

**LONG POINT REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS MINUTES - April 3, 2013  
(as approved at the Board meeting held May 1, 2013)**

Members in attendance: L. Bartlett, D. Beres, R. Chambers, B. Chanyi, M. Columbus, R. Geysens, C. Grice, E. Ketchabaw, and R. Sackrider.  
Staff in attendance: C. Evanitski, J. Robertson, J. Maxwell, H. Surette, D. Holmes, P. Gagnon and D. McLachlan  
Guests: Heather King and Stephanie Wilson  
Regrets: D. Travale

The LPRCA Chair called the meeting to order at 6:30 pm Wednesday, April 3<sup>rd</sup>, 2013 in the Tillsonburg Boardroom. He welcomed all to the meeting.

**ADDITIONAL AGENDA ITEMS**

**MOTION A-59/13** moved: E. Ketchabaw seconded: R. Sackrider

*THAT the LPRCA Board of Directors add "Lee Brown Marsh Management Committee minutes from March 4<sup>th</sup> and 5<sup>th</sup>, 2013 under Committee Minutes as item 7 (b) to the April 3<sup>rd</sup>, 2013 agenda.*

**CARRIED**

**DISCLOSURES OF INTEREST**

None

**DEPUTATIONS**

**a) Heather King, Community Programs Supervisor, Norfolk County  
Re: Hay Creek Programs 2012**

Norfolk County wishes to renew its lease for the Hay Creek Conservation Area in 2013 as they have a number of new and continuing summer programs planned. H. King reviewed the participant attendance from the 2012 season and expressed her appreciation on behalf of Norfolk County for the continued use of the site.

**MOTION A-60/13** moved: R. Chambers seconded: R. Sackrider

*That the LPRCA Board of Directors accepts the deputation by Heather King, Community Programs Supervisor, Norfolk County re: Hay Creek Conservation Area 2013 Rental.*

**CARRIED**

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**FULL AUTHORITY COMMITTEE MEMBERS**

Leroy Bartlett, Dave Beres, Robert Chambers, Betty Chanyi, Michael Columbus  
Roger Geysens, Craig Grice, Ed Ketchabaw, Ron Sackrider, Dennis Travale

## **DEPUTATIONS**

### **a) Stephanie Wilson, Port Dover Resident, Re: Sheet Piling in Norfolk**

Ms. Wilson requested that no further sheet piling work be completed along Black Creek or any other shoreline within the LPRCA watershed. Instead, she suggests natural shoreline protection remedies such as, living buffers to protect land and habitat.

**MOTION A-61/13** moved: R. Chambers seconded: R. Sackrider

*That the LPRCA Board of Directors accepts the presentation by Stephanie Wilson, Port Dover Resident re: Sheet Piling in Norfolk as information.*

**CARRIED**

## **MINUTES OF PREVIOUS MEETINGS**

**MOTION A-62/13** moved: R. Chambers seconded: M. Columbus

*THAT the minutes of the LPRCA Board of Directors Annual General Meeting held February 22<sup>nd</sup>, 2013 be adopted as circulated.*

**CARRIED**

**MOTION A-63/13** moved: D. Beres seconded: L. Bartlett

*THAT the minutes of the LPRCA Board of Directors Special Conference Call held February 28<sup>th</sup>, 2013 be adopted as circulated.*

**CARRIED**

**MOTION A-64/13** moved: L. Bartlett seconded: D. Beres

*THAT the minutes of the LPRCA Board of Directors Special Conference Call held March 8<sup>th</sup>, 2013 be adopted as circulated.*

**CARRIED**

**MOTION A-65/13** moved: L. Bartlett seconded: D. Beres

*THAT the LPRCA Mid-month Development Application approval minutes of February 19<sup>th</sup>, 2013 be adopted as circulated.*

**CARRIED**

There were no questions or comments regarding the above minutes.

## **BUSINESS ARISING**

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### **FULL AUTHORITY COMMITTEE MEMBERS**

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**a) BHCA Gatehouse**

The Backus Museum Committee has recommended changing the entryway at BHCA. The new plan calls for a new road to be built on the east side of the current gatehouse location and the gatehouse be replaced with a building from Little Lake CA. During the summer the building will be revamped and the site prepped but the work will take place after the War of 1812 reenactment to keep disruptions to a minimum and allow the site to settle over the winter.

In response to questions D. Holmes advised that once the building interior has been completed and all permits obtained the construction period would last approximately six to eight weeks.

**MOTION A-66/13** moved: R. Sackrider seconded: D. Beres

*THAT the LPRCA Board of Directors approves staff's recommendations for the replacement and reconfiguration of the gatehouse at the Backus Heritage Conservation Area.*

**CARRIED**

**b) MNR Communications Re: Endangered Species**

The GM contacted Joe Durst, MNR Supervisor Niagara Region re: the eagles nest removal in Haldimand. Mr. Durst outlined the provisions of the Act noting that notification to any agency is not required but they did post it on the Ontario government Environmental Registry (EBR). The GM was thanked for his efforts.

**MOTION A-67/13** moved: B. Chanyi seconded: R. Sackrider

*THAT the LPRCA Board of Directors receives the GM's verbal report regarding MNR Communications Re: Endangered Species as information.*

**REVIEW OF COMMITTEE MINUTES**

**MOTION A-68/13** moved: B. Chanyi seconded: R. Sackrider

*THAT the minutes of the Backus Museum Committee's meetings held January 11<sup>th</sup> and January 21<sup>st</sup>, 2013 be received as information.*

**CARRIED**

**MOTION A-69/13** moved: L. Bartlett seconded: C. Grice

*THAT the minutes of the Lee Brown Marsh Management Committee meetings held March 4<sup>th</sup> and March 5<sup>th</sup>, 2013 be received as information.*

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**CARRIED**

**CORRESPONDENCE**

**MOTION A-70/13** moved: B. Chanyi                      seconded: R. Sackrider

*That correspondence outlined in the Board of Directors' Agenda of April 3<sup>rd</sup>, 2013 with additions be received as information.*

**CARRIED**

The property reference in the correspondence is owned by Norfolk County.

**DEVELOPMENT APPLICATIONS**

a) **Staff Approved**

Staff approved 12 applications this past month. H. Surette clarified the permitted items in response to questions from the Board.

**MOTION A-71/13** moved: R. Sackrider                      seconded: B. Chanyi

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

**CARRIED**

b) **New Applications**

The Planning Department sought approval for a total of three applications. All conform to policies and guidelines, and staff recommends approval.

**MOTION A-72/13** moved: R. Sackrider                      seconded: B. Chanyi

*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),*

*NC-14/13*

*NC-16/13*

*NC-18/13*

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

**CARRIED**

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**FULL AUTHORITY COMMITTEE MEMBERS**

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## **NEW BUSINESS**

### **a) CALENDAR REVIEW**

Events and activities are just beginning. The Port Dover clean-up project on April 21<sup>st</sup> was mentioned as this is the second year for this event. There were no questions or comments.

**MOTION A-73/13** moved: R. Chambers seconded: M. Columbus

*THAT the LPRCA Board of Directors receives the April Calendar Review Report as information.*

**CARRIED**

### **b) GENERAL MANAGER'S REPORT**

The GM will be bringing a report in May detailing the land acquisition partnership proposal with NCC.

**MOTION A-74/13** moved: D. Beres seconded: L. Bartlett

*THAT the LPRCA Board of Directors receives the General Manager's Report for February and March 2013 as information.*

**CARRIED**

### **c) EARL DANYLEVICH SALVAGE OPERATION**

Since the Emerald Ash Borer (EAB) was first discovered in Turkey Point, staff has been tracking its progress. The Earl Danylevich tract is a 135-acre woodlot and shows obvious signs of EAB. Staff recommends invoking a salvage plan as soon as possible

**MOTION A-75/13** moved: L. Bartlett seconded: M. Columbus

*THAT the LPRCA Board of Directors approves the staff recommendation to salvage ash species in the Early Danylevich Tract, due to the presence of Emerald Ash Borer.*

**CARRIED**

### **d) PRESCRIPTION/OPERATING PLAN – DEREHAM WETLANDS**

The Dereham Wetlands is a standard prescription/operating plan. No questions.

**MOTION A-76/13** moved by: L. Bartlett seconded: D. Beres

*That LPRCA Board of Directors approves the prescription/operating plan for the Dereham Wetlands.*

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#### **FULL AUTHORITY COMMITTEE MEMBERS**

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**CARRIED**

**e) 2013-2017 EXTERNAL AUDIT SERVICES PROPOSAL**

The five-year audit agreement expired at the end of 2012. The proposal was reviewed and endorsed by the Audit Committee.

**MOTION A-77/13** moved: M. Columbus seconded: L. Bartlett

*THAT the LPRCA Board of Directors appoints KPMG, LLP, Chartered Accountants as LPRCA's auditors for the 2013 fiscal period as per the 5-year proposal of January 29<sup>th</sup>, 2013:*

*AND THAT the LPRCA Board of Directors approves waiving the purchasing policy as the annual audit fees are greater than \$10,000.*

**CARRIED**

**f) WATERSHED REPORT CARD UPDATE**

The LPRCA Watershed Report Card was launched through Conservation Ontario online along with the majority of the other CAs. The Simcoe Reformer, Easy 101 and MyFM Radio conducted interviews with staff and the press release was picked up by other media outlets. Five hundred brochures have been printed and some distributed, along with a letter, to the municipalities specifying that if requested staff is available to present the information. Staff will continue to monitor and record findings and an updated report will be released in five years time.

D. Beres complimented staff on the brochure.

**MOTION A-78/13** moved: M. Columbus seconded: L. Bartlett

*THAT the LPRCA Board of Directors receives the Community Relations Supervisor's verbal report regarding the Watershed Report Card Update as information.*

**CARRIED**

**g) SPRING TREE PLANTING TENDER**

There are 48,000 to 49,000 trees to be planted this year funded through the OPG/Forest Corridor Project, 50 Million Trees Program, and the ALUS Project. Two tender bids were received for the 2013 scatter and pod planting contract and the lowest bid was received from Giles Restoration for 39¢ per tree, tax included.

**MOTION A-79/13** moved by: D. Beres seconded: M. Columbus

*THAT the LPRCA Board of Directors approves the tender received from Giles Restoration Services for a total of \$21,982.12 (taxes included) for LPRCA's Spring 2013 Scatter and Pod Planting contract.*

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**CARRIED**

**h) MUSEUM POLICIES REPORT**

To continue to receive funding from the Ontario Museum Association through the Community Museums Operating Grant (CMOG) the Backus policies and procedures need to meet compliance standards. The deadline to submit the policies is April 30<sup>th</sup>, 2013. The advisor is in the process of reviewing the submission and further work is required on the policies.

**MOTION A-80/13** moved by: M. Columbus seconded: L. Bartlett

*THAT the LPRCA Board of Directors approves in principle the revised Mission Statement, and the Community, Finance and Governance Policies for Backus Heritage Village as recommended by the Backus Museum Committee;*

*AND FURTHER that the LPRCA Chair be authorized to execute final approval of these documents.*

**CARRIED**

**MOTION A-81/13** moved: L. Bartlett seconded: M. Columbus

*That the LPRCA Board of Directors does now enter into an "In Camera" session to discuss:*

*a proposed or pending acquisition or disposition of land by the Conservation Authority.*

**CARRIED**

**MOTION A-82/13** moved: D. Beres seconded: M. Columbus

*That the LPRCA Board of Directors does now adjourn from the "In Camera" session.*

**CARRIED**

The Chairman adjourned the meeting at 8:20pm.

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Roger Geysens  
Chairman

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Dana McLachlan  
Administrative Assistant

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