



# Board of Directors Meeting

## MINUTES

The Annual General Meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held at Willson Hall at the University of Guelph Ridgetown Campus at 2:40 P.M. on Thursday, February 22, 2024. The following directors were in attendance: S. Emons, A. Finn, T. Thompson, K. Loveland, L. Vogler, H. Aerts and S. Hipple. P. Tiessen, R. Leatham, M. Vink, P. Van Meerbergen, and M. Bondy sent their regrets.

1. First Nations Acknowledgement  
M. Peacock read the First Nations Acknowledgement.
2. Call to Order
3. Adoption of Agenda

**Motion: AGM-2024-01**

1. S. Hipple – H. Aerts

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

CARRIED

4. Disclosures of Conflicts of Interest  
None Declared.
5. Chair's Remarks

The Chair, Sarah Emons, welcomed the Board of Directors, staff and guests to the Conservation Authority's 2024 Annual General Meeting.

**In attendance:**

Sarah Emons, Township of Southwold  
Trevor Thompson, Municipality of Chatham-Kent  
Amy Finn, Municipality of Chatham-Kent  
Ken Loveland, Municipality of Dutton Dunwich  
Larissa Vogler, Municipality of Lakeshore  
Hugh Aerts, Municipality of Middlesex Centre  
Sandi Hipple, Municipality of Strathroy-Caradoc

**Regrets sent:**

Paul Tiessen, Municipality of Leamington  
Richard Leatham, Municipality of West Elgin  
Martin Vink, Municipality of Southwest Middlesex  
Paul Van Meerbergen, City of London  
Mike Bondy, Municipality of Chatham-Kent

6. Approval of Previous Meeting Minutes

**Motion: AGM-2024-02**

2. T. Thompson – L. Vogler

**Moved that the Board of Directors minutes for the December 14, 2023 meeting be approved as presented.**

CARRIED

7. Business Arising from the Minutes

None Declared.

8. Presentations

8.1) 2023 Annual Report

Amanda Blain provided a Power Point Presentation on the 2023 Annual Report for the LTVCA programs, services and events to the Board of Directors and guests.

9. Business for Approval

9.1) 2023 Annual Report

**Motion: AGM-2024-03**

3. K. Loveland – S. Hipple

**Moved that the LTVCA's 2023 Annual Report be approved as presented.**

CARRIED

9.2) Election of Officers and Appointments to Committees

**Motion: AGM-2024-04**

4. T. Thompson – L. Vogler

**Moved that Mark Peacock chair the LTVCA's 2024 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 2024.

S. Hipple nominated S. Emons. S. Emons accepted the nomination.

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

**Motion: AGM-2024-05**

5. T. Thompson – K. Loveland

**Moved that nominations for Chair be closed.**

CARRIED

**S. Emons was declared to be elected as Chair.**

**b) Vice-Chairs**

Mr. Peacock called for nominations for 1st Vice-Chair of the LTVCA for 2024.

H. Aerts nominated T. Thompson. T. Thompson accepted the nomination.

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

**Motion: AGM-2024-06**

6. S. Hipple – S. Emons

**Moved that nominations for 1<sup>st</sup> Vice-Chair be closed.**

CARRIED

Mr. Peacock called for nominations for 2nd Vice-Chair of the LTVCA for 2024.

T. Thompson nominated P. Tiessen. P. Tiessen accepted the nomination (written acceptance of nomination received by CAO prior to meeting if nominated).

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

**Motion: AGM-2024-07**

7. L. Vogler – S. Hipple

**Moved that nominations for 2<sup>nd</sup> Vice-Chair be closed.**

CARRIED

**T. Thompson was declared to be elected as 1st Vice-Chair and P. Tiessen was declared to be elected as 2nd Vice-Chair.**

**c) Executive Committee (2 members to be elected)**

Mr. Peacock called for nominations to the LTVCA's Executive Committee for 2024.

L. Vogler nominated H. Aerts. H. Aerts accepted the nomination.

K. Loveland nominated R. Leatham. R. Leatham accepted the nomination (written acceptance of nomination received by CAO prior to meeting if nominated).

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

**Motion: AGM-2024-08**

8. K. Loveland – T. Thompson

**Moved that nominations for the Executive Committee be closed.**

CARRIED

**H. Aerts and R. Leatham 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 2024.

S. Emons nominated S. Hipple. S. Hipple accepted the nomination.  
L. Vogler nominated K. Loveland. K. Loveland accepted the nomination.

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

**Motion: AGM-2024-09**

9. L. Vogler – S. Emons

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

CARRIED

**S. Hipple and K. Loveland were declared members of the Ska-Nah-Doht Village Advisory Committee.**

**e) CM Wilson Learning Centre Advisory Committee (2 members to be elected)**

Mr. Peacock called for nominations to the CM Wilson Learning Centre Advisory Committee for 2024.

S. Hipple nominated L. Vogler. L. Vogler accepted the nomination.  
S. Emons nominated A. Finn. A. Finn accepted the nomination.

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

**Motion: AGM-2024-10**

10. T. Thompson – H. Aerts

**Moved that nominations for the CM Wilson Learning Centre Advisory Committee be closed.**

CARRIED

**L. Vogler and A. Finn were declared members of the CM Wilson Learning Centre Advisory Committee.**

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

Mr. Peacock called for nominations for the Ice Management Committee of the LTVCA for 2024.

T. Thompson nominated L. Vogler. L. Vogler accepted the nomination.  
L. Vogler nominated T. Thompson. T. Thompson accepted the nomination.  
T. Thompson nominated A. Finn. A. Finn accepted the nomination.

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

**Motion: AGM-2024-11**

11. S. Emons – S. Hipple

**Moved that nominations for the Ice Management Committee be closed.**

CARRIED

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

Mr. Peacock congratulated those elected and turned the chair over to Sarah Emons, the Chair for 2024, to continue with the rest of the meeting.

9.3) 2024 Levy

**Motion: AGM-2024-12**

11. K. Loveland – T. Thompson

**Moved that** to provide conformity with legislation (Bill 23) and regulations (Ont. Reg 401/22 and 402/22) governing approval of municipal apportionments the LTVCA has followed and will follow the following process:

1. The proposed Year 2024 Municipal Apportionment was posted to LTVCA’s web site shortly after its approval on October 26, 2023, and circulated directly to municipalities on January 19, 2024 in order to provide a minimum 30-day notice to approval on February 22, 2024. There is an overall increase of \$79,098 over the 2023 apportionment.
2. The LTVCA has signed memoranda of understanding with all 10 municipalities confirming that LTVCA can continue to levy for all categories of services defined in regulation.
3. A recorded vote will be taken, with each member responding either “For” or “Against” the motion. The motion carries or is lost, according to the total of weighted votes assigned to each board member. This weighted vote is based upon the Modified Current Value Assessment apportioned to that portion of each municipality within the jurisdiction of the LTVCA watershed.
4. The 2024 Municipal Apportionment approved by the Board will be circulated to participating municipalities on February 23, 2024, who if not satisfied with the approval process may appeal to the Ontario Lands Tribunal in 30 days of receiving the notice. Thereafter, no appeals are allowed and the 2024 Municipal Apportionment will be final.

CARRIED

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

**Motion: AGM-2024-13**

12. L. Vogler – H. Aerts

**Moved that** the 2024 Municipal Apportionment be approved;

**And that** the participating municipalities be assessed for payment of \$1,866,053 which is comprised of Category 1 expenses of \$1,525,260; Category 3 expenses of \$135,793 and Special Levy of \$205,000 (Category 1 & 2, Chatham-Kent);

**And that** each participating municipality’s share of the 2024 Total municipal apportionment be calculated using “Modified Current Value Assessment” as shown in the table appended to this motion.

CARRIED

9.4) Appointment of Auditor

**Motion: AGM-2024-14**

13. K. Loveland – L. Vogler

**Moved that** the Board of Directors direct staff to undertake a competitive bidding process to obtain Auditing services for the 2024 fiscal year and provide results of the bids to the Board for its decision at a subsequent Board meeting.

CARRIED

9.5) Appointment of Bank

**Motion: AGM-2024-15**

14. S. Hipple – H. Aerts

**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 2025.

CARRIED

9.6) Appointment of Solicitor

**Motion: AGM-2024-16**

15. K. Loveland – L. Vogler

**Moved that** the firm of M. Gordnerlaw Professional Corporation be appointed the Lower Thames Valley Conservation Authority's solicitor until the next Annual Meeting in February 2025.

CARRIED

9.7) Authorization to Borrow

**Motion: AGM-2024-17**

16. T. Thompson – S. Hipple

**Moved that** the Authority Chair or Vice-Chair(s) 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

9.8) Appointment to Conservation Ontario

**Motion: AGM-2024-18**

17. K. Loveland – L. Vogler

**Moved that** the Chair be appointed as Voting Representative; and the CAO as 1<sup>st</sup> Alternative.

CARRIED

9.9) 2024 Board of Directors Meeting Schedule

Mark Peacock noted that due to the recent release of O. Reg. 41/24 that an additional Board of Directors meeting date will need to be held in March in order to enact the generic CA wide Regulation as our new O. Reg., replacing our LTVCA specific O. Reg. 152/06.

- Thursday, March 28, 2024 – 2:00-4:00 pm
- Thursday, April 18, 2024 – 2:00-4:00 pm
- Thursday, June 20, 2024 – 2:00-4:00 pm
- Thursday, August 22, 2024 – 2:00-4:00 pm
- Thursday, October 17, 2024 – 2:00-4:00 pm
- Thursday, December 19, 2024 – 2:00-4:00 pm
- Thursday, February 20, 2025 – 2:00-4:00 pm

**Motion: AGM-2024-19**

18. K. Loveland – S. Hipple

**Moved that** the meeting schedule for 2024, with an amendment for the addition of a Board meeting in March, and the Annual General Meeting for 2025 be endorsed.

CARRIED

10. Business for Information

- 10.1) CAO’s Report
- 10.2) Categories of Programs and Services Agreement and Planning MOU’s
- 10.3) Water Management
- 10.4) Planning and Regulations
- 10.5) Conservation Area Lands
- 10.6) Conservation Services
- 10.7) Communications, Outreach and Education
- 10.8) Wheatley Two Creeks Association Minutes – December 7, 2023

**Motion: AGM-2024-20**

19. T. Thompson – L. Vogler

**Moved that** the Board of Directors receive the above reports, 11.1 through to 11.8, for information; and further, **THAT** the Lower Thames Valley Conservation Authority continue to meet the obligations under the Conservation Authorities Act; and further, **THAT** Administration continue to evaluate anticipated financial implications in 2023 and in preparation of the 2024 budget and advise the Board as additional regulation and legislative impacts become known.

CARRIED

12. Correspondence

None noted.

13. Other Business

None noted.

14. Adjournment

**Motion: AGM-2024-21**

21. K. Loveland – H. Aerts

Moved that the meeting be adjourned.

CARRIED



Sarah Emons  
Chair



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