

# Board of Directors Meeting

## MINUTES

The meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held remotely via the LTVCA's Administration Office at 100 Thames Street, Chatham, at 2:00 P.M. on Thursday, August 20, 2020. The following directors were in attendance: L. McKinlay, T. Thompson, A. Finn, J. Wright, M. Hentz, P. Tiessen, J. Frawley, C. Cowell, S. Emons and R. Leatham. S. Hipple was unable to attend.

1. First Nations Acknowledgment

M. Peacock read the First Nations acknowledgement.

2. Call to Order

Chair, Linda McKinlay called the meeting to order and thanked everyone for their continued patience and cooperation during these difficult times.

M. Peacock took a roll call of Board members.

3. Adoption of Agenda

**BD-2020-48** C. Cowell – P. Tiessen

**Moved that the agenda be adopted as presented.**

CARRIED

4. Disclosures of Conflicts of Interest

None Declared.

5. Approval of Previous Meeting Minutes (Previously circulated)

**BD-2020-49** A. Finn – R. Leatham

**Moved that the Board of Directors remote meeting minutes of June 25, 2020 be approved as circulated.**

CARRIED

**BD-2020-50** S. Emons – M. Hentz

**Moved that the Board of Directors poll meeting minutes of July 16, 2020 be approved as circulated.**

CARRIED

6. Business Arising From the Minutes

None declared.

7. New Business

None noted.

8. Business for Approval

8.1) Transferability of an LTVCA Issued Permit

**BD-2020-51** C. Cowell – M. Hentz

**Moved that the Board of Directors approve the policy on transfers of permissions as:**

“Permission granted by the LTVCA can only be changed or transferred with prior written approval by the LTVCA. Transfers will require written authorization from the current holder of the permission. The proposed new holder of the permission must request the transfer in writing confirming that they intend to undertake the same works as previously approved by the LTVCA and accept the Conditions specified on the permission being transferred. If the design for the approved works was undertaken by a third party, an acknowledgement in writing must be provided confirming that the proposed new holder of the application/permission has the intellectual property rights to use the design. A transfer does not come with a time extension, so the work must be completed in the timeframe specified on the original permission. The Executive Committee reserves the right to limit or deny the transfer of any permit issued to a permit holder.”

to be implemented immediately and posted online for public comment, and that a fee of \$75 be implemented for transfers of permissions.

**MOTION FAILED**

**BD-2020-52** R. Leatham – P. Tiessen

**Moved that the following board approved policy be implemented by staff:**

Should the owner of a property with a permit (a permission given under Section 28 of the Conservation Authorities Act) wish to transfer the permission to a new owner, the transfer can only happen through the review and approval of the Executive Committee.

**CARRIED**

8.2) Income and Expenditure vs Budget to June 30, 2020

**BD-2020-53** A. Finn – J. Frawley

**Moved that the Board of Directors receives the Income and Expenditure vs Budget report for the period ended June 30, 2020.**

**CARRIED**

8.3) 2021 Preliminary Budget Preparation Report

**BD-2020-54** S. Emons – P. Tiessen

**Moved that the Board direct staff to prepare the 2021 budget based on a 1% general levy increase, meet with member municipalities and bring the preliminary 2021 budget and municipal comments back to the October meeting for review and approval.**

**CARRIED**

8.4) Big Creek Two -Zone Floodplain Policy

BD-2020-55 A. Finn – C. Cowell

**Moved that the Big Creek 2-Zone Floodplain Policy Report be received for information.**

**And Further that the draft Big Creek 2-Zone Floodplain Policy be provided to the public for comment, with those comments being brought back to this board for review prior to approval of the policy.**

CARRIED

9. New Business

- 9.1) CAO's Report: Update to Board on Impacts to Operations from COVID-19 Pandemic
- 9.2) Water Management
- 9.3) Planning and Regulations
- 9.4) Conservation Areas
- 9.5) Conservation Services
- 9.6) Communications, Outreach and Education
- 9.7) Ska-Nah-Doht Advisory Committee Meeting Minutes – July 2, 2020
- 9.8) Joint Health & Safety Committee Meeting Minutes – July 2, 2020
- 9.9) Wheatley Two Creeks Association Minutes – August 6, 2020
- 9.10) Proposed Amendment to Chatham-Kent Grass Cutting Bylaw

BD-2020-56 A. Finn – S. Emons

**Moved that the above reports under New Business, 9.1) through to 9.10) be received for information.**

CARRIED

10. Correspondence

- 10.1) Chatham Daily News – Chatham-Kent Children's Safety Village Vandalism
- 10.2) Media Release - Ribbon Cutting Unveils "The Oluuc" at E.M. Warwick Conservation Area

BD-2020-57 R. Leatham – P. Tiessen

**Moved that Correspondence items 10.1) and 10.2) be received for information.**

CARRIED

11. Other Business

None noted.

12. Adjournment

BD-2020-58 J. Frawley – C. Cowell

**Moved that the meeting be adjourned.**

CARRIED



Linda McKinlay  
Chair



Mark Peacock, P. Eng.  
CAO/Secretary-Treasurer