



Board of Directors Meeting

MINUTES

A meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held in person and remotely via the LTVCA's Administration Office at 100 Thames Street in Chatham, ON at 2:00 P.M. on Thursday, October 16, 2025.

The following directors were in attendance: P. Tiessen, H. Aerts, K. Loveland, M. Vink, L. Vogler, R. Leatham, and A. Finn. S. Emons, P. Van Meerbergen, S. Hipple and M. Bondy sent their regrets.

1. First Nations Acknowledgment

Mark Peacock read the First Nations acknowledgement.

2. Call to Order

3. Adoption of Agenda

BD-2025-63 A. Finn – R. Leatham

Moved that the agenda be adopted as presented

CARRIED

4. Disclosures of Conflicts of Interest

None Declared.

5. Approval of Previous Meeting Minutes

BD-2025-64 L. Vogler – K. Loveland

Moved that the Board of Directors meeting minutes of August 21, 2025, and Executive Committee meeting minutes of September 3, 2025, be approved.

CARRIED

6. Business Arising from the Minutes

None declared.

7. Presentation

7.1) Review – First Batch of Personnel Policies

Mark Peacock and Kally Casier provided the Board of Directors with a presentation on the first batch of the updated LTVCA Personnel Policies.

BD-2025-65 K. Loveland – R. Leatham

Moved that presentation 7.1) be received for information.

CARRIED

M. Vink asked - Can employees run for council: yes, employees can run for seats on council; and personal information e.g. emergency contact, cannot be released to anyone else unless approved by the individual in question.

8. New Business

None noted.

9. In-Camera Session

BD-2025-66 R. Leatham – A. Finn

Moved that the Board of Directors move into an in-camera session.

CARRIED

BD-2025-67 A. Finn – L. Vogler

Moved that the Board of Directors move out of the in-camera session.

CARRIED

10. Business for Approval

10.1) 2025 LTVCA Salary Review

BD-2025-68 K. Loveland – H. Aerts

Moved that the Board of Directors approve the 2025 LTVCA Salary Review completed by Pesce and Associates.

CARRIED

10.2) 2026 Preliminary LTVCA Budget Assumptions

BD-2025-69 K. Loveland – H. Aerts

Moved that the Board approve the budget assumption of a 3% general apportionment increase, and a 9.6% apportionment increase to address the 2025 Salary Review.

CARRIED

A recorded vote was requested by M. Vink.

Hugh	in favour
Ken	in favour
Richard	in favour
Martin	not in favour
Larissa	in favour
Amy	not in favour
Paul T.	in favour

Motion passes in favour of the 9.6% increase to fully implement the salary review in 2026.

10.3) 2026 LTVCA Budget

BD-2025-70 K. Loveland – R. Leatham

Moved that the 2026 preliminary budget totalling \$8,673,058 be approved and that the member municipalities be advised of the budget and their share of the proposed apportionment as calculated; it being noted that the Authority is required to provide 30 days' notice of its intention to adopt a final budget and apportionment.

And that the final 2026 Budget be brought to the Annual General Meeting of the Authority in 2026 for approval.

CARRIED

Note: the budget will not be formally circulated to the member municipalities (for purposes of the Conservation Authorities Act) until after the December Board of Directors meeting. Prior to that meeting, Mark and Todd will be meeting in person with municipal councils and/or staff.

10.4) Income and Expenditure vs Budget to August 31, 2025

BD-2025-71 L. Vogler – A. Finn

Moved that the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended August 31, 2025.

CARRIED

10.5) LTVCA Personnel Policies

BD-2025-72 L. Vogler – A. Finn

Moved that the Board receive the report on the draft Personnel Policies (Sections 1, 2 and 3) for review on October 16th, 2025, and that these policies be brought back to the December Board of Directors meeting for approval.

CARRIED

10.6) LTVCA Conservation Areas 2026 Fee Schedule

BD-2025-73 A. Finn – L. Vogler

Moved that the LTVCA 2026 Fee Schedule be approved for the 2026 season.

CARRIED

H. Aerts asked why there is an additional wedding fee, when it was removed from the other sections of the fee schedule. Mark responded: One additional fee for wedding packages is included in the costs.

H. Aerts asked why one area has tax broken out, but others included within the costs. Mark replied that we have included tax within the schedule to keep it neat and for ease of reading by renters. The breaking out of the fee noted is because campers question this fee.

L. Vogler asked about the photographer fee, thinks the fee is high. Mark replied that we have a couple of photographers that use our areas, and the fee is common among CA's. Kally also added that we have had this fee in past years, but COVID changed how we policed these events. It should also be noted that these photographers are running a business, and as per the regulations, individuals are not permitted to operate a business within conservation areas without a permit. The fee covers this requirement.

11. Business for Information

11.1) C.A.O. / Secretary Treasurer Report

BD-2025-74 K. Loveland – R. Leatham

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

CARRIED

11.2) Water Management

11.3) Planning and Regulations

11.4) Conservation Lands

11.5) Conservation Services

11.6) Communications, Education and Outreach

11.7) Wheatley Two Creeks Association August 7, 2025 Minutes

BD-2025-75 A. Finn – L. Vogler

Moved that Business for Information items 11.2) to 11.7) be received for information.

CARRIED

12. Correspondence

None noted.

13. Other Business

None noted.

14. Adjournment

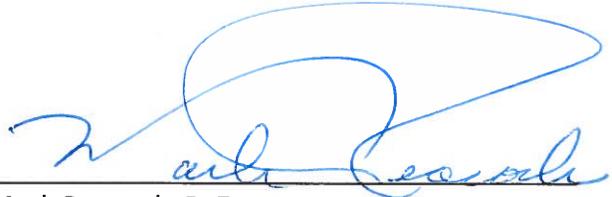
BD-2025-76 K. Loveland – H. Aerts

Moved that the meeting be adjourned.

CARRIED



P. Tiessen
Chair



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

