



Date: Wednesday, October 28, 2020

Location: Microsoft Teams

Participants: Alan Revill, Township of South Frontenac, Chair
Al Barton, Township of Front of Yonge
Simon Chapelle, City of Kingston
Rhonda Ferguson, Township Athens
Al Hanes, Township of Elizabethtown-Kitley
Paul McAuley, Loyalist Township
Gordon Ohlke, Township of Leeds and the Thousand Islands
Gary Oosterhof, City of Kingston
Lisa Osanic, City of Kingston
Terry Richardson, Town of Greater Napanee
Claire Smith, Township of Rideau Lakes
Ross Sutherland, Township of South Frontenac, Vice Chair
Nathan Townend, Loyalist Township

Non-Participants: Leigh Burse, City of Brockville
Matt Harper, Town of Gananoque
Garry Hewett, City of Brockville
Jim Neill, City of Kingston

Staff Participants: Katrina Furlanetto, General Manager
Tom Beaubiah, Manager, Watershed Planning & Engineering
Donna Campbell, Assistant, Chair & General Manager
Dianne Doyle, Coordinator, Little Cataraqwi Creek
Steve Knapton, Supervisor, Operations & Maintenance
Krista Fazackerley, Supervisor, Communication & Education
Cheryl Rider, Supervisor, Finance
Rhonda Roantree, Receptionist/Clerk
Andrew Schmidt, Supervisor, Development Review

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.

1. Roll Call

There were thirteen (13) members who participated in the Microsoft Teams meeting.

2. Adoption of Agenda

Moved By: Al Barton
Seconded By: Rhonda Ferguson

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

Carried

3. Declaration of Conflict of Interest

There was none.

4. Delegation / Presentation

There were none.

5. Approval of Previous Minutes

5.1 Minutes of the Cataraqui Conservation Full Authority Board of September 23, 2020

Moved By: Al Hanes
Seconded By: Gary Oosterhof

That the minutes of the September 23, 2020 Cataraqui Conservation Full Authority Board meeting, **Be Approved.**

Carried

5.2 Minutes of the Cataraqui Conservation Full Authority Board Hearing of September 30, 2020s

Moved By: Ross Sutherland
Seconded By: Paul McAuley

That the minutes of the September 30, 2020 Cataraqui Conservation Full Authority Board Hearing, **Be Approved.**

Carried

6. Business Arising

There was none.

7. Items for Consideration

7.1 Capital Variance Report to August 31, 2020 (report IR-096-20)

Resolution: **091-20**
Moved By: Gord Ohlke
Seconded By: Terry Richardson

That Report IR-096-20, Capital Variance Report to August 31, 2020, **Be Received**; and,

That completed capital projects, as outlined in Attachment #1 Capital Variance Report to August 31, 2020, **Be Closed**; and,

That recommended reserve transfers, as outlined in Attachment #1 Capital Variance Report to August 31, 2020, **Be Completed**.

Carried

7.2 Appointment of Legal Counsel (report IR-097-20)

Resolution: **092-20**
Moved By: Nathan Townend
Seconded By: Paul McAuley

That Report IR-097-20, Appointment of Legal Counsel, **Be Received**; and,

That the firm Cunningham, Swan, Carty, Little & Bonham LLP, **Be Formally Appointed**, as Cataraqui Conservation's primary legal counsel.

Carried

7.3 Eastern Ontario LiDAR Acquisition (report IR-098-20)

Resolution: **093-20**
Moved By: Al Barton
Seconded By: Ross Sutherland

That Report IR-098-20 – Eastern Ontario LiDAR Proposed Acquisition, **Be Received**.

Carried

7.4 Marshlands Conservation Area Boardwalk Closure (report IR-099-20)

Resolution: **094-20**
Moved By: Gary Oosterhof
Seconded By: Lisa Osanic

That Report IR-099-20, Marshlands Conservation Area Boardwalk Closure, **Be Received**; and,

That staff **Be Directed** to implement the closure per this report.

Carried

7.5 Cataraqui Conservation Merchandise - Pilot (report IR-100-20)

Resolution: **095-20**
Moved By: Claire Smith
Seconded By: Ross Sutherland

That Report IR-100-20, Cataraqui Conservation Merchandise - Pilot, **Be Received**; and,

That staff **Be Directed** to create a merchandise pilot program, as outlined in this report, for a period of six months starting late fall 2020.

Carried

7.6 Proposed Water Security Study (report IR-101-20)

Resolution: **096-20**
Moved By: Lisa Osanic
Seconded By: Terry Richardson

That Report IR-101-20, Proposed Water Security Study, **Be Received**.

Carried

8. **Minutes**

8.1 Minutes of Friends of Lemoine Point

Resolution: **097-20**
Moved By: Al Hanes
Seconded By: Gord Ohlke

That the Friends of Lemoine Point minutes of March 2, 2020, **Be Received.**

Carried

8.2 Minutes of Friends of Cataraqui Trails

Resolution: **098-20**
Moved By: Ross Sutherland
Seconded By: Claire Smith

That the Friends of Cataraqui Trail minutes of August 27, 2020, **Be Received.**

Carried

9. Committee Reports

9.1 Report from Administration Facility Committee Meeting of October 15, 2020 (IR-102-20)

The Chair indicated that a detailed presentation was made to the Administration Facility Committee. The presentation included a review of past decision points, a draft financial strategy outlining current assumptions and a multi-year plan for discussion and direction, capital budget requirements, and additional financial considerations related to the Administration Facility project. He noted that based on feedback, a refined financial strategy will be developed for consideration at a future meeting.

Resolution: **099-20**
Moved By: Paul McAuley
Seconded By: Gary Oosterhof

That report IR-102-20, Report from Administration Facility Committee Meeting of October 15, 2020, **Be Approved.**

Carried

9.2 Report from Budget Review Committee Meeting of October 15, 2020 (IR-103-20)

The General Manager provided an In-Camera presentation to propose an alternative financial strategy to assist the organization in addressing operating challenges. Following the presentation, staff were directed to amend all associated budget documents accordingly prior to circulation to Member Municipalities for review.

Resolution: **100-20**
Moved By: Rhonda Ferguson
Seconded By: Terry Richardson

That report IR-103-20, Report from the Budget Review Committee Meeting of October 15, 2020, **Be Approved, As Amended.**

Carried

10. Announcements or Inquiries / Information

10.1 Report on Communications (IR-104-20)

Resolution:	101-20
Moved By:	Al Hanes
Seconded By:	Rhonda Ferguson

That report IR-104-20, Report on Communications, **Be Received.**

Carried

11. Motions / Notice of Motion

There were none.

12. In Camera Session

Resolution: **102-20**
Moved By: Al Barton
Seconded By: Nathan Townend

That the Cataraqui Conservation Full Authority Board move **In Camera**.

Carried

Simone Chapelle was admitted to the meeting at this point.

12.1 Confidential Items from Report from Budget Review Committee Meeting of October 15, 2020 (IR-103-20)

- 12.1. .1. Confidential Attachment #2 to Report IR-90-20-BRC, COVID-19 Pandemic Response and Business Continuity Plan Update
- 12.1. .2. Confidential Attachment #3 to Report IR-094-20-BRC, CRCA Proposed 2020 Budget and Capital Forecast
- 12.1. .3. Confidential Report IR-095-20-BRC – Budget Review Committee In Camera Minutes July 22, 2020 – Confidential
- 12.1. .4. Confidential Budget Presentation - Katrina Furlanetto, General Manager

12.2 Confidential Property Matter – verbal update

Resolution: **103-20**
Moved By: Rhonda Ferguson
Seconded By: Al Hanes

That the Cataraqui Conservation Full Authority Board move out of **In Camera** and report.

Carried

13. Return to Open Session

Resolution: **104-20**
Moved By: Al Barton
Seconded By: Terry Richardson

That the Cataraqui Conservation Full Authority Board **Authorize** staff to pursue items of action as discussed at the **In Camera** session on October 28, 2020.

Carried

Following the In Camera Session, the Chair called the question for Item 9.2, Report from Budget Review Committee Meeting of October 15, 2020 (IR-103-20) to be approved, as amended.

14. Adjournment

The meeting adjourned at 8:00 p.m. on a motion by Nathan Townend, seconded by Simon Chapelle.

Cataraqui Region Conservation Authority

Katrina Furlanetto, M.Env.Sc.
General Manager

Alan Revill, Chair