



Date: Wednesday, June 22, 2022

Location: Hybrid Meeting
In-Person Cataraqui Conservation Administration Office Boardroom
and virtually through Microsoft Teams

Participants: In-Person:
Paul McAuley, Loyalist Township, Chair
Gary Oosterhof, City of Kingston
Claire Smith, Township of Rideau Lakes, Vice Chair

Virtually:
Al Barton, Township of Front of Yonge
David Beatty, City of Brockville
Al Hanes, Township of Elizabethtown-Kitley
Jim Neill, City of Kingston
Gordon Ohlke, Township of Leeds and the Thousand Islands
Lisa Osanic, City of Kingston
Terry Richardson, Town of Greater Napanee
Ross Sutherland, Township of South Frontenac
Cameron Wales, City of Brockville

Regrets: Matt Harper, Town of Gananoque
Wayne Hill, City of Kingston
Nathan Townend, Loyalist Township
Alan Revill, Township of South Frontenac

Staff Present: Katrina Furlanetto, General Manager
Devan Anderson, Administration Clerk
Tom Beaubiah, Manager, Conservation Lands
Donna Campbell, Assistant, Chair and General Manager
Michael Dakin, Supervisor, Development Review
Krista Fazackerley, Supervisor, Communication & Education
Andrew Schmidt, Manager, Watershed Planning & Engineering
Emily Su, Resource Planner
Kristen Wozniak, Resource Planner

The Province of Ontario has eased public health measures regarding COVID-19 restriction and hybrid meetings are now being offered. This allows members the option of in-person or virtual participation.

The meeting commenced at 6:48 p.m. following a meeting of the Cataraqui Source Protection Authority.

1. Roll Call and Introductions

There were twelve (12) members present.

2. Adoption of Agenda

It was noted that there was a typo in the agenda, item 7.6, date should read 2022 not 2020.

Moved By: Lisa Osanic
Seconded By: Gordon Ohlke

That the agenda Be Adopted, As Amended.

Carried

3. Declaration of Conflict of Interest

There was none.

4. Delegation / Presentation

There was none.

5. Approval of Previous Minutes

- 5.1. Minutes of the Cataraqui Conservation Full Authority Board Meeting of May 25, 2022

Moved By: Al Barton
Seconded By: Jim Neill

That the minutes of the Cataraqui Conservation Full Authority Board Meeting of May 25, 2022, **Be Approved.**

Carried

- 5.2. Minutes of the Cataraqui Conservation Full Authority Board Special Meeting of June 15, 2022

Moved By: Ross Sutherland
Seconded By: Cameron Wales

That the minutes of the Cataraqui Conservation Full Authority Board Special Meeting of June 15, 2022, **Be Approved.**

Carried

6. Business Arising

There was none.

7. Items for Consideration

7.1. General Manager's Monthly Progress Report – June 2022 (report IR-080-22)

The General Manager spoke to her report and provided an update on the Vaccination Policy. She advised that this policy would be rescinded and masking requirements lifted effective Monday, July 4, 2022 through Memo IM-007-22, Rescinding Vaccination Policy (COVID-19) and Mandatory Masking Requirements Lifted.

Resolution: **071-22**
Moved By: Terry Richardson
Seconded By: Claire Smith

That Report IR-080-22, General Manager's Monthly Progress Report – June 2022, **Be Received**.

Carried

7.2. Transition Plan – Quarterly Reporting (July 2022) (report IR-081-22)

The General Manager provided a verbal update on the topic and indicated a revised version of Cataraqui Conservation's Programs and Services Inventory would be included in the next quarterly reporting update.

Resolution: **072-22**
Moved By: David Beattie
Seconded By: Gary Oosterhof

That Report IR-081-22, Transition Plan – Quarterly Reporting (July 2022) **Be Received**; and,

That staff **Be Directed** to submit an interim quarterly progress report to the Ministry of Environment, Conservation and Parks by July 1, 2022, in compliance with Ontario Regulation 687/21.

Carried

7.3. Proposed Capital Project – Streamlining Development Approvals (PR 00318) (report IR-082-22)

Resolution: **073-22**
Moved By: Jim Neill
Seconded By: Ross Sutherland

That Report IR-082-22, Proposed Capital Project – Streamlining Development Approvals (PR 00318), **Be Received**; and,

That Project PR 00318 – Streamlining Development Approvals, **Be Created**; and,

That an upset of \$100,000 **Be Transferred** to the Watershed Management Reserve, as outlined in this report, to complete PR 00318 – Streamlining Development Approvals; and,

That Zuzek Incorporated **Be Retained** for the Lake Ontario Hazard Mapping component of Project PR 00318 – Streamlining Development Approvals at a total cost of \$39,500 (HST included).

Carried

7.4. Proposed Capital Project - Document Management (PR 00319) (report IR-083-22)

Resolution: **074-22**
Moved By: Al Hanes
Seconded By: Gordon Ohlke

That Report IR-083-22, Proposed Capital Project – Document Management (PR00319), **Be Received**; and,

That Project PR00319 – Document Management, **Be Created**; and,

That \$25,000 **Be Transferred**, from the General Reserve to PR00319 – Document Management; and,

That Image Advantage Solutions Inc. **Be Retained** to provide the services as outlined in this report.

Carried

7.5. Capital Variance Report to June 15, 2022 (report IR-084-22)

Resolution: **075-22**
Moved By: Lisa Osanic
Seconded By: Cameron Wales

That Report IR-084-22, Capital Variance Report to June 15, 2022, **Be Received**; and,

That completed capital projects, as outlined in Attachment #1 Capital Variance Report to June 15, 2022, **Be Closed**; and,

That recommended reserve transfers, as outlined in Attachment #1 Capital Variance Report to June 15, 2022, **Be Completed**; and,

That recommended amendments to PR 00309 Cataraqui Trail – Chaffey’s Locks Bridge Surface Replacement – Detail Sheet **Be Approved**.

Carried

7.6. Variance Report to end of May 2022 (Operating) (report IR-085-22)

Resolution: **076-22**
Moved By: Al Barton
Seconded By: David Beattie

That Report IR-085-22, Operating Variance Report to May 31, 2022, **Be Received**.

Carried

7.7. Signage Update & Proposed Capital Project Lemoine Point Signage (PR 00320) (report IR-086-22)

Krista Fazackerley, Supervisor, Communications and Education, provided a verbal update and noted that the Cataraqui Conservation was in receipt of a non-disclosure agreement indicating that the donor was not to be named. The original report included this information and was immediately pulled from the website. An updated report was subsequently issued.

Resolution: **077-22**
Moved By: Claire Smith
Seconded By: Ross Sutherland

That Report IR-086-22, Signage Update & Proposed Capital Project Lemoine Point Signage (PR 00320), **Be Received, As Amended;** and,

That Project PR 00320 – Lemoine Point Signage, **Be Created;** and,

That reserve draws as outlined in Table 1 of this report **Be Transferred,** from the associated reserves; and,

That the detail sheets for updated projects provided in Attachment #1 of this report, **Be Approved;** and,

That Jet Signs **Be Retained** to produce the required signage.

Carried

8. Minutes (Friends and Foundation)

There were none.

9. Committee Reports

- 9.1. Report from Planning & Permitting Ad Hoc Committee Meeting of June 9, 2022 (Report IR-087-22)

Resolution: **078-22**
Moved By: Gary Oosterhof
Seconded By: Terry Richardson

That report IR-087-22, Report from Planning & Permitting Ad Hoc Committee Meeting of June 9, 2022, **Be Approved.**

Carried

- 9.2. Report from Budget Review Committee Meeting of June 14, 2022 (Report IR-088-22)

Michael Dakin, Supervisor, Development Review, provided an update on the free schedule. He noted that the Budget Review Committee directed staff to review the document and increase, where appropriate, the Development Review fees by 5% to account for inflation and bring forward these updates to the Full Authority Board for consideration prior to approval and circulation.

Resolution: **079-22**
Moved By: Al Hanes
Seconded By: Claire Smith

That report IR-088-22, Report from Budget Review Committee Meeting of June 14, 2022, **Be Approved.**

Carried

10. Announcements or Inquiries / Information

10.1. Report on Communications (IR-089-22)

Resolution: **080-22**
Moved By: Al Hanes
Seconded By: Gordon Ohlke

That report IR-089-22, Report on Communications, **Be Received.**

Carried

11. Motions / Notice of Motion

There were none.

12. In Camera Session

An In-Camera Session was not required. Members concurred to approve the May 25, 2022 In Camera Minutes in open session.

Resolution: **081-22**
Moved By: Al Barton
Seconded By: Al Hanes

That Report IR-090-22, Minutes of In Camera Meeting of May 25, 2022,
Be Approved.

Carried

13. Adjournment

The meeting adjourned at 7:26 p.m. on a motion by Gary Oosterhof, seconded by Claire Smith.

Cataraqui Region Conservation Authority

Katrina Furlanetto, M.Env.Sc.
General Manager

Paul McAuley, Chair

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