



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of July 5, 2023
Approved September 6, 2023

Members in attendance:

John Scholten, Chair	Township of Norwich
Michael Columbus, Vice-Chair	Norfolk County
Shelley Ann Bentley	Haldimand County
Dave Beres	Town of Tillsonburg
Doug Brunton	Norfolk County
Robert Chambers	County of Brant
Tom Masschaele	Norfolk County
Stewart Patterson	Haldimand County
Chris Van Paassen	Norfolk County
Rainey Weisler	Municipality of Bayham/Township of Malahide
Peter Ypma	Township of South-West Oxford

Regrets: None

Staff in attendance:

Judy Maxwell, General Manager
Aaron LeDuc, Manager of Corporate Services
Leigh-Anne Mauthe, Interim Manager of Watershed Services
Zachary Cox, Interim 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, July 5, 2023.

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 June 7, 2023

There were no questions or comments.

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Stewart Patterson, John Scholten, Rainey Weisler, Chris Van Paassen, Peter Ypma

A-65/23

Moved by P. Ypma

Seconded by D. Beres

THAT the minutes of the LPRCA Board of Directors Meeting held June 7, 2023 be adopted as circulated.

Carried

5. Business Arising

No business arising from the previous minutes.

6. Review of Committee Minutes

No committee minutes were presented.

7. Correspondence

There was no correspondence presented for review.

8. Development Applications

a) Section 28 Regulations Approved Permits

Through the General Manager's delegating authority, 24 applications were approved in the past month. LPRCA-103/23, LPRCA-104/23, LPRCA-105/23, LPRCA-106/23, LPRCA-107/23, LPRCA-108/23, LPRCA-109/23, LPRCA-110/23, LPRCA-111/23, LPRCA-112/23, LPRCA-113/23, LPRCA-114/23, LPRCA-115/23, LPRCA-117/23, LPRCA-118/23, LPRCA-120/23, LPRCA-121/23, LPRCA-122/23, LPRCA-123/23, LPRCA-125/23, LPRCA-126/23, LPRCA-127/23, LPRCA-128/23, and LPRCA-129/23.

All of the staff-approved applications met the requirements set out in LPRCA's policies for the administration of Section 28 of the *Conservation Authorities Act*.

A-66/23

Moved by R. Weisler

Seconded by T. Masschaele

THAT the LPRCA Board of Directors receives the Section 28 Regulations Approved Permits report dated July 5, 2023 as information.

Carried

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b) Application #LPRCA-124/23 to Approval

Application LPRCA-124/23 was submitted for a large-scale public infrastructure construction project. The application met the requirements set out in LPRCA's policies for the administration of Section 28 of the *Conservation Authorities Act*; although, it was deemed unreasonable to complete the project within the standard 24 months. The planning department staff recommended approval of the application with a period of validity of 60 months.

A-67/23

Moved by M. Columbus

Seconded by P. Ypma

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-124/23

- 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,
- C. That permission be granted for 60 months in accordance with section 9(1)(b)(i) and 9(1)(b)(ii) of Ontario Regulation 178/06.

Carried

9. New Business

a) General Manager's Report

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

The Planning Department issued 125 permits as of June 24, 2023, down slightly from last year, provided comments to municipal staff on 68 planning applications, and participated in 13 pre-consultations.

Safety training was offered to employees who needed or had expired certification. Ten employees received the chainsaw safety certification, and 14 employees were certified in First Aid/CPR/AED this year.

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Five seasonal sites remain for the 2023 season. Overnight camping started slow but is continually picking up. Students started working at the campgrounds once school finished the last week of June, and Corporate Services continues to recruit for the few positions still available.

A-68/23

Moved by T. Masschaele
Seconded by C. Van Paassen

That the LPRCA Board of Directors receives the General Manager's Report for June 2023 as information.

Carried

b) 2024 LPRCA Budget Schedule

The new Ontario Regulation 402/22, Budget and Apportionment, came into force on July 1, 2023. The regulation affects the budget process by adding a second 30-day notice to the member municipalities. Therefore, after the budget meeting scheduled for November 8, 2023, the draft budget will be sent to the member municipalities for a 30-day comment period, as usual. The draft budget, including comments and edits, will be considered at the January 5, 2024 meeting and a 30-day notice will be sent to member municipalities of the budget and levy vote.

The final budget will be presented to the board and voted on at the February 7, 2024 meeting.

A-69/23

Moved by R. Weisler
Seconded by S Bentley

THAT the LPRCA Board of Directors receives the 2024 LPRCA Budget Schedule as information.

Carried

c) 2023 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.

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A-70/23

Moved by D. Beres

Seconded by C. VanPaassen

THAT the LPRCA Board of Directors closes operations from December 27th to December 29th, 2023 (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) Proposed 2024 Meeting Schedule

The first meeting of the New Year is scheduled for January 3, 2024 to consider the final draft budget and to elect the officers and committees for 2024. The meeting is held early to accommodate the 30-day notice to member municipalities of the budget and levy vote meeting.

A-71/23

Moved by D. Brunton

Seconded by R. Weisler

THAT the LPRCA Board of Directors approves the Proposed 2024 Meeting Schedule as presented.

Carried

e) Vittoria Dam Class Environmental Assessment

Staff outlined the ongoing progress of the Vittoria Dam Class EA Assessment. As part of the process, the contractor, Matrix Solutions Inc., will facilitate, and seek members to form, a Community Liaison Committee. Staff recommended that a board member join the Community Liaison Committee.

Michael Columbus proposed Chris Van Paassen for the Committee because the Vittoria Dam is in Mr. Van Paassen's municipal ward. Chris Van Paassen accepted the appointment.

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A-72/23

Moved by M. Columbus
Seconded by T. Masschaele

THAT the LPRCA Board of Directors receives the Vittoria Dam Class Environmental Assessment Progress Report as information.

AND THAT the LPRCA Board of Directors approves the following appointment:
Chris Van Paassen, as a member of the Vittoria Class Environment Assessment Community Liaison Committee.

Carried

f) Watershed Conditions Update

The weather over the last few months has been unusual. April saw a large amount of rain, and May was abnormally dry into June.

Staff is monitoring the flows in the watershed rivers and creeks, and while some are below average and others above average, there is no requirement to issue a Low Water Response at this time. Staff continue to monitor the data.

Lake Erie has hit the seasonal peak and is now trending downward. The level is still above average but below the record highs of a few years ago.

A-73/23

Moved by S. Bentley
Seconded by D. Brunton

THAT the LPRCA Board of Directors receives the watershed conditions update report as information.

Carried

g) Timber Tenders #LPRCA-124/23

Tender packages were sent to various loggers, sawmill operators, and timber buyers for both the Blommaert and Livsey properties with a closing date of June 23, 2023.

Two bids were received for the Blommaert Tract, and three bids were received for the Livsey Tract. Staff recommended the tender be awarded to the highest bidder for both tenders.

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A-74/23

Moved by P. Ypma
Seconded by R. Weisler

THAT the LPRCA Board of Directors accepts the tender submitted by Townsend Lumber Inc. for marked standing timber at the Blommaert Tract – LP-351-23 for a total tendered price of \$41,785.00 and Porter Lumber for marked standing timber at the Livsey Tract – LP-352-23 for a total tendered price of \$35,360.00.

Carried

h) Oak Wilt

Oak Wilt is the latest major threat to Ontario forests and has recently been found in the Barrie and Niagara areas. The fungal disease is known to infect and kill oak trees, red oaks are particularly at risk. Approximately, 90% of LPRCA property is forested, and of that, approximately 20% is oak species.

To help prevent the spread of invasive species campgrounds will have signage and the online reservation system will notify campers to not move firewood to protect the forests. Information will be sent out via social media by LPRCA.

Staff are participating in webinars to learn more about Oak Wilt and will be monitoring the situation closely.

A-75/23

Moved by S. Patterson
Seconded by S. Bentley

THAT the LPRCA Board of Directors receives the Oak Wilt Outbreak report as information.

Carried

The closed session began at 8:05 p.m.

10. Closed Session

A-76/23

Moved by T. Masschaele
Seconded by C. Van Paassen

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

- A trade secret or scientific, technical, commercial or financial information that belongs to the Authority and has monetary value or potential monetary value; or

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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

The board reconvened in open session at 7:10 p.m.

The closed meeting minutes of June 7, 2023 was approved in the closed session.

Next meeting: September 6, 2023

Adjournment

The Chair adjourned the meeting at 7:55 p.m.

John Scholten
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

/dm

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