



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 # 2024-02

DATE: March 14, 2024
TIME: 1:00 PM
LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually
PRESENT:

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

ABSENT/REGRETS: Bobbi Wright

STAFF: Rhonda Bateman and Kelly Vandette

GUESTS: Dan Coleman, Welch LLP, Janet Noyes, JKN Consulting

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: G25/24

Moved by: Gene Brahaney

Seconded by: Sherry Hamilton

THAT the agenda be approved with the amendment to include item 15.a. Summary of Permits for Period January 30 – March 1, 2024.

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:

- a. Annual General Meeting and Closed Session Minutes of February 8, 2024

RES: G26/24

Moved by: Eric Sandford

Seconded by: Jeff Wheeldon

THAT the Annual General Meeting and Closed Session Minutes of February 8, 2024 be adopted with the amendment to the Annual General Meeting Item 22. Closed Session to record that Director Brahaney declared a conflict of interest with regards to the legal matter and recused himself from the closed session item.

Carried

8. Business arising from these minutes

There was no business arising from the February 8, 2024 minutes.

CORRESPONDENCE

9. Correspondence

- a. 2024-02-16 eMail re: *Update: Regulation of Development for the Protection of People and Property from Natural Hazards in Ontario – Ministry of Natural Resources and Forestry*
- b. 2024-03-05 *Provincial Changes Affecting Conservation Authority Permits* – letter to LTC municipal partners.

RES: G27/24

Moved by: Rick English

Seconded by: Jim Alyea

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

Carried

STAFF REPORTS

10. Monthly Payments Issued

RES: G28/24

Moved by: Jeff Wheeldon

Seconded by: Mike Ainsworth

THAT the list of payments issued in the total amount of \$432,956.18 for the month of February 2024 be received as information.

Carried

11. Audit Report to the Board for Year Ending December 31, 2023

Dan Coleman, Welch LLP spoke to the Audit Report to the Board and the actual Financial Statements for the year ending December 31, 2023.

He thanked the Board for allowing the audit presentation to be extended to the March Board meeting. Due to the changes from the Conservation Authorities Act requirements for reporting categories, the audit process took more time.

Dan Coleman spoke to the sections of the Report to the Board and highlighted that there were no issues. He shared the amended sections (page 39 and 57 of the agenda package) and spoke to the *'Information other than the Financial statements and Auditor's Report thereon'* regarding what is presented in the LTC Annual Report. He further shared changes and new requirements for auditing, accounting policies and the measurements/instruments for conducting audits and reporting.

Dan Coleman proposed to the Board that the year end audited reports be presented at the March Board meetings instead of February. This schedule will allow more time to ensure all financial information is gathered for year end and prepare financial statements as per the changes in the reporting of the three categories under the Conservation Act. In addition, he proposed the Board consider implementing an Audit Committee to review pre and post audit and financial statements before reporting to the full Board in March.

With regards to the audited financial statements, Dan Coleman spoke to the line items and overall surplus (\$121,869). He referred to Note 7 that identifies each of the three categories operating surplus or deficit amounts and the separate capital fund balances.

Dan Coleman thanked management and staff for their support to Welch while conducting the audit and creating the financial reports.

Staff will bring back to next Board meeting the proposed changes made by the Audit as well as the request for the Category 3 surplus amount of \$18,184 for year ending December 31, 2023 balance to be allocated to a separate reserve for future community stewardship use.

RES: G29/24

Moved by: Jim Alyea

Seconded by: Jeff Wheeldon

THAT the Audit Report to the Board, including the Lower Trent Conservation Financial Statements for the period ended December 31,

2023 as prepared and presented by Welch LLP, Chartered Professional Accountants be adopted and circulated.

Carried

12. 2023 LTC Annual Report

Rhonda Bateman spoke to the 2023 LTC Annual Report and gave recognition to the Communications Specialist, Corinne Ross for doing a great job pulling the information together to create the report.

RES: G30/24

Moved by: Sherry Hamilton

Seconded by: Eric Sandford

THAT the Lower Trent Conservation 2023 Annual Report be received as information; and THAT the 2023 Annual Report then be circulated to LTC's member municipalities.

Carried

13. CA Act and Regulations Changes

Rhonda Bateman spoke to the CA Act and Regulations Changes report as provided in the agenda package. She elaborated on specifics regarding the changes including several areas that lack clarity. Staff are reviewing interpretations and working with other CAs and CO for consistency and will relay questions to the ministry for direction. The required changes will take staff time and require more consultations with public and Conservation Ontario; therefore, resulting in possible delays to meet the April 1, 2024 deadline for the transition period given. LTC is committed to meet majority of the requirements as soon as possible.

RES: G31/24

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the staff report be received as information; and
THAT the Board is aware that the transition period to address the regulatory requirements will not be met; and

THAT the Board direct that the current screening maps be utilized and updated with the best available information to accommodate the regulatory requirements.

Carried

14. Reappointment of Provincial Offences Officers

RES: G32/24

Moved by: Lynda Reid

Seconded by: Jeff Wheeldon

THAT the staff report be received as information; and

THAT Gage Comeau, Scott Robertson, Alexander Moroni and Chris McLeod be reappointed as Provincial Offences Officers under Section 30.1 of the Conservation Authorities Act effective April 1, 2024.

Carried

15. Watershed Management, Planning and Regulations Update

- a. Summary of Permits for Period January 30 – March 1, 2024
- b. Planning and Regulations
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR)

RES: G33/24

Moved by: Rick English

Seconded by: Mike Ainsworth

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

Carried

16. Flood Hazard Identification Mapping Program Report

Janet Noyes, JKN Consulting spoke to and presented the Flood Hazard Identification Mapping Program Report as provided in the agenda package.

Reports will be posted on the LTC website once there has been sign off of deliverables from Federal government is completed.

RES: G34/24

Moved by: Eric Sandford

Seconded by: Gene Brahaney

THAT the Flood Hazard Identification Mapping Program Report and presentation be received as information; and

THAT the Board approve the mapping products to be used for Lower Trent Conservation's watershed science and services programs including but not limited to flood forecasting and warning, planning and regulatory purposes under the *Conservation Authorities Act*; and

THAT the mapping be incorporated into Lower Trent Conservation's screening maps by March 31, 2024.

Carried

17. Wetland Offsetting Policy Interpretation

Rhonda Bateman spoke to the staff report as provided in the agenda package.

The Board moved into discussion regarding revisions to section 3 of the policy to be specific for clarity or flexibility for staff to consider enhancements without revision.

RES: G35/24

Moved by: Jeff Wheeldon

Seconded by: Eric Sandford

THAT the staff report is received as information; and

THAT the Board of Directors requests a revision to Section 3 of the Wetland Offsetting Policy document that will include the ability for staff flexibility based on professional discretion.

Carried

18. Bay of Quinte Remedial Action Plan Program

a. February 2024 Newsletter

RES: G36/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

THAT the Bay of Quinte Remedial Action Plan Newsletter for February 2024 be received as information.

Carried

19. CAO's Report

RES: G37/24

Moved by: Gene Brahaney

Seconded by: Jeff Wheeldon

THAT the CAO's Report be received as information.

Carried

20. Members Inquiries/Other Business

Director Sandford asked what LTC is planning to do for the Solar Eclipse event. Rhonda Bateman responded by providing an update on LTC's participation, communications and monitoring plans. LTC is not encouraging or promoting the event for LTC conservation areas due to potential volume of traffic and parking issues. A staff plan is being developed by LTC to address potential issues.

Chair Mullin informed members that a complaint came to a Board Member from a political office. The complainant received a response.

Director Alyea asked if any further update regarding potential legal cases. Rhonda Bateman responded that there has been no further update from our lawyers regarding the potential legal case.

Director Wheeldon shared that the province is providing funds to close encampments in Northumberland County.

21. Adjournment

There being no further business, the meeting was adjourned.

RES: G38/24

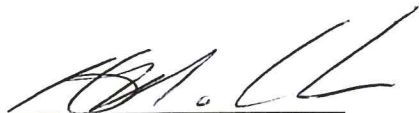
Moved by: Mike Ainsworth

Seconded by: Rick English

THAT the meeting be adjourned.

Carried

Time 3:46 p.m.



Bob Mullin, Chair



Rhonda Bateman, CAO/ST