

**LONG POINT REGION CONSERVATION AUTHORITY**  
**BOARD OF DIRECTORS MINUTES - June 5<sup>th</sup>, 2013**  
(as approved at the Board Meeting held August 7, 2013)

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

The LPRCA Chair called the meeting to order at 6:30 pm Wednesday, June 5<sup>th</sup>, 2013 in the Tillsonburg Boardroom.

**ADDITIONAL AGENDA ITEMS**

**MOTION A-101/13** moved: D. Beres                      seconded: B. Chanyi

*THAT the LPRCA Board of Directors add "Legal Matter Regarding Potential Litigation" under In-Camera to the June 5<sup>th</sup>, 2013 agenda.*

**CARRIED**

**DISCLOSURES OF INTEREST**

None

**DEPUTATIONS**

None

**PRESENTATION: LPRCA SERVICE AWARD RECOGNITION**

The following staff was recognized and thanked for their service and dedication to LPRCA. Robin DeCloet, Heritage Programmer/Curator; Ejay Lai, GIS Technician/IT Specialist; Dana McLachlan, Administrative Assistant; Barry Norman, Field Staff; and Peter Schira, Waterford North CA Supervisor were each recognized for five years of service. Bob Dewdney, Field Staff was commended for 25 years of service with LPRCA.

**MINUTES OF PREVIOUS MEETINGS**

**MOTION A-102/13** moved: R. Sackrider                      seconded: D. Beres

*THAT the minutes of the LPRCA Board of Directors regular meeting held May 1<sup>st</sup>, 2013 be adopted as circulated.*

**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

**MOTION A-103/13** moved: M. Columbus      seconded: R. Sackrider

*THAT the LPRCA Mid-month Development Application approval minutes of May 7<sup>th</sup>, 2013 be adopted as circulated.*

**CARRIED**

There were no questions or comments regarding the above minutes.

**BUSINESS ARISING**

**a) Carolinian Canada Coalition Request for Letter of Support**

Carolinian Canada has requested a letter of support to help secure funding for the Elgin Greenway Community Action Plan.

**MOTION A-104/13** moved: R. Sackrider      seconded: D. Beres

*THAT the LPRCA Board of Directors provides a letter of support to the Carolinian Canada Coalition to assist with the securement of funds to implement the Elgin Greenway Conservation Action Plan (CAP).*

**CARRIED**

**REVIEW OF COMMITTEE MINUTES**

**a) Lee Brown Marsh Management Committee**

In response to a question from the Board, D. Holmes replied that the tiling for the agricultural lands had been completed within 2 ½ days.

**MOTION A-105/13** moved: D. Beres      seconded: M. Columbus

*THAT the minutes of the Lee Brown Marsh Management Committee's meeting held December 21<sup>st</sup>, 2012 be received as information.*

**CARRIED**

**CORRESPONDENCE**

**MOTION A-106/13** moved: R. Sackrider      seconded: D. Beres

*That correspondence outlined in the Board of Directors' Agenda of June 5<sup>th</sup>, 2013 be received as information.*

**CARRIED**

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**FULL AUTHORITY COMMITTEE MEMBERS**

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## **DEVELOPMENT APPLICATIONS**

### **a) Staff Approved applications – May, 2013**

Staff approved twenty applications this past month: NC-21/13, NC-22/13, NC-23/13, NC-24/13, HC-23/13-1, TIL-1/13-1, BA-6/13-1, NC-25/13, NC-26/13, NC-27/13, NC-28/13-1, NC-29/13, NC-30/13, NC-31/13, NC-32/13, NC-33/13, NC-34/13, HC-39/13, NC-35/13, NC-40/13. H. Surette clarified the permitted items in response to questions from the Board.

**MOTION A–107/13** moved: M. Columbus      seconded: D. Beres

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

**CARRIED**

### **b) New Applications**

The Planning Department sought approval for a total of five applications. In response to questions, H. Surette stated that works started prior to LPRCA permission were subject to double the fee for the 1<sup>st</sup> offence. All fees will be reviewed for the 2014 budget.

**MOTION A–108/13** moved: L. Bartlett      seconded: R. Sackrider

*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-36/13  
NC-41/13*

*BU-2/13  
NC-43/13*

*NC-49/13*

*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**

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

## **NEW BUSINESS**

### **a) CALENDAR REVIEW**

The calendar covers the next two months as there is no Board Meeting in July.

The June 8<sup>th</sup> Canoe Encounter at Waterford North CA, has been cancelled due to low registration.

The deadline to apply to the Leighton and Betty Brown Conservation Scholarship is June 21<sup>st</sup>.

New for this year, the Backus Outdoor Educator is offering weekend drop-in events in July to include Family Movie Nights, Family Campfire and Games Nights and Sunday morning fitness classes.

The Community Relations Supervisor reminded everyone that the August Board meeting will be held at Backus and will include the Scholarship presentation.

**MOTION A-109/13** moved: M. Columbus                      seconded: R. Sackrider

*THAT the LPRCA Board of Directors receives the June/July Calendar Review Report as information.*

**CARRIED**

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

The GM reviewed the highlights of his duties during the month of May. He was pleased to advise the Board that the new GM of Conservation Ontario made LPRCA her first stop on her tour of the CAs.

**MOTION A-110/13** moved: R. Sackrider                      seconded: D. Travale

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

**CARRIED**

### **c) LPRCA HEAD OFFICE – NATURALIZATION DEMONSTRATION**

The Lands & Waters Staff applied to various funding sources to help defray costs with the Naturalization Demonstration Project. RBC Blue Water Project has confirmed their contribution of \$40,000. On June 14<sup>th</sup> there will be a cheque presentation event held at the Tillsonburg office to coincide with the fourth annual RBC Blue Water Day celebration. LPRCA and RBC Staff will be joined by local dignitaries to plant prairie grass on the front slope of the office property. The celebration begins at 10am.

Discussion continued on the environmental benefits of the naturalization project.

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**MOTION A-111/13** moved: M. Columbus      seconded: L. Bartlett

*THAT the LPRCA Board of Directors endorses the staff report regarding the LPRCA Head Office – Naturalization Demonstration Project.*

**CARRIED**

**d) SHORELINE MANAGEMENT PLAN PROPOSAL**

Staff has been working with Kettle Creek Conservation Authority to research efficiencies of scale between the two organizations. The main project to come out of this process was a joint approach to update their respective Shoreline Management Plans. Since the initial discussions, Catfish Creek Conservation Authority and Lower Thames River Conservation Authority have requested to join the collaborative to implement a Shoreline Management Plan within the County of Elgin in 2014. An RFP would be issued by the entire group to hire a consultant on the project.

Environment Canada is working with the group to provide flood modeling and help with securing funding for the project.

The Norfolk County Shoreline Management plan is scheduled to be implemented some time in 2013.

**MOTION A-112/13** moved by: L. Bartlett      seconded: R. Sackrider

*THAT the LPRCA Board of Directors approves the recommendation from the Lake Erie Basin Shoreline Management Collaborative to move forward on securing partnership funding and support to implement the proposed Joint Shoreline Management Plan as per the staff report of May 27<sup>th</sup>, 2013.*

**CARRIED**

**e) 2013 CHRISTMAS SCHEDULE**

As in past years, the office will be closed between Christmas and New Year's Day. Staff will be required to use two vacation days or take unpaid leave. Some staff members will be on call for emergencies during that time.

**MOTION A-113/13** moved: R. Sackrider      seconded: D. Travale

*That the LPRCA Board of Directors closes operations (except for emergency response) from December 25/13 to January 1/14 inclusive,  
AND that staff working at that time be granted one complimentary day off with pay;  
AND that staff be required to utilize two (2) 2013 vacation days during the closure period or take unpaid leave - along with three statutory holidays.*

**CARRIED**

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**FULL AUTHORITY COMMITTEE MEMBERS**

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Roger Geysens, Craig Grice, Ed Ketchabaw, Ron Sackrider, Dennis Travale

**f) DART PROTOCOL REPORT**

The DART (Drainage Act and Section 28 Regulations) Team was formed in 2008 to explore solutions to streamline the process between the Drainage Act and Section 28 Regulations of the Conservation Authorities Act. Thanks to the work of DART there is now a new provincial policy providing guidelines to CA staff and municipal drainage departments. Staff requested Board endorsement of the new protocol.

**MOTION A-114/13** moved: D. Travale                      seconded: R. Sackrider

*THAT the LPRCA Board of Directors endorses the use of the Drainage Act and Conservation Authorities Act Protocol approved by the province;  
AND THAT the LPRCA Board of Directors authorizes staff to notify its municipal partners of this motion;  
AND THAT LPRCA staff meet with their municipal drainage counterparts a year from now to review the effectiveness of the process, as well as, the associated costs.*

**CARRIED**

**g) BACKUS MILL CONDITION REPORT**

The Field Superintendent reviewed the history of the Mill including the last major upgrades that were completed in 1956. Each year, field staff inspects the Mill and complete minor repairs and adjustments once the spring flooding has subsided. This year, the damage exceeded staff capabilities and an engineering firm was brought in to review the structure. Based on the advice from Spriet and Associates, staff requested to allocate funds from other capital projects to complete a short-term repair to the Mill and to strike a subcommittee to launch a major public fundraising campaign to overhaul the building.

The Mill is currently closed due to safety concerns.

The Field Superintendent responded to the various questions from the Board and assured everyone that a complete overhaul would take place as soon as funds could be secured.

The Board requested a separate reserve item to be added to the 2014 budget for maintenance and repairs to the Mill.

**MOTION A-115/13** moved: M. Columbus                      seconded: L. Bartlett

*THAT the LPRCA Board of Directors approves the staff recommendation for temporary repairs as outlined in the May 13<sup>th</sup>, 2013 inspection report from Spriet & Associates for the Backus Grist Mill;  
AND further, that a sub-committee be formed to initiate fundraising efforts for complete renovation of the Grist Mill foundation and supports.*

**CARRIED**

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**FULL AUTHORITY COMMITTEE MEMBERS**

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**h) LPRCA WEBSITE UPDATE**

The Community Relations Supervisor reviewed work completed on the new website and outlined what was yet to be done. Phase 2 will include social media. The expected launch date is June 26<sup>th</sup>.

**MOTION A-116/13** moved by: R. Chambers    seconded: B. Chanyi

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

**CARRIED**

**MOTION A-117/13** moved by: R. Chambers    seconded: B. Chanyi

*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;*
- litigation or potential litigation, including matters affecting the Conservation Authority.*

**CARRIED**

**MOTION A-118/13** moved by: R. Chambers    seconded: B. Chanyi

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

**CARRIED**

**MOTION A-119/13** moved by: D. Travale        seconded: M. Columbus

*THAT the LPRCA Board of Directors receives the verbal report regarding a legal matter/settlement conference of May 21, 2013 as information.*

**CARRIED**

The Chairman adjourned the meeting at 9:20pm.

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Ed Ketchabaw  
Vice Chairman

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Dana McLachlan  
Administrative Assistant

**FULL AUTHORITY COMMITTEE MEMBERS**

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