



**LONG POINT REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS MINUTES of December 6, 2017  
APPROVED January 10, 2018**

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Members in attendance: Leroy Bartlett, Dave Beres, Doug Brunton\*, Wayne Casier, Michael Columbus, Roger Geysens, Noel Haydt, David Hayes and John Scholten  
Staff in attendance: C. Evanitski, J. Maxwell, L. Minshall, Sheila Johnson and D. McLachlan  
Regrets: Robert Chambers and Craig Grice

The LPRCA Chair welcomed Wayne Casier as the newest member to the Board and called the meeting to order at 6:30 pm Wednesday, December 6<sup>th</sup>, 2017 in the Tillsonburg Administration Office Boardroom.

**ADDITIONAL AGENDA ITEMS**

**MOTION A-242/17**                      moved: D. Hayes                      seconded: L. Bartlett

*THAT the LPRCA Board of Directors add “Backus Museum Committee” as item 10 (i) and “Personal Matter” under Closed Session to the December 6, 2017 agenda.*

**CARRIED**

**DISCLOSURES OF INTEREST**

a) N. Haydt declared an interest in the Staff-approved Applications, Item 8 (a).

D. Brunton arrived 6:35pm

**DEPUTATIONS**

a) **Ellen Boyce – Re: Staff-Approved Development Applications Concerning Hastings Drive, Long Point**

Ms. Boyce had concerns regarding new development and in-filling of wetlands along the dynamic beachfront in Lake Erie between lots 21 and 28 on Hastings Drive, Long Point. The applications exclude Norfolk County owned lots 24 and half of 25 and, therefore, does not constitute a continuous breakwall structure which has been previously discussed as a requirement for these structures. Ms. Boyce requested that the Board defer permitting applications in relation to works on Hastings Drive until after the Ontario Municipal Board Hearing regarding Hastings Drive scheduled for January 2018.

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**FULL AUTHORITY COMMITTEE MEMBERS**

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**MOTION A-243/17**

moved: D. Hayes

seconded: W. Casier

*THAT the LPRCA Board of Directors receives the deputation from Ellen Boyce Re: Staff Approved Development Applications concerning Hastings Drive, Long Point as information.*

**CARRIED**

**MINUTES OF PREVIOUS MEETINGS**

No questions or comments

**MOTION A-244/17**

moved: R. Geysens

seconded: D. Beres

*THAT the minutes of the LPRCA Board of Directors Regular Meeting held November 1, 2017 be adopted as circulated.*

**CARRIED**

The Chair requested that the minutes of November 16, 2017 be amended. As part of the discussion on page 11 regarding a fundraising initiative resulting in resolution LP-237/17, it was noted that a \$50,000 donation was received for the Education Centre. N. Haydt requested that these funds be used to upgrade the displays at the Education Centre.

**MOTION A-245/17**

moved: J. Scholten

seconded: R. Geysens

*THAT the minutes of the LPRCA Board of Directors Budget Meeting held November 16, 2017 be adopted as amended.*

**CARRIED**

**REVIEW OF COMMITTEE MINUTES**

**MOTION A-246/17**

moved: R. Geysens

seconded: J. Scholten

*THAT the minutes from the Backus Museum Committee meetings of October 2, 2017 and October 31, 2017 be received as information.*

**CARRIED**

**BUSINESS ARISING**

**a) LPRCA Investment Update**

Staff reviewed the creation of the two endowment funds and the investment history. As per the agreement for receiving the funds, restrictions were placed on the funds so that the funds would be available in perpetuity. Only the interest is available for use and the investments are restricted to products that do not erode the principal. Currently, the funds are held in bond funds and Principal Protected Notes (PPNs). The PPNs

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provided no return this year but has the potential to yield 7.5% annually. The 1-year return on the bond portfolio is currently above the benchmark and the annual average return has been 3.24%.

**MOTION A-247/17** moved: J. Scholten seconded: R. Geysens

*THAT LPRCA Board of Directors receives the Investment Report received as information.*

**CARRIED**

**b) Waterford Gatehouse Option**

A new gatehouse cannot be built at Waterford North CA until the hydro is upgraded, yet staff has been unable to obtain a quote for hydro at that location to date. Of note, the quote for the hydro upgrades required at Haldimand CA came in above budget and the purchasing policy.

**MOTION A-248/17** moved: J. Scholten seconded: R. Geysens

*THAT LPRCA Board of Directors receives the verbal update from the GM re: Waterford Gatehouse Option.*

**CARRIED**

**DEVELOPMENT APPLICATIONS**

J. Scholten assumed the chair as N. Haydt vacated due to the aforementioned declaration of pecuniary interest.

**a) Staff Approved applications**

Staff approved 23 applications since the last meeting. LPRCA-122/17, LPRCA-127417, LPRCA-277/17, LPRCA-280/17, LPRCA-282/17, LPRCA-283/17, LPRCA-284/17, LPRCA-285/17, LPRCA-287/17, LPRCA-288/17, LPRCA-289/17, LPRCA-290/17, LPRCA-291/17, LPRCA-292/17, LPRCA-294/17, LPRCA-296/17, LPRCA-297/17, LPRCA-298/17, LPRCA-299/17, LPRCA-300/17, LPRCA-302/17, LPRCA-309/17 and LPRCA-311/17

No questions or comments.

**MOTION A-249/17** moved: M. Columbus Seconded: L. Bartlett

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

**CARRIED**

N. Haydt resumed the Chair.

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**b) New applications**

The Planning Department recommended approval for 11 applications.

**MOTION A-250/17** moved: D. Beres seconded: J. Scholten

*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. 178/06),*

- |                     |                     |                     |
|---------------------|---------------------|---------------------|
| <i>LPRCA-295/17</i> | <i>LPRCA-307/17</i> | <i>LPRCA-314/17</i> |
| <i>LPRCA-304/17</i> | <i>LPRCA-308/17</i> | <i>LPRCA-315/17</i> |
| <i>LPRCA-305/17</i> | <i>LPRCA-310/17</i> | <i>LPRCA-320/17</i> |
| <i>LPRCA-306/17</i> | <i>LPRCA-313/17</i> |                     |

*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**

**CORRESPONDENCE**

No questions or comments

**MOTION A-251/17** moved: D. Hayes seconded: D. Beres

*THAT the correspondence outlined in the Board of Director’s Agenda of December 6, 2017 with additions be received as information.*

**CARRIED**

**NEW BUSINESS**

**a) GENERAL MANAGER’S REPORT**

This month, the GM focused on source water protection and the LPRCA Parks Business Plans. The new Business Plans were distributed to be discussed at a later date. No questions or comments.

**MOTION A-252/17** moved: L. Bartlett seconded: D. Hayes

*THAT the LPRCA Board of Directors receives the General Manager’s Report for November 2017 as information.*

**CARRIED**

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## **b) 2018 LPRCA MEETING AND EVENT SCHEDULE**

In addition to the monthly board meetings, the 2019 Budget meeting, the Watershed Tour and the Annual Christmas Dinner were added to the formal meeting schedule. The first meeting of the New Year is scheduled for January 10, 2018 and there will be a Source Protection Authority Meeting beginning at 6:00pm prior to the regular Board Meeting at 6:30pm.

**MOTION A-253/17**                      moved: D. Hayes                      seconded: L. Bartlett

*THAT the LPRCA Board of Directors approves the proposed 2018 meeting and event schedule.*

**CARRIED**

## **c) BACKUS VILLAGE POLICY REPORT**

Staff sought approval for three policies governing the Backhouse Historic Site to achieve compliance through the Ontario Museum Association. These policies are required in order to apply for the Community Museum Operating Grant (CMOG).

**MOTION A-254/17**                      moved: J. Scholten                      seconded: R. Geysens

*THAT the Long Point Region Conservation Authority approves the following policies:*

- 1. Mandate for the Backhouse Historic Site*
- 2. Statement of Purpose for the Backhouse Historic Site*
- 3. Statement of Significance for the Backhouse Historic Site.*

**CARRIED**

## **d) TIMBER TENDER– CALEY/PALMER/ABBOTT BLOCKS 2&3**

The Caley/Palmer/Abbott Tract Blocks 2 and 3 both received three bids each and both tenders came in within the expected bid range. The Long Tract is currently out for tender and should help to achieve the projected 2017 forestry revenue target of \$315,000.

**MOTION A-255/17**                      moved: J. Scholten                      seconded: R. Geysens

*THAT the LPRCA Board of Directors accepts the tender submitted by Townsend Lumber for marked standing timber at the Caley/Abbott/Palmer – Block #2 (LP-298-17) for a total tendered price of \$75,127.00.*

*AND THAT the LPRCA Board of Directors accepts the tender submitted by Porter Lumber for marked standing timber at the Caley/Abbott/Palmer – Block #3 (LP-299-17) for a total tendered price of \$93,500.00.*

**CARRIED**

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**e) 2018 LPRCA COMMITTEE APPOINTMENTS**

Committees will be appointed at the January 10, 2018 meeting after the Chair and Vice-Chair elections. Member appointments are required for the Land Acquisition, Lee Brown Marsh Management, Audit and Backus Museum committees.

**MOTION A-256/17**                      moved: D. Hayes                      seconded: L. Bartlett

*THAT the LPRCA Board of Directors receives the 2018 LPRCA Committee Appointments Report for information.*

**CARRIED**

**f) 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-257/17**                      moved: D. Hayes                      seconded: W. Casier

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

**CARRIED**

**g) A.D. LATORNELL CONFERENCE UPDATE**

The A.D. Latornell Conference is considered to be the premier environmental conference in Ontario. The conference provides technical advice and networking opportunities for those working in the field, policy makers and others in the conservation field. This year, the GM and four board members attended on behalf of LPRCA and all reported that the breakout sessions were very informative and interesting and recommended the event to others to attend if given the opportunity. As in the past, it was requested that there be more programming geared to Boards of Directors.

**MOTION A-258/17**                      moved: W. Casier                      seconded: D. Hayes

*THAT the LPRCA Board of Directors receives the verbal report on the A.D. Latornell Conference as information.*

**CARRIED**

**h) VACATION CARRYOVER REPORT**

As per the personnel policy, staff requests to carry over more than 10 days of vacation time must be presented to the Board for consideration.

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**MOTION A-259/17**

moved: D. Hayes

seconded: W. Casier

*THAT the LPRCA Board of Directors authorizes the following employee to carry forward the following days of vacation into 2018:*

- a) *Kim Brown – 18 days*

**CARRIED**

J. Scholten assumed the chair as N. Haydt vacated to bring forward the following.

**i) BACKUS MUSEUM COMMITTEE**

The Backus Museum Committee is currently comprised of three LPRCA board members, the LPRCA Chair and four community volunteers. The Governance Policy allows for six members of the community at large. N. Haydt requested that the committee be comprised of community volunteers only since fundraising is an important role for the committee members and board members are unable to contribute the time to fundraising activities. S. Johnson suggested that for upcoming compliance and policy development that the board members be retained to help with direction. It was also suggested to reduce the number of board members by one or two and increase the community volunteers. Staff was directed to provide a report on the advantages and disadvantages of changing the current committee composition.

**MOTION A-260/17**

moved: D. Hayes

seconded: R. Geysens

*THAT the LPRCA Board of Directors receives the verbal Backus Museum Committee as information;  
AND THAT staff prepare a report regarding committee composition.*

**CARRIED**

N. Haydt resumed the chair.

**MOTION A-261/17**

moved: R. Geysens

seconded: J. Scholten

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

- personal matters about an identifiable individual, including Conservation Authority employees*
- a proposed or pending acquisition or disposition of land by the Conservation Authority*

**CARRIED**

**MOTION A-262/17**

moved: M. Columbus

seconded: J. Scholten

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

**CARRIED**

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**MOTION A-263/17** moved: D. Hayes seconded: D. Beres

*THAT the LPRCA Board of Directors receives the information update regarding the Black Creek Conservation Area as information.*

**CARRIED**

**MOTION A-264/17** moved: D. Brunton seconded: M. Columbus

*THAT the LPRCA Board of Directors receives the GM's confidential report re: Land Disposition Update as information.*

**CARRIED**

**MOTION A-265/17** moved: W. Casier seconded: D. Hayes

*THAT the LPRCA Board of Directors receives staff's report regarding Action Plans for Water Control Structures for information.*

**CARRIED**

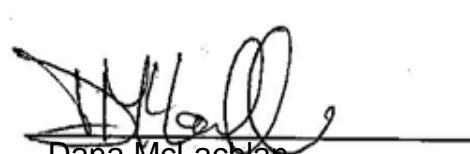
**MOTION A-266/17** moved: W. Casier seconded: D. Hayes

*THAT the LPRCA Board of Directors receives the Beattie Road Closure Proposal as information;  
AND THAT staff continue to negotiate a resolution with the Municipality of Bayham.*

**CARRIED**

The Chair adjourned the meeting at 9:55pm.

  
Noel Haydt  
Chair

  
Dana McLachlan  
Administrative Assistant

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