

# CATARAQUI REGION CONSERVATION AUTHORITY

## MINUTES OF THE FULL AUTHORITY BOARD

WEDNESDAY, SEPTEMBER 25, 2019

### CRCA ADMINISTRATION OFFICE BOARDROOM

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**Present:** Alan Revill (Chair), Alan Barton, Leigh Bursey, Rhonda Ferguson, Claire Gunnewiek, Al Hanes, Matt Harper, Bert Herfst, Garry Hewett, Wayne Hill, Paul McAuley, Lisa Osanic, Terry Richardson, Ross Sutherland (Vice Chair)

**Regrets:** Robert Kiley, Gordon Ohlke, Gary Oosterhof

**Staff Present:** Geoff Rae, General Manager; Tom Beaubiah, Manager, Conservation Lands; Donna Campbell, Assistant, Chair & General Manager; Krista Fazackerley, Supervisor, Communications & Education; Katrina Furlanetto, Manager, Watershed Planning & Engineering; Rob McRae, Manager, Corporate Services; Cheryl Rider, Supervisor, Finance

**Delegation:** Steve Dyer, Cataraqui Conservation Foundation

The meeting commenced at 6:30 P.M.

#### 1. ROLL CALL

There were fourteen (14) members present.

#### 2. ADOPTION OF AGENDA

Moved by: Leigh Bursey  
Seconded by: Bert Herfst

**THAT** the agenda BE ADOPTED.

**CARRIED**

**3. DECLARATION OF CONFLICT OF INTEREST**

There were none.

**4. DELEGATION / PRESENTATION**

4.1. Steve Dyer, Treasurer, Cataraqui Conservation Foundation

Mr. Dyer provided the following updates on the Cataraqui Conservation Foundation (CCF).

- Overview of the CCF - Purposes, Goals, Members
- Recent history of the CCF - What the CCF focused on the last few years
- Challenges of the CCF - Loss of Board members, shrinking donor base
- Rebuilding / Refocusing the CCF - Rebuilding CCF Board, expanding donor base, building corporate support, helping to explore grants, new web site
- Expanded interest to support CRCA projects in conjunction with general fund raising

Members were provided with the new CCF brochure ([Attachment #1](#))

Matt Harper arrived at 6:40 P.M.

**Resolution:** 081-19  
**Moved by:** Al Hanes  
**Seconded by:** Wayne Hill

**THAT** the verbal presentation by Steve Dyer, Cataraqui Conservation Foundation, BE RECEIVED.

**CARRIED**

**5. APPROVAL OF PREVIOUS MINUTES**

5.1. Minutes of August 28, 2019

Moved by: Bert Herfst  
Seconded by: Leigh Burse

**THAT** the minutes of the August 28, 2019 meeting of the Cataraqui Region Conservation Authority, BE APPROVED.

**CARRIED**

**6. BUSINESS ARISING**

There was none.

**7. ITEMS FOR CONSIDERATION**

7.1. Summer Day Camp at Mac Johnson Wildlife Area – Update (report IR-067-19)

**Resolution: 082-19**  
Moved by: Lisa Osanic  
Seconded by: Claire Gunnewiek

**THAT** Report IR-067-19, Summer Day Camp at Mac Johnson Wildlife Area – Update, BE RECEIVED.

**CARRIED**

7.2. Operating Variance Report to End of August 2019 (report IR-068-19)

**Resolution:**     **083-19**  
Moved by:         Leigh Burse  
Seconded by:     Terry Richardson

**THAT** report IR-068-19, Operating Variance Report to End of August 2019, BE RECEIVED.

**CARRIED**

7.3. Capital Variance Report to End of August 2019 (report IR-069-19)

**Resolution:**     **084-19**  
Moved by:         Paul McAuley  
Seconded by:     Terry Richardson

**THAT** Report IR-069-19, Capital Variance and Closure Report to End of August 2019, BE RECEIVED; and,

**THAT** 2019 and prior years capital projects, as indicated in Section 9.0 Financial Implications of the Capital Variance and Closure Report to End of August 2019, BE CLOSED, and recommended reserve transfers BE APPROVED.

**CARRIED**

7.4. Water Control Structure Operation Maintenance Safety and Surveillance Manuals (PR00032) (report IR-070-19)

**Resolution:** 085-19  
**Moved by:** Bert Herfst  
**Seconded by:** Lisa Osanic

**THAT** Report IR-070-19, Water Control Structure Operation Maintenance Safety and Surveillance Manuals (PR00032), BE RECEIVED; and,

**THAT** staff BE DIRECTED to fund project PR00032, Water Control Structure – Operation, Maintenance, Safety, and Surveillance Manuals as per Table 2, Section 9.0 of the report; and,

**THAT** staff BE DIRECTED to procure the services of D.M. Wills Associates Limited to complete the capital project as outlined in the approved 2019 capital forecast.

**CARRIED**

7.5. Update to Cataraqui Region Conservation Authority 2019 Full Authority Board Meeting Schedule (report IR-071-19)

**Resolution:** 086-19  
**Moved by:** Lisa Osanic  
**Seconded by:** Paul McAuley

**THAT** report (IR-071-19), Update to Cataraqui Region Conservation Authority 2019 Full Authority Board Meeting Schedule, BE RECEIVED; and,

**THAT** the updated meeting schedule outlined in Table 1 of this report, BE APPROVED.

**CARRIED**

**8. MINUTES**

8.1. Friends of Lemoine Point

**Resolution:** 087-19  
**Moved by:** Leigh Burse  
**Seconded by:** Lisa Osanic

**THAT** the Friends of Lemoine Point minutes of May 6, 2019 and June 3, 2019, BE RECEIVED.

**CARRIED**

**9. COMMITTEE REPORTS**

There were no Committee Reports in September.

**10. ANNOUNCEMENTS OR INQUIRIES/INFORMATION**

There was no Report on Communications for September.

**11. MOTIONS / NOTICES OF MOTIONS**

There were none.

**12. IN CAMERA SESSION**

**Resolution:** 088-19  
**Moved by:** Al Barton  
**Seconded by:** Bert Herfst

**THAT** the Full Authority move **IN CAMERA**.

**CARRIED**

- 12.1. Confidential Report - Full Authority Confidential In-Camera Minutes of August 28, 2019 (Report IR-072-19)
- 12.2. Confidential Report – Report from Personnel Committee Meetings of September 4 and September 16, 2019 (report IR-073-19)
- 12.3. Confidential Report – Recruitment - General Manager (report IR-074-19)

Rhonda Ferguson arrived during the In Camera Session at 7:07 P.M.

**Resolution:** 089-19  
**Moved by:** Bert Herfst  
**Seconded by:** Claire Gunnewiek

**THAT** the Full Authority move out of **IN CAMERA** and report.

**CARRIED**

**13. RETURN TO OPEN SESSION**

Leigh Burseley left the meeting at 7:10 P.M.

**Resolution:** 090-19  
**Moved by:** Paul McAuley  
**Seconded by:** Al Hanes

**THAT** Cataraqui Region Conservation Authority AUTHORIZE staff to pursue items of action as discussed at the **IN CAMERA** session on September 25, 2019.

**CARRIED**

**Resolution:** 091-19  
**Moved by:** Bert Herfst  
**Seconded by:** Paul McAuley

**THAT** Report IR-075-19, Recruitment – General Manager, BE RECEIVED; and,

**THAT** Katrina Furlanetto BE APPOINTED to the position of General Manager of Cataraqui Region Conservation Authority effective January 1, 2020 pending successful negotiation of an employment contract; and,

**THAT** the Chair of the Full Authority Board BE AUTHORIZED to negotiate an employment contract with Katrina Furlanetto for the position of General Manager, Cataraqui Region Conservation Authority.

**CARRIED**



**14. ADJOURNMENT**

The meeting adjourned at 7:15 P.M. on a motion by Ross Sutherland, seconded by Rhonda Ferguson.

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Tom Beaubiah  
Manager, Conservation Lands

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Geoff Rae, MBA, P.Eng.  
General Manager

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Alan Revill  
Chair

## Who We Are – Our Mission:

The Foundation is a local charity run by local volunteers. We raise funds to support the Cataraqui Region Conservation Authority's (CRCA) for:

- Land acquisition projects and maintenance of existing properties
- Conservation education for all ages
- Encourage others to undertake conservation related activities

Last year, tens of thousands of people with the love for the outdoors utilized the vast properties owned and managed by the CRCA. Nearly 7000 of our children benefited from the education programs.

## CRCA Outdoor & Environmental Education:

Education is an effective way to inform future generations about land and water conservation. The Cataraqui Region Conservation Authority offers a wide range of quality outdoor and environmental education programs for all ages. Students get the opportunity to learn in an outdoor classroom where they can explore and connect with nature.

### The Programs:

*Little Cataraqui Creek Conservation Area – Kingston and Mac Johnson Wildlife Area - Brockville:*

- Daycare and Nursery School Programs
- Nature Programs for Early Learners & Home Learners
- Primary Programs (Kindergarten to Grade 3)
- Junior & Intermediate Programs (Grades 4 to 8)
- Secondary School Programs (Grades 9 to 12)
- Adult Education Programs
- P.A. Day Programs
- Nature Explorers Summer Camp



## Cataraqui Region Conservation Authority CONSERVATION LANDS



## Land Conservation:

The Cataraqui Region Conservation Authority owns and manages 4000 hectares of land, with a goal of protecting and preserving our watershed. These properties also provide recreational areas for thousands of local visitors. The key properties owned and managed by the CRCA:

- [Mac Johnson Wildlife Area](#)
- [Parrott's Bay Conservation Area](#)
- [Lyn Valley Conservation Area](#)
- [Gould Lake Conservation Area](#)
- [Marshlands Conservation Area](#)
- [Lemoine Point Conservation Area](#)
- [Cataraqui Trail](#)





CATARAQUI CONSERVATION  
**FOUNDATION**

### *Invest In The Future:*

You can provide your support for the Cataraqui Conservation Foundation through several ways:

- Our website at: [cataraquiconservationfoundation.com](http://cataraquiconservationfoundation.com)
- Canada Helps at: [www.canadahelps.org/en/charities/cataraqui-region-conservation-foundation](http://www.canadahelps.org/en/charities/cataraqui-region-conservation-foundation)
- By completing the form below:

#### **Donation information and address for tax receipt:**

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

E-mail: \_\_\_\_\_

Telephone: (\_\_\_\_) - \_\_\_\_\_

Donation Amount: \$ \_\_\_\_\_

#### **Method of Payment:**

**Cheque** (payable to Cataraqui Conservation Foundation)

**Credit Card**

Name on Card: \_\_\_\_\_

Card Numbers: \_\_\_\_\_

Security Code (CVV): \_\_\_\_\_

Expiry Date: \_\_\_\_/\_\_\_\_ (MM/YY)

Signature: \_\_\_\_\_

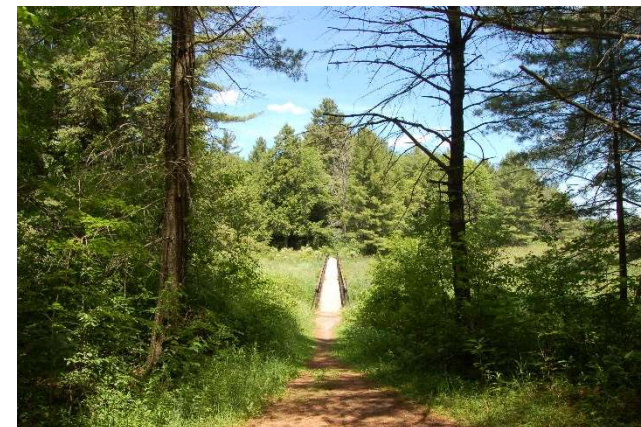
**Mail to: Cataraqui Conservation Foundation  
P.O. Box 160, Glenburnie, On, K0H 1S0**

### *How can you help?*

- 1. Volunteer:** The Foundation needs the support of volunteers to help with our fundraising events. The Foundation is always looking for the right people, with passion and energy for environmental education and land conservation to join our board. Email us at: [catconservationfoundation@gmail.com](mailto:catconservationfoundation@gmail.com)
- 2. Annual Donation Drive:** Please consider a donation to support the Foundation's efforts towards conservation through further land acquisition and the annual operating costs of the CRCA's Outdoor and Environmental Education Programs. Donation options appear on an adjacent panel of this pamphlet.
- 3. Special Project Donations:** This year we are revitalizing a campaign to increase the Education Endowment Fund to a level that the Foundation's contribution to the CRCA's Outdoor & Environmental Education Programs are self-funded through the endowment. This will ensure long-term stability and quality of the programs.



CATARAQUI CONSERVATION  
**FOUNDATION**



**Visit Our Website at:**  
[cataraquiconservationfoundation.com](http://cataraquiconservationfoundation.com)



### **Contact Us**

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