



# 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 # 2024-08

**DATE:** October 10, 2024  
**TIME:** 2:27 PM  
**LOCATION:** Administration Office, 714 Murray Street, Trenton / Virtually  
**PRESENT:**

REMOTE SITE (R)	ON SITE	
Sherry Hamilton	Bob Mullin (Chair)	Jim Alyea
	Eugene (Gene) Brahaney (Vice Chair)	Jeff Wheeldon
	Eric Sandford	Rick English

**ABSENT/REGRETS:** Lynda Reid, Bobbi Wright, Mike Ainsworth

**STAFF:** Rhonda Bateman, Chitra Gowda, Gage Comeau, Anne Anderson, Keith Taylor (remotely), Chris McLeod (remotely)

**GUESTS:** None

**1. Meeting called to order by the Chair**

The meeting was called to order by Chair Mullin at 2:27 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: G114/24

Moved by: Rick English

Seconded by: Eugene Brahaney

THAT the agenda be approved as amended for updated Item#20: 2025 Draft Budget.

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 September 9, 2024

RES: G115/24

Moved by: Eric Sandford

Seconded by: Jeff Wheeldon

THAT the Regular Board Meeting Minutes of September 9, 2024 be adopted.

Carried

**8. Business arising from these minutes**

None.

**CORRESPONDENCE**

**9. Correspondence**

None received

**STAFF REPORTS**

**10. Monthly Payments Issued**

Members asked for details on payments made to other conservation authorities. Rhonda Bateman explained that LTC receives invoices from the partner CAs (as source protection authorities in their role under the *Clean Water Act, 2006*), for their work on the Drinking Water Source Protection program. Provincial funds are received by LTC for this Category 1 program, and these funds are used to pay the partner CAs.

RES: G116/24

Moved by: Jeff Wheeldon

Seconded by: Gene Brahaney

THAT the list of payments issued in the amount of \$247,234.78 for the month of September 2024 be received as information.

Carried

**11. Quarterly Financial Status – August 31, 2024**

RES: G117/24

Moved by: Jim Alyea

Seconded by: Eric Sandford

THAT the Quarterly Financial Status staff report for period ending August 31, 2024 be received as information.

Carried

**12. Watershed Management, Planning and Regulations Reports**

RES: G118/24

Moved by: Jim Alyea

Seconded by: Jeff Wheeldon

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

Carried

**13. Conservation Lands Report**

Chris McLeod provided a summary of the work carried out to date in 2024. Members asked about the signs that went missing from Seymour Conservation Area. Chris McLeod explained that replacement signs are now installed, secured to rock outcrop for additional security.

RES: G119/24

Moved by: Jeff Wheeldon

Seconded by: Rick English

THAT the Conservation Lands Report for the period July 1 – September 27, 2024, be received as information.

Carried

**14. Community Outreach, Education and Stewardship Programs Report**

RES: G120/24

Moved by: Jim Alyea

Seconded by: Gene Brahaney

THAT the Community Outreach, Education and Stewardship Programs Report for the period July 1 – September 30, 2024, be received as information.

Carried

**15. Local Drinking Water Source Protection**

RES: G121/24

Moved by: Eric Sandford

Seconded by: Jeff Wheeldon

THAT the Local Drinking Water Source Protection Update for the period July 1 – September 30, 2024, be received as information.

Carried

**16. Risk Management Official Activity Report**

RES: G122/24

Moved by: Jim Alyea

Seconded by: Rick English

THAT the Risk Management Official Activity Report pursuant to Part IV of the *Clean Water Act* for the period of July 1 - September 30, 2024, be received as information.

Carried

**17. Part IV Procedures**

RES: G123/24

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the Part IV Procedures for the Clean Water Act be approved and adopted for use by LTC staff working under the *Clean Water Act, 2006*.

Carried

**18. Bay of Quinte Remedial Action Plan Program**

RES: G124/24

Moved by: Jeff Wheeldon

Seconded by: Rick English

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

Carried

**19. Watershed Based Resource Management Strategy**

Anne Anderson noted that further edits were made to the Strategy to reflect legislative and regulatory changes and minor edits. Director Wheeldon complimented staff on the Strategy. He and the CAO appreciated the positive public comments received.

RES: G125/24 Moved by: Jeff Wheeldon Seconded by: Eric Sandford  
THAT the Watershed Based Resource Management Strategy as required under O. Reg. 686/21 Mandatory Programs and Services be approved; and  
THAT the Watershed Based Resource Management Strategy be posted under the Governance tab of the Lower Trent Conservation website.

Carried

**20. 2025 Draft Budget Amended**

Chitra Gowda presented the updated draft 2025 budget. The update included estimated 2024 surplus and interest earned, strategies to reduce operating expenses, and valuable feedback from the Budget Subcommittee that met in early October 2024. Rhonda Bateman presented levy amounts by municipality. Members directed staff to also provide the municipal levy per assessment in the draft budget consultation package.

RES: G126/24 Moved by: Eric Sandford Seconded by: Gene Brahaney  
THAT the Lower Trent Conservation 2025 amended Draft Budget report be accepted; and  
THAT the approved draft budget be sent to our municipal partners for the 30 day consultation period with the additional information discussed.

Carried

**21. CAO's Report**

Director Wheeldon asked if Conservation Ontario's Standard Operating Practices (SOPs) for conservation areas considered the Kitchener-Waterloo homelessness case determined by Ontario Superior Court. Rhonda Bateman indicated that she was not aware whether the case had been considered. She added that the Proctor Park CA pavilion demolition is completed.

RES: G127/24 Moved by: Jim Alyea Seconded by: Jeff Wheeldon  
THAT the CAO's Report be received as information.

Carried

**OTHER BUSINESS**

**22. Members Inquiries/Other Business**

None.


**23. Adjournment**

There being no further business, the meeting was adjourned.

RES: G128/24 Moved by: Rick English Seconded by: Jeff Wheeldon  
THAT the meeting be adjourned.

Carried

Time: 3:24 p.m.



Bob Mullin, Chair



Rhonda Bateman, CAO/ST