



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 # 2024-07

DATE: September 9, 2024
TIME: 1:00 PM
LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually
PRESENT:

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

ABSENT/REGRETS: Rick English, Bobbi Wright

STAFF: Rhonda Bateman, Chitra Gowda, Tobias (Toby) Farrell

GUESTS: None

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: G103/24

Moved by: Sherry Hamilton Seconded by: Eric Sandford
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:

a. Board Meeting Minutes of July 11, 2024

RES: G104/24

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the Regular and Closed Session Board Meeting Minutes of July 11, 2024 be adopted.

Carried

8. Business arising from these minutes

None.

CORRESPONDENCE

9. Correspondence

None received

STAFF REPORTS

10. Monthly Payments Issued

RES: G105/24

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the list of payments issued in the amount of \$218,191.82 for the month of July 2024 and \$280,810.11 for the month of August 2024 be received as information.

Carried

11. Watershed Management, Planning and Regulations Reports

Members asked about the purpose of clearance letters. Rhonda Bateman informed the members that clearance letters are issued by LTC to confirm that a permit is not required. A clearance letter is often requested by a municipality.

RES: G106/24

Moved by: Jim Alyea

Seconded by: Mike Ainsworth

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

Carried

12. Bay of Quinte Remedial Action Plan Program

RES: G107/24

Moved by: Eric Sandford

Seconded by: Gene Brahaney

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

Carried

13. Appointment of Provincial Offences Officer

Tobias Farrell was sworn in under oath per the recommendation. Members congratulated him.

RES: G108/24 Moved by: Jeff Wheeldon Seconded by: Eric Sandford

THAT Tobias Farrell be appointed as a Provincial Offences Officer for the purpose of performing enforcement and offence related functions under Part VII of the *Conservation Authorities Act*, Section 28.5 and 29 Regulations and the *Trespass to Property Act* within the area of jurisdiction for Lower Trent Conservation, effective during his employment with Lower Trent Conservation.

Carried

14. Flood and Erosion Control Structures Operations and Maintenance Manual

Rhonda Bateman acknowledged the hard work of previous staff member Janet Noyes on the manual. Members suggested a token of appreciation be given to Janet.

RES: G109/24 Moved by: Jim Alyea Seconded by: Lynda Reid

THAT the Flood and Erosion Control Structures Operations and Maintenance Manual (FECS Manual) be approved and adopted.

Carried

15. 2025 Fee Policy and Schedule – Rhonda Bateman

A correction to be made was noted for the fees for Minister's Zoning Orders (MZO). Rhonda indicated that staff would make the correction prior to posting for consultation.

RES: G110/24 Moved by: Eric Sandford Seconded by: Jeff Wheeldon

THAT staff proceed with public and municipal consultation on the proposed Lower Trent Conservation 2025 Fee Policy and Schedule be approved.

Carried

16. 2025 Budget Subcommittee Presentation – Rhonda Bateman/Chitra Gowda

Members discussed the draft budget versions presented by the Budget Subcommittee. Subcommittee members indicated that the draft budget numbers reflected the necessary LTC staffing, operations and capital needs for 2025. It was noted that a tax increase of 5% is the limit for the City of Quinte West. It was noted that cost of living adjustments are generally not proportional to the higher, increasing costs of insurance gas, and other expenses. The members provided direction to staff to look for further savings to reduce municipal levy amounts.

RES: G111/24 Moved by: Jeff Wheeldon Seconded by: Gene Brahaney

THAT the Lower Trent Conservation 2025 Budget Sub-Committee presentation be accepted as information; and

THAT staff make any required changes to the 2025 preliminary draft budget as directed by the Board and bring a draft budget to the October 10, 2024 meeting for Board review and approval.

Carried

17. CAO's Report – Rhonda Bateman

RES: G112/24

Moved by: Jeff Wheeldon

Seconded by: Sherri Hamilton

THAT the CAO's Report be received as information.

Carried

OTHER BUSINESS

18. Members Inquiries/Other Business

Members asked if LTC would be involved in the ECCC Tree Canada proposal. Rhonda indicated that LTC staff would attend an information webinar in early October.

Rhonda provided an update on the application to the courts by P. Archer and Maizing Acres for legal costs stemming from the recent LTC provincial offences prosecution. The Justice of the Peace dismissed the application on August 26, 2024.

19. Adjournment

There being no further business, the meeting was adjourned.

RES: G113/24

Moved by: Eric Sandford

Seconded by: Sherri Hamilton

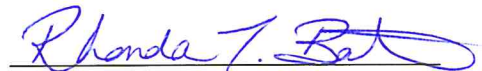
THAT the meeting be adjourned.

Carried

Time: 2:32 p.m.



Bob Mullin, Chair



Rhonda Bateman, CAO/ST