



LOWER TRENT CONSERVATION

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Registered Charitable Organization No. 107646598RR0001

BOARD OF DIRECTORS

Board of Directors refers to the General Membership as set out in the Lower Trent Conservation Administrative By-Law No. 2023-01

REGULAR BOARD MEETING MINUTES

MEETING # 2023-02

DATE: March 9, 2023

TIME: 6:30 PM

LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually

PRESENT:

ON SITE		REMOTE SITE (R)
Bob Mullin (Chair)	Gene Brahaney (Vice-Chair)	Jeff Wheeldon
Mike Ainsworth	Jim Alyea – arrived 6:59 pm	Lynda Reid
Eric Sandford	Rick English	
Sherry Hamilton		

REGRETS: Bobbi Wright, Mark DeJong

STAFF: Rhonda Bateman, Gage Comeau, Chris McLeod, Janet Noyes, Scott Robertson, Kelly Vandette

1. Meeting called to order by the Chair

The meeting was called to order by Chair Mullin at 6:30 p.m.

Chair Mullin recognized staff member Janet Noyes, Manager Development Services and Water Resources on her upcoming retirement. He shared her education and career history; including the ten plus service years with LTC. Janet Noyes will begin her retirement April 1, 2023 and on behalf of the Board of Directors, Chair Mullin wished her all the best on her retirement.

2. First Nations Acknowledgement

"This land is located on the traditional territories of the Anishnabek, Huron-Wendat, and Haudenosaunee (Iroquois) peoples. We acknowledge our shared responsibilities and obligations to preserve and protect the land, air and water. We are grateful to have the privilege to meet, explore, and connect here on these shared lands. In the spirit of friendship, peace and respect, we extend our thanks to all the generations that came before us and cared for these lands - for time immemorial."

3. Disclosure of pecuniary interests

There were no pecuniary interests disclosed at this meeting.

4. Approval of the Agenda

RES: G26/23

Moved by: Sherry Hamilton Seconded by: Eric Sandford
THAT the agenda be approved as presented and with the amendment
to include a closed in-camera session.

Carried

5. Delegations

There were no delegations received for this meeting.

6. Public Input (3 minutes per speaker)

There was no Public Input or participation at this meeting.

7. Adoption of the Minutes:

a. Annual General Meeting Minutes of February 9, 2023

RES: G27/23

Moved by: Mike Ainsworth Seconded by: Rick English
THAT Annual General Meeting Board Minutes of February 9, 2023 be
adopted.

Carried

8. Business arising from these minutes

a. 2022 Audited Financial Statements - Final

RES: G28/23

Moved by: Eric Sandford Seconded by: Gene Brahaney
THAT the approved Lower Trent Conservation 2022 Audited Financial
Statements be received as information.

Carried

b. Board Meeting Schedule

RES: G29/23

Moved by: Sherry Hamilton Seconded by: Rick English
THAT Lower Trent Region Conservation Authority Board meetings be
held on the second Thursday of each month beginning at 1:00pm.

Carried

CORRESPONDENCE

9. Correspondence

Post agenda review, Rhonda Bateman, CAO/Secretary-Treasurer shared that LTC received confirmation from the Crowe Valley Conservation Authority Board supporting the Havelock-Belmont-Methuen enlargement.

RES: G30/23

Moved by: Mike Ainsworth Seconded by: Sherry Hamilton

THAT the correspondence verbally shared by Rhonda Bateman be received.

Carried

STAFF REPORTS

10. List of Monthly Payments Issued

RES: G31/23

Moved by: Lynda Reid

Seconded by: Sherry Hamilton

THAT the list of payments issued in the total amount of \$354,095.79 for the month of February 2023 be received as information.

Carried

11. Summary of Education and Outreach Activities

RES: G32/23

Moved by: Lynda Reid

Seconded by: Gene Brahaney

THAT the summary of Recent and Upcoming Education and Outreach Activities be received as information.

Carried

12. Bay of Quinte Remedial Action Plan Newsletter

RES: G33/23

Moved by: Eric Sandford

Seconded by: Mike Ainsworth

THAT the Bay of Quinte Remedial Action Plan Newsletter for February 2023 be received as information.

Carried

13. Watershed Management, Planning and Regulations Update

a. Summary of Permits for Period February 1 – 28, 2023

b. Planning and Regulations

Gage Comeau, Regulations and Enforcement Officer spoke to the staff report as provided in the agenda package.

Director Sandford asked if it was known how many times staff have to attend court when the defendant does not show. Staff responded that the process is dependent on the Court's decision.

Janet Noyes spoke to a previous Hearing regarding a wetland compensation, staff are expecting that the conditions assigned may be affected from potential changes to the permit. Staff relayed that the case may have to return to the Hearing Board for further direction.

The Board moved into discussion.

RES: G34/23

Moved by: Eric Sandford

Seconded by: Mike Ainsworth

THAT staff conduct another Board Hearing should the permit need

revision and the existing conditions require changes.

Carried

- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR)
Janet spoke to the current conditions of the FFW status and precipitation and that there was nothing to report on the low water conditions.
- d. Flood Hazard Identification Mapping Program Projects
Janet highlighted the staff report as provided in the agenda package.
Chair Mullin thanked Janet for getting the FHIMP project agreements and working with the participating municipalities.

RES: G35/23

Moved by: Lynda Reid

Seconded by: Sherry Hamilton

THAT the Watershed Management, Planning and Regulations Update be received as information; and
THAT the Flood Hazard Identification Mapping Program Projects staff report and proposed agreements be accepted.

Carried

14. 2022 Annual Report

RES: G36/23

Moved by: Rick English

Seconded by: Eric Sandford

THAT the Lower Trent Conservation 2022 Annual Report be received as information; and THAT the 2022 Annual Report be circulated to LTC's member municipalities.

Carried

15. LTC Website Redevelopment Project Presentation

Corinne Ross, Communications Specialist presented the redeveloped LTC Website to the Board Members. She highlighted the improvements made to the functionality, including being mobile friendly and the visual display of layout.

Director Wheeldon complimented the LTC newly enhanced website.

RES: G37/23

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

THAT the Lower Trent Conservation website redevelopment project presentation be received as information.

Carried

16. Corporate Communications Strategy

RES: G38/23

Moved by: Gene Brahaney

Seconded by: Eric Sandford

THAT the Corporate Communications Strategy Goals/Objectives Overview report be received as information; and

THAT the proposed changes to the Corporate Communications Strategy for the period 2023 – 2026 be adopted effective immediately.

Carried

17. Appointment of Provincial Offences Officers (Level 1)

Staff members Chris McLeod, Conservation Lands Supervisor and Scott Robertson, Watershed Technician took the oath for appointment as Provincial Offences Officers (Level 1). Chair Mullin presented them with certificates.

RES: G39/23

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

THAT Scott Robertson be appointed as a Provincial Offences Officer for the purpose of enforcing regulations made pursuant to Sections 28 and 29 of the *Conservation Authorities Act* and the *Trespass to Property Act* within the area of jurisdiction for Lower Trent Conservation, effective during his employment with Lower Trent Conservation; and

THAT Chris McLeod be appointed as a Provincial Offences Officer for the purpose of enforcing regulations made pursuant to Section 29 of the *Conservation Authorities Act* and the *Trespass to Property Act* within the area of jurisdiction for Lower Trent Conservation, effective during his employment with Lower Trent Conservation.

Carried

18. Administrative By-Law 2021-01 Repeal, Administrative By-law 2023-01 Approval

The Board members discussed the modifications for electronic meetings and Board member participation section of the Administrative By-law.

RES: G40/23

Moved by: Eric Sandford

Seconded by: Mike Ainsworth

THAT the Modification to the Electronic Meetings and Participation section of the Administrative By-law be adopted.

Carried

RES: G41/23

Moved by: Sherry Hamilton

Seconded by: Eric Sandford

THAT the Administrative By-law 2021-01 is hereby repealed; and Administrative By-law 2023-01 is approved (with the inclusion of the modification of the Electronic Meetings and Participation section) and is effective the 9th day of March, 2023.

Carried

19. CAO's Report

Rhonda Bateman shared that since the CAO report was issued, a municipal council meeting with the Township of Cramahe has been scheduled for April 11, 2023.

RES: G42/23

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the CAO's Report be received as information.

Carried

OTHER BUSINESS

20. Closed In-Camera Session

RES: G43/23

Moved by: Mike Ainsworth

Seconded by: Gene Brahaney

THAT the Lower Trent Conservation Board of Directors move to in-camera session to discuss information regarding litigation or potential litigation.

Carried

Time: 7:33 p.m.

RES: G44/23

Moved by: Rick English

Seconded by: Eric Sandford

THAT the Lower Trent Conservation Board of Directors move out of in-camera session.

Carried

Time: 8:10 p.m.

RES: G45/23

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

THAT the matter regarding litigation or potential litigation be received as information.

Carried

21. Members Inquiries/Other Business

There were no member inquiries or additional other business.

22. Adjournment

There being no further business, the meeting was adjourned.

RES: G46/23

Moved by: Rick English


Seconded by: Mike Ainsworth

THAT the meeting be adjourned.

Carried

Time 8:15 p.m.

For. 
Bob Mullin, Chair
GENE BRAHANEY


Rhonda Bateman, CAO/ST