and with that Katrina Furlanetto, General Manager, declared Paul McAuley Vice Chair of Cataraqui Conservation for 2021 by acclamation.

Resolution: 003-21
Moved By: Rhonda Ferguson
Seconded By: Claire Smith

That Alan Revill and Paul McAuley Be Confirmed as Chair and Vice Chair, respectively, of Cataraqui Conservation Full Authority Board for 2021.

Carried

Alan Revill assumed the Chair at this time.

Both the Chair and the General Manager acknowledged with appreciation the service and notable contribution to Cataraqui Conservation since 2015 of outgoing Vice Chair, Ross Sutherland.

Ross Sutherland received the acknowledgement and kind words with gratitude.

7. Delegation / Presentation

7.1. Standing Item – Staff Presentation, Introduction

- Presentation – Katrina Furlanetto, General Manager ([Attachment #1](#))

The General Manager introduced Standing Item - Staff Presentation, a new item that will be on future agendas. The purpose of these 5-10 minutes presentations is for staff to present their work to engage and connect with Board members by highlighting an accomplishment, an ongoing project, or express a challenge.

Resolution: **004-21**
Moved By: Al Hanes
Seconded By: Terry Richardson

That Cataraqui Conservation Full Authority Board **Receive** the Standing Item – Staff Presentation, Introduction by Katrina Furlanetto, General Manager.

Carried

7.2. Recognition of Cataraqui Conservation Staff Years of Service

- Presentation – Alan Revill, Chair ([Attachment #2](#))

The Chair, Alan Revill, recognized the following staff members for their years of service:

5-years

- Jim Barber, Coordinator, Communications

10-years:

- Dianne Doyle, Coordinator, Little Cataraqui Creek

8. Approval of Previous Minutes

- 8.1. Minutes of the Cataraqui Conservation Full Authority Board Meeting of December 9, 2020

Moved By: Nathan Townend
Seconded By: Matt Harper

That the minutes of the Cataraqui Conservation Full Authority Board Meeting of December 9, 2020, **Be Approved.**

Carried

9. Business Arising

There was none.

10. Items for Consideration

10.1. Cataraqui Conservation Appointments (report IR-003-21)

Municipal Appointment of Members to Cataraqui Conservation		
Municipality	Member	Term
Athens	Rhonda Ferguson	4 years (2019-2022)
Brockville	Nathalie Lavergne	1 year (2021)
Brockville	Garry Hewitt	1 year (2021)
Elizabethtown-Kitley	Al Hanes	4 years (2019-2022)
Front of Yonge	Al Barton	4 years (2019-2022)
Gananoque	Matt Harper	4 years (2019-2022)
Greater Napanee	Terry Richardson	4 years (2019-2022)
Kingston	Mary Rita Holland	1 year (2021)
Kingston	Gary Oosterhof	1 year (2021)
Kingston	Lisa Osanic	1 year (2021)
Kingston	Peter Stroud	1 year (2021)
Leeds and the Thousand Islands	Gordon Ohlke	4 years (2019-2022)
Loyalist	Nathan Townend	3 year (2022)
Loyalist	Paul McAuley	3 year (2022)
Rideau Lakes	Claire Smith	2 years (2021-2022)
South Frontenac	Alan Revill	4 years (2019-2022)
South Frontenac	Ross Sutherland	4 years (2019-2022)

Standing Committees	
Budget Review	Personnel
Alan Revill	Alan Revill
Paul McAuley	Paul McAuley
Al Hanes	Al Barton
Rhonda Ferguson	Al Hanes
Garry Hewitt	Claire Smith
Vacant	Vacant

Ad Hoc Committees	
Administration Facility	Planning and Permitting
Alan Revill	Alan Revill
Paul McAuley	Paul McAuley
Matt Harper	Ross Sutherland
Garry Hewitt	Gary Oosterhof
Gary Oosterhof	Claire Smith
Terry Richardson	Vacant

Partner Organizations	
Cataraqui Source Protection Committee	Gordon Ohlke
Conservation Ontario (CO) Council	Alan Revill, Chair Paul McAuley, Vice Chair; and Katrina Furlanetto, General Manager or Designate
Rideau Corridor Strategy Steering	Gordon Ohlke

Resolution: **005-21**
Moved By: Paul McAuley
Seconded By: Terry Richardson

That report IR-003-21, Cataraqui Conservation Appointments, **Be Received; As Amended;** and,

That the municipal appointments to Cataraqui Conservation Full Authority Board as identified in Table 1 of this report **Be Received;** and,

That the appointment of members to Cataraqui Conservation’s Standing and Ad Hoc Committees **Be Accepted;** and,

That appointments of members for 2021 to the Cataraqui Source Protection Committee, and Rideau Corridor Strategy Steering Committee, **Be Approved,** as presented; and,

That the Cataraqui Conservation Chair as voting delegate, Vice Chair, as first alternate, and General Manager or designate as second alternate, **Be Appointed,** to Conservation Ontario for 2021.

Carried

There was one unfilled position on the Budget Review Committee, Personnel Committee, and Planning and Permitting Ac Hoc Committee that staff will seek to fill prior to the next Full Authority Board meeting.

10.2. Statutory Administrative Approvals (report IR-004-21)

Resolution: **006-21**
Moved By: Al Hanes
Seconded By: Ross Sutherland

That report IR-004-21, Statutory Administrative Approvals, **Be Received**;
and,

That the Cataraqui Conservation Full Authority Board **Re-Affirm** for 2021
the Health and Safety Policy Statement; and,

That the Cataraqui Conservation Full Authority Board **Re-Affirm** for 2021
the Workplace Violence and Harassment Policy.

Carried

10.3. Cataraqui Conservation Board 2021 Meeting Schedule (report IR-005-21)

**Cataraqui Conservation
Full Authority Board Meetings - 2021**

Month	Board Meeting Date
January (AGM)	27
February	24
March	24
April	28
May	26
June	23
July	No scheduled meeting
August	25
September	22
October	27
November	No scheduled meeting
December	8

Resolution: **007-21**
Moved By: Garry Hewett
Seconded By: Nathan Townend

That report (IR-005-21), Cataraqui Conservation 2021 Full Authority Board Meeting Schedule, **Be Received**; and,

That the meeting schedule outlined in Table 1 of this report, **Be Approved**.

Carried

11. Minutes

There were no Friends groups minutes.

12. Committee Reports

- 12.1. Report from Administration Facility Committee meeting of December 16, 2020 (IR-006-21)

The Chair noted that the next step in this process will be to finalize a draft financial strategy and present to the Full Authority Board at a special meeting scheduled in Q1.

Resolution: **008-21**
Moved By: Al Barton
Seconded By: Rhonda Ferguson

That report IR-006-21, Report from Administration Facility Committee Meeting of December 16, 2020, **Be Approved.**

Carried

13. Announcements or Inquiries / Information

- 13.1. Report on Communications (IR-007-21)

The General Manager provided an update on the Conservation Authorities Working Group based on information provided by Conservation Ontario.

Gord Ohlke jointed the meeting at this point.

Resolution: **009-21**
Moved By: Terry Richardson
Seconded By: Al Hanes

That report IR-007-21, Report on Communications, **Be Received.**

Carried

14. Motions / Notice of Motion

There were none.

15. In Camera Session

An In-Camera Session was not required. Members concurred to approve the December 9, 2020 In Camera Minutes in open session.

Resolution:	010-21
Moved By:	Matt Harper
Seconded By:	Paul McAuley

That Report IR-008-21, Minutes of In Camera Meeting of December 9, 2020, **Be Approved.**

Carried

16. Adjournment

The meeting adjourned at 7:13 p.m. on motion by Gord Ohlke, seconded by Al Barton.

Cataraqui Region Conservation Authority

Katrina Furlanetto, M.Env.Sc.
General Manager

Alan Revill, Chair

The Team at Cataraqui Conservation

- 25 staff
- To assist the Board:
 - Staff biographies, photos, positions, and role
 - 2020 Programs and Services Annual Review



2021 Board Standing Item – Staff Presentations

Purpose: To provide an opportunity for staff to present their work to engage and connect with the Board members

- 5-10 minute snapshot of a program or service
- Highlight an accomplishment, an ongoing project, or express a challenge
- Promote presentation skills and member understanding
- Provide a forum to ask questions directly to staff experts
- Prepare the membership for strategic planning

Coming Up: Education (February)



Cataraqui
conservation

Staff Years of Service Recognition

January 27, 2021



Staff Years of Service Recognition



Jim Barber

Communications Coordinator

Five years of service
Congratulations!

Cataraqui Conservation Remarks for Staff Years of Service Recognition: January 2021

Corporate Services

Jim Barber

Jim is celebrating 5 years with Cataraqui Conservation.

Jim is an integral member of the Communications and Education Team. As Communications Coordinator Jim works on numerous communications projects such as social media, content creation, PR writing, event promotion and media releases.

As a former journalist and newspaper editor Jim has provided key communications support to the organization and his colleagues over the past five years.

He has been instrumental in developing and growing Cataraqui Conservation's social media presence and along with his work on website content has created a fun and engaging online presence that has become one of the key ways we interact with watershed residents.

Although only a part time employee Jim has grown in his role within the organization and brings fresh ideas and approaches to his work enabling Cataraqui Conservation to be a visible partner in our community.

Congratulations Jim on 5 years of service, for your commitment, passion and go to member of Cataraqui Conservation for rock music trivia and knowledge 😊

Congratulations Jim!

Staff Years of Service Recognition



Dianne Doyle

Coordinator, Little Cataraqui Creek

10 years of service
Congratulations!

Cataraqui Conservation

Remarks for Staff Years of Service Recognition: January 2021

Diane Doyle

Dianne is celebrating 10 years with Cataraqui Conservation.

Dianne is a key member of the Communications and Education Team. As Coordinator, Little Cataraqui Creek Dianne is the face of our weekend programs as the leader and organizer of the Outdoor Centre and public programs.

Elevated to her role at the Outdoor Centre in 2018, Dianne runs the weekend public programs, oversees contract staff, and looks after rentals and general maintenance of the Outdoor Centre. Dianne also plays an important administrative role within the education department and Conservation Lands department for conservation area permits.

Over the past 10 years Dianne has been a driving force in customer service for the organization. Whether at the Administration Office front desk or the Outdoor Centre she has provided excellent service and information to our customers and community

In the 3 years Dianne has been leading public programs she has grown our programs like maple madness and winter recreation and has build strong positive relationships with our watershed partners and the community.

Dianne's enthusiasm and leadership has set a high standard of service for our programs and has also established them as staple with local residents.

Congratulations Dianne on 10 years of service.