



Date: Wednesday, March 25, 2020

Location: E-Poll

Participants: Alan Revill, Township of South Frontenac, Chair
Al Barton, Township of Front of Yonge
Leigh Bursey, City of Brockville
Rhonda Ferguson, Township Athens
Al Hanes, Township of Elizabethtown-Kitley
Matt Harper, Town of Gananoque
Garry Hewett, City of Brockville
Paul McAuley, Loyalist Township
Lisa Osanic, City of Kingston
Terry Richardson, Town of Greater Napanee
Ross Sutherland, Township of South Frontenac, Vice Chair

Non-Participants: Simon Chapelle, City of Kingston
Gordon Ohlke, Township of Leeds and the Thousand Islands
Gary Oosterhof, City of Kingston
Claire Smith, Township of Rideau Lakes
Nathan Townend, Loyalist Township

On March 25, 2020, a Full Authority Board E-Poll was conducted by Cataraqui Conservation in response to recommendations by the Province of Ontario and public health officials for mitigating and responding to the Coronavirus (COVID-19) pandemic by practicing social distancing and not hold in-person meetings.

Members were provided with an agenda package on March 18, 2020 via e-mail with instructions to review the package and direct any questions to Donna Campbell, Assistant, Chair & General Manager, by noon on Monday, March 23, 2020.

In accordance with Section 15 (3) open Meetings, under Part IV, Members and Governance of the Conservation Authority's Act and Section 4.3, Meetings Open to Public of the CRCA By-Law No. 1 (Administration By-Law) Revision 1, a note was placed on the Minutes and Agenda section of Cataraqui Conservation website informing the public that there were no in-person meetings being held at this time and that the public was welcome to communicate via e-mail directly to Donna Campbell dcampbell@crca.ca if there were any questions, comments or concerns related to an agenda item. No comments were received from the public.

Members were requested to reply to all the recommendations as listed in the agenda and indicate any conflict of interest for each one. There were no conflicts of interest noted. Members showed support for the recommendations, however, Ross Sutherland requested that item 7.2, Cataraqui Conservation Donor Policy and Asset Naming Policy (report IR-023-20), be postponed as he thought the Asset Naming Policy merited further discussion. Due to the unique circumstances surrounding the E-Poll, the Chair was consulted on this matter and suggested the item be postponed until a future meeting where an informed discussion could take place.

The following are the results of the e-poll:

1. Roll Call

Quorum was achieved, as more than one-half of members participated in the e-poll, in accordance with Section 4.5 of CRCA By-Law No. 1 (Administration By-Law) Revision 1.

There were eleven (11) members who participated in the E-poll.

2. Adoption of Agenda

Moved By: Al Barton
Seconded By: Leigh Burseay

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

Carried

3. Declaration of Conflict of Interest

There was none.

4. Delegation / Presentation

There were non.

5. Approval of Previous Minutes

5.1 Minutes of the Cataraqui Conservation Full Authority Board Meeting of March 4, 2020

Moved By: Rhonda Ferguson
Seconded By: Al Hanes

That the minutes of the March 4, 2020 meeting of Cataraqui Conservation Full Authority Board, **Be Approved**.

Carried

6. Business Arising

There was none.

7. Items for Consideration

7.1 Cataraqui Conservation Signage Policy (report IR-022-20)

Resolution: 030-20
Moved By: Matt Harper
Seconded By: Garry Hewett

That Report IR-022-20, Cataraqui Conservation Signage Policy, **Be Received**;
and,

That the Cataraqui Conservation Signage Policy, **Be Adopted**.

Carried

7.2 Cataraqui Conservation Donor Policy and Asset Naming Policy (report IR-023-20)

Ross Sutherland requested that item this item be postponed as he thought the Asset Naming Policy merited further discussion. Due to the unique circumstances, the Chair was consulted on this matter and concurred that the item be postponed until a future meeting where an informed discussion could take place.

Resolution: **031-20**
Moved By: Ross Sutherland
Seconded By: Alan Revill

That Report IR-023-20, Donor Policy and Asset Naming Policy, **Be Received;** and,

That the Cataraqui Conservation Donor Policy, **Be Adopted;** and,

That the Cataraqui Conservation Asset Naming Policy, **Be Adopted.**

Deferred

Item 7.2 Cataraqui Conservation Donor Policy and Asset Naming Policy (report IR-023-20) was deferred.

7.3 Cataraqui Conservation Reserve Policy - updates (report IR-025-20)

Resolution: **032-20**
Moved By: Paul McAuley
Seconded By: Lisa Osanic

That Report IR-025-20, Cataraqui Conservation Reserve Policy - amendments, **Be Received**; and,

That Revision 0 of Cataraqui Conservation Reserve Policy, **Be Repealed**, and Revision 1 of Cataraqui Conservation Reserve Policy, **Be Adopted**; and,

That Revision 0 of Schedules 'A', to Cataraqui Conservation Reserve Policy, **Be Repealed**, and Revision 0 of Schedules 'A', to Cataraqui Conservation Reserve Policy, **Be Adopted**.

That Schedule 'A' to Cataraqui Conservation Reserve Policy, **Be Adopted**.

Carried

7.4 Proposed Cataraqui Trail Capital Projects (report IR-026-20)

Resolution: **033-20**
Moved By: Terry Richardson
Seconded By: Ross Sutherland

That Report IR-026-20, Proposed Cataraqui Trail Capital Projects, **Be Received**; and,

That Project PR 00299 Cataraqui Trail, Parking and Signage Improvements Highway 15/Indian Lake Road, **Be Created**; and,

That \$10,000, **Be Transferred**, from the Cataraqui Trail Reserve to PR 00299 Cataraqui Trail, Signage and Parking Improvements Highway 15/Indian Lake Road; and,

That Project PR 00300 Cataraqui Trail General Improvements, **Be Created**; and,

That \$25,000, **Be Transferred**, from the Cataraqui Trail Reserve to PR 00300 Cataraqui Trail General Improvements.

Carried

8. Minutes

8.1 Friends of Lemoine Point Minutes

Resolution: **034-20**
Moved By: Lisa Osanic
Seconded By: Al Hanes

That the Friends of Lemoine Point Minutes of February 3, 2020, **Be Received.**

Carried

9. Committee Reports

There were none.

10. Announcements or Inquiries / Information

10.1 Report on Communications (IR-027-20)

Resolution: **032-20**
Moved By: Al Barton
Seconded By: Al Hanes

That report IR-027-20, Report on Communications, **Be Received.**

Carried

11. Motions / Notice of Motion

There were none.

12. In Camera Session

There was no In Camera Session.

13. Adjournment

The meeting was adjourned at 6:30 p.m. on motion by Al Hanes, seconded by Terry Richardson.

Cataraqi Region Conservation Authority

Katrina Furlanetto, M.Env.Sc.
General Manager

Alan Revill, Chair