



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Virtual Meeting Minutes of January 13, 2021**  
**Approved February 3, 2021**

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Members in attendance: Dave Beres, Robert Chambers, Kristal Chopp, Michael Columbus, Valerie Donnell, Ken Hewitt, Tom Masschaele, Stewart Patterson, Ian Rabbitts, John Scholten and Peter Ypma

Staff in attendance: Judy Maxwell, Aaron LeDuc, Ben Hodi, Paul Gagnon, Zachary Cox and Dana McLachlan.

Guests: Kimberly Earls and Christine Jacob

Regrets: none

**1. Welcome and Call to Order**

The chair called the meeting to order at 6:30 p.m., Wednesday, January 13, 2021.

**2. Additional Agenda Items**

There were no additional agenda items.

**3. Declaration of Conflicts of Interest**

None were declared.

**4. Election of Chair and Vice-Chair 2021**

The Chair and Vice-Chair vacated their seats and Ms. Kimberley Earls, Economic Development Coordinator for South Central Ontario Region Economic Development Corporation assumed the Chair position. The positions for Chair and Vice-Chair were declared vacant.

- a) Appointment of Scrutineer(s)

**A-1/21**

Moved by J. Scholten

Seconded by P. Ypma

*THAT the LPRCA Board of Directors appoints Christine Jacob as scrutineer for the purpose of electing officers.*

**CARRIED**

- b) Election of Chair

- 1) Call for Nominations

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**FULL AUTHORITY COMMITTEE MEMBERS**

Dave Beres, Robert Chambers, Kristal Chopp, Michael Columbus, Valerie Donnell,  
Ken Hewitt, Tom Masschaele, Stewart Patterson, Ian Rabbitts, John Scholten, Peter Ypma

Robert Chambers nominated Michael Columbus who accepted the nomination.

Chair Earls made two further calls for nominations. There were no further nominations.

2) Motion to Close Nominations for Chair

**A-2/21**

Moved by V. Donnell

Seconded by D. Beres

*That the nominations for the Chair be closed.*

**CARRIED**

3) Distribution and collection of ballots by Scrutineer: Not required

4) Announce Election Results

Michael Columbus was declared the Long Point Region Conservation Authority Chair for 2021.

5) Motion to Destroy Ballots: Not required

c) Election of Vice-Chair

1) Call for Nominations

Dave Beres nominated John Scholten who accepted the nomination.

Chair Earls made two further calls for nominations. There were no further nominations.

2) Motion to Close Nominations for Vice-Chair

**A-3/21**

Moved by P. Ypma

Seconded by T. Masschaele

*That the nominations for the LPRCA Vice-Chair be closed.*

**CARRIED**

3) Distribution and collection of ballots by Scrutineer: Not required

4) Announce Election Results

John Scholten was declared the Long Point Region Conservation Authority Vice-Chair for 2021.

5) Motion to Destroy Ballots: Not required

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The Chair and Vice-Chair thanked their nominators and the Board for their support and were looking forward to the year ahead.

M. Columbus assumed the Chair. Ms. Earls and Ms. Jacob were thanked for their service and left the meeting at 6:45 p.m.

## **5. Committee Appointments**

### **A-4/21**

Moved by I. Rabbits

Seconded by S. Patterson

*THAT the LPRCA Board of Directors approves the following appointments for 2021:*

*Dave Beres as the Land Acquisition Chair;*

*And*

*John Scholten and the LPRCA Chair to the Lee Brown Marsh Management Committee;*

*And*

*Robert Chambers, Dave Beres, Tom Masschaele and the LPRCA Chair to the Backus Museum Committee;*

*And*

*Dave Beres, Ken Hewitt, Valerie Donnell, the LPRCA Chair and LPRCA Vice-chair to the Audit and Finance Committee.*

**CARRIED**

## **6. Deputations**

There were no deputations.

## **7. Minutes of the Previous Meeting**

- a) Board of Directors Meeting of December 2, 2020

### **A-5/21**

Moved by J. Scholten

Seconded by V. Donnell

*That the minutes of the Board of Directors Meeting held December 2, 2020 be adopted as circulated.*

**CARRIED**

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### **FULL AUTHORITY COMMITTEE MEMBERS**

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Ken Hewitt, Tom Masschaele, Stewart Patterson, Ian Rabbits, John Scholten, Peter Ypma

## **8. Business Arising**

There was no business arising.

## **9. Review of Committee Minutes**

There were no committee meeting minutes for review.

## **10. Correspondence**

### **A-6/21**

Moved by P. Ypma

Seconded by D. Beres

*That the correspondence outlined in the Board of Director's Agenda of January 13, 2021 be received as information*

**CARRIED**

## **11. Development Applications**

### **a) Staff Approved applications**

Staff approved 22 applications since the last meeting in December. The applications included replacement dwellings, emergency shoreline protection, and other smaller projects. LPRCA-81/20 Revised, LPRCA-162/20 Revised, LPRCA-185/20, LPRCA-235/20 Revised, LPRCA-236/20 Revised, LPRCA-237/20 Revised, LPRCA-238/20 Revised, LPRCA-239/20 Revised, LPRCA-255/20, LPRCA-256/20, LPRCA-277/20, LPRCA-278/20, LPRCA-279/20, LPRCA-280/20, LPRCA-281/20, LPRCA-282/20, LPRCA-284/20, LPRCA-285/20, LPRCA-287/20, LPRCA-288/20, LPRCA-289/20, and LPRCA-292/20.

All of the staff approved applications met the requirements as set out in Section 28 of the *Conservation Authorities Act*.

### **A-7/21**

Moved by V. Donnell

Seconded by R. Chambers

*That the LPRCA Board of Directors receives the Staff Approved Section 28 Regulation Applications report dated December 21, 2020 as information.*

**CARRIED**

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**b) New applications**

The Planning Department staff recommended seven applications for approval.

**A-8/21**

Moved by I. Rabbitts

Seconded by T. Masschaele

*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),*

LPRCA-290/20  
LPRCA-293/20

LPRCA-291/20  
LPRCA-294/20

LPRCA-295/20  
LPRCA-296/20  
LPRCA-5/21

- 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**

**12. New Business**

**a) 2021 LPRCA BUDGET VOTE**

After the Budget meeting on November 12, 2020, the 2021 LPRCA Budget was circulated to member municipalities for a 30-day comment period on November 13, 2020. Municipal council presentations were requested and provided to Oxford County and the Township of Norwich, and correspondence was received from the Municipality of Bayham as noted above.

**A-9/21**

Moved by D. Beres

Seconded by J. Scholten

*That the LPRCA Board of Directors approves the following recommendations regarding LPRCA's 2021 Operating and Capital budgets;*

- 1. *That the 2021 proposed Ontario Regulation 178/06 Permit Fees and Planning Act Review Fees be approved as set out in Attachment 1;*
- 2. *That the 2021 proposed Conservation Area User Fees be approved as set out in Attachment 2;*

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3. *That the 2021 Operating Budget in the total amount of \$4,421,734 and requiring a Municipal Levy- Operating of \$1,686,943 be approved as set out in Attachment 3;*
4. *That the 2021 Capital Budget in the total amount of \$615,000 requiring a General Municipal Levy- Capital of \$375,000 be approved as set out in Attachment 3;*
5. *That the proposed 2021 Consolidated Budget in the total amount of \$5,036,734 and requiring a Municipal Levy –Consolidated of \$2,061,943 be approved as set out in Attachment 3.*

<b>Member</b>	<b>Municipality/Group</b>	<b>Weight</b>	<b>Present?</b>	<b>Yes</b>	<b>No</b>
Valerie Donnell	Municipality of Bayham	4.76	Y	✓	
Robert Chambers	County of Brant	7.14	Y	✓	
Stewart Patterson	Haldimand County	7.46	Y	✓	
Ken Hewitt	Haldimand County	7.46	Y	✓	
Valerie Donnell	Township of Malahide	0.77	Y	✓	
Kristal Chopp	Norfolk County	12.50	Y	✓	
Michael Columbus	Norfolk County	12.50	Y	✓	
Tom Masschaele	Norfolk County	12.50	Y	✓	
Ian Rabbitts	Norfolk County	12.50	Y	✓	
John Scholten	Township of Norwich	7.47	Y	✓	
Peter Ypma	Township of South-West Oxford	7.47	Y	✓	
Dave Beres	Town of Tillsonburg	7.47	Y	✓	
		100	100	100	

**CARRIED**

### **b) General Manager's Report**

The GM reported that it was again a busy year for the planning department providing comment to member municipalities for planning applications, completing lawyer inquiries and processing permits. There were 37 more permits approved over last year.

The 50-acre bush lot property donation closed December 30, 2020. Tax receipts are to be issued under the Ecological Gifts Program.

Craig Jacques, Water Resources Specialist, resigned December 18<sup>th</sup> and Matt Churly, Water Resources Analyst, will be assuming the Source Water Protection duties.

The phone system was down between December 31, 2020 and January 4, 2021 and

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any messages left during that time were lost.

The Chair asked for an update on the pandemic protocols and the General Manager indicated that there is a COVID Safety Plan and the Enclosed Public Space Face Mask Policy. Safety measures for staff were reviewed relating to COVID-19.

**A-10/21**

Moved by J. Scholten

Seconded by T. Masschaele

*That the LPRCA Board of Directors receives the General Manager's Report for December 2020 as information.*

**CARRIED**

**c) Update on Bill 229 and Schedule 6**

As per Resolution #A-116/20, passed at last month's meeting, letters were sent to the Premier, the Ministers of Finance, Environment Conservation and Parks, Municipal Affairs and Housing, Natural Resources and Forestry, and to all watershed member municipalities and watershed Members of Provincial Parliament.

Bill 229 and an amended Schedule 6 received Royal Assent on December 8, 2020. A working group has been established to help the province develop the regulations. The members of the working group were recently announced and includes Conservation Ontario General Manager, Kim Gavine, and staff from seven conservation authorities including Hassaan Basit, President and CEO of Halton Region Conservation Authority, who was selected as Chair.

**A-11/21**

Moved by D. Beres

Seconded by V. Donnell

*THAT the LPRCA Board of Directors receives the Bill 229 and Schedule 6 Update report as information,*

**CARRIED**

**d) Hearing Procedures Policy Update**

The purpose of the amendment is to allow electronic hearings, administrative updates and to streamline the appendices.

**A-12/21**

Moved by P. Ypma

Seconded by V. Donnell

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*THAT the LPRCA Board of Directors approves the Hearing Procedures Policy, Conservation Authorities Act, Section 28 as presented.*

**CARRIED**

**e) 2021 Tree Order Confirmation**

Annually, LPRCA purchases a variety of native tree and shrub species for restoration projects which include the LPRCA Private Land Tree Planting Program, 50 Million Tree Program, Clean Water project and the Ontario Power Generation/Forest Corridor Program. Staff proposed to order 40,350 seedlings for 2021 from two of the four nurseries pre-selected by Forests Ontario's 50 Million Program.

**A-13/21**

Moved by J. Scholten

Seconded by S. Patterson

*THAT LPRCA Board of Directors approves the 2021 tree order of 40,350 trees at a cost of \$42,310 for the 2021 spring tree planting season.*

**CARRIED**

K. Chopp left the meeting at 7:35 p.m.

**f) Wetland Creation Project Tender**

Staff routinely works with various partners to design and create wetland projects throughout the watershed. The proposed wetland is located just west of the Big Creek valley and is projected to be approximately 17,700 m<sup>2</sup>. Due to its large size, the project was sent out for tender as per LPRCA policy. The project will be funded by Environment Canada and Climate Change and ALUS Norfolk.

**A-14/21**

Moved by R. Chambers

Seconded by P. Ypma

*THAT LPRCA Board of Directors accepts the tender submitted by Jim Granger Excavating to create a wetland at 549 Concession A, South Walsingham, Norfolk County for a total of \$36,380 (\$1.00 per cubic metre), excluding HST.*

**CARRIED**

**13. Closed Session**

**A-15/21**

Moved by J. Scholten

Seconded by T. Masschaele

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

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- *A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority.*

**CARRIED**

**A-16/21**

Moved by D. Beres

Seconded by R. Chambers

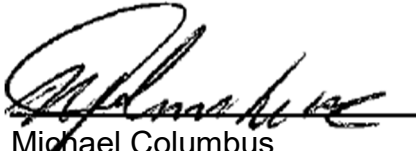
*That the LPRCA Board of Directors does now adjourn from the closed session.*

**CARRIED**


The Board approved the closed session minutes of December 2, 2020. There were no other closed session items for discussion.

**14. Adjournment**

The Chair adjourned the meeting at 7:40 p.m.



Michael Columbus  
Chair



Dana McLachlan  
Administrative Assistant

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