



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 # 2026-01

DATE: February 12, 2026
TIME: 1:11 PM
LOCATION: Administration Office, 714 Murray Street, Trenton / Virtually

DIRECTORS PRESENT:

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

ABSENT/REGRETS: Mike Ainsworth, Rick English

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

GUESTS: None

1. Meeting called to order by the Chair

The meeting was called to order by Chair Brahaney at 1:11 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: G1/26

Moved by: Eric Sandford

Seconded by: Lynda Reid

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: G2/26

Moved by: Jeff Wheeldon

Seconded by: Sherry Hamilton

THAT the Regular Board Meeting Minutes of December 11, 2025 be adopted.

Carried

8. Business arising from these minutes

None.

CORRESPONDENCE

9. Correspondence

Rhonda Bateman noted that after the agenda package was prepared and posted, many additional letters were received focused on ERO comments on the proposed consolidation of conservation authorities.

RES: G3/26

Moved by: Eric Sandford

Seconded by: Bob Mullin

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

Carried

2025 BUSINESS

10. List of Monthly Payments Issued

RES: G4/26

Moved by: Jeff Wheeldon

Seconded by: Bobbi Wright

THAT the list of payments of issued in the amount of \$242,129.02 for the month of December 2025 and \$225,668.66 for the month of January 2026 be received as information.

Carried

11. Watershed Management, Planning and Regulations Update Reports

RES: G5/26

Moved by: Sherry Hamilton

Seconded by: Jim Alyea

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

Carried

12. Watershed Management, Planning and Regulations End of Year Report

RES: G6/26

Moved by: Jim Alyea

Seconded by: Eric Sandford

THAT the Planning and Regulations End of Year Report be accepted as information.

Carried

13. Annual Permit Report

Scott Robertson, Development and Regulations Lead, noted a correction in information submitted to Conservation Ontario for the number of applications approved, rather than the number received.

RES: G7/26 Moved by: Jeff Wheeldon Seconded by: Sherry Hamilton
THAT the Annual Permit Report as required under O. Reg. 686/21 and O. Reg 41/24 be received as information and further that the report be posted to the LTC Governance website page for compliance.

Carried

14. Conservation Lands Report – Period October 1 to December 31, 2025

RES: G8/26 Moved by: Bob Mullin Seconded by: Eric Sandford
THAT the Conservation Lands Report for the period October 1, 2025 to December 31, 2025 be received as information.

Carried

15. Summary of Education and Outreach Activities – October 1 to December 31, 2025

Director Eric Sandford asked about the Forest Bathing event. Anne Anderson, Manager, Community Outreach & Special Projects, responded that this is a wellness practice that started in Japan, encouraging a gentle walk immersed in nature and mindfulness.

RES: G9/26 Moved by: Jeff Wheeldon Seconded by: Sherry Hamilton
THAT the summary of Education and Outreach Activities for the period of October 1, 2025 to December 31, 2025 be received as information.

Carried

16. Summary of Risk Management Official Activity Pursuant to Part IV of the *Clean Water Act* Report - Period October 1 to December 31, 2025

Director Bob Mullin asked if the number of threats determined to not be occurring were the same count every year. Anne Anderson, Manager, Community Outreach & Special Projects, responded that this number was from the first count required by the provincial government, and remains to be the same mirroring the annual reporting requirement.

RES: G10/26 Moved by: Lynda Reid Seconded by: Jeff Wheeldon
THAT the Risk Management Official Activity pursuant to Part IV of the Clean Water Act Report for the period October 1 to December 31, 2025 be received as information.

Carried

17. Bay of Quinte Remedial Action Plan Update

RES: G11/26 Moved by: Sherry Hamilton Seconded by: Jeff Wheeldon
THAT the BQRAP December 2025 and January 2026 Newsletters be received as information.

Carried

18. Annual Report on Flood and Erosion Control Structures

Director Eric Sandford asked if LTC-owned structures were budgeted for the necessary

maintenance. Chief Administrative Officer Rhonda Bateman replied that LTC does prepare annual budgets for known maintenance needs of its flood and erosion control structures; and that municipalities are responsible for municipally owned structures. LTC staff can assist with finding contractors for municipalities.

RES: G12/26 Moved by: Bob Mullin Seconded by: Eric Sandford
THAT the 2025 Flood and Erosion Control Structures Inspection report be accepted as information; and,
THAT the Board approve the circulation of the report to Municipal staff.
Carried

19. Close 2025 Business Year – Chair’s Remarks

Chair Gene Brahaney provided his end of the year remarks as the LTC Board Chair, thanking the board members for their work. He noted the provincial government’s proposal and expressed concern over not knowing what would happen to the Board if a consolidation happens.

RES: G13/26 Moved by: Sherry Hamilton Seconded by: Lynda Reid
THAT the Lower Trent Conservation 2025 Business Year be closed.
Carried

2026 BUSINESS

20. 2026 Board of Directors Elections

RES: G14/26 Moved by: Jeff Wheeldon Seconded by: Sherry Hamilton
THAT the CAO/Secretary Treasurer Rhonda Bateman assumes the role of Chair to conduct the 2026 Board of Directors Elections.
Carried

Rhonda Bateman assumed the Chair position to conduct the 2026 Board of Directors’ Elections. She declared the positions of LTC Chair and Vice-Chair to be vacant and confirmed the number of eligible voters present at the meeting was eight (8). Rhonda Bateman added that in the event of an election by secret ballot, members attending remotely would be able to vote through the scrutineers.

Appointment of Scrutineers

Before opening the floor to nominations, Rhonda Bateman recommended that Anne Anderson and Chris McLeod be appointed as scrutineers.

RES: G15/26 Moved by: Jim Alyea Seconded by: Bob Mullin
THAT Anne Anderson and Chris McLeod be appointed as scrutineers.
Carried

Before proceeding, Rhonda Bateman provided the rules of the election process:

“The Conservation Authorities Act, Section 17(1.2) indicates that Chairs and Vice-Chairs be appointed on a rotating basis between municipalities such that the new Chair and new Vice-Chair are not from the same municipality as the outgoing Chair and Vice-Chair. However, it is allowed to have a Chair or Vice-Chair be elected for two consecutive years.

Nominations will be called three times. A nomination will not require a seconder. After each nomination, we will ask for confirmation that the nominee will allow their name to stand. Before the motion to close the nominations we will ask for confirmation that the nominees will allow their names to stand. A motion to close nominations will require a mover and a seconder. Each candidate will be allowed up to three minutes to speak.

If an election is required, it will be conducted by secret ballot. If there are more than two nominees, a majority will be required. In the event of no majority, the one with the fewest votes will be dropped from the ballot and secret ballots will be held until a nominee has a majority. In the event of a tie, another ballot will be carried out. Should there still be a tie after a 3rd vote, a name will be drawn by the Acting Chair.

After the election, if one is required, we will need a motion that the scrutineers destroy the ballots”.

Election of the Lower Trent Conservation (LTC) Chair

Rhonda Bateman opened the floor to call for nominations for the position of Chair for the Year 2026.

Director Eric Sandford nominated Director Gene Brahaney to stand for the position of Chair. Rhonda Bateman asked the nominee, Director Gene Brahaney if they would allow their name to stand. Director Gene Brahaney accepted the nomination for Chair.

Rhonda Bateman called for nominations for the position of Chair for the second time. Director Jim Alyea nominated Director Sherry Hamilton to stand for the position of Chair. Rhonda Bateman asked the nominee, Director Sherry Hamilton if they would allow their name to stand. Director Sherry Hamilton accepted the nomination for Chair.

Rhonda Bateman called for nominations for the position of Chair for the third and last time. There were no further nominations after being called three times. Rhonda Bateman asked the nominees again if they would allow their names to stand. Director Gene Brahaney and Director Sherry Hamilton confirmed acceptance of their respective nominations for Chair. Rhonda Bateman called for a motion to close the nominations for Chair.

RES: G16/26

Moved by: Eric Sandford

Seconded by: Bob Mullin

THAT nominations for the position of Chair for the Year 2026 be closed.

Carried

Rhonda Bateman invited the nominees to speak for up to three minutes each. Scrutineers distributed ballots, collected the votes and announced the results. Rhonda

Bateman declared Director Sherry Hamilton as Chair of the Lower Trent Region Conservation Authority and congratulated her.

RES: G17/26 Moved by: Jeff Wheeldon Seconded by: Eric Sandford
THAT the scrutineers destroy the voting ballots.
Carried

Election of the Lower Trent Conservation (LTC) Vice-Chair

Rhonda Bateman opened the floor to call for nominations for the position of Vice-Chair for the Year 2026.

Director Jeff Wheeldon nominated himself for the position of Vice-Chair. Rhonda Bateman confirmed with the nominee, Director Jeff Wheeldon that they would allow their name to stand. Director Jeff Wheeldon accepted the nomination for Vice-Chair.

Rhonda Bateman called for nominations for the position of Vice-Chair for the second time. Rhonda Bateman called for nominations for the position of Vice-Chair for the third and last time. There were no further nominations after being called three times. Rhonda Bateman asked the nominee again if they would allow their name to stand. Director Jeff Wheeldon confirmed acceptance of the nomination for Vice-Chair. Rhonda Bateman called for a motion to close the nominations for Vice-Chair.

RES: G18/26 Moved by: Bob Mullin Seconded by: Jim Alyea
THAT nominations for the position of Vice-Chair for the Year 2026 be closed.
Carried

Rhonda Bateman declared Director Jeff Wheeldon as the Vice-Chair of the Lower Trent Region Conservation Authority and congratulated him. Rhonda Bateman passed the remainder of the Annual General meeting over to Chair Sherry Hamilton.

21. 2026 Annual Resolutions

RES: G19/26

Moved by: Jeff Wheeldon

Seconded by: Gene Brahaney

THAT the law firm of Templeman LLP from the City of Belleville be engaged as solicitor for Lower Trent Conservation for the 2026 business year;

THAT the firm of WELCH LLP be engaged as external auditor by Lower Trent Conservation for the 2026 business year at a cost of \$14,000.00 plus HST;

THAT the Canadian Imperial Bank of Commerce in Trenton serve as Lower Trent Conservation's financial institute;

THAT the Authority Chair, Vice Chair, Chief Administrative Officer/Secretary Treasurer, and Manager, Corporate Services and Water Resources be appointed as the signing officers for Lower Trent Conservation for the 2026 business year;

THAT the Lower Trent Conservation Chair be appointed as the Conservation Ontario representative, and that the Vice-Chair and Chief Administrative Officer/Secretary Treasurer be appointed as the Conservation Ontario Alternate Representatives for 2026; and

THAT the Lower Trent Region Conservation Authority authorize staff to borrow from the approved financial institution, if needed, up to \$500,000, in accordance with Section B.12, Signing Officers, and C.12.e, Annual Meeting, Borrowing Resolution, of By-law No. 2023-01 (Administrative By-law) and Section 3 (5) of the *Conservation Authorities Act*.

Carried

22. Permit Authorization

RES: G20/26

Moved by: Eric Sandford

Seconded by: Bobbi Wright

THAT the Manager, Corporate Services and Water Resources be authorized to approve permit applications; and

THAT the Regulations Policy Documents be updated to reflect the change in authorization.

Carried

23. CAO's Report

Rhonda Bateman summarized the report, indicating that at the ROMA Conference, there were many municipal staff showing support for conservation authorities. She was part of the Centre Hastings delegation to the Minister of the Environment, Conservation and Parks to discuss the proposed consolidation of conservation authorities. It was disclosed that CA budgets would be merged into one budget per region.

Rhonda Bateman said that the fee schedule would be changed at the end of February; and that there is the possibility of a cap on the increase to be set by the provincial government. She also updated the board on the Planning Ecologist position which was posted and received over 35 applications. Interviews were planned for the end of February. Native plant sales have begun, and forest wellness hike events are being organized.

Director Eric Sandford asked how there could be only one CAO for a region comprised of many CAs. Rhonda Bateman replied that current CA CAOs would be involved in developing a strategy to move forward, and that there would likely be a consultant hired to do the consolidation. Director Eric Sandford said that he is setting up a meeting with MPP Bresee to meet Centre Hastings CAO, Rhonda Bateman, and Warden Bob Mullin. Vice-chair Jeff Wheeldon also indicated that he would participate.

RES: G21/26 Moved by: Bob Mullin Seconded by: Jeff Wheeldon
THAT the CAO's Report be received as information.

Carried

OTHER BUSINESS

24. Members Inquiries/Other Business

Rhonda Bateman noted that it is a critical time for the LTC Board to remain engaged, attendance is important, and that staff would appreciate their support moving forward. Chair Sherry Hamilton added that there is expertise at the table that can help navigate these waters and support staff. Director Eric Sandford reiterated support for staff during these times.

25. Adjournment

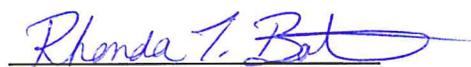
There being no further business, the meeting was adjourned.

RES: G22/26 Moved by: Jeff Wheeldon Seconded by: Jim Alyea
THAT the meeting be adjourned.

Carried

Time: 2:05 p.m.


Sherry Hamilton, Chair


Rhonda Bateman, CAO/ST