



Board of Directors Meeting

DRAFT 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 3:00 P.M. on Thursday, February 20, 2025. The following directors were in attendance: S. Emons, T. Thompson, K. Loveland, L. Vogler, H. Aerts, S. Hipple, P. Tiessen, and R. Leatham. M. Vink, P. Van Meerbergen, A. Finn, and M. Bondy sent their regrets.

1. First Nations Acknowledgement

Mark Peacock read the First Nations Acknowledgement.

2. Call to Order

3. Adoption of Agenda

Motion: AGM-2025-04

4. R. Leatham – T. Thompson

Moved that the agenda be adopted as presented.

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 2025 Annual General Meeting.

In attendance:

Sarah Emons, Township of Southwold
Trevor Thompson, Municipality of Chatham-Kent
Ken Loveland, Municipality of Dutton Dunwich
Larissa Vogler, Municipality of Lakeshore
Paul Tiessen, Municipality of Leamington
Hugh Aerts, Municipality of Middlesex Centre
Sandi Hipple, Municipality of Strathroy-Caradoc
Richard Leatham, Municipality of West Elgin

Regrets sent:

Paul Van Meerbergen, City of London
Mike Bondy, Municipality of Chatham-Kent
Martin Vink, Municipality of Southwest Middlesex
Amy Finn, Municipality of Chatham-Kent

6. Introduction of Guests

Guest Speaker:

Larry Cornelis

Award Winners:

Mark Gagner

Bob and Moira Kerr

Tara Cote

Stephane Cote

Augie Cote

George Arenque

Matthew Arenque

Volunteer Hero Award Winners:

Anne Velle

Kathy Flanagan

John and Jan Everett

Glenn Smith

Committee Groups:

Don Hector, Chatham-Kent and Lambton Waterfestival

Dan McKillop, LTVC Foundation Director

Bonnie Carey, LTVC Foundation Administrator

Gary Eagleson, Source Water Protection

Conservation Ontario:

Kate Franken, GM's Office, Projects Coordinator

Member Municipalities:

Hilda MacDonald, Mayor of Leamington and Essex County Warden

Larry Verbeke, Deputy Mayor of Leamington

Robin Greenall, CAO Municipality of West Elgin

Edward Soldo, GM Infrastructure and Engineering Services, Municipality of Chatham-Kent

Blaise Chevalier, Drainage Superintendent, Municipality of Chatham-Kent

Rob Pollock, Director, Parks, Fleet and Facilities, Municipality of Chatham-Kent

Grant Jones, Mayor of Southwold and Elgin County Warden

Community Members and Agencies:

Faith Hale, Ska:na Family Learning Centre

Julie MacDonald, Ridge Landfill Community Trust

Nikki Borst, landowner

John Lawrence, Urban Stewardship, Sunrise Rotary

7. Approval of Previous Meeting Minutes

Motion: AGM-2025-05

5. L. Vogler – K. Loveland

Moved that the Board of Directors minutes of the December 19, 2024 and February 3, 2025 meetings be approved.

CARRIED

8. Business Arising from the Minutes

None Declared.

9. Presentations

9.1) 2024 Annual Report

Amanda Blain provided a Power Point Presentation on the 2024 Annual Report for the LTVCA programs, services and events to the Board of Directors and guests.

9.2) The Lower Thames Valley Conservation Authority Precision Phosphorus Reduction Program

Andrew Mickle, on behalf of Donna Small, provided a presentation on the Lower Thames Valley Conservation Authority Precision Phosphorus Reduction Program.

10. New Business

None noted.

11. Business for Approval

11.1) 2024 Annual Report

Motion: AGM-2025-06

6. S. Hipple – T. Thompson

Moved that the LTVCA's 2024 Annual Report be approved as presented.

CARRIED

11.2) Election of Officers and Appointments to Committees

Motion: AGM-2025-07

7. K. Loveland – R. Leatham

Moved that Mark Peacock, CAO/Secretary-Treasurer be appointed to chair the 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 2025.

K. Loveland nominated P. Tiessen. P. Tiessen accepted the nomination.

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

Motion: AGM-2025-08

8. S. Emons – S. Hipple

Moved that nominations for Chair be closed.

CARRIED

P. Tiessen was declared to be elected as Chair.

b) Vice-Chairs

Mr. Peacock called for nominations for 1st Vice-Chair of the LTVCA for 2025.

P. Tiessen nominated S. Emons. S. Emons accepted the nomination.

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

Motion: AGM-2025-09

9. R. Leatham – H. Aerts

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

CARRIED

Mr. Peacock called for nominations for 2nd Vice-Chair of the LTVCA for 2025.

S. Hipple nominated T. Thompson. T. Thompson accepted the nomination.

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

Motion: AGM-2025-10

10. K. Loveland – H. Aerts

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

CARRIED

S. Emons was declared to be elected as 1st Vice-Chair and T. Thompson 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 2025.

K. Loveland nominated R. Leatham. R. Leatham accepted the nomination.

S. Hipple nominated H. Aerts. H. Aerts accepted the nomination.

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

Motion: AGM-2025-11

11. S. Emons – L. Vogler

Moved that nominations for the Executive Committee be closed.

CARRIED

R. Leatham and H. Aerts 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 2025.

T. Thompson 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-2025-12

12. K. Loveland – L. Vogler

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 2025.

S. Emons nominated L. Vogler. L. Vogler accepted the nomination.

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

Motion: AGM-2025-13

13. T. Thompson – K. Loveland

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

CARRIED

L. Vogler was declared a member 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 2025.

S. Hipple nominated L. Vogler. L. Vogler accepted the nomination.

S. Emons nominated T. Thompson. T. Thompson accepted the nomination.

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

Motion: AGM-2025-14

14. R. Leatham – L. Vogler

Moved that nominations for the Ice Management Committee be closed.

CARRIED

L. Vogler and T. Thompson were declared members of the Ice Management Committee.

Mr. Peacock congratulated those elected and turned the chair over to P. Tiessen, the Chair for 2025, to continue with the rest of the meeting.

11.3) 2025 Budget and Apportionment

Motion: AGM-2025-15

15. K. Loveland – S. Emons

Moved that the 2025 Municipal Apportionment be approved;

And That the participating municipalities be assessed for payment of \$1,973,916 which is comprised of Category 1 expenses of \$1,880,049; Category 3 expenses of (\$119,333) and Special Apportionment of \$213,200 (Category 1 & 2, Chatham-Kent);

And That each participating municipality's share of the 2025 Total municipal apportionment be calculated using "Modified Current Value Assessment." As shown in the table appended to this motion.

CARRIED

At the LTVCA the apportionment is approved with a weighted vote based on Current Value Assessment as calculated by the Ministry of Natural Resources. Eight of twelve members were present at the board meeting. The eight members represented 50.29 percent of the total weighted vote. All members of the board voted to approve the apportionment (100% of the 50.29% present). The motion carried.

Motion: AGM-2025-16

16. L. Vogler – T. Thompson

Moved that the 2025 proposed budget totalling \$8,175,032 be approved as presented in the accompanying budget tables.

CARRIED

11.4) Appointment of Auditor

Motion: AGM-2025-17

17. L. Vogler – R. Leatham

Moved that the firm of Baker Tilly be appointed as the auditor of the Lower Thames Valley Conservation Authority until the next Annual Meeting in February 2026.

CARRIED

11.5) Appointment of Bank

Motion: AGM-2025-18

18. K. Loveland – S. Hipple

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 2026.

CARRIED

11.6) Appointment of Solicitor

Motion: AGM-2025-19

19. L. Vogler – S. Emons

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 2026.

CARRIED

11.7) Authorization to Borrow

Motion: AGM-2025-20

20. H. Aerts – K. Loveland

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

11.8) Appointment to Conservation Ontario

Motion: AGM-2025-21

21. L. Vogler – T. Thompson

Moved that the Chair be appointed as Voting Representative; and the CAO as 1st Alternative.

CARRIED

11.9) 2025 Board of Directors Meeting Schedule

Thursday, April 17, 2025 – 2:00-4:00 pm

Thursday, June 19, 2025 – 2:00-4:00 pm

Thursday, August 21, 2025 – 2:00-4:00 pm

Thursday, October 16, 2025 – 2:00-4:00 pm

Thursday, December 18, 2025 – 2:00-4:00 pm

Thursday, February 19, 2026 – 2:00-4:00 pm

Motion: AGM-2025-22

22. S. Emons – S. Hipple

Moved that the meeting schedule for 2025 and the Annual General Meeting for 2026 be endorsed.

CARRIED

11.10) Administrative By-Law - Best Management Practices and Code of Conduct, Conflict of Interest Policies, Procedure for Election of Officers – Update Second Reading

Motion: AGM-2025-23

23. S. Emons – K. Loveland

Moved that the Board of Directors approves the second reading of the revised Administrative By-law and Best Management Practices and Code of Conduct, Conflict of Interest Policies, Procedure for Election of Officers Policy – updated By-law 2025-03; and

That the By-law continue to be posted on the Authority's website for public consultation and feedback.

CARRIED

12. Business for Information

12.1) CAO / Secretary Treasurer Report **Error! Bookmark not defined.**

- 12.2) 2024 Permit Statistics, Timelines and Compliance with O. Reg. 41/24
- 12.3) Water Management
- 12.4) Planning and Regulations
- 12.5) Conservation Lands
- 12.6) Conservation Services
- 12.7) Communications, Education and Outreach
- 12.8) Wheatley Two Creeks Association December Minutes

Motion: AGM-2025-24

24. S. Emons – L. Vogler

Moved that the Board of Directors receive the above reports, 12.1 through to 12.8, for information.

CARRIED

13. Correspondence

- 13.1) Update: Proposed regulation regarding Minister’s Permit and Review powers under the Conservation Authorities Act
- 13.2) Conservation Authority Agricultural Sector Representative – Advertisements Posted

Motion: AGM-2025-25

25. S. Hipple – K. Loveland

Moved that the Board of Directors receive correspondence 13.1 and 13.2, for information.

CARRIED

13. Other Business

None noted.

14. Adjournment

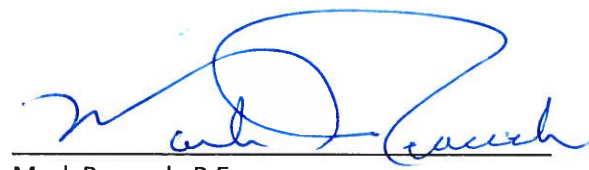
Motion: AGM-2025-26

26. R. Leatham – T. Thompson

Moved that the meeting be adjourned.

CARRIED

Paul Tiessen
Chair



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