



LOWER TRENT CONSERVATION

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

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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 - DRAFT

MEETING # 2025-06

DATE: July 10, 2025

TIME: 1:10 PM

LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually

DIRECTORS PRESENT:

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

REGRETS: Bobbi Wright, Rick English

STAFF: Rhonda Bateman, Chitra Gowda, Gage Comeau, Anne Anderson, Chris McLeod, Corinne Ross

GUESTS: None

1. Meeting called to order by the Chair

The meeting was called to order by Chair Brahaney at 1:10 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: G71/25

Moved by: Eric Sandford

Seconded by: Sherry Hamilton

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: G72/25

Moved by: Lynda Reid

Seconded by: Jim Alyea

THAT the Regular and Closed Session Board meeting minutes of June 12, 2025, be adopted.

Carried

8. Business arising from these minutes

RES: G73/25

Moved by: Jeff Wheeldon

Seconded by: Eric Sandford

THAT the Asset Naming Rights Policy be accepted and approved.

Carried

CORRESPONDENCE

9. Correspondence

RES: G74/25

Moved by: Eric Sandford

Seconded by: Jeff Wheeldon

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

a) 2025-06-27 – From MECP - Transition of CA programs from MNR to MECP

Carried

STAFF REPORTS

10. Monthly Payments Issued

Director Reid requested clarification on two cheques made to Nesda Technologies Ltd. Chitra Gowda, Manager, Corporate Services responded that one cheque was for the monthly service level agreement and the other cheque was for the ongoing cloud migration project.

RES: G75/25

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the list of payments issued in the total amount of \$261,972.11 for the month of June 2025 be received as information.

Carried

11. Watershed Management, Planning and Regulations Reports

Director Sandford asked if there are any low-water concerns in Centre Hastings. Gage Comeau, Manager, Watershed Management, Planning and Regulations, responded that there has not been any reports of concern, and the Level 1 low water threshold was not met. Director Sandford noted that the firefighting well water sources are susceptible to running dry and would like an

early flag of low water conditions.

- a. Summary of Permits for Period May 31 – June 26, 2025
- b. Planning and Regulations
- c. Flood Forecasting and Warning (FFW) and Ontario Low Water Response (OLWR)

RES: G76/25

Moved by: Mike Ainsworth

Seconded by: Jeff Wheeldon

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

Carried

12. Trail Stewards Program

Corrine Ross, Communications Specialist, and Chris McLeod, Conservation Lands Supervisor, presented on the LTC Trail Stewards Program as per the attached presentation. They added that community participation is a key element; and that efficiencies were being realised through this program. Director Hamilton expressed great appreciation for the program and its benefits. She added that as the program evolves, more benefits would be achieved.

Director Alyea asked about encampments. Chris McLeod responded that encampments are becoming more frequent and may occur in remote areas. Rhonda Bateman, CAO/Secretary-Treasurer, noted that encampments were previously seen at Seymour and Trenton Greenbelt Conservation Areas.

Director Ainsworth asked if there is a terms of reference for the volunteers and enquired about insurance coverage. Chris McLeod responded that the volunteers sign annual waiver liability forms and event liability forms and stressed that they are not using power tools.

Director Reid indicated support for the volunteer group and raised concern about the addition of a budget line item. Rhonda Bateman noted that the cost is approximately \$500 and could be considered in the budget process. Director Hamilton added that the benefits of the Trail Stewards Program far outweigh anticipated costs.

RES: G77/25

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the Trail Stewards Program report be received as information; and

THAT the Board of Directors recognize the effort of our volunteer base through the consideration of the addition of a dedicated line item in future budgets to support:

- An annual volunteer appreciation event
- Branded LTC volunteer clothing
- Event supplies such as gloves, tools, and refreshments.

Carried

13. Conservation Lands Report

Chris McLeod, Conservation Lands Supervisor, provided a summary of activities for the reporting period. He highlighted the intense weather event that resulted in close to 230 hazard trees needing to be removed, which was a large task. He added that Sager Conservation Area was closed over the winter. No provincial offences tickets were issued.

RES: G78/25

Moved by: Sherry Hamilton

Seconded by: Jeff Wheeldon

THAT the Conservation Lands Report for the period April 1 – June 26, 2025, be received as information.

Carried

14. Summary of Education and Outreach Activities Report

RES: G79/25

Moved by: Sherry Hamilton

Seconded by: Bob Mullin

THAT the Education and Outreach Activities Report for the period April 1 – June 30, 2025, be received as information.

Carried

15. Summary of Risk Management Official Activity Report

RES: G80/25

Moved by: Eric Sandford

Seconded by: Mike Ainsworth

THAT the summary of the Risk Management Official Activity Report pursuant to Part IV of the Clean Water Act for the period of April 1 – June 30, 2025, be received as information.

Carried

16. Bay of Quinte Remedial Action Plan Program

June 2025 Newsletter

RES: G81/25

Moved by: Lynda Reid

Seconded by: Jeff Wheeldon

THAT the Bay of Quinte Remedial Action Plan Newsletter for June 2025 be received as information.

Carried

17. 2026 Budget Subcommittee

Rhonda Bateman requested the Board designate three members to form the 2026 Budget Subcommittee, as is done annually. She noted that there are usually three meetings from August to September and possibly a fourth meeting after September. Jeff Wheeldon, Sherry Hamilton, and Mike Ainsworth offered to form the 2026 Budget Subcommittee.

RES: G82/25

Moved by: Mike Ainsworth

Seconded by: Sherry Hamilton

THAT three (3) Board members be appointed to the 2025 Budget Sub-committee: Jeff Wheeldon, Sherry Hamilton, and Mike Ainsworth.

Carried

18. CAO's Report

Rhonda Bateman updated the Board on a Conservation Ontario meeting held the day before to discuss the appointment of Hassaan Basit as the Deputy Minister and Chief Conservation Executive, Cabinet Office. She explained that Hasaan will deal with the changes to conservation authorities by the MECP, and he has an excellent record of dealing with the same in the past.

Director Alyea recognized the retirement of Tim Pidduck, as CAO from Crowe Valley CA and wished him the very best.

Director Ainsworth asked if there were further issues or updates on Bill 5 and noted that Official Plans (OPs) need to catch up. He recognized the value in CAs and municipalities working together. Rhonda Bateman said that CAs are official commenters on OPs and OP updates.

RES: G83/25 Moved by: Mike Ainsworth Seconded by: Jeff Wheeldon
THAT the CAO's Report be received as information.

Carried

19. Members Inquiries/Other Business

a) Organizational and Salary Review

RES: G84/25 Moved by: Sherry Hamilton Seconded by: Jeff Wheeldon
THAT the staff report is received and that Pesce & Associates be approved as the consultant for the Organizational and Salary Review.

Carried

20. Adjournment

There being no further business, the meeting was adjourned.

RES: G85/25 Moved by: Lynda Reid Seconded by: Jim Alyea
THAT the meeting be adjourned.

Carried

Time: 2:07 p.m.

Gene Brahaney, Chair

Rhonda Bateman, CAO/ST



LOWER TRENT
CONSERVATION

Trail Steward Volunteer Program

Presented to: Lower Trent Conservation Board of Directors

Presented by: Chris McLeod – Conservation Lands Supervisor
Corinne Ross – Communication Specialist

July 10, 2025

How Trail Stewards help fill in the gap?

- 3,500+ acres of conservation lands
- 2-5 staff depending on the season
- Vast area, limited personnel



Program Overview (2024 Pilot)

- Recruited 15 volunteers
- Hosted 2 training open houses
- Trail reporting via email
- Visible presence on trails



What We Learned...

Feedback from volunteers:

- Want to upload photos
- Need better location tools (e.g., GPS)
- Desire more engagement with staff



We listened New in 2025



TRAIL
STEWARD APP



REAL-TIME
REPORTS



PHOTO
UPLOADS



GPS/LOCATION
TAGGING



DEVELOPED
IN-HOUSE

Trail Stewards App Reporting Dashboard

Number of Reports

109

Status ● Resolved ● Reviewed

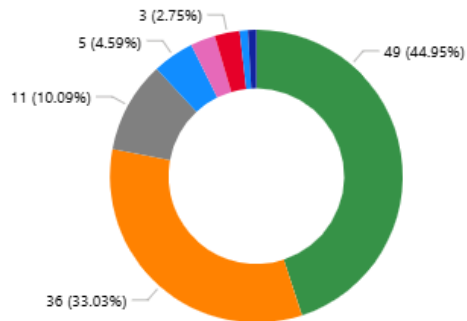


3/3/2025

7/8/2025



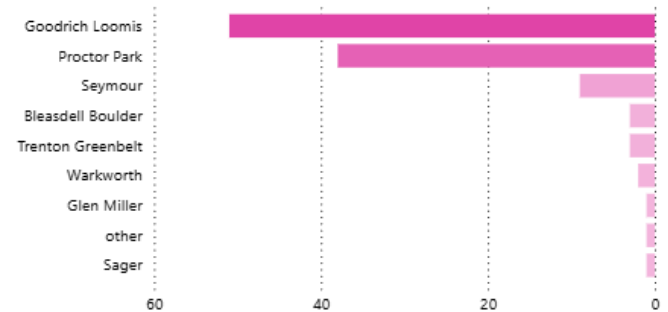
Types of Observations



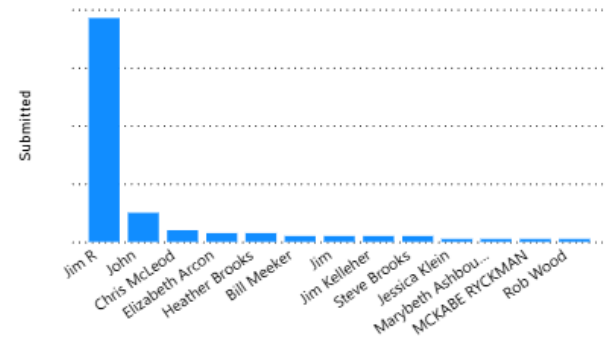
Type

- No Issue
- Hazardous / Downed Tree
- other
- Trash
- Damage / Need for Maintenance
- Vandalism
- Poisonous / Invasive Species
- Trail washout / Flooding

Reports by Property



Reports by Individual



Time Tracker

[Bill Meeker](#)

3.50
Hours

[Chris McLeod](#)

5.50
Hours

[Elizabeth Arcon](#)

4.00
Hours

[Heather Brooks](#)

3.00
Hours

[Jessica Klein](#)

1.50
Hours

[Jim](#)

1.50
Hours

[Jim Kelleher](#)

2.50
Hours

[Jim R](#)

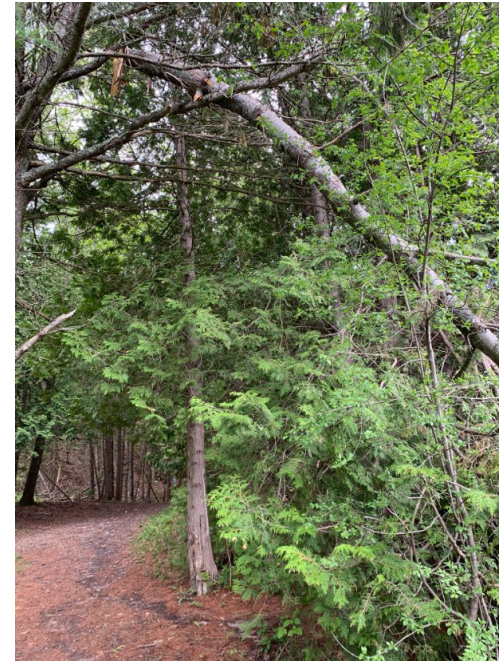
69.50
Hours

[John](#)

6.50
Hours

Community Impact at Low Cost

- Noticeable decline in vandalism
- Elevated community pride and visibility
- Program supported grant proposal for restoration
- Operated with minimal costs (staff time, some gear)



Volunteer Events for 2025:

May: 300+ trees planted at Seymour

July 26: Invasive species pull (dog-strangling vine)

Fall: Native seed collection at Goodrich-Loomis



Looking Ahead...

- Continue building the volunteer network
- Small investments with big returns:
 - Appreciation events
 - Branded LTC volunteer clothing
 - Basic event supplies



Questions

