



**BOARD OF DIRECTORS MEETING
WEDNESDAY, August 2nd, 2017 @ 6:30PM
TILLSONBURG ADMINISTRATION OFFICE**

AGENDA

1. Welcome
2. Additional Agenda Items
3. Disclosures of Interest
4. Deputations: none
5. Minutes of the Previous Meeting:
 - a) Board of Directors' Regular Meeting
– July 5th, 2017 Pg 1-9
6. Business Arising:
 - a) Bill 139 – Building Better Communities and Conserving
Watersheds Act, 2017 (C. Evanitski) Pg 10-12
 - b) Waterford North CA Gatehouse (P. Walther-Mabee) Pg 13-14
7. Review of Committee Minutes:
 - a) Backus Museum Committee – May 25th, 2017 Pg 15-17
8. Correspondence:
 - a) Township of Norwich Re: Conservation Authorities Act Pg 18-19
9. Development Applications: (L. Minshall)
 - a) Staff-approved applications Pg 20-28
 - b) New Applications Pg 29-32
10. New Business
 - a) General Manager's Report (C. Evanitski) Pg 33
 - b) LPRCA Marketing Update (J. Stefek) Pg 34-36
 - c) Haldimand Hydro Update (P. Walther-Mabee) Pg 37-38
 - d) 2nd Quarter Financials (J. Maxwell) Pg 39-51

11. Closed Session

- a) Closed Session minutes - May 7th, 2017
- b) Personnel matter – contract
- c) Out of Closed Session

Pg 1

12. Adjournment

PLEASE CALL 519-842-4242 OR 1-888-231-5408 IF YOU CANNOT ATTEND



**LONG POINT REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS – MINUTES
July 5th, 2017**

Members in attendance: Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten and Tom Southwick

Staff in attendance: C. Evanitski, J. Maxwell, L. Minshall, P. Walther-Mabee and D. McLachlan

Regrets: none

The LPRCA Chair called the meeting to order at 6:00 pm Wednesday, July 5th, 2017 in the Tillsonburg Administration Office Boardroom.

ADDITIONAL AGENDA ITEMS

MOTION A-160/17 moved: L. Bartlett seconded: M. Columbus

THAT the LPRCA Board of Directors add “Norfolk County Lakeshore Safety Strategy”, under New Business as item 10 (L) to the July 5th, 2017 agenda.

CARRIED

DISCLOSURES OF INTEREST

None

R. Geysens joined the meeting.

DEPUTATIONS

a) Mary Weber re: Norfolk County Shoreline Protection Plan

Ms. Weber provided recent drone footage of the Long Point shoreline. She requested that a single unified shoreline protection structure be permitted from the west end of Hastings Drive to the east end of the Provincial Park. The shoreline is eroding due to the recent high water levels in all the Great Lakes and the cottage owners are desperate to protect their properties. Ms. Weber requested that cottage owners be allowed to replace existing structures without a permit as it was felt that the LPRCA permitting process was too long and costly. It was also requested that LPRCA apply for government grants on behalf of the cottage owners to help offset the cost of shoreline protection.

D. Beres suggested that an updated Shoreline Management Plan, previously rejected by the Board, be reexamined.

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

MOTION A-161/17 moved: D. Hayes seconded: J. Scholten

THAT the LPRCA Board of Directors receives the deputation from Mary Weber regarding Norfolk County Shoreline Protection Plan as information.

CARRIED

C. Grice joined the meeting.

b) **Randy Mawhiney re: Norfolk County Shoreline Protection Plan**

Mr. Mawhiney said he did not agree with the 1989 LPRCA Shoreline Management Plan suggestions for Hastings Drive. In his opinion, cedar posts driven into the water backed by cement rubble is one of the best and cheapest methods to dissipate wave energy to reduce erosion and property loss.

MOTION A-162/17 moved: D. Hayes seconded: J. Scholten

THAT the LPRCA Board of Directors receives the deputation from Randy Mawhiney regarding Norfolk County Shoreline Protection Plan as information.

CARRIED

c) **Dave Cameron, Long Point Rate Payers Assn – re: Norfolk County Shoreline Protection Plan**

Mr. Cameron provided data regarding the lake levels. It was noted that due to the high water, there will be a high risk for flooding and erosion this fall. He noted that shoreline protection is working, more is needed and suggested that LPRCA accelerate and demystify the approval process for applicants.

MOTION A-163/17 moved: D. Hayes seconded: J. Scholten

THAT the LPRCA Board of Directors receives the deputation from Dave Cameron, Long Point Rate Payers Association regarding Norfolk County Shoreline Protection Plan as information.

CARRIED

MINUTES OF PREVIOUS MEETINGS

No questions or comments

MOTION A-164/17 moved: D. Hayes seconded: L. Bartlett

THAT the minutes of the LPRCA Board of Directors Regular Meeting held June 7, 2017 be adopted as circulated.

CARRIED

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

BUSINESS ARISING

None

REVIEW OF COMMITTEE MINUTES

None.

CORRESPONDENCE

None

DEVELOPMENT APPLICATIONS

a) Staff Approved applications

Staff approved 34 applications since the last meeting: LPRCA-183/16, LPRCA-51/17, LPRCA-89/17, LPRCA-84/17, LPRCA-92/17, LPRCA-93/17, LPRCA-94/17, LPRCA-95/17, LPRCA-97/17, LPRCA-98/17, LPRCA-99/17, LPRCA-101/17, LPRCA-102/17, LPRCA-103/17, LPRCA-105/17, LPRCA-106/17, LPRCA-108/17, LPRCA-109/17, LPRCA-110/17, LPRCA-113/17, LPRCA-115/17, LPRCA-116/17, LPRCA-117/17, LPRCA-118/17, LPRCA-119/17, LPRCA-120/17, LPRCA-123/17, LPRCA-125/17, LPRCA-127/17, LPRCA-128/17, LPRCA-129/17, LPRCA-136/17, LPRCA-138/17 and LPRCA-140/17.

Staff was asked and it was noted that all deck replacements within regulated areas require a permit from LPRCA.

MOTION A-165/17 moved: D. Hayes seconded: L. Bartlett

That the LPRCA Board of Directors receives the Staff Approved Section 28 Regulation Applications report dated June 22nd, 2017 as information.

CARRIED

b) New applications

The Planning Department recommended approval for four applications.

MOTION A-166/17 moved: D. Hayes seconded: D. Beres

THAT the LPRCA Board of Directors approves the following Development Applications contained within the background section of the report:

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

- A. For Work under Section 28 Regulations, Development, Interference with Wetlands & Alterations to Shorelines and Watercourses Regulations (R.R.O. 1990 Reg. 178/06),

LPRCA-111/17
LPRCA-143/17

LPRCA-139/17
LPRCA-144/17

- B. That the designated officers of LPRCA be authorized to complete the approval process for this Development Application, as far as it relates to LPRCA's mandate and related Regulations.

CARRIED

NEW BUSINESS

a) GENERAL MANAGER'S REPORT

The GM and the Chair provided further information regarding the recent Canada 150 Funding announcement in Caledonia. LPRCA will receive \$26,400 to be divided between Backus and Waterford North to offset the cost of hydro upgrades.

MOTION A-167/17

moved: D. Beres

seconded: L. Bartlett

THAT the LPRCA Board of Directors receives the General Manager's Report for June 2017 as information.

CARRIED

b) CONSERVATION AUTHORITIES ACT REVIEW UPDATE

The updated report from the Province entitled "*Conserving Our Future – A Modernized Conservation Authorities Act*" has passed first reading in the provincial legislature. Second and third readings are anticipated this fall. The GM noted that the Province has approached the Treasury Board to consider the cost of provincially mandated services provided by the conservation authorities and assess provincial funding support for said services.

R. Chambers noted that the Ontario Municipal Board is being removed under Bill 139 and asked what the impact on conservation authorities would be. Staff was directed to identify any implications to the Conservation Authority.

MOTION A-168/17

moved: D. Beres

seconded: L. Bartlett

*THAT the LPRCA Board of Directors receives the Conservation Authorities Act Review Update as information;
AND THAT LPRCA staff present an update to interested watershed municipalities.*

CARRIED

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

c) 2017 CAPITAL PROJECTS UPDATE

Staff provided an update on the status of the 2017 capital projects. Six kayaks have been purchased and staff is investigating purchasing further equipment. Funding has been approved for the Teeterville Dam Sediment Management Plan and Dam Maintenance Study and the Vittoria Sediment Management Plan and Dam Hazard Classification. Staff is currently producing Request for Proposal documentation to be released shortly.

MOTION A-169/17 moved: L. Bartlett seconded: J. Scholten

THAT the LPRCA Board of Directors receives the staff report dated June 1st, 2017 regarding the 2017 Capital Projects as information.

CARRIED

d) PARK TOUR UPDATE

Staff said parks have been busy as it is now prime camping season. The Waterford North CA gatehouse was not in the 2017 budget but Board members and staff believe revenue is being lost due to the location of the current gatehouse. This item will be discussed further at the August meeting.

P. Walther-Mabee said a digital work order system is being developed for the Workshop.

MOTION A-170/17 moved: L. Bartlett seconded: J. Scholten

THAT the LPRCA Board of Directors accepts the Park Tour Update as information; AND THAT staff prepare a report re: A new Waterford CA Gatehouse” for the August meeting.

CARRIED

The meeting resumed after a 10 minute break.

e) HEARING PROCEDURES POLICY

The updated step-by-step procedure adheres to the *Conservation Authorities Act* and conforms to the Ministry of Natural Resources and Forestry (MNR) Hearing Guidelines. It was noted that the Board has the option to pass the decision motion without going into a closed session. A closed session is recommended if the Board requires further discussion before making a decision. The Chair’s Remarks are required by law to tell proponents about the Hearing process; however, to simplify the process, one reading could suffice for all of the hearing applicants who are present.

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

MOTION A-171/17

moved: J. Scholten

seconded: R. Geysens

THAT the LPRCA Board of Directors approves the LPRCA Hearing Procedures Policy as amended.

CARRIED

f) FLOOD CONTINGENCY PLAN

Conservation authorities take the provincial lead for flood forecasting and warning in Ontario's Flood Emergency Response Plan. Each Authority maintains a flood contingency plan approved by the Board. The Plan defines the relative roles of the municipalities, the Conservation Authority and the MNRF, and sets out how communication flows between those organizations before and during an event.

MOTION A-172/17

moved: D. Hayes

seconded: M. Columbus

THAT the LPRCA Board of Directors approves the LPRCA 2017 Flood Contingency Plan.

CARRIED

g) NORFOLK COUNTY SHORELINE PROTECTION PLAN

D. Brunton suggested using the 2017 Riggs coastal engineering report that was done for the Woodstock Avenue properties to assist with the remainder of the properties in Long Point, with the exception of Hastings Drive, so that the cottage owners may proceed with protecting their properties. Staff reiterated that repair and replacement of existing structures is permitted under LPRCA regulations, whereas, new, different or expanded structures require a coastal engineer's report to determine that the works will not affect the neighbours' property or the beach. C. Grice voiced his concern, wondering how any works completed at Long Point without a proper coastal engineering report would affect down drift areas.

R. Geysens stated that he believed that the posts and rubble combination appears to be suitable for Hastings Drive. He suggested that Hastings Drive property owners be allowed new rubble material to maintain and repair what they have and also be allowed continuation of the existing to fill the gaps.

R. Chambers suggested that on an emergency basis shoreline protection consistent with neighbouring properties and least likely to impact neighbours and the beach be allowed in order to protect personal property and that approvals be granted as expeditiously as possible. He added that staff is to use their professional judgment, any engineering studies applicable and that the engineering principles in those studies can be used along with staff common sense and the input of the property owners. There was concurrence.

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

MOTION A-173/17

moved: R. Chambers

seconded: D. Beres

*THAT the LPRCA Board of Directors approves on an emergency basis shoreline protection deemed not to impact neighbouring properties and least likely to impact the neighbours or the beach;
AND FURTHER that approvals be granted as expeditiously as possible.*

A recorded vote was called.

Members L. Bartlett, D. Beres, D. Brunton, R. Chambers, M. Columbus, R. Geysens, N. Haydt, D. Hayes, J. Scholten and T. Southwick voting in favour and C. Grice voting against.

CARRIED**MOTION A-174/17**

moved: J. Scholten

seconded: R. Geysens

THAT a letter be sent to Premier Wynne and the Honourable Kathryn McGarry, Minister of Natural Resources and Forestry, requesting that the Province of Ontario review the Shoreline Property Assistance Act to provide further options for landowners to undertake shoreline protection improvements, with copies to local MP's and MPP's.

CARRIED**h) POLICIES AND REGULATIONS**

D. Hayes called for a motion that the GM send all policies and documents being used by staff to make decisions to the Board. Staff responded that all Board approved policies are currently posted on the website. The Section 28 Committee has reviewed the draft policies but has not yet approved them and, therefore, they remain unpublished. The 2014 Riggs report was commissioned by LPRCA for a particular section of Long Point along Hastings Drive.

MOTION A-175/17

moved: D. Hayes

seconded: T. Southwick

THAT the GM send all policies and regulations being used by the Planning Department and any supporting resolutions on request.

CARRIED**MOTION A-176/17**

moved: M. Columbus

seconded: D. Brunton

THAT the LPRCA Board of Directors approves conducting business beyond the 3-hour limit.

CARRIED

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

i) POLICY MEETING

The Section 28 Draft Policy was sent to the municipalities for review and 3 comments were received back. Staff was directed to call a meeting to review the final draft to recommend Board approval.

i) LPRCA WEBSITE

D. Hayes called for a motion that the GM post on the LPRCA website all policies and regulations that the planning department uses to make decisions. Staff has limited the website posting to Board approved policies to make the viewing cleaner and simpler for the viewer as there is a lot of material that staff use in the decision-making process. Staff is also in the process revamping the website to make it more user friendly. The motion was withdrawn.

k) 2017 LPRCA BOARD MEETING SCHEDULE

The Board requested additional meetings be added to the original meeting schedule approved at the December 7, 2016 meeting. Along with this meeting, there are now meetings scheduled for September 6th, October 4th, November 1st and December 6th, 2017. The Watershed Tour will be scheduled for some time in October to again include local dignitaries.

MOTION A-177/17

moved: L. Bartlett

seconded: D. Beres

THAT the LPRCA Board of Directors approves the revised 2017 meeting schedule; AND THAT staff will organize a watershed tour in the fall.

CARRIED

I) NORFOLK COUNTY LAKESHORE SAFETY STRATEGY

The Norfolk County Lakeshore Safety Strategy was presented at Norfolk County Council the previous evening. The document addresses safe access/egress in the Long Point and Turkey Point resort areas.

MOTION A-178/17

moved: R. Geysens

seconded: D. Hayes

THAT the LPRCA Board of Directors adopts the 2017 Norfolk County Lakeshore Safety Strategy as a joint strategy to safeguard public health and safety during flood and storm events in Long Point and Turkey Point Resort Areas, and

THAT LPRCA continues to work with Norfolk County to refine the Safety Strategy document in preparation for its consideration by the Ontario Ministry of Municipal Affairs, and

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus, Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick

THAT LPRCA accepts the Safety Strategy as providing the equivalent of Safe Access/Egress appropriate for the nature of development and the natural hazard, for the purposes of administering Ontario Regulation 178/06 in the Long Point and Turkey Point Resort Areas, pending ratification of the said Strategy by Norfolk County Council.

CARRIED

The Chair adjourned the meeting at 9:20pm.

Noel Haydt
Chair

Dana McLachlan
Administrative Assistant

FULL AUTHORITY COMMITTEE MEMBERS

Leroy Bartlett, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten, Tom Southwick



LONG POINT REGION CONSERVATION AUTHORITY
STAFF REPORT

Date: July 24th, 2017 **File:** 1.2.1
To: Chair and Members
LPRCA Board of Directors
From: General Manager, LPRCA
Re: **Bill 139: Building Better Communities and Conserving Watersheds Act, 2017** (C. Evanitski)

RECOMMENDATION

That the Board of Directors receives the Bill 139: *Building Better Communities and Conserving Watersheds* Report as information.

STRATEGIC GOAL

Goal #4 – Work collaboratively with watershed stakeholders to deliver high-value, efficient and innovative solutions.

BACKGROUND

Bill 139: *Building Better Communities and Conserving Watersheds* is an omnibus bill that received first reading in the provincial legislature on May 30th. It intends to:

- enact the Local Planning Appeal Tribunal Act, 2017
- enact Local Planning Appeal Support Centre Act, 2017
- amend the Planning Act
- amend the Conservation Authorities Act
- amend various other Acts.

Bill 139, which includes several changes to the Conservation Authorities Act (Schedule 4 attached), is expected to receive second and third reading this fall. Bill 139 is an omnibus bill which is a single document that is accepted in a single vote by the legislature but packages together several measures into one or combines diverse subjects. Because of their large size and scope, omnibus bills limit opportunities for debate and scrutiny. As such, if this Bill does not pass, the proposed changes to the Conservation Authorities Act will be defeated.

BUDGET IMPLICATION

LPRCA's annual provincial transfer payment is approximately \$68,500.

Prepared and submitted by:

Cliff Evanitski
General Manager/Secretary-Treasurer

SCHEDULE 4

AMENDMENTS TO THE CONSERVATION AUTHORITIES ACT

The Schedule makes numerous amendments to the Conservation Authorities Act. In addition to many housekeeping amendments, the Schedule makes more significant amendments as follows: A new purpose section (section 0.1) is added to the Act. Various amendments are made in relation to the enlargement of the area of jurisdiction of an authority, the amalgamation of two or more authorities and the dissolution of an authority (sections 10, 11 and 13.1), including amendments relating to the notice that is required before some of these events can occur. Also, the amendments to section 11 add a requirement for the Minister's approval of any amalgamation of two or more authorities. Some amendments are made in relation to the membership and governance of authorities (sections 14 to 19.1). The rules relating to the appointment and term of office of members of an authority are clarified. The maximum term of office of a member is increased from three to four years. A requirement that meetings of the authority be open to the public is added, subject to exceptions that may be provided in an authority's by-laws. Authorities are required to establish advisory boards in accordance with the regulations. A new section 19.1 is enacted setting out the power of an authority to make by-laws in relation to its governance, including its meetings, employees, officers and its executive committee. Many of these powers were previously regulation-making powers that the authorities held under section 30 of the Act. The Minister may direct an authority to make or amend a by-law within a specified time. If the authority fails to do so, the Minister has the power to make a regulation that has the same effect as the by-law was intended to have. Amendments are made to the objects, powers and duties of authorities (sections 20 to 27.1) in particular their powers in relation to programs and services and in relation to projects that they undertake. New section 21.1 sets out the three types of programs and services that an authority is required or permitted to provide: the mandatory programs and services that are required by regulation, the municipal programs and services that it provides on behalf of municipalities and other programs and services that it determines to provide to further its objects. New section 21.2 sets out the rules for when an authority may charge fees for the programs and services it provides and the rules for determining the amount of the fees charged. Authorities are required to maintain a fee schedule that sets out the programs and services in respect of which it charges a fee and the amount of the fees. The fee schedule is set out in a written fee policy that is available to the public. Persons who are charged a fee by an authority may apply to the authority to reconsider the charging of the fee or the amount of the fee. Sections 24 to 27 of the Act are repealed and replaced with new sections allowing authorities to recover their capital costs with respect to projects that they undertake and their operating expenses from their participating municipalities. Currently the apportionment of those costs and expenses is based on a determination of the benefit each participating municipality receives from a project or from the authority. The amendments provide that the apportionment will be determined in accordance with the regulations. The provisions regulating activities that may be carried out in the areas over which authorities have jurisdiction are substantively amended (sections 28 and 29). Section 28 of the Act is repealed. That section currently gives authorities certain regulation-making powers, including the power to regulate the straightening, changing and diverting of watercourses and development in their areas of jurisdiction and to prohibit or require the permission of the authority for such activities. The reenacted section 28 prohibits such activities so that the previous regulation-making power is no longer required. Furthermore, new section 28.1 gives the authorities the power to issue permits allowing persons to engage in the prohibited activities and section 28.3 allows authorities to cancel the permits in specified circumstances. New regulation-making powers are set out in section 28.5 in respect of activities that impact the conservation, restoration, development or management of natural resources. Sections 30 and 30.1 are repealed and sections 30 to 30.4 are enacted in relation to the enforcement of the Act and offences. Authorities are given the power to appoint officers who may enter lands to ensure compliance with the Act, the regulations and with permit

conditions. The officers are also given the power to issue stop orders in specified circumstances. Offences for contraventions of the Act, the regulations, permit conditions and stop orders are set out in section 30.4 and the maximum fines under the Act are increased from \$10,000 to \$50,000 in the case of an individual and to \$1,000,000 in the case of a corporation. An additional fine of \$10,000 a day for individuals and \$200,000 a day for corporations may be imposed for each day the offence continues after the conviction. Section 30.6 expands the existing powers of the court when ordering persons convicted of an offence to repair or rehabilitate any damage resulting from the commission of the offence. Various regulation-making powers are enacted.



**LONG POINT REGION CONSERVATION AUTHORITY
STAFF REPORT**

Date: Monday July 24th, 2017 **File:** 2.1.C.3.1
To: Chair and Members,
LPRCA Board of Directors
From: General Manager, LPRCA
Re: **WATERFORD GATEHOUSE** (Pam Walther-Mabee)

RECOMMENDATION

**THAT the LPRCA Board of Directors accepts the Gatehouse report as information;
AND THAT staff continues to explore options to be presented during the 2018 budget process.**

STRATEGIC GOAL

Goal #3

Link people to the environment through outdoor, education and cultural heritage experiences.

Goal #4

Maintain an organization committed to teamwork, positive change and excellence.

BACKGROUND

In 2015 it was identified that Waterford North CA was to move forward with a capital upgrade of a gatehouse. It was further identified that the most advantageous position of the gatehouse would be at the entrance to the property. During the capital budget process construction plans were drawn up and the gatehouse was modeled after the one at Backus Heritage CA. \$40,000 was identified in the 2016 capital budget for the project.

In 2016, the process stalled with conflicting requirements, and the \$40,000 capital project fund for the gatehouse was re-appropriated for Haldimand hydro (\$18,000) and the water system at Backus (\$18,345). To date, \$3,655 was spent on plans and engineering fees.

In July, 2017 LPRCA Board of Directors asked staff to revisit this project to help control leakage of revenue, - specifically day-pass gate receipts at Waterford North CA.

OPTIONS:

1. The gatehouse could be located further back from the entrance and have significant fencing installed to ensure that customers are only permitted to enter through the gatehouse. This area is zoned Outdoor Space and a gatehouse is permitted provided it meets setback for Provincially Significant Wetlands.
2. A shed that is less than 108 square feet is an option – does not require a building permit but would still require a permit from LPRCA under the Conservation Authorities Act, as the entrance is in a regulated area.
A small gate house presents a couple of issues: security, staffing (i.e. budget to have a full-time gate staff, safety, and break and lunch relief) computer terminal, safe installation. Staff has recently visited other CAs with smaller gatehouses and thinks this might be a cost-effective and reliable solution.
3. The third option is to proceed with the pre-designed gatehouse in the original location, and determine costs for construction, minor variance, planning permits, etc. This gatehouse may need to be AODA compliant and possibly require a septic system.

The business plan for Waterford North CA is being worked on and any future development should coincide with that plan. All 3 options are being concurrently worked on for budget deliberations.

BUDGET IMPLICATION:

Waterford North CA is at 21% of its 2017 budget of \$11,000.00 (as of June 31, 2017) target for day-use entrance fees. Construction of any building or structure would not impact the collection of fees in the 2017 season.

Other parks are currently at:

Haldimand	46% of 2017 budget of \$1200.00
Norfolk	21% of 2017 budget of \$2100.00
Deer Creek	28% of 2017 budget of \$23,000.00
Backus	35% of 2017 budget of \$10,000.00

Cost options for the Waterford gatehouse will be determined in preparation for the 2018 budget.

Prepared by:



Pam Walther-Mabee
Manager of Conservation Land Services

Approved and submitted by:



Cliff Evanitski
General Manager

LONG POINT REGION CONSERVATION AUTHORITY

BACKUS MUSEUM COMMITTEE - MINUTES May 25, 2017

File: 1.1.3

Present: Robert Chambers, Ron Sackrider, Betty Chanyi, and Julie Stone

Regrets: Noel Hyatt, Mike Columbus, Roger Geysens

Absent: Madeline Wilson

Staff: Pam Walther-Mabee, Sheila A. Johnson and Brandon Good

1. Welcome

Chair Ron Sackrider opened the meeting. Meeting commenced at 1:00 pm.

2. Disclosure of Pecuniary Interests: None

3. Minutes of the Previous Meeting – April 28, 2017

Julie asked that the minutes record that the NORfolktales event will include 3 workshops at Norfolk County museums and one workshop in the Norfolk Art Gallery, a residency in Backus Heritage Village for 1 week and a theatre production over 4 nights. **Motion to approve the amended minutes by Robert Geysens, seconded by Betty Chanyi. Carried.**

4. Additional Agenda Items: None

5. Deputations: None

6. Business Arising:

a. Options Report: Strategic Plan for Backus Heritage Village:

Sheila presented a draft Options Report for consideration of the Backus Museum Committee. She outlined that the costs to implement the strategic plan will require a second full time seasonal position and an additional 6 weeks of time for 4 students to expand the operation season from May 1 to mid October. Additional staffing costs will be approximately \$50,145. Two options for implementation were presented: \$50,145 over 1 year or phased in over 3 years. Ron identified that in addition to operating costs, capital repairs and restoration of the heritage buildings will be needed. Betty and Julie both emphasised that support from LPRCA for the strategic plan is critical to the success of Backus Heritage Museum.

Robert Chambers, Ron Sackrider, Betty Chanyi and Julie Stone

LONG POINT REGION CONSERVATION AUTHORITY
BACKUS MUSEUM COMMITTEE - MINUTES May 25, 2017

Motion by Betty Chanyi and seconded by Robert Chambers that the Backus Museum Committee approve the phased implementation of the Backus Heritage Strategic Plan from 2018 – 2020. Carried

7. New Business:

a. NORfolktales Update:

Julie Stone provided an update on the NORfolktales project. She described the success of the first workshop at Waterford Museum and distributed posters on the upcoming workshop in June at the Port Dover Museum. Julie provided copies of media coverage in the Simcoe Reformer and Port Rowan Good News. She cautioned that the success of the project will depend on better promotion through the LPRCA channels. Website updates and social media stories are needed ASAP. Sheila recognized the outstanding work by Julie Stone on community outreach, communications and promotions. The current success of the NORfolktales project is due in large part to Julie's work.

b. Picnic Table:

Betty Chanyi provided the committee with an update on the World's Largest Picnic Table event. She outlined the Guinness Book of Records progress, entertainment, and food trucks. Pam explained that Food Truck owners will need to provide proof of insurance with a hold harmless for LPRCA, a \$50 fee, and a copy of their current health certificate from Norfolk County.

c. Vintage Base Ball Team:

Sheila provided an update on the Norfolk North and Norfolk South vintage base ball teams. Fanshawe College Technical Costume Production program is currently sewing 20 shirts and 20 trousers. They will also make 20 removable shields to button on the shirts. Teams will be set up randomly when players arrive and the games have all been scheduled. All games will take place in newly named Becker Field near the north gate to the Heritage Village.

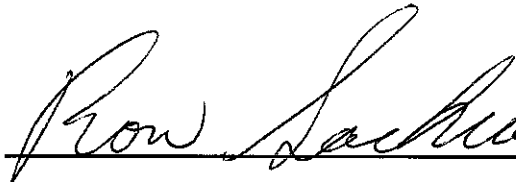
8. Presentations: None.

9. Meeting adjourned at 2:05 pm.

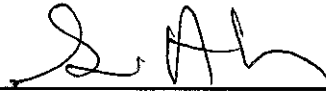
Next meeting on

Robert Chambers, Ron Sackrider, Betty Chanyi and Julie Stone

**LONG POINT REGION CONSERVATION AUTHORITY
BACKUS MUSEUM COMMITTEE - MINUTES May 25, 2017**



Ron Sackrider
Chair



Sheila Johnson
Curator

Robert Chambers, Ron Sackrider, Betty Chanyi and Julie Stone



THE CORPORATION OF THE TOWNSHIP OF NORWICH

June 22, 2017

Honourable Kathryn McGarry
Minister of Natural Resources and Forestry
300 Water Street
Peterborough, Ontario
K9J 8M5

Dear Ms. McGarry

Re: Conservation Authorities Act

At their meeting held Tuesday June 20, 2017 the Council of the Township of Norwich supported a resolution from the Municipality of Brockton which opposed the proposed amendment to the Conservation Authorities Act which would require that Conservation Authority Boards have a composition of 50% of their members with scientific backgrounds.

I have enclosed a copy of their resolution for your information.

Sincerely

Kimberley Armstrong
Deputy Clerk

cc. Mr. Ernie Hardeman, MPP Oxford County
Long Point Region Conservation Authority
Grand River Conservation Authority
Upper Thames River Conservation Authority

Enclosure

The Corporation of the Municipality of Brockton

Number: 17-14-174

Session: May 23, 2017

Moved By: [Signature]

Seconded By: Bill Bell

12.3 Oppose Amendment to the Conservation Authorities Act

Whereas the provincial government has proposed to amend the Conservation Authorities Act.

Whereas the amendment will require Conservation Authority Boards to have a composition of 50% members with scientific backgrounds.

Whereas the amendment will restrict the ability of municipal councils to appoint board members.

Be it resolved that the municipality of Brockton oppose the amendment to the Conservation Authorities Act.

Member of Council	Yea	Nay
Adams, Steve		
Bell, Bill		
Gieruszak, Dan		
Inglis, David		
Leifso, Dean		
Oberle, Chris		
Peabody, Chris		
Totals		

Carried

[Signature]

Defeated



LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: June 22, 2017

File: 3.3.1

To: Chair and Members,
LPRCA Board of Directors

From: General Manager, LPRCA

Re: Section 28 Regulation – Staff Approved Applications
Development, Interference with Wetlands & Alterations to Shorelines and
Watercourses Regulations (R.R.O. 1990 Reg. 178/06)

RECOMMENDATION

THAT the LPRCA Board of Directors receives the Staff Approved Section 28 Regulation Applications report as information.

STRATEGIC PLAN

Goal #1 - To develop and maintain programs that will protect life and property from natural hazards such as flooding and erosion.

BACKGROUND

Application# LPRCA-14/17

Plan 43, Lot 29, 36 North Street East, Oxford - Norwich

- The proposed work - to construct a 47m² non-habitable accessory building;
- A satisfactory site plan and construction details were submitted;
- There is no feasible alternative outside of the erosion hazard, no closer to the existing top of bank than the existing development and is located within the area of least risk;
- The application is within the riverine hazard and should not negatively affect the slope stability.

Application# LPRCA-126/17

Plan 353, Lot 15, 16, 17, 18, 19, 3 Hugh Lane, Norfolk – South Walsingham

- The proposed work - to construct a minor 5m² addition, a 5m² covered deck, a 34m² deck, internal renovations, a 10.5m² non-habitable accessory building, and replace and modify the roof approximately 46 metres from a wetland;
- A satisfactory site plan and construction details were submitted;
- The application is within the regulated flood hazard of Lake Erie and the control of flooding should not be affected by the proposed development; and
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.

Application# LPRCA-130/17

Plan 324, Lot 8C, 36 Private Lane, Norfolk – South Walsingham

- The proposed work - construct a 30m² deck over the existing garage;
- A satisfactory site plan and construction details were submitted;
- There is no opportunity for conversion into habitable space;
- The application is within the Lake Erie shoreline flooding hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-132/17

Con 11, Lot 15, Haldimand - Walpole

- The proposed work - to remove and place material for the purpose of inspecting and repairing an existing pipeline;
- The excavation area will be approximately 50m long X 18m wide X 2m deep;
- After pipeline inspection/repair is completed the site will be re-established to the original grade and revegetated;
- The application is within the riverine flooding hazard and it will not negatively affect flood flows.

Application# LPRCA-133/17

Con 7, Lot 8, Haldimand - Walpole

- The proposed work - to remove and place material for the purpose of inspecting and repairing an existing pipeline;
- The excavation area will be approximately 20m long X 10m wide X 2m deep;
- After pipeline inspection/repair is completed the site will be re-established to the original grade and revegetated;
- The application is within the riverine flooding hazard and it will not negatively affect flood flows.

Application# LPRCA-137/17

Con 1, Lot 1, 38 Charlotteville Road 2, Norfolk - Charlotteville

- The proposed work - construct a cover over an existing 39m² deck approximately 31 metres from a wetland;
- A satisfactory site plan and construction details were submitted;
- No grading is proposed;
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this proposed development.

Application# LPRCA-141/17 – PERMIT RENEWAL

Plan 232, Lot 11 & 12, 6 Snider Crescent, Norfolk - Woodhouse

- The proposed work - Permit renewal for the construction of a replacement shoreline protection structure and boat ramp;
- There are no modifications to the original application submitted;
- The application is within the Lake Erie shoreline flooding and erosion hazard and this proposal will not negatively affect the control of flooding or erosion of the shoreline.

Application# LPRCA-134/17

Con 5, Lot 8, Haldimand - Walpole

- The proposed work - to remove and place material for the purpose of inspecting and repairing an existing pipeline;
- The excavation area will be approximately 20m long X 18m wide X 2m deep;
- After pipeline inspection/repair is completed the site will be re-established to the original grade and revegetated;
- The application is within the regulated area adjacent to wetland. The hydrologic function of the wetland should not be negatively impacted by this development.

Application# LPRCA-135/17

Con 4, Lot 8, Haldimand - Walpole

- The proposed work - to remove and place material for the purpose of inspecting and repairing an existing pipeline;
- The excavation area will be approximately 50m long X 18m wide X 2m deep;
- After pipeline inspection/repair is completed the site will be re-established to the original grade and revegetated;
- The application is within the regulated area adjacent to wetland. The hydrologic function of the wetland should not be negatively impacted by this development.

Application# LPRCA-142/17

Concession1, Part Lot 9, 39 Lakeview Lane, Haldimand - Rainham

- The proposed work – to raise the existing seasonal dwelling on concrete columns;
- A satisfactory site layout and design drawing was submitted in support of this application;
- The application is within the Lake Erie shoreline flood hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-145/17

Plan 190, Lot 143, 13 Ferris Street, Norfolk - Charlotteville

- The proposed work - recognize the construction of a 16.4m² non-habitable accessory building;
- A satisfactory site plan and construction details were submitted;
- There is no opportunity for conversion into habitable space;
- The application is within the Lake Erie shoreline flood hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-146/17

Plan 500, Lot 542, 13 Delevan Crescent, Oxford - Tillsonburg

- The proposed work - construct a 44.6m² deck;
- A satisfactory site plan and construction details were submitted;
- There is no opportunity for conversion into habitable space;
- The application is within the riverine flooding hazard and it will not negatively affect the control of flooding.

Application# LPRCA-148/17Concession 1, Part Lot 12, 1018 Lakeshore Road, Haldimand - Rainham

- The proposed work – to construct a 37 m² open deck;
- There is no opportunity for conversion into habitable space in the future;
- The application is within the Lake Erie shoreline flood hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-149/17Concession 1, Part lot 11, 11 Swallow Lane, Haldimand - Rainham

- The proposed work - to place a shipping container;
- There is no opportunity for conversion into habitable space in the future;
- The application is within the Lake Erie shoreline flood hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-151/17Plan436, Lot 423, 3 Howey Avenue., Norfolk – South Walsingham

- The proposed work - to recognize the construction of a roof over the existing concrete porch and to construct a 64m² pre-fabricated canopy over existing cement driveway approximately 30 metres from a wetland;
- There is no opportunity for conversion into habitable space in the future;
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.
- The application is within the Lake Erie shoreline flood hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-152/17Con 9 & 10, Lot 23, 1803 McDowell Road East, Norfolk - Charlotteville

- The proposed work – dredge two existing irrigation ponds, one located within a wetland;
- A satisfactory site plan was submitted;
- All dredged material will be placed outside of the wetland;
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development;
- The application is within the riverine flood hazard of Lynn-Black Creek and the control of flooding should not be affected.

Application# LPRCA-153/17Con 5, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-154/17

Con 5, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-155/17

Con 5, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-156/17

Con 5, Lot 12, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-157/17

Con 6, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-158/17

Con 6, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the

proposed development.

Application# LPRCA-159/17

Con 6, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-160/17

Con 6, Lot 12, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-161/17

Con 7, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-162/17

Con 7, Lot 13, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-163/17

Con 9, Lot 12, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the

proposed development.

Application# LPRCA-164/17

Con 12, Lot 12, Norfolk County – North Walsingham

- The proposed work - to install conduit for fiber optic delivery using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Big Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-167/17

Con 8, Lot 4, East side of Church Street, Haldimand – Walpole

- The proposed work - to install Bell Canada utilities using a directional drill method;
- A design drawing was submitted;
- An emergency response and contingency plan was submitted;
- The application is within the regulation limit associated with a tributary of Sandusk Creek and the control of flooding and erosion should not be affected by the proposed development.

Application# LPRCA-168/17

Plan 429, Lot 46, 33 Willow Avenue, Norfolk – South Walsingham

- The proposed work - to construct a 18.8m² deck approximately 77 metres from a wetland;
- A satisfactory site plan and construction details were submitted;
- The application is within the regulated area adjacent to a Provincially Significant Wetland. The hydrologic function of the wetland will not be negatively impacted by this development;
- The application is within the Lake Erie shoreline flooding hazard and this proposal will not negatively affect the control of flooding.

Application# LPRCA-169/17

Concession 4, Lot 21, 3796 Toll Gate Road, Elgin - Bayham

- The proposed work - to construct a 67 m² addition onto an existing single family dwelling approximately 55 metres from a wetland;
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.

Application# LPRCA-171/17

Plan29B, Lot 8 ,9, 36 Mill Pond Road, Norfolk – Charlotteville

- The proposed work - construct a 64m² second storey addition, a 76m² attached garage and the associated grading approximately 31 metres from a wetland;
- A satisfactory site plan and construction details were submitted;
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.

Application# LPRCA-177/17

Concession 5, Part Lot 8, 648 Conc. 6 Road, Norfolk County – Woodhouse

- The proposed work - construct three oxbow scars;
- A satisfactory site plan and construction details were submitted;
- The works are to be done under the supervision of the Lands and Waters Supervisor;
- The application is within the riverine flooding hazard associated with Black Creek and the proposed work should not negatively affect the control of flooding.

Application# LPRCA-181/17-PERMIT RENEWAL

Plan 301, Lots 14 & 15, 337 Cedar Drive, Norfolk - Charlotteville

- The proposed work - Permit renewal for the construction of a seasonal residence and septic system;
- There are no modifications to the original application submitted;
- The application is within the Lake Erie shoreline flood hazard and this proposal will not negatively affect the control of flooding.

BUDGET IMPLICATION

N/A

Prepared by:



Bonnie Bravener
Resource Technician

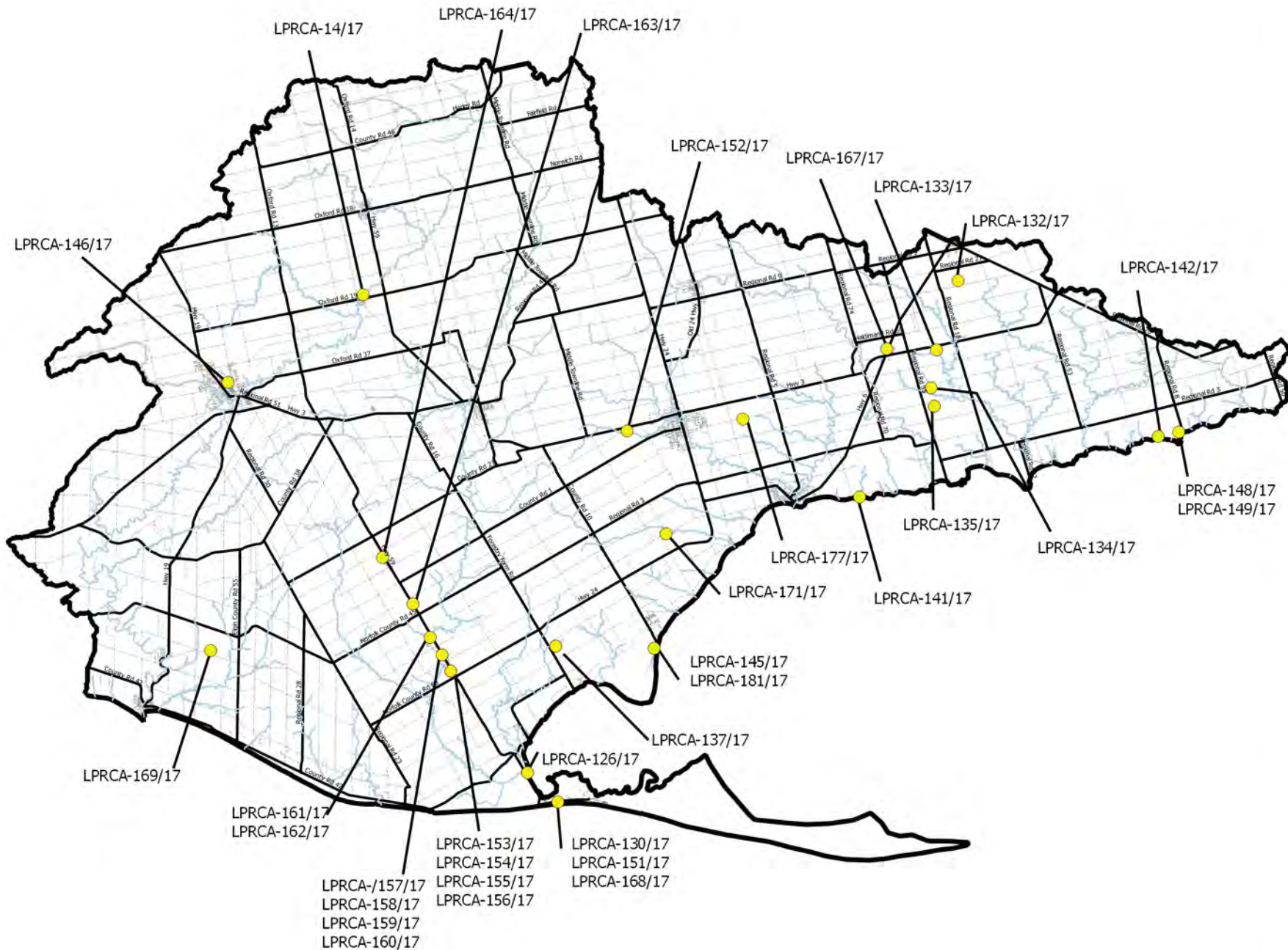
Approved and submitted by:



Cliff Evanitski
General Manager



SUMMARY MAP APPROVED APPLICATIONS



The Long Point Region Conservation Authority (LPRCA) assumes no responsibility for the correctness of the information contained in this map nor liability to any user of such information, regardless of the purpose. (2017)



LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: August 2, 2017

File: 3.3.1

To: Chair and Members,
LPRCA Board of Directors

From: General Manager, LPRCA

Re: Section 28 Regulation Approval
Development, Interference with Wetlands & Alterations to Shorelines and
Watercourses Regulations (R.R.O. 1990 Reg. 178/06)

RECOMMENDATION

THAT the LPRCA Board of Directors approves the following Development Applications contained within the background section of this report:

A. For Work under Section 28 Regulations, Development, Interference with Wetlands & Alterations to Shorelines and Watercourses Regulations (R.R.O. 1990 Reg. 178/06),

LPRCA-85/17
LPRCA-90/17
LPRCA-107/17
LPRCA-147/17
LPRCA-150/17

LPRCA-179/17
LPRCA-182/17

B. That the designated officers of LPRCA be authorized to complete the approval process for this Development Application, as far as it relates to LPRCA's mandate and related Regulations.

STRATEGIC PLAN

Goal #1 - To develop and maintain programs that will protect life and property from natural hazards such as flooding and erosion.

BACKGROUND

Application# LPRCA-85/17

Plan 251, Lot 27, 103 Hastings Drive, Norfolk – South Walsingham

- The proposed work – to construct a 47 m² dock on helical piers elevated above the wave uprush elevation;
- The application is within the flood and erosion hazard associated with Lake Erie;
- Satisfactory design drawings and construction methodologies were submitted in support of this application;
- This proposal is not in accordance with the currently approved Shoreline Management Plan. However, the applicant has addressed the control of flooding, erosion and dynamic beach.

Application# LPRCA-90/17Concession A, Part Lot 13 & 14, 49 Cedar Drive, Norfolk - Charlotteville

- The proposed work – to demolish and reconstruct a same size, 151.6m² single storey seasonal residence;
- The proposed structure is flood proofed and a satisfactory engineered foundation design was submitted in support of this application;
- A satisfactory site layout and building design plans were submitted;
- The replacement structure is no closer to the lake than the former structure;
- The application is in accordance with the Long Point Region Shoreline Management Plan;
- The application is within the Lake Erie flood hazard and the control of flooding should not be affected by the development.

Application# LPRCA-107/17Plan 374, Lot 16, 47 Ridgewood Drive, Norfolk - Charlotteville

- The proposed work – to demolish and reconstruct a single storey 111.5m² seasonal residence. The proposed structure is a 18.5 m² (200 sq ft) decrease in size;
- The proposed structure is flood proofed and a satisfactory engineered foundation design was submitted in support of this application;
- A satisfactory geotechnical report has been submitted in support of this application;
- A satisfactory site layout and building design plans were submitted;
- The replacement structure is no closer to the lake than the former structure;
- The application is in accordance with the Long Point Region Shoreline Management Plan;
- The application is within the Lake Erie flood hazard and the control of flooding should not be affected by the development.

Application# LPRCA-147/17Plan 133, Lot 10, 209 Ordnance Avenue, Norfolk - Charlotteville

- The proposed work – to demolish and reconstruct a 215m² seasonal residence approximately 22m from a wetland;
- The proposed structure is flood proofed and a satisfactory engineered foundation design was submitted in support of this application;
- A satisfactory site layout and building design plans were submitted;
- The redeveloped structure is no closer to the lake than the former structure;
- As per the July 5, 2017 Board Resolution# A -178/17, the requirement for safe access is deemed to be satisfied by the Norfolk County Safety Strategy for Long Point and Turkey Point;
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively affected;
- The application is within the Lake Erie flood hazard and the control of flooding should not be affected by the development.

Application# LPRCA-150/17

Plan 251, Lot 59, 167 Hastings Drive, Norfolk – South Walsingham

- The proposed work – to recognize the construction of an 8.6 m² change house constructed on top of an existing dock;
- The proposed structure is non habitable, will not be used for overnight accommodations and there is no opportunity for conversion into habitable space in the future;
- The application is within the flood and erosion hazard associated with Lake Erie;
- Satisfactory design drawings and construction methodologies were submitted in support of this application;
- This proposal is not in accordance with the currently approved Shoreline Management Plan. However, the applicant has addressed the control of flooding, erosion and dynamic beach.

Application# LPRCA-179/17

Concession 9, Part Lot 3, Norfolk – Charlotteville

- The proposed work – to construct a single family dwelling, workshop, septic system and the associated site grading;
- A satisfactory geotechnical report has been submitted in support of this application;
- Satisfactory building design plans, a site layout and site grading plan has been submitted in support of this application;
- The application is within the riverine valley system of the Big Creek and will not negatively affect the slope stability

Application# LPRCA-182/17


Plan 436, Lot 304, 57 Beach Avenue, Norfolk – South Walsingham

- The proposed work – to demolish and reconstruct a 239m² seasonal residence on piers;
- The proposed structure has been flood proofed and a satisfactory engineered pier foundation design has been submitted in support of this application;
- A satisfactory site layout and building design plans were submitted;
- The redeveloped structure is no closer to the lake than the former structure;
- As per the July 5, 2017 Board Resolution# A -178/17, the requirement for safe access is deemed to be satisfied by the Norfolk County Safety Strategy for Long Point and Turkey Point;
- The application is within the Lake Erie flood hazard and the control of flooding should not be affected by the development.

BUDGET IMPLICATION

N/A

Prepared by:



Bonnie Bravener
Resource Technician

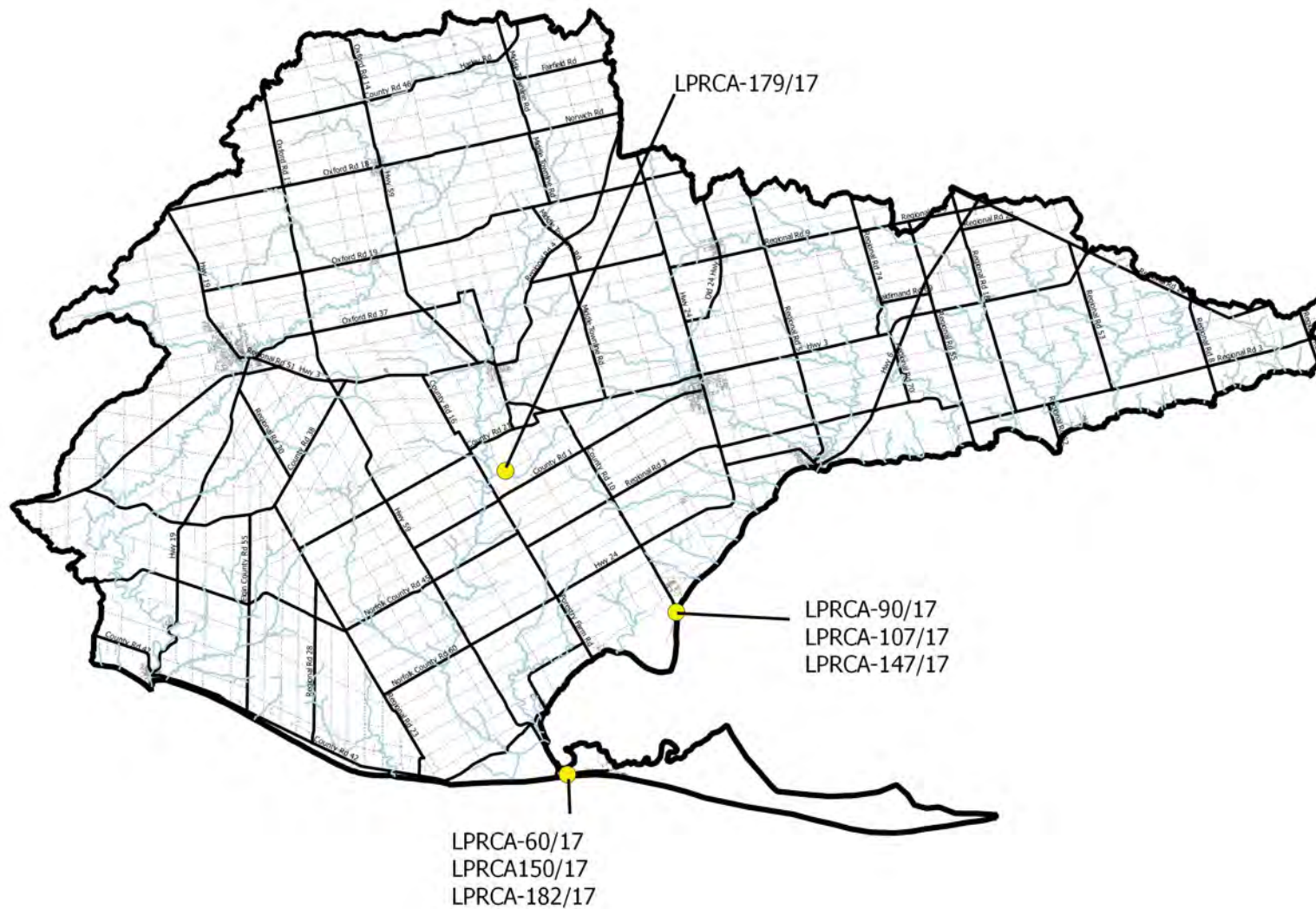
Approved and submitted by:



Cliff Evanitski
General Manager



SUMMARY MAP



The Long Point Region Conservation Authority (LPRCA) assumes no responsibility for the correctness of the information contained in this map nor liability to any user of such information, regardless of the purpose. (2017)



**LONG POINT REGION CONSERVATION AUTHORITY
STAFF REPORT**

Date: July 24th, 2017

File: 1.1.2

To: Chair and Members,
LPRCA Board of Directors

From: General Manager, LPRCA

Re: **GM's REPORT – July 2017** (C. Evanitski)

RECOMMENDATION

That the LPRCA Board of Directors receives the General Manager's Report for July 2017 as information.

STRATEGIC GOAL

Goal #5 Work collaboratively with watershed stakeholders to deliver high-value, efficient and innovative solutions.

BACKGROUND

On July 6th, the Chair and GM attended the Lake Erie Source Protection Committee meeting hosted in Cambridge by the Grand River Conservation Authority. That Saturday, Chair Haydt, Norfolk Mayor Charlie Luke and MP Diane Finley helped kick-off the Canada 150 Picnic Day hosted at Backus Heritage Conservation Area. Over 300 carloads with picnic baskets in-hand received free admission. It is estimated that over 1000 people took part in the Guinness Book of World Records setting of a new mark for world's longest picnic table – 322 metres. Members Columbus and Geysens were also in attendance.

The GM attended Norwich Township Council on the 11th to speak to a number of issues including: proposed changes to the Conservation Authorities Act, the 2017 LPRCA Parks Season and marketing initiatives to date. Various other meetings focused on HR, legal, property and flood forecasting matters.

Prepared and submitted by:

Cliff Evanitski
General Manager/Secretary-Treasurer



**LONG POINT REGION CONSERVATION AUTHORITY
STAFF REPORT**

Date: July 19, 2017 **File:** 2.1.C
To: Chair and Members,
LPRCA Board of Directors
From: General Manager, LPRCA
Re: **Marketing Update** (J. Stefek)

RECOMMENDATION

That the LPRCA Board of Directors receives the Marketing Update as information: AND THAT the quote from Stacy Bradshaw to redesign and migrate LPRCA's website for \$3,850 (plus \$65/month for hosting/server maintenance after year one) plus applicable taxes be approved.

STRATEGIC GOAL

Goal # 3 - Link people to the environment through outdoor, education and cultural heritage experience.

Goal # 4 - Maintain an organization committed to teamwork, positive change and excellence.

Goal #5 - Work collaboratively with watershed stakeholders to deliver high-value, efficient and innovative solutions.

BACKGROUND

Since the inception of the Marketing Coordinator position in mid-June there have been several key marketing initiatives undertaken. The following provides an outline of current projects, social media development and growth and recommendations on future projects.

MARKETING

There were several key marketing projects identified by the General Manager/Secretary-Treasurer. One of the major projects was updating the LPRCA website. Prior to seeking a Request for Quotation there was an email circulated to all staff requesting input re: the LPRCA website's functionality, content and design. The email was well received and garnered several; good suggestions from staff. Once the information was collected the RFQ was posted to *guru.com*, a website wherein you post jobs to freelancers. There has also been an RFQ sent out to local businesses. It is attached for your review. The table, below, provides information on each of the bids.

Company	Quote/Remarks
Guru.com	50 quotes ranging from \$90 USD - \$3000 USD, mostly from overseas companies
Barber & Veri	\$4,100 (\$3,600 + Annual Bundled Package of \$500 per year)
Lifeline Design	\$8,100 (\$4,500 + \$2,100 recommended silver maintenance pkg)
Picasso Fish	\$10,374 (\$9,999 + 3 rd party expense of \$250 + \$125 additional fees)
Red Barn Design Inc.	Range of \$18,500 - \$24,500
Smashing Pixels	\$11,700 (\$11,400 + \$300 hosting)
Stacy Bradshaw	\$3,850 (after first year + \$65/month for hosting, server maintenance)

All costs above are before tax. Staff recommends the Bradshaw proposal based on past experience and the value added that a local company can provide to servicing their product/providing support.

Some cost-savings have already been realized in the communications budget as more than a dozen posters have been created in-house which advertise events, campgrounds, recreational offerings and more.

Low impact development signage identifying the “Naturalization Area” facing Vienna Road is in the final steps of completion. The graphic designer has been out for a site visit, a locate has been completed and permits all applied for. Signage is expected to be installed the second week in August.

There have been several media releases developed and distributed. These releases are now being sent to both Board and staff to make everyone aware of upcoming events, partnerships and more. There has also been substantial growth in the media list and it continues to grow with each new release.

There is value in the growth and development of new photos in the LPRCA library. Staff have been provided an amended photo release form and encouraged to participate in taking photos while on the job and providing them to marketing. These photos may be used for print material, social media and more.

SOCIAL MEDIA GROWTH

Social Media has seen significant growth since mid-June, particularly Facebook. The major growth can primarily be attributed to Facebook “Timeline Contest”. The contest was held in conjunction with the Canada 150 Picnic Event at Backus Heritage Conservation Area and the winner received a picnic basket full of local goods. The increase in followers has grown from 444 on June 15th to 1,041 as of July 21st. There has been added support on Facebook from Joshua Dyjack who has been ‘boots on ground’ to many of the events and provided great videos and photography for the LPRCA audience.

MARKETING RECOMMENDATIONS

There are a significant amount of marketing initiatives that can easily be executed to communicate to the LPRCA audience while being mindful of budget.

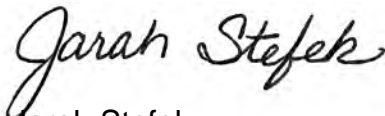
- 1) **Marketing Strategy:** Review of past marketing plans when developing a future marketing strategy including goals, calendars and critical path for each project is the most efficient way ensure a professional product and stay budget aware.
- 2) **Creating/growing partnerships with municipalities businesses & schools:** There is great opportunity to grow and create partnerships with local municipalities, businesses and in schools to create awareness of the amazing properties attached to the LPRCA watershed.
- 3) **E-Newsletters for Parks:** Park Supervisors are excited about the opportunity to communicate with campers via individualized e-newsletters. Using email addresses generated from the online booking system, CAMIS, campers can be notified about events, rules, opening dates and more.
- 4) **Marketing/Tourism Grants:** Designating time to research and apply for different funding avenues can grow awareness of parks, events and more.

BUDGET IMPLICATIONS

While the website is an unbudgeted item, the revenue can easily be found in the current Communications Budget by combining several initiatives that cost less than predicted or are not a part of the plan this year.

More than a dozen posters have been created in-house which were previously outsourced items. These are printed and posted in parks and nearby communities and posted to social media.

Prepared by:



Jarah Stefek
Marketing Coordinator

Approved by:



Cliff Evanitski
General Manager/Secretary-Treasurer



LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: Monday July 24th, 2017 **File:** 2.1.C.32.1

To: Chair and Members,
LPRCA Board of Directors

From: General Manager, LPRCA

Re: **HALDIMAND HYDRO ESA REPORT** (Pam Walther-Mabee)

RECOMMENDATION

THAT the LPRCA Board of Directors reallocates \$ 13,200 from the 2017 Capital Budget Waterford North CA Hydro Upgrade to the Haldimand CA for the necessary repairs to the hydro, water and septic systems.

BACKGROUND

On July 20, the Electrical Safety Authority attended Haldimand CA to conduct an inspection of the ongoing hydro upgrades on the north side of the property. Following the inspection, which was a mid-point inspection, as work is still on-going, the following deficiencies were noted in the campground.

1. Trailers under Primary and Secondary lines - 7 trailers are located at sites 110-116, directly under secondary power lines. Campsites 110-116 were identified as the next area for upgrade of hydro to 30 AMP service and all future upgrades will be using lines that are underground. This project was originally planned to be included in the 2018 budget. A single quote obtained for the project estimates that \$10,000 would be needed to upgrade this section for hydro, water and sewer connections. This upgrade would meet the standards of the ESA. Further quotes will be obtained prior to execution as per the LPRCA purchasing policy.
2. Some poles are questionable - Hydro One has issued a priority work order (Poles #301386795) to address the deteriorated poles which need to be replaced. IN PROGRESS
3. Tree Trimming and Hazardous overgrowth - Hydro One has issued a priority work order (Forestry #301386794) to address the trim trimming, over-growth, vines and intrusions into the primary and secondary lines. The lines in the park have been identified as Hydro One power lines. IN PROGRESS
4. Structures under Primary lines (this building has a metal roof) - the wood bin was upgraded in 2015 and is located directly under a Primary power line. This building is to be relocated. IN PROGRESS

BUDGET IMPLICATION:

In order to complete the necessary repairs at Haldimand CA to meet Electrical Safety Authority compliance, a reallocation of \$13,200 from the Waterford Hydro Upgrade Capital Project 2017 is required.

Prepared by:



Pam Walther-Mabee
Manager of Conservation Land Services

Approved and submitted by:



Cliff Evanitski
General Manager



**LONG POINT REGION CONSERVATION AUTHORITY
STAFF REPORT**

Date: July 25th, 2017 **File:** 1.4.3
To: Chair and Members
LPRCA Board of Directors
From: General Manager, LPRCA
Re: Budget Performance Report as at June 30, 2017 (J. Maxwell)

Recommendation

THAT the LPRCA Board of Directors receives the Budget Performance Report as at June 30th, 2017 as information.

Background

Attached as Appendix 1, please find a Statement of Operations Summary of LPRCA's first 6 months of 2017. The report has supporting pages for each program area. The capital projects are summarized in Appendix 2 which is also attached. The Board approved the 2017 Operating and Capital Budgets on January 18th, 2017. The Operating Budget in the amount of \$3,869,457 and the Capital Budget was approved in the amount of \$615,100. Currently, the operating expenses for the first six months are \$1,866,510 or 48.2% of the budget.

Budget Implications:

As of June 30th, 2017 a couple of items will affect the budget. The tenant at the Backus house moved out in February and the house was not rented again due to the deficiencies of the property and that is a revenue shortfall of \$5,610 against budget.

The campground expenses are tracking well to budget and slightly less than the prior year. Seasonal campsites are less than this year by 41 sites vs 2016. The seasonal camping revenue is \$13,352 greater than 2016 due to the increase in rates and rolling in the air conditioner fee in 2017. The seasonal revenue is less than the budget by \$64,591. The other camping revenue is similar to the revenue for 2016. There is opportunity to help offset the shortfall in seasonal camping revenue against budget with camping revenue generated in August and September. The Capital Budget is reduced by \$108,000 for the Haldimand County Shoreline Flood & Erosion Hazard Study. The \$108,000 is \$45,000 for a special levy to Haldimand County and \$63,000 from the National Disaster Mitigation Program. Grand River Conservation Authority will be leading the project.

Prepared by:

Judy Maxwell
Manager, Corporate Services

Reviewed and approved by:

Cliff Evanitski
General Manager

Long Point Region Conservation Authority

Statement of Operations - Summary

For the Year Ending June 30, 2017

Appendix 1

Program:	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015
Watershed Planning and Technical Services	\$98,625	\$242,111	(\$143,486)	\$94,233	\$83,172
Watershed Flood Control Services	120,757	273,506	(152,749)	112,185	183,771
Healthy Watershed Services	113,757	206,452	(92,695)	117,601	100,864
Community Relations	58,721	136,212	(77,491)	62,395	48,259
Backus Heritage and Education Services	195,061	544,753	(349,692)	205,486	229,644
Public Forest Land Management Services	124,863	249,183	(124,320)	109,952	122,529
Private Forest Land Management Services	125,841	100,216	25,625	95,227	81,447
Conservation Parks	239,232	695,668	(456,436)	273,065	350,038
Other Conservation and Land Management Services	232,372	493,499	(261,127)	247,341	214,962
Corporate Services - Bayham ALUS Project	52,231	-	52,231	37,818	21,941
Corporate Services	505,051	927,857	(422,806)	480,290	468,775
	\$1,866,510	\$3,869,457	(\$2,002,946)	\$1,835,593	\$1,905,403
Objects of Expenses					
Staff Expenses	\$1,048,870	\$2,535,953	(\$1,487,083)	\$1,066,891	\$1,058,852
Staff Related Expenses	25,096	54,761	(29,665)	31,676	31,144
Materials and Supplies	183,205	255,664	(72,459)	150,045	161,286
Purchased Services	497,021	948,930	(451,909)	490,496	577,019
Equipment	22,945	25,800	(2,855)	22,365	19,889
Other	37,142	48,349	(11,207)	36,302	35,272
Bayham ALUS Program Expenses	52,231	-	52,231	37,818	21,941
Total Expenditures	\$1,866,510	\$3,869,457	(\$2,002,947)	\$1,835,593	\$1,905,403
Sources of Revenue:					
Municipal Levy - Operating	\$1,462,129	\$1,462,129	\$0	\$1,412,680	\$1,135,136
Municipal Levy - Special/Capital	-	-	-	-	-
Provincial Grants	96,726	137,432	(40,706)	171,876	257,798
Provincial WECL and Municipality	-	-	0	-	-
Federal Grants	55,326	19,448	35,878	37,076	53,959
User Fees	1,027,034	1,524,563	(497,529)	1,050,440	962,936
Community Support	262,368	329,629	(67,261)	329,769	399,352
Community Support - Bayham ALUS Program Funding	137,234	-	137,234	171,097	162,211
Total Revenue	\$3,040,818	\$3,473,201	(\$432,383)	\$3,172,938	\$2,971,423
Excess (deficiency) of revenue over expenditures	\$1,174,307	(\$396,256)	\$1,570,563	\$1,337,345	\$1,066,020

Long Point Region Conservation Authority
Statement of Operations
Watershed Planning & Technical Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Technical and Planning Services	\$69,744	\$167,018	(\$97,274)	\$76,111	\$73,237	
Technical Study Services	28,880	75,093	(46,213)	18,122	9,935	
Total Activities	\$98,625	\$242,111	(\$143,486)	\$94,233	\$83,172	
Objects of Expenses						
Staff Expenses	\$95,304	\$214,933	(\$119,629)	\$90,748	\$80,197	
Staff Related Expenses	637	4,050	(3,413)	1,783	346	
Materials and Supplies	496	4,228	(3,732)	350	380	Postage of \$293
Purchased Services	2,189	18,900	(16,711)	1,353	2,249	Legal fees of \$1,168 and motor pool expenses of \$615
Total Expenditures	\$98,625	\$242,111	(\$143,486)	\$94,233	\$83,172	
Sources of Revenue:						
Municipal Levy - Operating	\$116,794	\$116,794	\$0	\$106,866	\$126,548	
Provincial Grants	-	20,117	(20,117)	21,760	17,060	
User Fees-Lawyer Inquiry Revenue	13,719	17,850	(4,131)	11,048	11,800	
User Fees-Planning/Technical Service Fees	55,322	87,350	(32,028)	61,040	28,732	
Total Revenue	\$185,835	\$242,111	(\$56,276)	\$200,714	\$184,140	
Excess(deficiency) revenue over expenditures	\$87,210	\$0	\$ 87,210	\$ 106,481	\$ 100,968	

Long Point Region Conservation Authority
Statement of Operations
Watershed Flood Control Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Flood Control Administrative Services	\$17,099	\$49,207	(\$32,108)	\$16,205	\$21,205	
Flood Forecasting and Warning Services	36,336	72,932	(36,596)	28,396	33,494	
General Operational Services	15,384	33,062	(17,678)	15,344	15,177	
Structures - Minor Maintenance Services	25,164	61,637	(36,473)	26,724	26,935	
Structures - Preventative Maintenance Services	11,744	36,747	(25,003)	12,064	12,291	
General Maintenance Erosion Control Services	7,104	19,921	(12,817)	6,866	6,864	
Lehman's Dam - WECl	-	-	-	-	67,805	
Hay Creek Dam - Hydraulic Impact Assessment - WECl	-	-	-	6,587	-	
Platform Cover Repairs -WECl	4,071	-	4,071	-	-	
Fall Arrest Anchor Installation - WECl	2,411	-	2,411	-	-	
Lehman Dam Pile Repair - WECl	1,444	-	1,444	-	-	
Total Activities	\$120,757	\$273,506	(\$152,749)	\$112,185	\$183,771	
Objects of Expenses						
Staff Expenses	\$109,920	\$237,006	(\$127,086)	\$99,238	\$108,151	
Staff Related Expenses	290	1,800	(1,510)	682	87	
Materials and Supplies	4,678	5,800	(1,122)	(1,347)	1,390	Equipment and supplies of \$3,586 for the 3 WECl projects. Leased truck expense of \$1,092
Purchased Services	5,868	28,900	(23,032)	13,612	74,143	Telephone expense of \$1,055 and motor pool expenses of \$5,868
	\$120,757	\$273,506	(\$152,749)	\$112,185	\$183,771	
Sources of Revenue:						
Municipal Levy - Operating	\$222,326	\$222,326	\$0	\$210,527	\$233,197	
Provincial Grants	7,586	51,180	43,594	49,948	151,795	Deferred funding for sand trap maintenance of \$4,000 and funding for the 3 WECl projects of \$3,586.
Provincial Grants - WECl	-	-	0	-	-	
Total Revenue	\$229,912	\$273,506	(\$43,594)	\$260,475	\$384,992	
Excess(deficiency) revenue over expenditures	\$109,155	\$0	\$109,155	\$148,290	\$201,221	

Long Point Region Conservation Authority
Statement of Operations
Healthy Watershed Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Healthy Watershed Technical Support Services*	\$28,285	\$54,910	(\$26,625)	\$25,476	\$10,378	
Surface & Groundwater Quality Monitoring Services	11,041	31,449	(20,408)	12,933	12,784	
Sediment and Erosion Control Services*	5,736	14,880	(9,144)	4,738	4,755	
Watershed Low Water Response Services	335	4,236	(3,901)	901	2,142	
Lamprey Barrier Inspection Services	1,004	2,051	(1,047)	898	385	
Water Supply Source Protection Planning	15,837	15,885	(48)	26,737	43,812	
Lynn River Water Quality Monitoring Project	3,612	13,687	(10,075)	3,233	7,229	
Clean Water Projects	8	200	(192)	13,481	338	
Big Creek / Hahn Marsh Buffer	745	-	745	-	-	
Essex Erie Species at Risk	3,847	17,397	(13,550)	9,998	4,457	Subcontractor expense
Prairie Grass Projects	1,236	1,742	(506)	-	7,309	Nursery stock expense
Open Water Habitat Creation	-	-	0	-	1,738	
OMAFRA Phosphorous BMP Implementation	-	24,400	(24,400)	-	-	
Lake Lisgar Revitalization	13,222	-	-	-	-	Subcontractor expense of \$12,774 and nursery stock of \$448
Big Creek Water Quality Monitoring	4,590	13,637	(9,047)	6,528	1,762	
OPG Wetlands	9,527	-	9,527	9,452	-	Subcontractor expense
NCC Dune Restoration	6,548	-	6,548	1,068	-	Subcontractor expense of \$5,617 and supplies of \$931.
Phragmites Control	2,651	-	2,651	2,157	3,775	Subcontractor expense
Mapping Project	-	11,978	-	-	-	Project funded by Deferred Revenue under Provincial Grants
National Wetland Conservation Fund	5,531	-	5,531	-	-	Subcontractor expense
Total Activities	\$113,757	\$206,452	(\$92,695)	\$117,601	\$100,864	
Objects of Expenses						
Staff Expenses	\$62,291	\$141,328	(\$79,037)	\$69,578	\$76,404	
Staff Related Expenses	126	1,700	(1,574)	1,673	2,211	
Materials and Supplies	7,011	11,364	(4,353)	6,257	9,903	Supplies of \$3,252, Nursery stock of \$1,684, lease vehicle/fuel of \$1,072 and private landowner assistance of \$1,000.
Purchased Services	44,329	52,060	(7,731)	40,094	12,347	Subcontractor expenses of \$39,947 for the 6 projects noted above, water testing of \$3,097 for Big Creek and Lynn River contracts and motor pool expenses of \$1,090
Total Expenditures	\$113,757	\$206,452	(\$92,695)	\$117,601	\$100,864	
Sources of Revenue:						
Municipal Levy - Operating	\$101,238	\$101,238	\$0	\$97,299	\$94,970	
Provincial Grants	88,994	40,614	48,380	89,708	84,323	Deferred revenue of \$87,240 from 2016 for 8 continuing projects
Federal Grants	55,326	19,448	35,878	33,536	53,959	Deferred revenue of \$28,369 from 2016 for 3 continuing projects, \$10,000 from Essex CA for Species at Risk, \$4,357 from Environment Canada National Wetland Fund and \$12,600 for Big Otter Wetlands Project
User Fees	1,742	-	1,742	2,812	9,989	Deferred revenue for Prairie Grass Project
Community Support	75,061	49,296	25,765	95,441	118,613	Deferred revenue of \$51,799 from 2016 for 3 continuing projects and source water funding of \$19,263 and Clean Water Projects funding of \$4,000
Total Revenue	\$322,361	\$210,596	\$111,765	\$318,796	\$361,854	
Excess(deficiency) revenue over expenditures	\$208,604	\$4,144	\$204,460	\$201,195	\$260,990	

Long Point Region Conservation Authority
Statement of Operations
Community Relations
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Communication and Marketing Services	\$56,520	\$127,801	(\$71,281)	\$59,022	\$46,350	
Leighton & Betty Brown Scholarship Trust Fund	-	1,000	(\$1,000)	-	11	
LPRCA Memorial Woodlot Services	2,201	7,411	(5,210)	1,466	1,899	
Memorial Forest Ash Tree Removal	-	-	0	1,906	-	
Total Activities	\$58,721	\$136,212	(\$77,491)	\$62,395	\$48,259	
Objects of Expenses						
Staff Expenses	\$46,875	\$100,912	(\$54,037)	\$48,315	\$37,089	
Staff Related Expenses	545	2,700	(2,155)	1,764	1,881	
Materials and Supplies	8,686	24,000	(15,314)	10,138	6,890	Graphic Design services \$3,854 and printing of park guides & promo items of \$2,883 and supplies of \$1,940
Purchased Services	2,615	8,600	(5,985)	2,178	2,399	Advertising & AGM costs of \$1,271 and motor pool charges of \$910
Total Expenditures	\$58,721	\$136,212	(\$77,491)	\$62,395	\$48,259	
Sources of Revenue:						
Municipal Levy - Operating	\$124,012	\$124,012	-	\$117,296	\$109,145	
Provincial Grants	-	-	-	-	-	
Community Support	11,479	12,200	(721)	6,782	1,854	Memorial Woodlot Donations of \$2,479 & deferred revenue of \$9,000.
Total Revenue	\$135,491	\$136,212	(\$721)	\$124,078	\$110,999	
Excess(deficiency) revenue over expenditures	\$76,770	\$ -	\$76,770	\$61,683	\$62,740	

Long Point Region Conservation Authority
Statement of Operations
Backus Heritage and Education Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Educational and Interactive Program Services	\$31,253	\$95,083	(\$63,830)	\$33,561	\$44,852	
Heritage Village and Historical Services	32,032	101,930	(69,898)	37,279	41,384	
Backus Conservation Area Services	115,714	347,740	(232,026)	133,835	134,268	
Backus Mill Restoration Project Expenses	1,819	-	1,819	811	9,140	
Norfolktales ON150	14,243	-	14,243	-	-	
Total Activities	\$195,061	\$544,753	(\$349,692)	\$205,486	\$229,644	
Objects of Expenses						
Staff Expenses	\$121,044	\$407,598	(\$286,554)	\$137,295	\$157,448	
Staff Related Expenses	1,338	3,075	(1,737)	3,430	689	
Materials and Supplies	10,945	19,405	(8,460)	11,171	11,403	
Purchased Services	58,134	111,025	(52,891)	49,697	57,060	Phone & utilities \$24,902, motor pool charges \$5,076, garbage & septic \$3,796 subcontractors \$16,767, advertising \$817 and supplies of \$3,051
Equipment	3,600	3,650	(50)	3,893	3,044	
Total Expenditures	\$195,061	\$544,753	(\$349,692)	\$205,486	\$229,644	
Sources of Revenue:						
Municipal Levy - Operating	\$92,977	\$92,977	\$0	\$90,459	\$91,458	
Provincial Grants	146	19,521	(19,375)	5,505	4,620	Student program funding
User Fees-Seasonal Sites Fees & AC Fees	127,681	134,936	(7,255)	109,765	101,868	Seasonal Camping sites of 56 for 2017 vs 59 for 2016.
User Fees- Winter Storage	-	10,620	(10,620)	177	159	
User Fees-Camping Revenue	33,565	108,175	(74,610)	34,600	17,072	
User Fees - Educational non contract programs	2,998	9,500	(6,502)	7,283	2,843	
User Fees - Heritage non contract programs	2,461	5,300	(2,839)	385	3,465	
User Fees - Rental of Office, Field, House	9,174	15,240	(6,066)	22,781	29,635	House rent variance of \$5,610 less than budget
User Fees - Norfolktales Ont 150	36,000	-	36,000	-	-	Ontario 150 funding
User Fees - TD Trail Revitalization	27,390	-	27,390	-	-	TD Friends of the Environment funding
Community Support	59,578	148,484	(88,906)	117,316	182,268	Deferred revenue of \$6,125 & \$4,000 of this is needed for the Norfolktales \$18,566 for School Board Contracts and \$34,585 remaining from Backus Mill Restoration donation
Total Revenue	\$391,970	\$544,753	(\$152,783)	\$388,270	\$433,388	
Excess(deficiency) revenue over expenditures	\$196,909	\$0	\$196,909	\$182,784	\$203,744	

Long Point Region Conservation Authority
Statement of Operations
Public Forest Land Management Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
General Forestry Management Services	\$124,863	\$249,183	(\$124,320)	\$109,952	\$122,529	
Total Activities	\$124,863	\$249,183	(\$124,320)	\$109,952	\$122,529	
Objects of Expenses						
Staff Expenses	\$90,705	\$173,468	(\$82,763)	\$86,614	\$85,017	
Staff Related Expenses	9,521	10,900	(1,379)	9,575	11,695	Membership for Eastern Ontario Forest \$8,671
Materials and Supplies	4,029	7,075	(3,046)	1,833	3,613	
Purchased Services	20,608	57,740	(37,132)	11,930	22,204	Sub Contractor expense of \$9,005 for MFTIP project and \$6,988 for ecologist work.
Total Expenditures	\$124,863	\$249,183	(\$124,320)	\$109,952	\$122,529	
Sources of Revenue:						
User Fees	\$3,625	\$315,000	(\$311,375)	\$47,664	\$35,154	Sale to MNR for \$3,500 of standing green ash
Community Support	\$4,032					Student program funding
Total Revenue	\$7,657	\$315,000	(\$307,343)	\$47,664	\$35,154	
Excess(deficiency) revenue over expenditures	(\$117,206)	\$65,817	(\$183,023)	(\$62,288)	(\$87,375)	

Long Point Region Conservation Authority
Statement of Operations
Private Forest Land Management Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Private Property Tree Planting Services	\$63,109	\$78,847	(\$15,738)	\$79,286	\$68,355	
OPG Tree Planting Services	48,227	14,300	33,927	9,706	9,831	
OPG Long Term Tree Planting Services	3,159	6,802	(3,643)	2,627	1,333	
Trees for Roads	6,400	266	6,134	3,607	1,928	
Norfolk ALUS Restoration	4,946	-	4,946	-	-	Offset by deferred revenue of \$4,984 from 2016
Total Activities	\$125,841	\$100,216	\$25,625	\$95,227	\$81,447	
Objects of Expenses						
Staff Expenses	\$8,740	\$19,041	(\$10,301)	\$6,616	\$6,614	
Staff Related Expenses	30	25	5	162	286	
Materials and Supplies	81,847	41,550	40,297	62,031	52,333	Nursery stock of \$81,056
Purchased Services	35,223	39,600	(4,377)	26,417	22,214	Subcontractor expense of \$4,946 for Norfolk ALUS Restoration and subcontractor expense of \$29,128 for tree planting
Total Expenditures	\$125,841	\$100,216	\$25,625	\$95,227	\$81,447	
Sources of Revenue:						
Federal Grants-Environment Canada	\$0	\$0	\$0	\$3,540	\$0	
User Fees	53,466	61,600	(8,134)	83,805	105,280	Deferred revenue for tree planting of \$41,135 and \$12,284 for private land tree planting.
Community Support	105,448	38,616	66,832	107,717	72,619	Deferred revenue for OPG Long term monitoring of \$69,593, deferred revenue of \$4,984 for Norfolk ALUS Restoration and \$3,540 of deferred revenue for Dereham Wetlands project not yet completed. Norfolk ALUS restoration funds of \$15,000.
Total Revenue	\$158,915	\$100,216	\$58,699	\$195,062	\$177,899	
Excess(deficiency) revenue over expenditures	\$ 33,074	\$ -	\$ 33,074	\$ 99,835	\$ 96,452	

Long Point Region Conservation Authority
Statement of Operations
Conservation Parks
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Norfolk Conservation Park Services	\$74,784	\$ 198,332	(\$123,548)	\$79,184	\$130,491	
Deer Creek Conservation Park Services	33,969	102,799	(68,830)	39,865	42,150	
Haldimand Conservation Park Services	83,737	257,155	(173,418)	108,345	123,064	
Waterford North Conservation Park Services	46,742	137,382	(90,640)	45,671	54,333	
Total Activities	\$239,232	\$695,668	(\$456,436)	\$273,065	\$350,038	
Objects of Expenses						
Staff Expenses	127,150	\$397,906	(\$270,756)	\$131,104	\$159,959	
Staff Related Expenses	1,188	2,935	(1,747)	1,128	1,058	
Materials and Supplies	17,356	29,567	(12,211)	17,678	24,624	
Purchased Services	79,137	250,860	(171,723)	108,755	152,297	Telephone & hydro charges of \$11,223, building maintenance & supplies of \$4,810, subcontractors for \$11,401, motor pool charges of \$8,844, garbage & septic charges of \$28,908
Equipment	14,400	14,400	0	14,400	12,100	
Total Expenditures	\$239,232	\$695,668	(\$456,436)	\$273,065	\$350,038	
Sources of Revenue:						
User Fees-Seasonal Sites Fees & AC Fees	\$567,786	\$625,122	(\$57,336)	\$572,350	\$494,254	271 sites in 2017 vs 309 sites in 2016 and revenue is \$4,564 less than 2016 due to increased rates and rolling in AC charges. The variance of 38 sites is 27 at Haldimand, 6 at Norfolk & 5 at Waterford.
User Fees- Winter Storage	-	52,569	(\$52,569)	319	0	
User Fees-Camping Revenue	92,162	218,531	(\$126,369)	99,358	75,338	
User Fees-House Rental at Haldimand	3,240	6,360	(\$3,120)	3,108	3,078	
Total Revenue	\$663,188	\$902,582	(\$239,394)	\$675,135	\$572,670	
Excess(deficiency) revenue over expenditures	\$423,956	\$206,914	\$217,042	\$402,070	\$222,632	

Long Point Region Conservation Authority
Statement of Operations
Other Conservation and Land Management Services
For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
Parkettes Services	\$7,162	\$37,914	(\$30,752)	\$9,767	\$21,143	
Lee Brown Waterfowl Management Services	54,444	136,333	(81,889)	51,338	51,387	
Fish and Wildlife Support Services	6,713	3,450	3,263	1,674	1,636	Wildlife Habitat work at Lee Anderson, Becker, Rowan Mills of \$4,070 offset by donation by Ruffed Grouse and LP Fish and Game Fish stocking expense of \$2,642.
General Facility Maintenance Services	55,199	118,157	(62,958)	58,952	65,869	
Ash Tree Removal	48,445	50,710	(2,265)	59,496		
Motor Pool Services	60,409	146,935	(86,526)	66,116	74,927	
Total Activities	\$232,372	\$493,499	(\$261,127)	\$247,341	\$214,962	
Objects of Expenses						
Staff Expenses	\$132,190	\$304,353	(\$172,163)	\$149,970	\$113,046	
Staff Related Expenses	1,090	6,276	(5,186)	2,856	4,389	
Materials and Supplies	40,568	99,975	(59,407)	36,589	43,058	Supplies of \$4,919, Fuel and Oil expenses of \$30,021 and fish stocking of \$2,642
Purchased Services	58,524	82,895	(24,371)	57,926	54,468	Telephone & hydro charges of \$7,863, subcontractors expense of \$23,528, motor pool repairs of \$13,240 and motor pool charges of \$11,999
Total Expenditures	\$232,372	\$493,499	(\$261,127)	\$247,341	\$214,962	
Sources of Revenue:						
Municipal Levy - Operating	\$248,496	\$248,496	\$0	\$244,798	\$143,012	
User Fees	120,394	245,003	(124,609)	113,402	121,377	Port Burwell Lease \$12,094, Motor pool \$42,538, Waterford North CA lease by Norfolk Cty of \$2,857, land rental at Lee Brown Marsh for \$50,288 and marsh hunting fees of \$11,040,
Community Support	4,230	-	4,230			Donations as noted above for wildlife habitat work
Total Revenue	\$373,120	\$493,499	(\$120,379)	\$358,200	\$264,389	
Excess(deficiency) revenue over expenditures	\$140,748	\$0	\$140,748	\$110,859	\$49,427	

Long Point Region Conservation Authority

Statement of Operations

Corporate Services

For the Year Ending June 30, 2017

	Current YTD	2017 Annual Budget	Budget Variance	Actual June 30 2016	Actual June 30 2015	Comments
Activities:						
LPRCA Board	\$10,293	\$21,500	(\$11,207)	\$10,447	\$10,480	
Conservation Ontario Fees	26,849	26,849	-	25,855	24,792	
Corporate / IT Services	467,909	879,507	(411,598)	443,988	433,503	
Bayham ALUS Program	52,231	-	52,231	37,818	21,941	
Total Activities	\$557,282	\$927,856	(\$370,574)	\$518,108	\$490,716	
Objects of Expenses						
Staff Expenses	\$254,650	\$539,407	(\$284,757)	\$247,414	\$234,927	
Staff Related Expenses	10,330	21,300	(10,970)	8,624	8,502	
Materials and Supplies	7,589	12,700	(5,111)	5,345	7,692	Office supplies and photocopier charges of \$6,401. Postage of \$1,188.
Purchased Services	190,394	298,350	(107,956)	178,534	177,638	Utilities \$17,012, taxes of \$63,174, insurance of \$74,225, snow plowing of \$2,412, janitors for \$4,198, audit fees of \$14,754
Equipment	4,945	7,750	(2,805)	4,072	4,745	Licensing for software of \$2,879 and telephone system and postage machine lease of \$1,150.
Other	37,142	48,349	(11,207)	36,302	35,272	Conservation Ontario fees of \$26,849 and Board expenses of \$10,293
Bayham ALUS Program Expenses	52,231	-	52,231	37,818	21,941	
Total Expenditures	\$557,282	\$927,856	(\$370,574)	\$518,108	\$490,716	
Sources of Revenue:						
Municipal Levy - Operating	\$556,286	\$556,286	\$0	\$545,435	\$336,806	
Provincial Grants	-	6,000	(6,000)	4,955	-	
User Fees	5,276	7,662	(2,386)	18,105	18,539	Office rent at the administration building of \$5,276
Community Support	2,540	81,033	(78,493)	2,513	23,998	Gas royalties of \$1,183 and interest revenue of \$1,097
Bayham ALUS Program Funding	137,234	-	137,234	171,097	162,211	
Total Revenue	\$701,336	\$650,981	\$50,355	\$742,105	\$541,554	
Excess(deficiency) revenue over expenditures	\$144,054	(\$276,875)	\$420,929	\$223,997	\$50,838	

Long Point Region Conservation Authority
CAPITAL SUMMARY June 30, 2017

Appendix 2

PROGRAMS AND PROJECTS	PRIOR YEARS Capital Levy	2017 Capital Levy	2017 Special Levy	2017 Federal (NDMP) & Canada 150	WECI	Total \$'s Spent to June 30, 2017	Status	Total \$'s Remaining
OBJECTS OF EXPENSES								
<u>Watershed Services</u>								
Server for Mapping (2017 Budget Approval)	\$5,745					\$5,464	Completed	\$281
Teeterville Sediment Management Plan (\$30,000)	\$0	\$15,000			\$15,000		In progress	\$30,000
Teeterville Maintenance Study (\$20,000)	\$0	\$10,000			\$10,000		In progress	\$20,000
Vittoria Sediment Management Plan (\$20,000)	\$0	\$10,000			\$10,000		In progress	\$20,000
Vittoria Hazard Classification (\$25,000)	\$2,500	\$12,500			\$10,000			\$25,000
Backus Mill Dam Study	\$25,500				\$8,734	\$34,234	Completed	\$0
Backus Mill Extension of Embankment & Wing walls (\$110,000)			\$55,000		\$55,000		In progress	\$110,000
Haldimand Cty Shoreline Flood & Erosion Hazard Study - Note 1	\$3,000		\$0	\$0			In progress	\$3,000
2016 & 2017 Capital Levy for Studies (WECI funding success)	\$129,329	\$7,726						\$137,055
Shoreline Management Plan Balance (2013)	\$49,681							\$49,681
Note 1: GRCA is leading project with Halidmand County								
<u>Backus Heritage and Education Services</u>								
Two Village Log Cabins Repair and Chimney Repairs	\$2,179						In progress	\$2,179
Backus Hydro Upgrades	\$15,682	\$40,000		\$13,200		\$5,721	In progress	\$63,162
Backus Water Systems Upgrades	\$2,460	\$20,000						\$22,460
<u>Conservation Parks Management Services</u>								
Deer Creek CA Campsite Water & Hydro Upgrades		\$14,000						\$14,000
Haldimand Hydro Upgrades		\$35,000				\$2,495	In progress	\$32,505
Haldimand CA Fire Pit Rings		\$5,000				\$2,550	In progress	\$2,450
Waterford North Hydro Upgrade	\$40,000	\$40,000		\$13,200			In progress	\$93,200
Waterford North CA Comfort Station/Shower		\$55,000				\$775	In progress	\$54,225
Norfolk CA Water Intake Upgrade	\$6,078	\$16,000				\$9,031	In progress	\$13,047
Canoes and Related Watersports Equipment		\$6,000				\$1,753	In progress	\$4,247
<u>Other Conservation and Land Management Services</u>								
Vehicle Replacement (1 pick-up)		\$27,500				\$25,039	Completed	\$2,461
Equipment Replacement (2 front mount lawnmowers & 1 bucket)		\$24,000				\$27,300	Completed	(\$3,300)
Proceeds from auction sale of truck and 2 lawnmowers						(\$4,118)	Completed	\$4,118
Park Sign Replacement & Roadway Signage for Parks	\$1,285	\$5,000						\$6,285
<u>Corporate Services</u>								
Administration Office Flooring Upgrades	\$26,500							\$26,500
Computer Upgrades	\$168	\$3,100				\$3,283	Completed	(\$14)
Back Door Lock Replacement		\$3,500				\$2,569	Completed	\$931
TOTAL	\$310,107	\$349,326	\$55,000	\$26,400	\$108,734	\$116,095		\$733,472
SOURCES OF REVENUE RECONCILIATION	PRIOR YEARS Capital Levy	2017 Capital Levy	2017 Special Levy	2017 Federal (NDMP) & Other	WECI	Total \$'s Spent to May. 31, 2017		Total \$'s Remaining
Municipal Levy - Capital	\$310,107	\$349,326				\$111,479		\$547,954
Proceeds from Auction						(\$4,118)		\$4,118
2017 Special Levy			\$55,000			\$0		\$55,000
2017 Federal (NDMP:\$63,000 & Canada 150:\$26,400)				\$26,400		\$0		\$26,400
WECI Funding					\$108,734	\$8,734		\$100,000
TOTAL	\$310,107	\$349,326	\$55,000	\$26,400	\$108,734	\$116,095		\$733,472