

CROWE VALLEY CONSERVATION AUTHORITY

EXECUTIVE COMMITTEE

6 November 2017

MINUTES

MEMBERS PRESENT:

Bob Ireland
Suzanne Partridge
Catherine Redden

Wollaston Township
Municipality of Highlands East
Municipality of Trent Hills

MEMBERS ABSENT:

None.

ALSO PRESENT:

Tim Pidduck, General Manager/Secretary Treasurer, CVCA
Amanda Donald, Recording Secretary, CVCA

CALL TO ORDER:

The Chair, Suzanne Partridge, called the meeting to order at 10:05am.

WELCOME:

The Chair, Suzanne Partridge, welcomed everyone to the meeting.

APPROVAL OF AGENDA

FA Motion EC 05/17

Moved by: Bob Ireland

Seconded by: Catherine Redden

That the agenda be approved as circulated.

Carried.

DECLARATION OF PECUNIARY INTEREST:

There were no conflicts declared.

REVIEW OF MINUTES OF PREVIOUS MEETING

EC Motion G 06/17

Moved by: Catherine Redden

Seconded by: Bob Ireland

That the minutes and motions of the Executive Committee meeting minutes, 18 September 2017, be approved as circulated.

Carried.

BUSINESS ARISING FROM MINUTES:

None.

REGULATIONS OFFICER REPLACEMENT

There was a discussion on the replacement of the regulations officer position and who is filling the gap until the position is filled. Tim informed the committee members Vicki Woolfrey and Lou Young are handling the extra workload. Tim mentioned to the committee Vicki Woolfrey would like to shift into the regulations officer position. There was discussion at the previous Board meeting and the suggestion to increase the staff compliment by .5 FTE for the regulations program. Tim informed the committee the draft 2018 budget includes an increase to the staff compliment by .22 FTE. This would allow CVCA to have two full time regulations officers. There was some discussion on filling the gap for Source Water Protection if Vicki was to shift into the regulations program.

There was some discussion on increasing the staff compliment for the regulations program to 3 FTEs for the 2018 draft budget. The usage of the regulations program continues to trend upward. Increasing the staff compliment would help alleviate pressures on staff and treat them fairly while maintaining the service.

SERVICE DELIVERY REVIEW UPDATE

Tim asked the committee if the format for the Service Delivery Review was what they expected. The committee informed Tim the report was really well done and it should be distributed to the Board at the next meeting. The committee asked Tim to include some recommendations at the end of the report.

There was discussion on next steps for the Service Delivery Review. Tim informed the committee he has received the answers from other Conservation Authorities for the Water Operations department and just needs to pull of the responses together.

CVCA DRAFT 2018 BUDGET

There was some discussion on the appeal of the 2017 budget by Marmora & Lake and Havelock-Belmont-Methuen. Tim informed the committee the cost of the appeal included in the draft 2018 budget is an estimate. The pre-appeal meeting for the hearing is scheduled for January 8th, 2018. Without the legal fees for the appeal process the budget would have been in line with the Long Range Plan.

Tim reminded the committee the draft Capital budget is separate and not included in the operations budget increase. There was discussion on the repairs to the administrative building, the asset replacement program, CVCA reserves and the Long Range Plan Infrastructure Expenditures. The CA Act review was also discussed.

NEXT SCHEDULED MEETING:

The next scheduled meeting of the Executive Committee will be determined at a later date.

ADJOURNMENT:

FA Motion EC 07/17

Moved By: Catherine Redden

Seconded By: Bob Ireland

That the Executive Committee Meeting be adjourned at 11:40pm.

Carried.

Amanda Donald
Recording Secretary

Suzanne Partridge
Chair

DRAFT