



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of September 6, 2023
Approved October 4, 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, September 6, 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 July 5, 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-77/23

Moved by P. Ypma
Seconded by D. Beres

THAT the minutes of the LPRCA Board of Directors Meeting held July 5, 2023 be adopted as circulated.

Carried

5. Business Arising

No business arising from the previous minutes.

6. Review of Committee Minutes

a) Lee Brown Marsh Management Committee – May 5, 2023

There were no questions or comments.

A-78/23

Moved by D. Beres
Seconded by P. Ypma

THAT the minutes of the Lee Brown Marsh Management Committee meeting held May 5, 2023 be adopted as circulated.

Carried

b) Audit and Finance Committee Meeting of August 24, 2023

There were no questions or comments.

A-79/23

Moved by S. Patterson
Seconded by D. Brunton

THAT the minutes of the LPRCA Audit and Finance Committee Meeting of August 24, 2023 be approved as circulated.

Carried

7. Correspondence

There was no correspondence presented for review.

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8. Development Applications

a) Section 28 Regulations Approved Permits

Through the General Manager's delegating authority, 44 applications were approved over the past two months. LPRCA-119/23, LPRCA-130/23, LPRCA-131/23, LPRCA-133/23, LPRCA-134/23, LPRCA-135/23, LPRCA-136/23, LPRCA-137/23, LPRCA-139-18, LPRCA-140/23, LPRCA-141/23, LPRCA-142/23, LPRCA-143/23, LPRCA-144/23, LPRCA-145/23, LPRCA-145/23, LPRCA-145/23-revised, LPRCA-146/23, LPRCA-148/23, LPRCA-149/23, LPRCA-150/23, LPRCA-151/23, LPRCA-152/23, LPRCA-153/23, LPRCA-154/23, LPRCA-155/23, LPRCA-157/23, LPRCA-158/23, LPRCA-159/23, LPRCA-160/23, LPRCA-161/23, LPRCA-162/23, LPRCA-163/23, LPRCA-164/23, LPRCA-165/23, LPRCA-166/23, LPRCA-167/23, LPRCA-169/23, LPRCA-170/23, LPRCA-171/23, LPRCA-173/23, LPRCA-176/23, LPRCA-178/23, and LPRCA-179/23.

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*.

Staff acknowledged a typo in the location of LPRCA137/23. The property is located at Concession 15, Lot 1, Sunset Street, Haldimand County - Walpole.

A-80/23

Moved by R. Weisler

Seconded by D. Beres

THAT the LPRCA Board of Directors receives the Section 28 Regulations Approved Permits report dated September 6, 2023 as information.

Carried

9. New Business

a) General Manager's Report

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

The Lee Brown Marsh Management Committee and LPRCA were pleased to announce two Leighton & Betty Brown Scholarship winners for 2023. Hannah Irvine and Adrian van Hoeve were each awarded \$1,000 in support of their education within the environmental field.

The Hemlock Woolly Adelgid (HWA) was recently found in Haldimand at an adjacent property to the Haldimand Conservation Area. Staff surveyed the forest tract at the

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Haldimand Conservation Area and the HWA was found. The Ministry of Natural Resources and Forests (MNR) has provided a one-year emergency registration in Ontario for a product to treat hemlocks, in effect to August 2024. Staff is assessing options, the cost of the product, and a source of funding to purchase the product.

A-81/23

Moved by M. Columbus

Seconded by P. Ypma

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

Carried

b) Q2 Financial Report – June 30, 2023

The Manager of Corporate Services reviewed the financials up to and including June 30, 2023.

Revenues to June 30, 2023 represented 62.5% of the annual budget and expenditures 42.8%.

Up to and including June 30, 2023, Planning revenues are down 8.8% and the Forestry revenue has exceeded the 2023 budget of \$310,000.

Seasonal camping revenues are exceeding the budget by 2.1%. At the end of the second quarter there were 443 registered seasonal campers, exceeding the budget projection of 430.

Overall, the Authority is in a positive financial position at the end of Q2.

A-82/23

Moved by R. Weisler

Seconded by C. Van Paassen

THAT the LPRCA Board of Directors receives the Q2 Financial Report – June 30, 2023 for the fiscal period up to and including June 30th, 2023 as information.

Carried

c) 2023 Meeting Schedule Update

The 2023 meeting schedule was originally approved at the September 2022 meeting. Staff proposed an earlier start time for the December meeting to accommodate a Board and staff Christmas Dinner the same evening.

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A-83/23

Moved by D. Beres
Seconded by C. VanPaassen

THAT the LPRCA Board of Directors approves the proposed time change for the December 6, 2023 meeting of the Board of Directors from 6:30pm to 4:00pm.

Carried

d) Regulatory Changes and Reserve Establishment

Staff presented a report for the establishment of two new reserves. Staff explained the purpose of the new reserves are to align with the new regulatory changes taking effect January 1, 2024.

The new reserve funds will provide reasonable base for the two programs to ensure funds are available in the future for financial relief in the event of a significant loss of revenue or other financial emergency.

The two new reserves presented are: the User Fee Reserve established to support the Operations/Capital of the self-sustaining programs and services (Forestry & Parks), and the Motor Pool Reserve for the Operations/Capital replacement of the Authority’s Motor Pool fleet and equipment.

A-84/23

Moved by D. Brunton
Seconded by P. Ypma

THAT the LPRCA Board of Directors approves the establishment of the User Fee Reserve and Motor Pool Reserve in the amount of \$750,000 and \$100,000 respectively.

Carried

The closed session began at 7:08 p.m.

10. Closed Session

A-85/23

Moved by T. Masschaele
Seconded by M. Columbus

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 7:09 p.m.

The closed meeting minutes of July 5, 2023 was approved in the closed session.

Next meeting: October 4, 2023

Adjournment

The Chair adjourned the meeting at 7:09 p.m.

John Scholten
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

/dm

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