

**LONG POINT REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS MINUTES - October 2nd, 2013**

(as approved at the Board of Directors Meeting held November 6, 2013)

Members in attendance: L. Bartlett, D. Beres, R. Chambers, B. Chanyi, M. Columbus and E. Ketchabaw.

Staff in attendance: C. Evanitski, J. Robertson, J. Maxwell, D. Holmes, B. Hodi and D. McLachlan

Regrets: R. Geysens, R. Sackrider and D. Travale

The LPRCA Vice-Chair assumed the Chair and called the meeting to order at 6:30 pm Wednesday, October 2nd, 2013 in the Tillsonburg Boardroom.

ADDITIONAL AGENDA ITEMS

None

DISCLOSURES OF INTEREST

None

DEPUTATIONS: SCOTT DAVIS, FOREST CERTIFICATION COORDINATOR, EASTERN ONTARIO MODEL FOREST (EOMF)

Mr. Davis explained that the EOMF is a non-profit, charitable organization that has three objectives:

1. Work with all stakeholders to develop new and existing forest-based opportunities
2. Work with stakeholders to pilot new ideas and innovative programs
3. To develop and share sustainable forest management practices and tools with others.

After a brief history, Mr. Davis stated that the EOMF received their third five-year Forest Stewardship Council (FSC) certification from Smartwood (a subsidiary of Rainforest Alliance) in March of 2013. He stated that the demand for certified wood is growing as shown by the European Union who recently passed a regulation to not accept non-certified wood products.

To become certified LPRCA must complete a risk/gap analysis, submit a Forest Management Plan, complete a Memorandum of Understanding, create a profile using the EOMF data-management tool, implement operations according to policies and procedures, pay an annual contribution to EOMF based on a costing matrix, and report annual volumes.

FULL AUTHORITY COMMITTEE MEMBERS

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The benefits of certification are:

- increased credibility and accountability
- proactive management of sustainable forest practices
- public awareness of responsible management
- information/knowledge exchange
- increased market access for forest products

S. Davis responded to all questions from the Board Members.

MOTION A-148/13 moved: R. Chambers seconded: D. Beres

THAT the LPRCA Board of Directors accepts the presentation by Scott Davis, Forest Certification Coordinator of the Eastern Ontario Model Forest as information.

CARRIED

MINUTES OF PREVIOUS MEETINGS

MOTION A-149/13 moved: D. Beres seconded: R. Chambers

THAT the minutes of the LPRCA Board of Directors regular meeting held August 7th, 2013 be adopted as circulated.

CARRIED

MOTION A-150/13 moved: D. Beres seconded: R. Chambers

THAT the minutes of the LPRCA Board of Directors Special Conference Call held August 20th, 2013 be adopted as circulated.

CARRIED

MOTION A-151/13 moved: R. Chambers seconded: D. Beres

THAT the LPRCA Mid-month Development Application approval minutes of September 11th, 2013 be adopted as circulated.

CARRIED

There were no questions or comments regarding the above minutes.

BUSINESS ARISING

None

REVIEW OF COMMITTEE MINUTES

FULL AUTHORITY COMMITTEE MEMBERS

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

None

CORRESPONDENCE

MOTION A-152/13 moved: D. Beres seconded: R. Chambers

That correspondence outlined in the Board of Directors' Agenda of October 2nd, 2013 be received as information.

CARRIED

DEVELOPMENT APPLICATIONS

a) **Staff Approved applications – August and September, 2013**

Staff approved 24 applications over the past two months: NC-82/13-1, NC-83/13-1, NC-84/13, NC-85/13, NC-86/13, HC-48/13, BA-8/13, NC-88/13, NC-89/13-1, BA-9/13, NC-90/13, NC-91/13, NC-92/13, NC-93/13-1, BA-10/13, NC-94/13, NC-98/13-1, HC-49/13, NC-99/13-1, NC-100/13, NC-101/13-1, NC-102/13, TIL-4/13, HC-50/13. H. Surette clarified the permitted items in response to questions from the Board.

MOTION A-153/13 moved: R. Chambers 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 three applications, two replacement dwellings and one building addition. H. Surette confirmed that application BA-11/13 was a resubmission of a previous application.

MOTION A-154/13 moved: D. Beres seconded: R. Chambers

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-104/13 BA-11/13 NC-105/13

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.*

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CARRIED

NEW BUSINESS

a) CALENDAR REVIEW

New this year is a Soils Workshop for southwestern Ontario at Backus on October 24th in collaboration with Trees Ontario.

This Saturday night, TV Ontario will be showing a documentary entitled “A Desert Between Us & Them” about the War of 1812. Backus Heritage Village was filmed for the documentary.

MOTION A-155/13 moved: R. Chambers seconded: D. Beres

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

CARRIED

b) GENERAL MANAGER’S REPORT

The GM reviewed the highlights of his report and discussed with the Board the issues surrounding the new accounting standards for documenting all properties that exceed contamination standards and which require an associated clean-up cost to be placed onto the organization’s financial records. Effective 2015 these costs will have to be shown as a liability on the balance sheet.

MOTION A-156/13 moved: R. Chambers seconded: D. Beres

THAT the LPRCA Board of Directors receives the General Manager’s Report for August and September 2013 as information.

CARRIED

c) 2014 BUDGET TIMELINE

J. Maxwell reviewed the schedule as outlined in the report and mentioned that she has already begun work on the 2014 budget. The all-day budget session is scheduled for Tuesday, November 12.

MOTION A-157/13 moved: D. Beres seconded: M. Columbus

*THAT the LPRCA Board of Directors receives the staff report regarding the 2014 Budget Process Timeline;
AND THAT staff be directed to implement the timeline as presented.*

CARRIED

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d) PROVINCIAL MUSEUM POLICY UPDATE

Phase two of the Museum Standards is due October 31st, 2013. The policies distributed at the meeting were an amended version of those distributed with the agenda after evaluation and feedback from the CMOG advisor. J. Robertson reviewed the amendments.

MOTION A-158/13 moved by: M. Columbus seconded: D. Beres

THAT the LPRCA Board of Directors approves the updated Collections, Conservation and Exhibition Policies for Backus Heritage Village as recommended by the Backus Museum Committee.

CARRIED

e) LPRCA STRATEGIC PLAN APPROVAL REPORT

The GM presented the final draft of the Five-Year Strategic Plan and as mentioned in the report it has been suggested that the Strategic Plan be reviewed annually.

After a meeting with park staff, it was decided that the plan to rotate supervisors and assistant supervisors be grandfathered. Further discussion centered on extra fees for extra amenities.

MOTION A-159/13 moved: D. Beres seconded: M. Columbus

*THAT the LPRCA Board of Directors approves the 2014-2018 LPRCA Strategy presented at its meeting of October 2nd, 2013;
AND that the Strategic Work Plan be endorsed as a guide to assist the Board and staff with implementation of said plan over the next five years.*

CARRIED

f) LPRCA ADMINISTRATION OFFICE LOW IMPACT TENDER REPORT

As mentioned in the report, LPRCA secured funding for this project through the RBC Blue Water Project. There is currently no stormwater management on site. A request for tender was circulated to six engineering firms and four responded. Staff recommended to utilize the services of Cyril J. Demeyere Limited as their bid included a number of valued added items. .

MOTION A-160/13 moved: D. Travale seconded: R. Sackrider

THAT the LPRCA Board of Directors approves the proposal received from Cyril J. Demeyere Limited for a total of \$11,650 (plus tax) for engineering services to implement

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Low Impact Development methods for stormwater management at the Tillsonburg administration office.

CARRIED

g) PORT BURWELL MARINA LEASE

LPRCA is midway through a 20-year lease agreement with the M. Garry of the Big Otter Marina. Now in its third segment, Mr. Garry has been advised of a 3% annual fee increase.

MOTION A-161/13 moved: D. Beres seconded: M. Columbus

*THAT the LPRCA Board of Directors receives the Port Burwell Marine Lease Report for information;
AND approves the 2014-2019 fee schedule as presented.*

CARRIED

Discussion re: Forest Stewardship Council (FSC) Certification

D. Holmes has been researching FSC certification for three years. The annual cost to LPRCA for FSC certification is expected to be around \$8000. Since EOMF's fiscal year ends in April, LPRCA will be charged half of the annual fee (\$4000) for November to April. EOMF will take the lead for the certification. LPRCA staff noted that without certification, market share could be lost. D. Holmes stressed that LPRCA can opt out of the agreement at any time. The Board requested a cost analysis for the next meeting.

MOTION A-162/13 moved: L Bartlett seconded: B. Chanyi

THAT the LPRCA Board of Directors agrees to join the Eastern Ontario Model Forest program at a pro-rated cost of \$4000 for the current fiscal year in order for LPRCA to achieve FSC certification.

CARRIED

MOTION A-163/13 moved by: R. Chambers seconded: D. Beres

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

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MOTION A-164/13 moved by: L. Bartlett seconded: R. Chambers

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

CARRIED

MOTION A-165/13 moved by: L. Bartlett seconded: M. Columbus

THAT the LPRCA Board of Directors receives the verbal report regarding Hay Creek as information.

CARRIED

The Vice-Chair adjourned the meeting at 8:50pm.

Ed Ketchabaw
Vice Chair

Dana McLachlan
Administrative Assistant

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