



LOWER TRENT CONSERVATION

714 Murray Street, R.R. 1, Trenton, Ontario K8V 0N1

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: www.ltc.on.ca ■ Email: information@ltc.on.ca

Registered Charitable Organization No. 107646598RR0001

ANNUAL GENERAL MEETING OF THE LOWER TRENT CONSERVATION BOARD OF DIRECTORS

Board of Directors refers to the General Membership as set out in the Lower Trent Conservation Administrative By-Law No. 2021-01

MINUTES

MEETING #2024-01
714 Murray Street, Trenton

February 8, 2024
1:00 p.m.

DIRECTORS PRESENT:

ON SITE		REMOTE SITE
Bob Mullin - Chair	Sherry Hamilton	Jeff Wheeldon
Bobbi Wright	Jim Alyea	
Eric Sandford	Gene Brahaney – Vice-chair	

DIRECTOR REGRETS: Mike Ainsworth, Lynda Reid, Rick English

STAFF: Rhonda Bateman, CAO/Secretary-Treasurer
Kelly Vandette, Manager, Corporate Services
Anne Anderson, Manager, Community Outreach and Special Projects
Chris MacLeod, Conservation Lands Supervisor
Marcus Rice, Risk Management Official / Inspector
Scott Robertson, Development Officer

1. Meeting called to order by the Chair

The meeting was called to order by Chair Mullin at 1:00 p.m.

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 declared.

4. Approval of the Agenda

RES: G1/24

Moved by: Sherry Hamilton

Seconded by: Bobbi Wright

THAT the agenda be approved as presented.

Carried

5. Delegations

There were no delegations received for this meeting.

6. Public Input (3 minutes per speaker)

There was no public input at this meeting.

7. Adoption of the Minutes:

RES: G2/24

Moved by: Eric Sandford

Seconded by: Jim Alyea

THAT the Regular and Closed Session Board Meeting minutes of December 14, 2023 be adopted.

Carried

8. Business arising from these minutes

Rhonda Bateman, CAO/Secretary-Treasurer informed the Board that Director Wheeldon and she are working on a response letter as referred to the December 2023 Item 9.

Correspondence Board resolution RES: G161/23.

CORRESPONDENCE

9. Correspondence

- a. 2023-11-17 Prince Edward County Resolution 2023-569 – Expand permit-by-rule
- b. 2023-11-28 Township of Alnwick/Haldimand Resolution
- c. 2024-01-04 Township of Alnwick/Haldimand Email to Premier of Ontario
- d. 2024-01-10 Letter to MNRF - Final Transition Plan
- e. 2024-01-12 Welch LLP - 2023 Audit Approach Letter

RES: G3/24

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

THAT the correspondence to the Board as provided in the agenda package be received as information.

Carried

2023 BUSINESS

10. List of Monthly Payments Issued

RES: G4/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

THAT the list of payments of issued in the total amount of \$617,159.06 for the months of December 2023 and January 2024 be received as information.

Carried

11. Watershed Management, Planning and Regulations Update Reports

- a. Summary of Permits for Period December 5, 2023 – January 29, 2024
- b. Planning and Regulations Update
- c. Flood Forecasting & Warning (FFW)/Ontario Low Water Response (OLWR)

Scott Robertson, Development Officer spoke to the continued high volume of permits being received. Planning has reached 32 files this year and is on par with 2019 counts. LTC has received an extremely high number of inquiries for 2024.

RES: G5/24

Moved by: Bobbi Wright

Seconded by: Gene Brahaney

THAT the Watershed Management, Planning and Regulations Update Reports be received as information.

Carried

12. Annual Permit Reports O. Reg 163/06

Rhonda Bateman shared that the information in the report is provided to Conservation Ontario as per standard timelines adopted by CO council in 2019 and was pleased to report that LTC scored very well again. She further recognized the amount of work and toll it took on staff to meet these standards. Rhonda cautioned that due to being short staffed for a few weeks those targets may be lower for a period of time. The team is doing an excellent job under the circumstances.

RES: G6/24

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the Annual Permit Reports O. Reg. 163/06 including the statistical report provided to Conservation Ontario be received as information.

Carried

13. Conservation Lands Report – Period October 1 to December 31, 2023

Chris McLeod, Conservation Lands Supervisor highlighted the hazard trees removal activities recognizing that the majority of the trees were infected ash. At Seymour and Proctor Park conservation areas, there are a large number of trees remaining to be taken down. The large volume of tree removal is necessary to protect the public on the trails.

Director Brahaney asked if there a plan to replace the trees taken down. Chris McLeod responded that at this point we have not yet planned for replanting and will assess over the year.

Director Alyea mentioned that in Quinte West areas where trees were cut, some of the stumps have regenerated growth. Chris McLeod responded that there are stumps remaining

but unaware of any regrowth at this time.

Chris McLeod highlighted other work items within the staff report as provided in the agenda package.

RES: G7/24 Moved by: Gene Brahaney Seconded by: Jim Alyea
THAT the Conservation Lands Report for the period October 1 to December 31, 2023 be received as information.
Carried

14. Summary of Education and Outreach Activities

Anne Anderson, Manager, Community Outreach and Special Projects said they are planning the Frost Fest event to be held on Friday, February 15, 2024 at the Goodrich-Loomis Conservation Area. The event information will be posted through social media.

RES: G8/24 Moved by: Eric Sandford Seconded by: Sherry Hamilton
THAT the summary of Recent and Upcoming Education & Outreach Activities be received as information.
Carried

15. Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* Report - Period October 1 to December 31, 2023

Marcus Rice, Risk Management Officer/Inspector spoke to the staff report as provided in the agenda package. He spoke to the risk management inspections and source protection threats.

RES: G9/24 Moved by: Bobbi Wright Seconded by: Jim Alyea
THAT the Risk Management Official Activity pursuant to Part IV of the *Clean Water Act* Report for the period October 1 to December 31, 2023 be received as information.
Carried

16. Local Drinking Water Source Protection Report - Period October 1 to December 31, 2023

RES: G10/24 Moved by: Bobbi Wright Seconded by: Jeff Wheeldon
THAT the Local Drinking Water Source Protection Report for the period October 1 – December 31, 2023 be received as information.
Carried

17. Bay of Quinte Remedial Action Plan Update

- i. BQRAP Newsletters (December 2023 and January 2024)

RES: G11/24 Moved by: Jim Alyea Seconded by: Gene Brahaney
THAT the BQRAP December 2023 and January 2024 Newsletters be received

as information.

Carried

18. Close 2023 Business Year – Chair’s Remarks

Chair Mullin commented that 2023 was relatively a successful year considering the difficult budget decisions. He thanked staff for their accomplishments through challenging times and appreciates their dedication to LTC.

RES: G12/24

Moved by: Jim Alyea

Seconded by: Bobbi Wright

THAT the Lower Trent Conservation 2023 Business Year be closed.

Carried

2024 BUSINESS

19. 2024 Board of Directors Elections

RES: G13/24

Moved by: Eric Sandford

Seconded by: Gene Brahaney

THAT the CAO, Rhonda Bateman, assume the role of Chair to conduct the 2024 Board of Directors Elections.

Carried

Rhonda Bateman assumed the Chair to conduct the 2024 Board of Directors’ Elections. She declared the positions of LTC Chair and Vice-Chair to be vacant and confirmed the number of eligible voters present at the meeting was seven (7). In the event of an election by secret ballot, members attending remotely will be able to vote through the scrutineers.

a. Appointment of Scrutineers

Before opening the floor to nominations, Rhonda Bateman recommended that Chris McLeod and Anne Anderson be appointed as scrutineers.

RES: G14/24

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT Chris McLeod and Anne Anderson be appointed as scrutineers.

Carried

Before proceeding, Rhonda Bateman provided the rules of the election process:

“The Conservation Authorities Act, Section 17(1.2) indicates that Chairs and vice-Chairs be appointed on a rotating basis between municipalities such that the new Chair and new Vice-Chair are not from the same municipality as the outgoing Chair and Vice-Chair. However, it is allowed to have a Chair or Vice-Chair be elected for two consecutive years.

Nominations will be called three times.

A nomination will not require a seconder.

After each nomination, we will ask for confirmation that the nominee will allow their name to stand. Before the motion to close the nominations, we will ask for confirmation that the nominees will allow their names to stand.

A motion to close nomination will require a mover and a seconder.

Each candidate will be allowed up to 3 minutes to speak.

If an election is required, it will be conducted by secret ballot.

If there are more than two nominees, a majority will be required. In the event of no majority, the one with the fewest votes will be dropped from the ballot and secret ballots will be held until a nominee has a majority.

In the event of a tie, another ballot will be carried out. Should there still be a tie after a 3rd vote, a name will be drawn by the Acting Chair.

After the election, if one is required, we will need a motion that the scrutineers destroy the ballots.”

b. Election of the Lower Trent Conservation (LTC) Chair

Rhonda Bateman opened the floor to call for nominations for the position of Chair for the Year 2024.

Director Alyea nominated Director Mullin to stand for the position of Chair.

Rhonda Bateman asked the nominee, Director Mullin if they will allow their name to stand.

Director Mullin accepted the nomination for Chair.

Rhonda Bateman called for nominations for the position of Chair for the second time.

Rhonda Bateman called for nominations for the position of Chair for the third and last time.

There were no further nominations after being called three times.

Rhonda Bateman asked the nominee, Director Mullin again, if they will allow their name to stand. Director Mullin accepted the nomination for Chair again.

Rhonda Bateman called for a motion to close the nominations for Chair.

RES: G15/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

THAT nominations for the position of Chair for the Year 2024 be closed.

Carried

Rhonda Bateman declared Director Mullin as Chair of Lower Trent Region Conservation Authority and congratulated him.

c. **Election of the Lower Trent Conservation (LTC) Vice-Chair**

Rhonda Bateman opened the floor to call for nominations for the position of Vice-Chair for the Year 2024.

Director Sandford nominated Director Brahaney to stand for the position of Vice-Chair.

Rhonda Bateman asked the nominee, Director Brahaney if they will allow their name to stand.

Director Brahaney accepted the nomination for Vice-Chair.

Rhonda Bateman called for nominations for the position of Vice-Chair for the second time.

Director Wright nominated Director Wheeldon for the position of Vice-Chair.

Rhonda Bateman asked the nominee, Director Wheeldon if they will allow their name to stand.

Director Wheeldon accepted the nomination for Vice-Chair.

Rhonda Bateman called for nominations for the position of Vice-Chair for the third time.

There were no further nominations after being called three times.

Rhonda Bateman asked the nominees again if they will allow their names to stand.

Director Brahaney and Director Wheeldon accepted the nomination for Vice-Chair.

Rhonda Bateman called for a motion to close the nominations for Vice-Chair.

RES: G16/24

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

THAT nominations for the position of LTC Vice-Chair for the Year 2024 be closed.

Carried

As there are two nominations for the position of Vice-Chair, an election by secret ballot is required. The scrutineers were called upon to collect the votes by secret ballots

in accordance with Section B.12, Signing Officers, and C.12.e, Annual Meeting, Borrowing Resolution, of By-law No. 2023-01 (Administrative By-law) and Section 3 (5) of the *Conservation Authorities Act*.

Carried

21. Watershed Based Resource Management Strategy

Chair Mullin asked that page 14 be corrected to state that both waste facilities in Stirling are landfills.

RES: G19/24

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the Board receive the Draft Watershed Based Resource Management Strategy for information and that after the amendment made to page 14, staff release the Draft strategy for public engagement.

Carried

22. Closed Session

RES: G20/24

Moved by: Jim Alyea

Seconded by: Gene Brahaney

THAT the Lower Trent Conservation Board of Directors move to a closed session to discuss the security of the property of the conservation authority and a legal matter.

Carried

Anne Anderson and Scott Robertson were asked to leave the meeting for the closed session, Chris McLeod remained.

Director Brahaney declared conflict of interest and requested to be excused for the legal matter item in the closed session.

Time 1:30 pm

RES: G21/24

Moved by: Jim Alyea

Seconded by: Eric Sandford

THAT the Lower Trent Conservation Board of Directors move out of closed session.

Carried

Time 2:13 pm

RES: G22/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

THAT Staff proceed with the direction given to staff while in closed session.

Carried

23. CAO's Report

RES: G23/24

Moved by: Bobbi Wright

Seconded by: Gene Brahaney

THAT the CAO's Report be received as information.

Carried

24. Members Inquiries/Other Business

There were no member inquiries or other business.

25. Adjournment

RES: G24/24

Moved by: Eric Sandford

Seconded by: Bobbi Wright

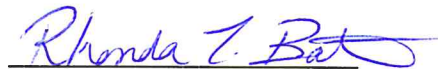
THAT the meeting be adjourned.

Carried

Time 2:16 p.m.



Bob Mullin, Chair



Rhonda Bateman, CAO/ST