



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Meeting Minutes of July 6, 2022**  
**Approved September 7, 2022**

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Members in attendance:

John Scholten, Chair	Township of Norwich
Michael Columbus, Vice-Chair	Norfolk County
Dave Beres	Town of Tillsonburg
Robert Chambers	County of Brant
Tom Masschaele	Norfolk County
Stewart Patterson	Haldimand County
Ian Rabbitts	Norfolk County

Regrets:

Kristal Chopp	Norfolk County
Valerie Donnell	Municipality of Bayham/Township of Malahide
Ken Hewitt	Haldimand County
Peter Ypma	Township of South-West Oxford

Staff in attendance:

Judy Maxwell, General Manager  
Aaron LeDuc, Manager of Corporate Services  
Lorrie Minshall, Interim Manager, Watershed Services  
Zachary Cox, Marketing Coordinator  
Dana McLachlan, Executive Assistant

**Welcome and Call to Order**

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

**1. Additional Agenda Items**

There were no additional agenda items.

**2. Declaration of Conflicts of Interest**

None were declared.

**3. Minutes of the Previous Meeting**

**a) Board of Directors Meeting of June 1, 2022**

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 Rabbitts, John Scholten, Peter Ypma

**A-61/22**

Moved by D. Beres

Seconded by I. Rabbitts

*THAT the minutes of the LPRCA Board of Directors Meeting held June 1, 2022 be approved as circulated.*

**CARRIED**

**4. Business Arising**

There was no business arising from the previous minutes.

**5. Review of Committee Minutes**

**a) Backus Museum Committee Meeting of November 15, 2021**

Committee member, Dave Beres, informed the Board that Betty Chanyi has been re-elected as the Backus Museum Committee Chair for 2022.

**A-62/22**

Moved by T. Masschaele

Seconded by S. Patterson

*THAT the minutes of the Backus Museum Committee Meeting of November 15, 2021 be approved as circulated.*

**CARRIED**

**b) Lee Brown Marsh Management Committee Meeting of December 17, 2021**

**A-63/22**

Moved by M. Columbus

Seconded by D. Beres

*THAT the minutes of the Lee Brown Marsh Management Committee Meeting of December 17, 2021 be approved as circulated.*

**CARRIED**

**6. Correspondence**

There was no correspondence presented for review.

**7. Development Applications**

**a) Section 28 Regulations Approved Permits**

Through the General Manager's delegating authority, 33 applications were approved in the past month, LPRCA-100/22, LPRCA-109/22, LPRCA-110/22, LPRCA-110/22 -

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Amended, LPRCA-111/22, LPRCA-112/22, LPRCA-113/22, LPRCA-114/22, LPRCA-115/22, LPRCA-116/22, LPRCA-117/22, LPRCA-118/22, LPRCA-119/22, LPRCA-120/22, LPRCA-121/22, LPRCA-246/21 – 2<sup>nd</sup> Revision, LPRCA-122/22, LPRCA-123/22, LPRCA-124/22, LPRCA-125/22, LPRCA-127/22, LPRCA-128/22, LPRCA-130/22, LPRCA-131/22, LPRCA-132/22, LPRCA-133/22, LPRCA-134/22, LPRCA-136/22, LPRCA-139/22, LPRCA-140/22, LPRCA-141/22, LPRCA-142/22, and LPRCA-143/22.

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

**A-64/22**

Moved by T. Masschaele

Seconded by I. Rabbitts

*THAT the LPRCA Board of Directors receives the Section 28 Regulations Approved Permits report dated July 6, 2022 as information.*

**CARRIED**

**8. New Business**

**a) General Manager's Report**

The General Manager provided an overview of operations this past month.

The Chair and General Manager attended the Virtual Conservation Ontario Council meeting on June 20. Conservation Ontario reported that five conservation authorities have had Agricultural Representatives appointed to date.

As of June 30, 2022, Planning staff reviewed 144 permit applications and provided comment to municipal staff on 103 Planning Act applications.

Hiring remains a challenge in some of the campgrounds and some positions remain vacant.

Lake Erie levels rose by 5 cm in May, which is comparable to the long-term average rise for May. The Lake is still 33 cm above average but 2 cm lower than May, 2021, which is still, 42 cm below the recorded high. May's level is the 19<sup>th</sup> highest on record.

**A-65/22**

Moved by S. Patterson

Seconded by D. Beres

*That the LPRCA Board of Directors receives the General Manager's Report for June 2022 as information.*

**CARRIED**

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## **b) Lee Brown Marsh Management Committee Membership**

Lee Brown Marsh Management Committee Member, Barry Smith, passed away in November of 2021 leaving a vacant seat on the committee. The Committee met December 17, 2021 to discuss the membership vacancy and recommended Mr. Lou Kociuk as its newest member. Mr. Kociuk has worked with the Leighton and Betty Brown Scholarship Award Committee and is very familiar with the Marsh as a lifelong member of the Port Rowan community.

### **A-66/22**

Moved by M. Columbus

Seconded by T. Masschaele

*THAT the LPRCA Board of Directors confirms the appointment of Lou Kociuk as a permanent member of the Lee Brown Marsh Management Committee to fill the recent vacancy resulting from the passing of Barry Smith.*

**CARRIED**

## **c) Christmas Operating Schedule**

LPRCA will close down operations (except for emergency response) over the Christmas-New Year period. Staff proposed a process similar to what has occurred in previous years.

### **A-67/22**

Moved by D. Beres

Seconded by T. Masschaele

*THAT the LPRCA Board of Directors closes operations from December 28<sup>th</sup> to December 30<sup>th</sup>, 2022 (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**

## **d) Silver Lake Revitalization Project**

The Port Dover Waterfront Preservation Association (PDWPA) has been working for a number of years to revitalize Silver Lake in Port Dover. The Association is currently developing a fundraising strategy and has asked the LPRCA Board for a renewed letter

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of support to assist with the fundraising efforts.

**A-68/22**

Moved by D. Beres

Seconded by I. Rabbitts

*THAT the LPRCA Board of Directors endorses LPRCA's support of the Port Dover Waterfront Preservation Association's (PDWPA) Silver Lake Revitalization Project;*

*And,*

*THAT the Board approves sending the attached letter of support signed by the Chair.*

**CARRIED**

**e) Communications Update**

The Marketing Coordinator provided an overview of current communication and marketing activities, and the various social media statistics.

The website is constantly being reviewed and updated and is now much faster to load. The website has a number of new features including an Environmental Investigation Request form and a flood message email notification system for the public.

The current marketing focus for the social media accounts and print advertising includes LPRCA employment opportunities, the fishing derbies at Deer Creek and Backus, the local Day-cation campaign, and soon the Leighton and Betty Brown Scholarship Award will be announced.

Next year will be LPRCA's 75<sup>th</sup> anniversary and the Marketing Coordinator is planning a number of activities and events.

**A-69/22**

Moved by T. Masschaele

Seconded by R. Chambers

*THAT the LPRCA Board of Directors receives the Communications Update – July 2022 report as information.*

**CARRIED**

The closed session began at 7:25 p.m.

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## **9. Closed Session**

### **A-70/22**

Moved by I. Rabbitts  
Seconded by D. Beres

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

*Personal matters about an identifiable individual, including employees of the Authority*

- *A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization*

**CARRIED**

The board reconvened in open session at 7:43 p.m.

### **A-71/22**

Moved by I. Rabbitts  
Seconded by S. Patterson

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

- *A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization*

**CARRIED**

The board reconvened in open session at 7:44 p.m.

### **A-72/22**

Moved by I. Rabbitts  
Seconded by D. Beres

*THAT the LPRCA Board of Directors accepts the bid submitted by Townsend Lumber Inc. for marked standing timber at the Nemeth Tract – LP-342-22 (Hardwoods) for a total tendered price of \$128,793.*

**CARRIED**

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**A-73/22**

Moved by T. Masschaele  
Seconded by S. Patterson

*THAT the LPRCA Board of Directors accepts the bid submitted by Justin Oliveria for marked standing timber at the Gage Tract – LP-343-22 (Conifers) for a total tendered price of \$5,000.*

**CARRIED**

**Adjournment**

The Chair adjourned the meeting at 7:45 p.m.

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John Scholten  
Chair

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Judy Maxwell  
General Manager/Secretary-Treasurer

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