



**LONG POINT REGION CONSERVATION AUTHORITY  
BOARD OF DIRECTORS MINUTES of April 3, 2019  
Approved May 1, 2019**

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Members in attendance: Dave Beres, Robert Chambers, Kristal Chopp, Michael Columbus, Valerie Donnell, Roger Geysens, Tom Masschaele, Stewart Patterson, John Scholten and Peter Ypma

Staff in attendance: J. Maxwell, A. LeDuc, L. Minshall, P. Gagnon and D. McLachlan

Regrets: Ken Hewitt

The meeting was called to order at 6:30 pm Wednesday April 3, 2019 in the Tillsonburg Administration Office Boardroom.

**ADDITIONAL AGENDA ITEMS**

None

**DISCLOSURES OF INTEREST**

None

**MINUTES OF PREVIOUS MEETINGS**

**MOTION A-41/19**

moved: V. Donnell

seconded: R. Geysens

*THAT the minutes of the Board of Directors Annual General Meeting held February 22, 2019 be adopted as circulated.*

**CARRIED**

**BUSINESS ARISING**

None

**REVIEW OF COMMITTEE MINUTES**

None

**CORRESPONDENCE**

None

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**FULL AUTHORITY COMMITTEE MEMBERS**

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

## **DEVELOPMENT APPLICATIONS**

### **a) Staff Approved applications**

Staff approved 33 applications over the past two months. LPRCA-92/16-Renewal, LPRCA-64/18-Revised, LPRCA-112/18-Revised, LPRCA-6/19, LPRCA-8/19, LPRCA-13/19, LPRCA-14/19, LPRCA-15/19, LPRCA-16/19, LPRCA-17/19, LPRCA-19/19, LPRCA-21/19, LPRCA-23/19, LPRCA-24/19, LPRCA-25/19, LPRCA-26/19, LPRCA-27/19, LPRCA-28/19, LPRCA-29/19, LPRCA-30/19, LPRCA-31/19, LPRCA-32/19, LPRCA-33/19, LPRCA-34/19, LPRCA-35/19, LPRCA-37/19, LPRCA-39/19, LPRCA-40/19, LPRCA-41/19, LPRCA-42/19, LPRCA-44/19, LPRCA-45/19, and LPRCA-47/19.

### **MOTION A-42/19**

moved: S. Patterson

seconded: D. Beres

*That the Board of Directors receives the Staff Approved Section 28 Regulation Applications report dated April 3, 2019 as information.*

**CARRIED**

### **b) New applications**

The Planning Department recommended approval for four applications.

Dave McPherson spoke on behalf of the owners to applications LPRCA-20/19 and LPRCA-49/19. He was invited by Norfolk Mayor, Kristal Chopp to address Norfolk County Council.

### **MOTION A-43/19**

moved: D. Beres

seconded: S. Patterson

*THAT the LPRCA Board of Directors approves the following Development Applications contained within the background section of the 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-20/19

LPRCA-50/19

LPRCA-46/19

LPRCA-49/19

*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**

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## **NEW BUSINESS**

### **a) GENERAL MANAGER'S REPORT**

The GM highlighted some of the recent operational activities of the various departments. The Ministry of the Environment, Conservation and Parks sent notification that the Water and Erosion Control Infrastructure (WECI) program will again be available for this coming year. Staff will be submitting two applications for Dam Safety Reviews for Deer Creek and Norwich dams.

The Backus Education Centre Roof Project is currently out for tender, closing April 15<sup>th</sup>. The results of the tender will be brought to the May meeting for consideration.

**MOTION A-44/19**                      moved: P. Ypma                      seconded: D. Beres

*THAT the LPRCA Board of Directors receives the General Manager's Report for March 2019 as information.*

**CARRIED**

### **b) 2019 RESTORATION TENDER**

On an annual basis, LPRCA contracts out tree-planting/restoration services. This year, staff tendered out the planting of approximately 47,000 trees and a total of three bids were received by the deadline. The references have been contacted and staff recommended the lowest bidder. The winning bidder has provided planting services for the Grand River Conservation Authority.

Staff continue to receive requests for tree planting for this year and expect to plant approximately 80,000 trees in 2019. The cost is funded by the various funding programs and does not have an impact on the budget.

**MOTION A-45/19**                      moved: V. Donnell                      seconded: R. Geysens

*THAT the LPRCA Board of Directors approves the tender received from Black River Tree Planting for a total of \$23,888.16 (including HST) to plant 46,950 trees for LPRCA's Spring 2019 Restoration contract.*

**CARRIED**

### **c) CANNABIS POLICY REPORT**

All LPRCA campgrounds open May 1<sup>st</sup>. Staff reviewed the Cannabis policies of other conservation authorities, Ontario Parks and Parks Canada. The majority are treating cannabis consumption the same as alcohol and staff recommend that LPRCA does the same. Alcohol and cannabis can only be consumed on a registered camping site and there is a total ban during the Victoria Day weekend. Assessment will be ongoing.

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**MOTION A-46/19**

moved: R. Chambers

seconded: P. Ypma

*THAT the LPRCA Board of Directors receives the Cannabis Consumption in Campgrounds report as information.*

**CARRIED****e) MEETING PROVINCIAL PRIORITIES FOR REDUCING REGULATORY BURDEN**

The Ontario government would like to see planning approvals streamlined. In response, Conservation Ontario has formed a working group to provide solutions to the identified issues. Therefore, Conservation Ontario is looking for Conservation Authority Board support for three key initiatives:

1. improve client service and accountability
2. Increase speed of approvals
3. Reduce 'red tape' and regulatory burden

In 2017, LPRCA developed solutions to reduce timelines and improve customer service. Much of the Plan has been implemented and staff continue to review the processes.

**MOTION A-47/19**

moved: R. Geysens

seconded: R. Chambers

*WHEREAS the provincial government intends to increase the supply of housing and streamline the land use planning and development approval process to achieve this goal; and*

*WHEREAS the Conservation Authorities plan an important role in the planning and development review process with respect to watershed protection and hazard lands; and*

*WHEREAS Conservation Authorities support and can help deliver the Government's objective not to jeopardize public health and safety or the environment;*

*THEREFORE, BE IT RESOLVED THAT the LPRCA Board of Directors endorses the three key solutions developed by the Conservation Ontario working group: to improve client service and accountability; increase speed of approvals; and, reduce "red tape" and regulatory burden.*

**CARRIED****f) LPRCA STRATEGIC PLAN 2019-2023**

Long Point Region Conservation Authority's Strategic Plan is due to be updated. Staff recommended striking an ad hoc committee to work with staff in achieving a new 2019-2023 Strategic Plan. Tentative meeting dates and timelines were provided.

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**MOTION A-48/19**

moved: R. Chambers

seconded: P. Ypma

*THAT the LPRCA Board of Directors appoints a Strategic Planning Ad Hoc Committee as per Section B-13 LPRCA Administrative By-Law A-156/18.*

**CARRIED****MOTION A-49/19**

moved: R. Chambers

seconded: V. Donnell

*THAT the Board of Directors approves the Chair, Vice-chair, Ken Hewitt, Kristal Chopp and Dave Beres to the Strategic Planning Ad Hoc Committee.*

**CARRIED****g) ADMINISTRATIVE BY-LAW ADDENDUM**

Two new requirements as per the *Municipal Conflict of Interest Act* have been added to the LPRCA Administrative By-Law:

1. Members who have disclosed a pecuniary interest must file a written statement of the interest and the general nature
2. Staff to establish and maintain a registry along with any written statement filed and a copy of the associated minutes.

**MOTION A-50/19**

moved: R. Geysens

seconded: V. Donnell

*THAT the LPRCA Board of Directors repeals the LPRCA Administrative By-Law – Resolution A-156/18;*

*AND THAT the LPRCA Board of Directors adopts the updated LPRCA Administrative By-Law.*

**CARRIED****h) ECOLOGICAL INVENTORIES – 2019/2020**

Long Point Region Conservation Authority conducts ecological surveys prior to forest management activities. These surveys are contracted out and conducted annually. This year ecological surveys will be conducted at three properties (Harris-Floyd, Swick-King and Tarcza-Roberts-Hird Tracts). Staff had hired a different ecologist in the past but, due to rising costs, researched other firms and retained Blue Oak Native Landscapes in 2015. Staff has again recommended retaining the services of Paul O'Hara of Blue Oak Native Landscapes.

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**MOTION A-51/19**

moved: V. Donnell

seconded: S. Patterson

*THAT the LPRCA Board of Directors approves retaining the services of Paul O'Hara of Blue Oak Native Landscapes to conduct ecological inventories of identified Conservation Authority properties – totaling 200 Acres (80.94 Hectares) for a total submitted bid of \$27,000 plus HST, which includes all disbursements as part of the 2019/2020 Forest Management Operating Plan.*

**CARRIED****i) FOREST MGMT PLAN RFP**

The 20-Year Forest Management Plan for all LPRCA properties expires this year and was included in the 2018 budget. Two bids were received by the deadline and both bidders met internal scoring criteria. Staff recommended the lowest bidder.

**MOTION A-52/19**

moved: D. Beres

seconded: R. Chambers

*THAT the LPRCA Board of Directors accepts the proposal submitted by Fraser Smith Consulting for the bid price of \$37,325;*

*AND THAT the Board approves the transfer of \$25,325 from Internally Restricted Reserves to 2019 operations.*

**CARRIED****j) 2019 SEPTIC DISPOSALTENDER**

Bids were received from the previous year's providers for the Parks Septic Tender by the deadline. Staff again recommended splitting the tender between the two bidders for cost efficiency.

**MOTION A-53/19**

moved: R. Chambers

seconded: P. Ypma

*THAT the LPRCA Board of Directors receives the Septic Tender Report as information;*

*AND THAT the 2019 contract for septic services at Backus CA, Deer Creek CA and Norfolk CA be awarded to Bayside Septic Services 2012 Inc.;*

*AND THAT the 2019 contract of septic services at Haldimand CA and Waterford North CA be awarded to Bill's Septic Ltd.*

**CARRIED**

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## **k) LPRCA FLOOD HAZARD MAPPING RFP**

This is the final year the National Disaster Mitigation Program (NDMP) will be offered. Staff applied to update the riverine floodplain mapping in the most flood-prone communities throughout the LPRCA watershed as most of the mapping on file was completed in the mid-70's. NDMP just notified staff that the project has been approved and that all projects must be completed by March 2020.

Due to the timing of the project, staff tendered the project pending the outcome of the NDMP application. Eight proposals were received by the deadline and Wood Canada from Burlington received the highest ranking in the internal proposal evaluation. Provisional items were added for extra field work.

### **MOTION A-54/19**

moved: P. Ypma

seconded: V. Donnell

*THAT the LPRCA Board of Directors accepts the proposal submitted by Wood Canada Limited for engineering services to complete floodplain mapping for flood vulnerable communities across the LPRCA watershed at a cost of \$175,828 (excluding applicable taxes) plus \$25,000 for provisional contingency items.*

**CARRIED**

## **l) NORFOLK COUNTY LAKE ERIE HAZARD MAPPING RFP**

Staff also applied to NDMP to update the mapping along the Lake Erie shoreline in Norfolk County. A similar project is currently underway in Haldimand County. Seven applications were received by the deadline and the same proposal evaluation process used with the Riverine project was applied to this project. Staff recommended Baird and Associates. Provisional items were added for near-shore field work, specifically around Long Point Village.

### **MOTION A-55/19**

moved: P. Ypma

seconded: R. Chambers

*THAT the LPRCA Board of Directors accepts the proposal submitted by Baird and Associates for engineering services to complete flood and erosion hazard mapping for Lake Erie shoreline in Norfolk County at a cost of \$183,086 (excluding applicable taxes) plus \$35,000 for provisional contingency items.*

**CARRIED**

### **MOTION A-56/19**

moved: P. Ypma

seconded: R. Chambers

*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 proposed or pending acquisition or disposition of land by the Authority*

**CARRIED**

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**MOTION A-57/19**


moved: J. Scholten

seconded: P. Ypma

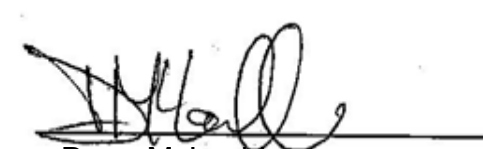
*THAT the LPRCA Board of Directors does now adjourn from the closed session.*

**CARRIED**

The Chair adjourned the meeting at 8:30pm.



Michael Columbus  
Chair



Dana McLachlan  
Administrative Assistant

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