



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Virtual Meeting Minutes of July 7, 2021**  
**Approved September 1, 2021**

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The Board of Directors Meeting was held via videoconference, on Wednesday, July 7, 2021 pursuant to section C.9, of the LPRCA's Administrative By-Law.

Members in attendance:

Michael Columbus, Chair	Norfolk County
John Scholten, Vice-Chair	Township of Norwich
Dave Beres	Town of Tillsonburg
Robert Chambers	County of Brant
Kristal Chopp	Norfolk County
Valerie Donnell	Municipality of Bayham/Township of Malahide
Tom Masschaele	Norfolk County
Stewart Patterson	Haldimand County
Peter Ypma	Township of South-West Oxford

Regrets:

Ken Hewitt	Haldimand County
Ian Rabbitts	Norfolk County

Staff in attendance:

Judy Maxwell, General Manager  
Aaron LeDuc, Manager of Corporate Services  
Matt Churly, Water Resources Analyst  
Zachary Cox, Marketing Coordinator  
Dana McLachlan, Administrative Assistant

\*T. Masschaele joined the meeting at 6:45 p.m.

**1. Welcome and Call to Order**

The chair called the meeting to order at 6:30 p.m., Wednesday, July 7, 2021.

**2. Additional Agenda Items**

**A-76/21**

Moved by J. Scholten  
Seconded by V. Donnell

*That the Board of Directors adds item 10. c) "Personal matters about an identifiable individual, including employees of the Authority" under the Closed Session to the July 7, 2021 agenda.*

**CARRIED**

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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

### **3. Declaration of Conflicts of Interest**

None were declared.

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

#### **a) Board of Directors Meeting June 2, 2021**

There were no questions or comments.

#### **A-77/21**

Moved by D. Beres

Seconded by R. Chambers

*That the minutes of the LPRCA Board of Directors Meeting held June 2, 2021 be adopted as circulated.*

**CARRIED**

#### **b) Board of Directors Meeting June 23, 2021**

There were no questions or comments.

#### **A-78/21**

Moved by P. Ypma

Seconded by V. Donnell

*That the minutes of the LPRCA Board of Directors Meeting held June 23, 2021 be adopted as circulated.*

**CARRIED**

### **5. Business Arising**

There was no business arising from the previous minutes

### **6. Review of Committee Minutes**

#### **a) Backus Museum Committee Meeting December 10, 2019**

There were no questions or comments.

#### **b) Backus Museum Committee Meeting May 4, 2021**

There were no questions or comments.

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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 Rabbits, John Scholten, Peter Ypma

**A-79/21**

Moved by D. Beres  
Seconded by S. Patterson

*That the minutes of the Backus Museum Committee meetings of December 10, 2019 and May 4, 2021 be approved as circulated.*

**CARRIED**

**7. Correspondence**

**a) Conservation Ontario Media Release Re: Conservation Authorities Act Regulatory Proposals**

**b) Conservation Ontario's Final Comments to the Provincial Regulatory Proposals**

There were no questions or comments with respect to the correspondence.

**A-80/21**

Moved by J. Scholten  
Seconded by P. Ypma

*That the correspondence outlined in the Board of Directors Agenda of July 7, 2021 be received as information.*

**CARRIED**

**8. Development Applications**

**a) Staff Approved applications**

Twenty-four applications were approved through the General Manager's delegated authority in the past month. LPRCA-99/21, LPRCA-124/21, LPRCA-125/21, LPRCA-123/21, LPRCA-129/21, LPRCA-130/21, LPRCA-131/21, LPRCA-133/21, LPRCA-134/21, LPRCA-135/21, LPRCA-13621, LPRCA-137/21, LPRCA-138/21, LPRCA-139/21, LPRCA-140/21, LPRCA-141/21, LPRCA-143/21, LPRCA-145/21, LPRCA-147/21, LPRCA-148/21, LPRCA-149/21, LPRCA-150/21, LPRCA-151/21 and LPRCA-152/21.

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

**A-81/21**

Moved by D. Beres  
Seconded by V. Donnell

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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

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

**CARRIED**

## **b) New applications**

The Planning Department staff recommended three applications for approval. The applications consisted of three residential structures.

### **A-82/21**

Moved by R. Chambers

Seconded by V. Donnell

*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-132/21*

*LPRCA-153/21*

*LPRCA-154/21*

- 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**

## **9. New Business**

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

The General Manager provided an overview of operations. There are 383 seasonal campers this year compared to an average of 305 over the past three years. Overnight camping opened June 14<sup>th</sup> and the response has been very good. The transformer for the final hydro upgrades at Waterford North CA is on backorder. Once the transformer is installed there will be an additional 52 available sites.

The pool deck at Backus Heritage CA has been replaced and is now open to the public with capacity restrictions.

The Planning department has processed 161 permits to date compared to 130 to this time in 2020.

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

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

**A-83/21**

Moved by J. Scholten  
Seconded by D. Beres

*That the LPRCA Board of Directors receives the General Manager's Report for June 2021 as information.*

**CARRIED**

Tom Masschaele joined the meeting.

**b) Christmas Operating Schedule**

In the past, LPRCA has closed down operations (except for emergency response) over the Christmas-New Year period. Staff proposed a similar process for 2021, shutting down between December 29 and December 31, reopening Tuesday, January 4, 2022. The Board has traditionally granted a complimentary day off with pay for those staff working that time of year and LPRCA staff will be required to utilize two vacation days for this shutdown period or take time off without pay.

**A-84/21**

Moved by J. Scholten  
Seconded by D. Beres

*THAT the LPRCA Board of Directors closes operations from December 29th to December 31st, 2021 (except for emergency response);*

*And,*

*That staff working be granted one complimentary day off with pay;*

*And,*

*THAT staff are required to utilize two (2) vacation days during the period or take unpaid leave.*

**CARRIED**

**c) Communications Update**

The new website was launched at the end of 2020 and the statistics show an increase in web traffic and longer session duration, which means the new layout is working well.

Online donations through Canada Helps was recently launched on the website. Donations may be made online to the Memorial Forest, the Education Centre Revitalization Project at Backus Heritage Conservation Area, or to LPRCA in general.

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Staff are participating in the Amazing Places video series to be posted to the Long Point World Biosphere Reserve's new website to promote destinations throughout the region.

**A-85/21**

Moved by V. Donnell  
Seconded by P. Ypma

*THAT the LPRCA Board of Directors receives the Communications Update – June 2021 report as information.*

**CARRIED**

**d) Port Rowan Lake Erie Gauge and Norfolk Flood Hub**

In partnership with Norfolk County, a new gauge was installed at Port Rowan to measure real-time lake levels, wind speed and wind direction to support and enhance LPRCA's Flood Forecasting and Warning program. The data is available to the public on the LPRCA website.

The Flood Hub is an information webpage for Norfolk County residents developed by Norfolk County Fire and Norfolk Communication staff with support from LPRCA. The page provides useful information to landowners before, during and after a flood event. The flood mapping tool, created by LPRCA staff, shows 6 different stages of flooding. The flood stage associated with a flood event will now be included in LPRCA flood messaging.

**A-86/21**

Moved by T. Masschaele  
Seconded by D. Beres

*THAT the LPRCA Board of Directors receives the Port Rowan Lake Erie Gauge and Norfolk Flood Hub report as information. .*

**CARRIED**

**e) Lake Erie Water levels Flood Forecasting Update**

Lake Erie has had the some of the highest water levels on record over the last two years. Forecasts have suggested water levels will decrease over the next six months.

If the Environment Canada August forecast is in line with the July forecast, LPRCA will terminate the long-standing flood outlook and return to normal conditions.

**A-87/21**

Moved by J. Scholten  
Seconded by S. Patterson

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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

*THAT the LPRCA Board of Directors receives the Lake Erie Water Levels Flood Forecasting report as information.*

**CARRIED**

### **10. Closed Session**

#### **A-88/21**

Moved by D. Beres

Seconded by P. Ypma

- *Personal matters about an identifiable individual, including employees of the Authority*
- *Litigation or potential litigation, including matters before administrative tribunals (e.g. Local Planning Appeal Tribunal), affecting the Authority;*

**CARRIED**

The board convened in closed session and the livestream was stopped.

#### **A-89/21**

Moved by T. Masschaele

Seconded by S. Patterson

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

**CARRIED**

The board reconvened in open session.

### **11. Adjournment**

The Chair adjourned the meeting at 8:15 p.m.

Michael Columbus  
Chair

Dana McLachlan  
Administrative Assistant

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

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