



Board of Directors Meeting

MINUTES

A meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held at the LTVCA Administration Building in Chatham at 2:00 P.M. on Thursday, October 18, 2018. The following directors were in attendance: L. McKinlay, H. MacDonald, D. McKillop, G. Bogart, M. Bodnar, T. Thompson, J. Kavelaars, R. Doane and S. Caveney. M. Smibert and L. Leclair sent their regrets. S. Pinsonneault was absent.

1. First Nations Acknowledgement
2. Call to Order
3. Adoption of Agenda

1. H. MacDonald – J. Kavelaars

Moved that the agenda be adopted as amended, with two additional items to be added under Section 12. Other Business: 12.1) 6th Street Dam repairs noted by T. Thomson; and, 12.2) implications of legalization of marijuana in our conservation areas noted by D. McKillop.

CARRIED

4. Disclosures of Conflicts of Interest

None noted.

5. Approval of Previous Meeting Minutes (Previously circulated)

2. G. Bogart – M. Bodnar

Moved that the minutes of the meeting of August 23, 2018 be approved, as amended.

CARRIED

6. Business Arising From the Minutes

None declared.

7. Presentations

7.1) Jason Wintermute provided a Power Point Presentation to the Board of Directors on the Ingress / Egress Issues & Mitigation project at Lighthouse Cove and how CA staff were working with the Municipality to come up with solutions.

7.2) Bonnie Carey provided the Board of Directors with a Power Point Presentation on the CA Tent at the International Plowing Match.

3. D. McKillop – M. Bodnar

Moved that the presentations provided by J. Wintermute and B. Carey be receive for information.

CARRIED

8. Business for Approval

8.1) Administrative By-law, Code of Conduct, Conflict of Interest Guidelines and Procedure for Election of Officers

The third and final reading of the LTVCA's Administrative By-law, Code of Conduct, Conflict of Interest Guidelines and Procedure for Election of Officers was reviewed at the meeting and subsequently passed by the Board of Directors on October 18th, 2018 and will be known as By-law number 2018-01.

4. R. Doane – H. MacDonald

Moved that By-law 2018-01 as amended and dated October 2018 be read for a third time; and that all previous policies and by-laws referring to items found within this by-law are hereby repealed; and that By-law 2018-01, dated October 2018 be approved, By-law number 2018-01 shall come into force on the 18th day of October, 2018.

CARRIED

5. S. Caveney – G. Bogart

Moved that, the Code of Conduct, dated October 18, 2018, the Conflict of Interest Guidelines, dated October 18, 2018, and the Procedure for Election of Officers, dated October 18, 2018 be approved.

CARRIED

8.2) Budget vs Revenue and Expenditures for the period ending August 31st, 2018

T. Casier presented the budget vs revenue and expenditures for the period ending on August 31st, 2018 to the Board of Directors.

6. R. Doane – S. Caveney

Moved that the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended August 31st, 2018.

CARRIED

8.3) 2019 Preliminary Budget

T. Casier presented the 2019 preliminary budget guidelines to the Board of Directors. Errors in the staff report were noted and the report will be amended for the official record.

7. R. Doane – S. Caveney

Moved that the 2019 preliminary budget totalling \$3,205,524 be adopted, and that the member municipalities be advised of the budget and their share of the proposed levy as calculated; it being noted that the Authority is required to provide 30 days' notice of its intention to adopt a final budget and levy.

CARRIED

8.4) Risk Management Plan

Mark Peacock gave a presentation to the Board of Directors on the Risk Management Plan for the LTVCA. The goal will be to help keep costs down with our insurance provider and providing the Authority with a valuable risk management tool. D McKillop asked if a copy will be made available on-line. A copy will be available via the Authority's webpage.

8. G. Bogart – M. Bodnar

Moved that the Lower Thames Valley Conservation Authority Risk Management Plan be approved and used as a tool for planning and budgeting purposes.

CARRIED

8.5) 2019 Fee Schedule

9. D. McKillop – G. Bogart

Moved that the LTVCA Board of Directors approve the 2019 Conservation Areas Fee Schedule; and that Board of Directors approves the 2019 Regulation and Planning Fee Schedule increases.

CARRIED

9. Business for Information

- 9.1) Water Management
- 9.2) Regulations and Planning
- 9.3) Conservation Areas
- 9.4) Conservation Services
- 9.5) Community Relations
- 9.6) Conservation Authority Education
- 9.7) Ska-Nah-Doht Advisory Committee Minutes
- 9.8) Joint Health & Safety Committee Meeting Minutes
- 9.9) Wheatley Two Creeks Association Minutes
- 9.10) GM's Report

10. H. MacDonald – S. Caveney

Moved that report items 9.1) through to 9.10) be received for information.

CARRIED

10. Correspondence

10.1) Special Audit of the Niagara Peninsula Conservation Authority, Auditor General's Report

10.2) New method to remove phosphorus from wastewater

11. R. Doane – S. Caveney

Moved that correspondence items 10.1) through to 10.2) be received for information.

CARRIED

11. Events Calendar

12. J. Kavelaars – G. Bogart

Moved that the Events Calendar items be received for information.

CARRIED

12. Other Business

12.1) 6th Street Dam Repairs

T. Thomson asked what was being done around the issues at the 6th Street Dam. J. Wintermute and M. Peacock filled the Board in on discussions that have occurred with CK's Municipal Drainage Department as well as the former site supervisor for the project. There is a water seepage issue on the south side of the structure behind the sheet steel pile wall. After the February 2018 flood event passed, the ground around the area where seepage was noted resulted in a subsidence of the ground. An investigation is needed to see what is happening to ensure the structural integrity of the dam and future operations.

13. T. Thompson – S. Caveney

Moved that staff move forward with the investigation process and potential repairs to the 6th Street Dam, with assistance from the Chatham-Kent Drainage Department, and that a budget of \$30,000.00 be endorsed subject to staff review of proposed works and approval by the CAO/Secretary-Treasurer.

CARRIED

12.2) Legalization of Marijuana and Conservation Areas

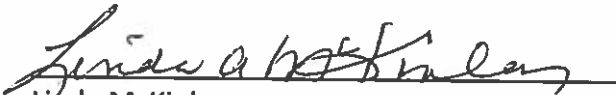
D. McKillop inquired as to the status of the Authority's policies around use of cannabis, particularly within the conservation areas. M. Peacock is reviewing our current policy for Drug and Alcohol use as it relates to personnel and will be reviewing other CA's policies on how to deal with it within the conservation areas. The government has noted that cannabis can be utilized anywhere cigarettes are, but there is the concern that cannabis has affects similar to alcohol (i.e. impairment). Each conservation area will be reviewed against what each municipality is doing within their jurisdiction so that conflicts do not arise.


13. Adjournment

14. R. Doane – J. Kavelaars

Moved that the meeting be adjourned.

CARRIED


Linda McKinlay
Chair


Mark Peacock
General Manager/Secretary-Treasurer

