



# Board of Directors Meeting

## MINUTES

The Annual Meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held remotely via Zoom at 2:00 P.M. on Thursday, February 24, 2022. The following directors were in attendance: T. Thompson, L. McKinlay, M. Hentz, C. Cowell, S. Hipple, R. Leatham, P. Tiessen and S. Emons, A. Finn. J. Wright sent his regrets.

At 2 P.M. the LTVCA Volunteer Heroes Awards were presented to:

- Dr. Chris Ellis - Environmental Education Category
- Andrew McCallum – Board & Committee Category
- Barry Frazer - Special Events Category

Environmental Award was presented to:

- Robert Glenn - Most Generous Landowner
- Joan Durdan-Fitzpatrick for District -33 Chatham-Kent Retired Teachers of Ontario - Most Dedicated Organization

### 1. First Nations Acknowledgement

M. Peacock read the First Nations Acknowledgement to the Board of Directors.

### Roll Call

#### In attendance:

- Trevor Thompson, Municipality of Chatham-Kent
- Linda McKinlay, Town of Lakeshore
- Mike Hentz, Municipality of Dutton Dunwich
- Sandi Hipple, Municipality of Strathroy-Caradoc
- Christa Cowell, Municipality of Southwest Middlesex
- Richard Leatham, Municipality of West Elgin
- Paul Tiessen, Municipality of Leamington
- Sarah Emons, Township of Southwold
- Hugh Aerts, Municipality of Middlesex Centre
- Amy Finn, Municipality of Chatham-Kent

#### Regrets sent:

- John Wright, Municipality of Chatham-Kent

### 2. Call to Order

### 3. Adoption of Agenda

#### Motion: AGM-2022-01

1. C. Cowell - P. Tiessen

Moved that the agenda be adopted as presented.

CARRIED

4. Disclosures of Conflicts of Interest  
None Declared.

5. Chair's Remarks

The Chair, Trevor Thompson, provided remarks on accomplishments and challenges in 2021.

6. Approval of Previous Meeting Minutes

**Motion: AGM-2022-02**

2. S. Emons - M. Hentz

**Moved that the Board of Directors minutes for the December 16, 2021 meeting be approved as presented.**

CARRIED

7. Business Arising from the Minutes

None Declared.

8. Presentation – Annual General Meeting

8.1) 2021 Annual Report

B. Carey provided a Power Point Presentation on 2021 LTVCA programs and events.

9. Business for Approval – Annual General Meeting

9.1) 2021 Annual Report

**Motion: AGM-2022-03**

3. C. Cowell - S. Hipple

**Moved that the LTVCA's 2021 Annual Report be approved as presented.**

CARRIED

9.2) 2021 Audited Financial Statements, presented by Ms. Laura Poland

Ms. Laura Poland, representative of Baker Tilly CK, presented the 2021 Audited Financial Statements to the Board of Directors.

**Motion: AGM-2022-04**

4. M. Hentz - P. Tiessen

**Moved that the LTVCA's 2021 Audited Financial Statements be approved as presented.**

CARRIED

9.3) Election of Officers

**Motion: AGM-2022-05**

5. L. McKinlay – S. Hipple

**Moved that Mark Peacock chair the LTVCA's 2022 elections.**

CARRIED

Mr. Mark Peacock assumed the chair for the elections, declared all elected offices, positions and appointments vacant, and outlined the voting procedures to the Board of Directors.

**a) Chair**

Mr. Peacock called for nominations for Chair of the LTVCA for 2022.

L. McKinlay nominated T. Thompson. T. Thompson accepted the nomination.

Mr. Peacock called twice more for nominations. There being no further nominations,

**Motion: AGM-2022-06**

6. P. Tiessen - S. Emons

Moved that nominations for Chair be closed.

CARRIED

**T. Thompson was declared to be elected as Chair.**

**b) Vice-Chairs**

Mr. Peacock called for nominations for 1st Vice-Chair of the LTVCA for 2022.

T. Thompson nominated L. McKinlay. L. McKinlay accepted the nomination.

Mr. Peacock called twice more for nominations. There being no further nominations,

**Motion: AGM-2022-07**

7. S. Hipple – C. Cowell

Moved that nominations for 1st Vice-Chair be closed.

CARRIED

**L. McKinlay was declared to be elected as 1st Vice-Chair.**

Mr. Peacock called for nominations for 2nd Vice-Chair of the LTVCA for 2022.

T. Thompson nominated C. Cowell. C. Cowell accepted the nomination.

Mr. Peacock called twice more for nominations. There being no further nominations,

**Motion: AGM-2022-08**

8. P. Tiessen - R. Leatham

Moved that nominations for 2nd Vice-Chair be closed.

CARRIED

**C. Cowell was declared to be elected as 2nd Vice-Chair.**

**c) Executive Committee (3 members to be elected)**

Mr. Peacock called for nominations to the Executive Committee for 2022.

- L. McKinlay nominated R. Leatham and P. Tiessen. Both accepted the nomination.
- T. Thompson nominated H. Aerts. H. Aerts declined.
- L. McKinlay nominated S. Emons. S. Emons accepted the nomination.

Mr. Peacock called twice more for nominations. There being no further nominations,

**Motion: AGM-2022-09**

9. L. McKinlay - M. Hentz

Moved that nominations for the Executive Committee be closed.

CARRIED

R. Leatham, P. Tiessen and S. Emons were declared members of the Executive Committee.

**d) Ska-Nah-Doht Village Advisory Committee (3 members to be elected)**

Mr. Peacock called for nominations to the Ska-Nah-Doht Village Advisory Committee for 2022.

- C. Cowell nominated S. Hipple and M. Hentz. Both accepted the nomination.
- L. McKinlay nominated S. Emons. S. Emons accepted the nomination.

Mr. Peacock called twice more for nominations. There being no further nominations,

**Motion: AGM-2022-10**

10. T. Thompson - P. Tiessen

Moved that nominations for the Ska-Nah-Doht Advisory Committee be closed.

CARRIED

S. Hipple, M. Hentz and S. Emons were declared members of the Ska-Nah-Doht Village Advisory Committee.

**e) Ice Management Committee (2 members to be appointed from the Municipality of Chatham-Kent, plus the member from the Town of Lakeshore). Chair and Vice-Chair are ex-officio.**

Mr. Peacock called for nominations for the Ice Management Committee of the LTVCA for 2022.

- P. Tiessen nominated T. Thompson. T. Thompson accepted the nomination.
- T. Thompson nominated L. McKinlay. L. McKinlay accepted the nomination.
- C. Cowell nominated A. Finn. A. Finn accepted the nomination.

Mr. Peacock called twice more for nominations. There being no further nominations,

**Motion: AGM-2022-11**

11. R. Leatham – C. Cowell

Moved that nominations for the Ice Management Committee be closed.

CARRIED

**T. Thompson, L. McKinlay and A. Finn were declared members of the Ice Management Committee.**

Mr. Peacock congratulated those elected and turned the chair over to T. Thompson, the Chair for 2022, to continue with the rest of the meeting.

**9.4) 2022 Budget and Levy**

T. Casier presented the 2022 Budget and Levy.

**Motion: AGM-2022-12**

12. L. McKinlay - S. Emons

**Moved that the non-matching levy of \$1,425,157 be approved and apportioned in accordance with the levy apportionment table. (weighted vote)**

A recorded weighted vote followed with all members voting in favour of the motion.

**CARRIED**

**Motion: AGM-2022-13**

13. M. Hentz – S. Emons

**Moved that the 2022 proposed budget totalling \$3,892,506 be adopted as presented, and that the matching levy of \$81,467 and the Chatham-Kent Greening, Natural Heritage and Flood Control Levy of \$205,000 be approved and apportioned in accordance with the table accompanying the budget.**

**CARRIED**

**9.5) Appointment of Auditor**

**Motion: AGM-2022-14**

14. L. McKinlay – M. Hentz

**Moved that the firm of Baker, Tilly CK, LP be appointed as the Lower Thames Valley Conservation Authority's auditor until the next Annual Meeting in February 2023.**

**CARRIED**

**9.6) Appointment of Bank**

**Motion: AGM-2022-15**

15. C. Cowell – P. Tiessen

**Moved that the Canadian Imperial Bank of Commerce be appointed as the Lower Thames Valley Conservation Authority's bank until the next Annual Meeting in February 2023.**

**CARRIED**

**9.7) Appointment of Solicitor**

**Motion: AGM-2022-16**

16. L. McKinlay – S. Emons

**Moved that the firm of Mr. James D. Wickett be appointed the Lower Thames Valley Conservation Authority's solicitor until the next Annual Meeting in February 2023.**

CARRIED

9.8) Authorization to Borrow

**Motion: AGM-2022-17**

17. R. Leatham – S. Hipple

**Moved that the Authority Chair or Vice-Chair and the CAO/Secretary Treasurer be authorized to borrow from the Canadian Imperial Bank of Commerce a sum not to exceed \$300,000 for the Lower Thames Valley Conservation Authority and to be repaid from grants received from the Province of Ontario, Government of Canada, levies assessed the member municipalities and self-generated revenues.**

CARRIED

9.9) Appointment to Conservation Ontario

**Motion: AGM-2022-18**

18. L. McKinlay – P. Tiessen

**Moved that the Chair be appointed as Voting Representative; and CAO as first Alternative.**

CARRIED

9.10) 2022 Board of Directors Meeting Schedule

**Thursday, April 21, 2022 – 2:00-4:00 pm**

**Thursday, June 16, 2022 – 2:00-4:00 pm**

**Thursday, August 18, 2022 – 2:00-4:00 pm**

**Thursday, October 20, 2022 – 2:00-4:00 pm**

**Thursday, December 15, 2022 – 2:00-4:00 pm**

**Thursday, February 23, 2023 – 2:00-4:00 pm**

**Motion: AGM-2022-19**

19. S. Emons – P. Tiessen

**Moved that the meeting schedule for 2022 and the Annual General Meeting for 2023 be endorsed.**

CARRIED

10. Presentations – Business Meeting

10.1) Ice Jam Risk for February/March 2022

Jason Wintermute provided a Power Point Presentation on Ice Jam Risk February/March 2022.

10.2) Conservation Authorities Act Changes - Bill 229 Update - Phase 2 Regulations, Ag Representative, and Inventory of Programs and Services

Mark Peacock, and Todd Casier provided a Power Point Presentation on Update on Conservation Authorities Act Changes - Bill 229 - Phase 2 Regulations, Agricultural Representative Appointment and the Inventory of Programs and Services.

**Motion: AGM-2022-20**

20. M. Hentz – S. Hipple

**Moved that a letter be prepared and signed by the chair, to inform the Minister of Environment, Conservation and Parks that there is significant representation from the agricultural sector through the current membership of the Board of Directors, and further that the Board of Directors requests that the Minister not appoint an Agricultural member to the LTVCA Board.**

CARRIED

10.3) Bill 229 - Draft Municipal / LTVCA Planning MOU & Draft Municipal Planning Fee Schedule

Valerie Towsley provided a Power Point Presentation on the Draft Municipal / LTVCA Planning MOU & Draft Municipal Planning Fee Schedule.

10.4) Magic of Lights Review – 2021-2022

Randall Van Wagner provided a Power Point Presentation on the Magic of Lights.

**Motion: AGM-2022-21**

21. R. Leatham – S. Hipple

**Moved that the Board of Directors receive presentations 10.1) - 10.4).**

CARRIED

11. Business for Approval - Business Meeting

11.1) Bill 229 - Draft Municipal / LTVCA Planning MOU

**Motion: AGM-2022-22**

22. P. Tiessen – L. McKinlay

**Moved that the Bill 229 - Draft Municipal / LTVCA MOU be approved for consultation with member municipalities, and that, once finalized with member municipalities, that the MOU(s) be brought back to the Board of Directors for final approval.**

CARRIED

11.2) Bill 229 - Draft Municipal Planning Fee Schedule

**Motion: AGM-2022-23**

23. M. Hentz – S. Emons

**Moved that the Draft Planning Fees be approved for consultation as attached.**

CARRIED

11.3) ALUS Chatham-Kent Project Advisory Committee (PAC) Terms of Reference

**Motion: AGM-2022-24**

24. C. Cowell – L. McKinlay

**Moved that the LTVCA Board of Directors approve the ALUS CK PAC Terms of Reference.**

CARRIED

**11.4) ALUS Elgin Project Advisory Committee (PAC) Terms of Reference**

**Motion: AGM-2022-25**

25. H. Aerts – S. Emons

**Moved that the LTVCA Board of Directors approve the ALUS Elgin PAC Terms of Reference and that the LTVCA appoint a Board member to sit on this committee.**

CARRIED

NOTE: During discussions on this item, the Board of Directors noted that the appointment to this committee would occur at a subsequent board meeting.

**11.5) Inventory of Programs and Services**

**Motion: AGM-2022-26**

26. M. Hentz – S. Hipple

**Moved that the Lower Thames Valley Conservation Authority Inventory of Programs and Services, dated February 16, 2022 be approved.**

**And Further that the Lower Thames Valley Conservation Authority Inventory of Programs and Services be posted to the LTVCA web site, and provided to member municipalities and the province by February 28, 2022.**

CARRIED

**12. Business for Information**

**12.1) Municipality of Lakeshore Shoreline Management Plan**

**Motion: AGM-2022-27**

27. L. McKinlay – P. Tiessen

**Moved that the LTVCA staff report entitled Municipality of Lakeshore Shoreline Management Plan be received for information purposes.**

CARRIED

**12.2) Conservation Authorities Act Changes - Bill 229 - Phase 2 Regulations**

**Motion: AGM-2022-28**

28. C. Cowell – R. Leatham

**Moved that the Conservation Authorities Act Changes – Bill 229 – Phase 2 Regulations report be received for information purposes.**

CARRIED

**12.3) CAO's Report**

**Motion: AGM-2022-29**

29. L. McKinlay – P. Tiessen

**Moved that the C.A.O. / Secretary Treasurer Report be received for information.**

CARRIED



- 12.4) Water Management
- 12.5) Planning and Regulations
- 12.6) Conservation Area Lands
- 12.7) Conservation Services
- 12.8) Communications, Outreach and Education
- 12.9) Draft Executive Committee Minutes – February 9, 2022
- 12.10) Wheatley Two Creeks Association Minutes – December 2, 2021

**Motion: AGM-2022-30**

30. M. Hentz – L. McKinlay

Moved that Business for Information items 12.4) to 12.10) be received for information.

CARRIED

13. Correspondence

- 13.1) Correspondence from Minister Rickford re BC Flooding
- 13.2) Municipality of Lakeshore – Shoreline Management Plan Public Consultation Event

**Motion: AGM-2022-31**

31. P. Tiessen – H. Aerts

Moved that Correspondence items 11.1) and 11.2) be received for information as presented.

CARRIED

14. Other Business

None noted.

15. Adjournment

**Motion: AGM-2022-32**

32. L. McKinlay – C. Cowell

Moved that the meeting be adjourned.

CARRIED



Trevor Thompson  
Chair



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