



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Meeting Minutes of October 5, 2022**  
**Approved November 2, 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
Valerie Donnell	Municipality of Bayham/Township of Malahide
Tom Masschaele	Norfolk County
Ian Rabbitts	Norfolk County

Regrets:

Kristal Chopp	Norfolk County
Ken Hewitt	Haldimand County
Stewart Patterson	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

**1. Welcome and Call to Order**

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

**2. Additional Agenda Items**

There were no additional agenda items.

**3. Declaration of Conflicts of Interest**

None were declared.

**4. Minutes of the Previous Meeting**

**a) Board of Directors Meeting of September 7, 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-84/22**

Moved by I. Rabbitts  
Seconded by V. Donnell

*THAT the minutes of the LPRCA Board of Directors Meeting held September 7, 2022 be approved 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 of June 21, 2022**

There were no questions or comments.

**A-85/22**

Moved by D. Beres  
Seconded by T. Masschaele

*THAT the minutes of the Backus Museum Committee Meeting of June 21, 2022 be approved as circulated.*

**CARRIED**

**7. Correspondence**

**a) Email from the Ministry of Environment, Conservation and Parks Re: New Requirements under the Conservation Authorities Act: Training for CAs and Municipalities**

Webinars for Municipal Partners and CA staff are scheduled to provide training for the new requirements.

**A-86/22**

Moved by M. Columbus  
Seconded by V. Donnell

*THAT the correspondence outlined in the Board of Directors Agenda of October 5, 2022 be received as information.*

**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

## **8. Development Applications**

### **a) Section 28 Regulations Approved Permits**

Through the General Manager's delegating authority, 15 applications were approved in the past month. LPRCA-190/22, LPRCA-191/22, LPRCA-192/22, LPRCA-193/22, LPRCA-194/22, LPRCA-195/22, LPRCA-196/22, LPRCA-199/22, LPRCA-200/22, LPRCA-201/22, LPRCA-202/22, LPRCA-203/22, LPRCA-204/22, LPRCA-205/22, and LPRCA-207/22

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

#### **A-87/22**

Moved by I. Rabbits

Seconded by T. Masschaele

*THAT the LPRCA Board of Directors receives the Section 28 Regulations Approved Permits report dated October 5, 2022 as information.*

**CARRIED**

## **9. New Business**

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

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

The GM and the Manager of Corporate Services met with staff of Campfire Circle (formerly Camp Trillium) to tour the facilities and discuss a future capital upgrades plan. The Director of Campfire Circle requested a discussion, in the near future, to review the current lease.

Staff recently applied for federal funding to continue to upgrade the flood hazard mapping to include better flood hydrology. The board will consider approving matching funds if the application is successful.

The Forestry department recently hosted a tour for a Forest Stewardship Council (FSC) working group. Staff and research partners were in attendance to highlight various work being conducted within three LPRCA forest tracts.

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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-88/22**

Moved by M. Columbus  
Seconded by D. Beres

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

**CARRIED**

**b) Inventory of Programs and Services – October 1, 2022 Progress Report**

As required under Ontario Regulation 687/21 and as part of the Transition Plan, staff completed and submitted the compliance reports by the October 1 deadline. The updated Inventory of Programs and Services is posted on the LPRCA website. No formal comments have been received from the municipalities regarding the Inventory of Programs and Services to date. Norfolk County and Oxford County have appointed a municipal representative and there has been an initial meeting with Norfolk County staff. Meetings will be scheduled with all of the municipalities in the coming months.

**A-89/22**

Moved by Valerie Donnell  
Seconded by Tom Masschaele

*THAT the LPRCA Board of Directors receives the October 1, 2022 Progress Report and Updated Inventory of Programs and Services as information.*

**CARRIED**

**c) 2023 Meeting Schedule**

The 2023 meeting schedule was presented earlier than usual to accommodate our municipal partners in light of the upcoming election.

The first meeting of the New Year is scheduled for January 11, 2023 to include the final budget approval and the election of officers. A new member orientation will be held January 6, 2023 beginning at 9:30 a.m.

**A-90/22**

Moved by I. Rabbitts  
Seconded by D. Beres

*THAT the LPRCA Board of Directors approves the Updated 2022 Meeting Schedule and the Proposed 2023 Meeting Schedule as presented.*

**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

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

**10. Closed Session**

**A-91/22**

Moved by V. Donnell  
Seconded by R. Chambers

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

- *Labour relations or employee negotiations (Pay Equity & Compensation Review)*

**CARRIED**

The board reconvened in open session at 7:24 p.m.

**A-92/22**

Moved by I. Rabbitts  
Seconded by D. Beres

*THAT the LPRCA Board of Directors approves the implementation of the Proposed 2022 Pay Grid as presented in the report from Ward & Uptigrove Human Resources Solutions;*

*AND,*

*THAT the LPRCA Board implements the Proposed 2022 Pay Grid effective July 1, 2022.*

**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

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