



# 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](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

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 # 2024-09

**DATE:** November 14, 2024  
**TIME:** 1:01 PM  
**LOCATION:** Administration Office, 714 Murray Street, Trenton / Virtually  
**PRESENT:**

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

**ABSENT/REGRETS:** None

**STAFF:** Rhonda Bateman, Chitra Gowda, Anne Anderson, Chris McLeod, Scott Robertson, Amanda Dixon

**GUESTS:** None

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

The meeting was called to order by Chair Mullin at 1:01 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 as amended**

RES: G129/24

Moved by: Eric Sandford

Seconded by: Jim Alyea

THAT the agenda be approved as amended for an closed session for the performance review of the CAO/ST.

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. Hearing Board Minutes of October 10, 2024

b. Board Meeting Minutes of October 10, 2024

RES: G130/24

Moved by: Gene Brahaney

Seconded by: Rick English

THAT the Regular Board Meeting and Hearing Board Minutes of October 10, 2024 be adopted.

Carried

**8. Business arising from these minutes**

None.

**CORRESPONDENCE**

**9. Correspondence**

None received

**STAFF REPORTS**

**10. Monthly Payments Issued**

RES: G131/24

Moved by: Jim Alyea

Seconded by: Sherry Hamilton

THAT the list of payments issued in the amount of \$425,780.09 for the month of October 2024 be received as information.

Carried

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

Sherry Hamilton asked for the reason to propose a decrease in fees for clearance letters when the number of requests for clearance letters have increased. Rhonda Bateman responded that it is likely due to volume. Rhonda Bateman indicated that she would get back to the board with details.

RES: G132/24

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

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

Carried

**12. 2025 Fee Policy and Schedules**

Mike Ainsworth asked about next steps if the fee freeze is lifted. Rhonda Bateman responded that if the fee freeze is lifted, the proposed fee schedule would be implemented. Eric Sandford asked if the fee for Minister’s Zoning Orders was enough to cover staff costs. Rhonda Bateman replied that the fee shown in the schedule is the minimum amount that would be charged.

RES: G133/24

Moved by: Jim Alyea

Seconded by: Mike Ainsworth

THAT the 2025 Lower Trent Conservation Fee Policy and Schedules be adopted and effective January 1, 2025, except for Schedule 1 Planning and Regulation fees which will be effective on the date that the Minister rescinds the current fee freeze.

Carried

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

RES: G134/24

Moved by: Lynda Reid

Seconded by: Bobbi Wright

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

Carried

**14. Conservation Lands and Areas Strategy**

Anne Anderson noted that the strategy would need to be posted on the LTC website before year end, upon Board approval. She said that the strategy combines a previous strategy with updates, recent partner stakeholder consultations and public consultations which gained good feedback. Chair Bob Mullin asked if the number of visits to the website was being tracked. Rhonda Bateman replied that this is likely being done.

Rhonda Bateman thanked Anne Anderson, Corrine Ross and Chris McLeod for their hard work, including two engagement periods, in meeting the changing regulatory requirements. Eric Sandford asked if the detailed work in the strategy can be met by LTC. Rhonda Bateman replied that the Strategy contains a clause that ties work to funding and staffing availability. Jim Alyea noted that the funds from the sale of the Front St. property could not be used towards this work. Rhonda Bateman concurred that those funds could be used to buy new properties but not to maintain existing properties owned by LTC.

RES: G135/24

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the Conservation Lands and Areas Strategy as required under O. Reg. 686/21 Mandatory Programs and Services be approved; and

THAT the Conservation Lands and Areas Strategy be posted under the Governance tab of the Lower Trent Conservation website.

Carried

**15. Budget Update**

Chitra Gowda presented the report noting that since the last Board meeting, a minimum 30-day consultation with municipalities had begun. The draft 2025 budget was updated based on feedback from municipal staff. The update includes a reduced municipal funding amount for the Category 3 stewardship program, to align with the percent change (between 2024 and

2025) in municipal levy for Category 1 programs. The remaining amount needed for the 2025 Category 3 stewardship program is proposed to be drawn from the Community Stewardship Reserve.

Rhonda Bateman provided an update on budget presentations she has made to municipalities to date. These include Quinte West, Brighton and Trent Hills. At Quinte West Council and Brighton Council, the discussions went well with good comments and questions from Mayors and councillors.

At Trent Hills Council, Rhonda Bateman was present to answer questions. The focus of discussions was on Category 2 municipal agreements and levy amounts related to work under the Clean Water Act. Rick English noted that Council's focus was that Trent Hills pays around 60% of the total municipal levy for this work. Rhonda Bateman noted that Trent Hills has the most drinking water threat activities to be addressed; and that through the Section 36 update under the Clean Water Act, new threats would be added of which 70% are in Trent Hills. Rhonda Bateman has follow-up meetings scheduled with the Trent Hills CAO to clarify data.

Rhonda Bateman will present the draft 2025 budget to Centre Hastings on November 20<sup>th</sup> and tentatively Alnwick/Haldimand on November 26<sup>th</sup>. There have been no comments so far from Cramahe and Stirling-Rawdon. Rhonda noted that the comment period ends November 18, 2024; however, LTC will receive comments up to the December 12, 2024 Board meeting when the weighted voting will occur.

RES: G136/24                      Moved by: Sherry Hamilton                      Seconded by: Gene Brahaney  
THAT the Budget Update report be received as information; and  
THAT the adjustment for reserve funding be accepted.  
Carried

**16. CAO's Report**

RES: G137/24                      Moved by: Jim Alyea                      Seconded by: Sherry Hamilton  
THAT the CAO's Report be received as information.  
Carried

**OTHER BUSINESS**

**17. Members Inquiries/Other Business**

Sherry Hamilton praised the LTC staff for a safe and clean looking area after the demolition of the pavilion at Proctor Park.

Eric Sandford asked about guarantees from the contractor for mold removal in the basement of the administrative office building. Chris McLeod described the additional work that was done recently to help prevent water from entering the basement and noted that it was occurring at one spot only to date.

Jim Alyea asked about possibilities of further legal action in the Archer case. Rhonda Bateman responded that there has been no notice of further action to date.

CLOSED SESSION

RES: G138/24

Moved by: Jim Alyea

Seconded by: Rick English

THAT the Lower Trent Conservation Board of Directors move to closed session under Municipal Act (s. 239(2)(b)(d)).

Carried

Time: 1:28 p.m.

RES: G139/24

Moved by: Bobbi Wright

Seconded by: Sherry Hamilton

THAT the Lower Trent Conservation Board of Directors return to the regular meeting session.

Carried

Time: 1:35 p.m.

RES: G140/24

Moved by: Jim Alyea

Seconded by: Bobbi Wright

THAT the Lower Trent Conservation Board of Directors approve the report of performance evaluation of the CAO/ST.; and

THAT staff follow the direction given in the Closed Session to retain a third party to carry out an organizational review in 2025.

Carried

**18. Adjournment**

There being no further business, the meeting was adjourned.

RES: G141/24


Moved by: Bobbi Wright

Seconded by: Rick English

THAT the meeting be adjourned.

Carried

Time: 1:48 p.m.



Bob Mullin, Chair



Rhonda Bateman, CAO/ST