



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Virtual Meeting Minutes of January 5, 2022**  
**Approved February 2, 2022**

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The Board of Directors Meeting was held via videoconference, on Wednesday, January 5, 2022, 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 |
| Ken Hewitt                | Haldimand County                            |
| Tom Masschaele            | Norfolk County                              |
| Stewart Patterson         | Haldimand County                            |
| Ian Rabbitts              | Norfolk County                              |
| Peter Ypma                | Township of South-West Oxford               |

Regrets: none

\* K. Chopp joined the meeting at 6:40 p.m.

Staff in attendance:

Judy Maxwell, General Manager  
Aaron LeDuc, Manager of Corporate Services  
Leigh-Anne Mauthe, Interim Manager of Watershed Services  
Paul Gagnon, Lands and Waters Supervisor  
Lorrie Minshall, Special Projects  
Zachary Cox, Marketing Coordinator  
Dana McLachlan, Executive Assistant

Guests in attendance:

Kimberley Earls  
Alison Earls

**1. Welcome and Call to Order**

The chair called the meeting to order at 6:30 p.m., Wednesday, January 5, 2022.

**2. Additional Agenda Items**

There were no additional agenda items.

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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. Election of Chair and Vice-Chair 2022**

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-1/22**

Moved by T. Masschaele

Seconded by V. Donnell

*THAT the LPRCA Board of Directors appoints Alison Earls as scrutineer for the purpose of electing officers.*

**CARRIED**

#### a) Election of Chair

##### 1) Call for Nominations

Robert Chambers 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 Chair

#### **A-2/22**

Moved by R. Chambers

Seconded by P. Ypma

*That the nominations for the 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 Chair for 2022.

##### 5) Motion to Destroy Ballots: Not required

#### b) Election of Vice-Chair

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

1) Call for Nominations

Peter Ypma 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 Vice-Chair

**A-3/22**

Moved by V. Donnell

Seconded by I. Rabbitts

*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

Michael Columbus was declared the Long Point Region Conservation Authority Vice-Chair for 2022.

5) Motion to Destroy Ballots: Not required

K. Chopp joined the meeting.

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

J. Scholten assumed the Chair. Ms. K. Earls and Ms. A. Earls were thanked for their service and left the meeting at 6:40 p.m.

**5. Committee Appointments**

**A-4/22**

Moved by R. Chambers

Seconded by I. Rabbitts

*THAT the LPRCA Board of Directors approves the following appointments for 2022:*

*Dave Beres as the Land Acquisition Chair;*

*And*

*Michael Columbus and the LPRCA Chair to the Lee Brown Marsh Management Committee;*

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

And

*Tom Masschaele, Michael Columbus, Dave Beres, and the LPRCA Chair to the Backus Museum Committee;*

And

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

**CARRIED**

**6. Minutes of the Previous Meeting**

**a) Board of Directors Meeting December 1, 2021**

There were no questions or comments.

**A-5/22**

Moved by T. Masschaele

Seconded by P. Ypma

*THAT the minutes of the LPRCA Board of Directors Meeting held December 1, 2021 be adopted as circulated.*

**CARRIED**

**7. Business Arising**

There was no business arising from the previous minutes

**8. Review of Committee Minutes**

There were no Committee Minutes presented.

**9. Correspondence**

There was no correspondence presented for review.

**10. Development Applications**

**a) Staff Approved applications**

Ten applications were approved through the General Manager's delegated authority in the past month. LPRCA-242/21, LPRCA-253/21, LPRCA-255/21, LPRCA-256/21, LPRCA-257/21, LPRCA-259/21, LPRCA-258/21, LPRCA-260/21, LPRCA-261/21, and LPRCA-264/21.

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

**A-6/22**

Moved by M. Columbus  
Seconded by D. Beres

*THAT the LPRCA Board of Directors receives the Staff Approved Section 28 Regulation Applications report dated December 15, 2021 as information.*

**CARRIED**

**b) New Applications**

The Planning Department staff recommended one application for approval. The application is to demolish an existing residential structure and replace it with a larger residential structure, detached garage, and a septic system.

**A-7/22**

Moved by S. Patterson  
Seconded by I. Rabbitts

*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-265/21*

- 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**

**c) 2020 and 2021 Permit Application Turnaround Times**

The Interim Manager of Watershed Services reviewed the Planning Department's statistics for permit turnaround times for the years 2020 and 2021. Service standards were created by the Ministry of Northern Development, Mines, Natural Resources and Forestry (MNDMNR) in 2010. In 2015, LPRCA created objectives for plan review and permitting activities with more aggressive targets than required by MNDMNR.

Staff achieved their targets in the last two years and strive to maintain and improve turnaround times.

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

**A-8/22**

Moved by P. Ypma  
Seconded by M. Columbus

*THAT the LPRCA Board receives the 2020 and 2021 Permit Application Turnaround Times Report as information.*

**CARRIED**

**d) Customer Service Plan Update**

The current Customer Service Plan was endorsed by the board in 2017. Staff made suggestions to improve turnaround times and to improve customer service.

Staff also provided initiatives that would provide more information to applicants, contractors, and consultants to enhance customer service and further improve turnaround times.

**A-9/22**

Moved by T. Masschaele  
Seconded by I. Rabbitts

*THAT the minutes of the LPRCA Board of Directors Meeting held December 1, 2021 be adopted as circulated.*

**CARRIED**

**11. New Business**

**a) 2021 LPRCA BUDGET VOTE**

After the Budget meeting on November 10, 2021, the 2022 LPRCA Budget was circulated to member municipalities for a 30-day comment period on November 12, 2021. There were no requests for municipal council presentations.

**A-10/21**

Moved by D. Beres  
Seconded by M. Columbus

***That the LPRCA Board of Directors approves the following recommendations regarding LPRCA's 2022 Operating and Capital budgets;***

- 1. That the 2022 proposed Ontario Regulation 178/06 Permit Fees and Planning Act Review Fees be approved as set out in Attachment 1;***
- 2. That the 2022 proposed Conservation Area User Fees be approved as set out in Attachment 2;***

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

3. ***That the 2022 Operating Budget in the total amount of \$4,797,561 and requiring a Municipal Levy- Operating of \$1,724,259 be approved as set out in Attachment 3;***
4. ***That the 2022 Capital Budget in the total amount of \$511,250 requiring a General Municipal Levy- Capital of \$381,700 be approved as set out in Attachment 3;***
5. ***That the proposed 2022 Consolidated Budget in the total amount of \$5,308,811 and requiring a Municipal Levy –Consolidated of \$2,105,959 be approved as set out in Attachment 3.***

| <u>Member</u>     | <u>Municipality/Group</u>     | <u>Weight</u> | <u>Absent</u> | <u>Present</u> | <u>In Favour</u> | <u>Opposed</u> |
|-------------------|-------------------------------|---------------|---------------|----------------|------------------|----------------|
| Valerie Donnell   | Municipality of Bayham        | 4.73          |               | ✓              | 4.73             |                |
| Robert Chambers   | County of Brant               | 7.23          |               | ✓              | 7.23             |                |
| Ken Hewitt        | Haldimand County              | 7.45          |               | ✓              | 7.45             |                |
| Stewart Patterson | Haldimand County              | 7.45          |               | ✓              | 7.45             |                |
| Valerie Donnell   | Township of Malahide          | 0.76          |               | ✓              | 0.76             |                |
| Kristal Chopp     | Norfolk County                | 12.5          |               | ✓              | 12.5             |                |
| Michael Columbus  | Norfolk County                | 12.5          |               | ✓              | 12.5             |                |
| Tom Masschaele    | Norfolk County                | 12.5          |               | ✓              | 12.5             |                |
| Ian Rabbitts      | Norfolk County                | 12.5          |               | ✓              | 12.5             |                |
| John Scholten     | Township of Norwich           | 7.46          |               | ✓              | 7.46             |                |
| Peter Ypma        | Township of South-West Oxford | 7.46          |               | ✓              | 7.46             |                |
| Dave Beres        | Town of Tillsonburg           | 7.46          |               | ✓              | 7.46             |                |

Weighted Vote Result

100

100%

**CARRIED**

#### **b) 2022 Tree Order Confirmation**

Long Point Region Conservation Authority purchases a variety of native tree and shrub species for restoration projects annually. Projects include the Private Land Tree Planting Program, 50 Million Tree Program, and the Clean Water project. Staff proposed to order 67,100 seedlings for the 2022 season.

**A-11/22**

Moved by K. Hewitt

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Seconded by K. Chopp

*THAT the LPRCA Board of Directors approves the 2022 tree order of 67,100 trees at a cost of \$74,690 for the 2022 spring tree planting season.*

**CARRIED**

**c) December 11, 2021 Lake Erie Flood Event**

The high wind/surge event that occurred on December 11, 2021 was comparable to the events of November 15, 2020 and December 2, 1985. The 1985 storm was the highest ever recorded.

A flood warning was issued by staff December 10, 2021 at 3:30 p.m. and was updated December 11, 2021 at 4:10 p.m. Staff provided Norfolk and Haldimand County with on-going water level updates, and was in regular contact with them throughout the event.

Flooding and damage were reported within Port Dover, Turkey Point, Long Point, and along the Haldimand County shoreline.

**A-12/22**

Moved by I. Rabbitts

Seconded by V. Donnell

*THAT the LPRCA Board of Directors receives the December 11, 2021 Lake Erie Flood Event report as information.*

**CARRIED**

**Adjournment**

The Chair adjourned the meeting at 7:25 p.m.

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John Scholten  
Chair

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Judy Maxwell  
General Manager/Secretary-Treasurer

/dm

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