



**LONG POINT REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS MINUTES of November 7, 2018
Approved November 19, 2018**

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

Staff in attendance: J. Maxwell, L. Minshall, B. Colman, S. Johnson and D. McLachlan

Regrets: Wayne Casier and John Scholten

* C. Grice joined at 7pm

* D. Brunton departed at 7:30pm

The LPRCA Chair called the meeting to order at 6:30 pm Wednesday, November 7, 2018 in the Tillsonburg Administration Office Boardroom.

ADDITIONAL AGENDA ITEMS

MOTION A-176/18 moved: L Bartlett seconded: N. Haydt

THAT the Board of Directors add "Personnel Matter" to the Closed Session as item 11 (g) and a matter under Other Business as item 12 (a) to the November 7, 2018 agenda.

CARRIED

DISCLOSURES OF INTEREST

None

DEPUTATIONS

None

MINUTES OF PREVIOUS MEETINGS

MOTION A-177/18 moved: N. Haydt seconded: L Bartlett

THAT the minutes of the Board of Directors Special Meeting held September 26, 2018 be adopted as circulated.

CARRIED

MOTION A-178/18 moved: L. Bartlett seconded: D. Hayes

THAT the minutes of the Board of Directors Special Meeting held October 3, 2018 be adopted as circulated.

CARRIED

FULL AUTHORITY COMMITTEE MEMBERS

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

John Scholten' s name was spelled incorrectly on Page 5.

MOTION A-179/18 moved: L. Bartlett seconded: D. Hayes

THAT the minutes of the Board of Directors Regular Meeting held September 5, 2018 be adopted as amended.

CARRIED

BUSINESS ARISING

None

REVIEW OF COMMITTEE MINUTES

None

CORRESPONDENCE

MOTION A-180/18 moved: N. Haydt seconded: R. Geysens

THAT the correspondence outlined in the Board of Directors Agenda of November 7, 2018 be received as information.

CARRIED

DEVELOPMENT APPLICATIONS

a) Staff Approved applications

Staff approved 28 applications since the last meeting. LPRCA-126/18, LPRCA-161/18, LPRCA-168/18, LPRCA-169/18, LPRCA-173/18, LPRCA-179/18, LPRCA-180/18, LPRCA-181/18, LPRCA-182/18, LPRCA-183/18, LPRCA-184/18, LPRCA-192/18, LPRCA-193/18, LPRCA-200/18, LPRCA-202/18, LPRCA-203/18, LPRCA-204/18, LPRCA-206/18, LPRCA-208/18, LPRCA-209/18, LPRCA-210/18, LPRCA-211/18, LPRCA-212/18, LPRCA-213/18, LPRCA-214/18, LPRCA-215/18, LPRCA-217/18 and LPRCA-218/18.

MOTION A-181/18 moved: R. Geysens seconded: L. Bartlett

That the LPRCA Board of Directors receives the Staff Approved Section 28 Regulation Applications report dated October 29, 2018 as information.

CARRIED

FULL AUTHORITY COMMITTEE MEMBERS

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

b) New applications

The Planning Department recommended approval for four applications. The last two added today are new home constructions adjacent to a floodplain.

MOTION A-182/18 moved: L. Bartlett seconded: D. Hayes

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

A. For Work under Section 28 Regulations, Development, Interference with Wetlands & Alterations to Shorelines and Watercourses Regulations (R.R.O. 1990 Reg. 188/06),

LPRCA-216/18
LPRCA-219/18

LPRCA-224/18
LPRCA-225/18

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 Haldimand-Norfolk Health Unit provided the results of their early season tick survey on LPRCA properties. The Roney Tract in particular showed a high concentration of ticks that tested positive for carrying the Lyme disease bacterium. Staff protocol for tick and Lyme protection was explained. Once the Health Unit completes their fall surveys and submits their reports, staff will then review options for informing the public of the survey results.

MOTION A-183/18 moved: R. Geysens seconded: R. Chambers

THAT the LPRCA Board of Directors receives the General Manager's Report for September and October 2018 as information.

CARRIED

b) NEW BACKUS MUSEUM COMMITTEE APPOINTEE

The Backus Museum Committee is normally comprised of six community representatives and 4 LPRCA Board members. The current Committee is short two community representatives.

FULL AUTHORITY COMMITTEE MEMBERS

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

MOTION A-184/18 moved: R. Chambers seconded: N. Haydt

THAT the LPRCA Board of Directors appoints Heather Smith as a Community Representative to the Backus Museum Committee.

CARRIED

C. Grice joined the meeting at 7pm.

c) BACKHOUSE HOMESTEAD HERITAGE DESIGNATION

It was recently discovered that the process to designate the Backhouse Homestead a heritage site was started over a decade ago but never concluded. The Backus Museum Committee recommended that the homestead be designated a heritage site.

MOTION A-185/18 moved: N. Haydt seconded: R. Chambers

THAT the LPRCA Board of Directors designates the Backus Homestead under the Ontario Heritage Act.

CARRIED

d) BACKHOUSE POLICIES APPROVAL

The four policies presented are a requirement to apply for the Community Museum Operating Grant.

MOTION A-186/18 moved: R. Chambers seconded: D. Hayes

THAT the LPRCA Board of Directors approves the following policies for the Backhouse Historic Site:

1. *Collections Management Policy*
2. *Conservation Policy*
3. *Exhibition Policy*
4. *Research Policy*

CARRIED

e) TIMBER TENDER – MOORE, MORRIS, LUMSDEN TRACT

Two bids were received by the deadline. The winning bid was within the expected range.

MOTION A-187/18 moved: N. Haydt seconded: R. Geysens

THAT the LPRCA Board of Directors accepts the tender submitted by Townsend Lumber Inc. for marked dead standing timber at the Moore, Morris, Lumsden Tract – LP-307-18 for a total tendered price of \$70,750.00.

CARRIED

FULL AUTHORITY COMMITTEE MEMBERS

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

f) 2019 MEETING AND EVENT SCHEDULE

The first meeting of the New Year is scheduled for January 9, 2019 to include the final budget approval and the election of officers. The schedule will be forwarded to the municipal clerks for the new board members. A member orientation will be scheduled prior to the first meeting.

MOTION A-188/18 moved: R. Geysens seconded: N. Haydt

THAT the LPRCA Board of Directors approves the proposed 2019 meeting and event schedule as amended.

CARRIED

g) SEASONAL STAFF APPRECIATION

It has been a long-standing tradition that the LPRCA Board of Directors considers presenting staff with a gift card at the holiday season

MOTION A-189/18 moved: N. Haydt seconded: R. Geysens

THAT the LPRCA Board of Directors authorizes the purchase of a \$25 gift card for staff employed this time of year.

CARRIED

h) BUDGET REALLOCATION – WNCA HYDRO/WATER UPGRADES

Waterford North CA (WNCA) currently consists of only unserved sites and it was decided a number of years ago to add hydro to remain competitive. Bringing hydro and water in to the park has been a difficult project to complete due to the outdated hydro infrastructure. Phase 1 of the hydro and water upgrades is ready to proceed but requires a reallocation of funds from the washroom project. Staff will review the washroom needs and requirements then make further recommendations. .

MOTION A-190/18 moved: D. Hayes seconded: R. Chambers

THAT the LPRCA Board of Directors approves reallocation of \$21,030 from the 2017 WNCA washroom capital project to the 2018 electrical and water upgrades for sites 1-41.

CARRIED

D. Brunton left the meeting at 7:30pm.

FULL AUTHORITY COMMITTEE MEMBERS

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

i) 3RD QUARTER FINANCIALS

Staff gave an overview of the income statement to September 30, 2018 noting that revenues and expenses are tracking well to the budget overall. The capital projects were reviewed, and status updates provided on the various outstanding projects.

MOTION A-191/18 moved: R. Chambers seconded: D. Hayes

THAT the LPRCA Board of Directors receives the Budget Performance Report as at September 30th, 2018 as information.

CARRIED

MOTION A-192/18 moved: N. Haydt seconded: R. Geysens

THAT the LPRCA Board of Directors does now enter into a closed session to discuss:

- The security of the property of the Authority*
- Personal matters about an identifiable individual, including employees of the Authority*
- A proposed or pending acquisition or disposition of land by the Authority*

CARRIED

MOTION A-193/18 moved: R. Geysens seconded: D. Hayes

THAT the LPRCA Board of Directors does now adjourn from the closed session.

CARRIED

MOTION A-194/18 moved: D. Beres seconded: C. Grice

THAT the LPRCA Board of Directors confirms the sale and leaseback of the Administration Building at 4 Elm St., Tillsonburg, Ontario
AND

THAT the LPRCA Board of Directors approves \$569,567 for an internally restricted reserve for the purpose of the acquisition of an administration office that meets the organizations needs in the future

AND the LPRCA Board of Directors approves \$421,385 for an internally restricted reserve for investments in operations and capital in alignment with the organizations strategic plan and approved by the Board.

CARRIED

MOTION A-195/18 moved: L. Bartlett seconded: D. Beres

THAT the LPRCA Board of Directors approves the GM making an offer to Aaron LeDuc as the Manager of Corporate Services.

CARRIED

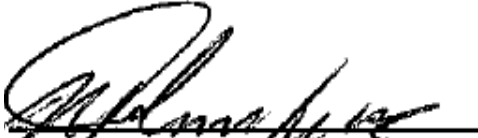
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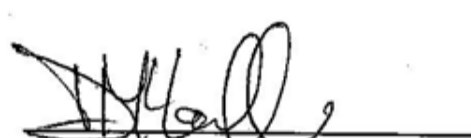
OTHER

After serving on the LPRCA Board of directors for the last 12 years, L. Bartlett will not be returning in the New Year. He said it had been an honour and privilege to work for the Authority and he was going to miss being part of the organization.

The Chair adjourned the meeting at 8:10pm.



Michael Columbus
Chair



Dana McLachlan
Administrative Assistant

FULL AUTHORITY COMMITTEE MEMBERS

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Michael Columbus, Roger Geysens, Craig Grice, Noel Haydt, David Hayes, John Scholten