



Essex Region Conservation Authority

Executive Committee

Meeting Minutes

Meeting Date: Wednesday, July 2, 2025

Time: 8:30am

Location and Details: via Zoom Web Conferencing

Attendance

Members Present: Molly Allaire (Chair) Larry Verbeke
Jim Morrison (Vice-Chair) Tania Jobin
Kieran McKenzie

Absent:

Regrets:

Staff Present Tim Byrne, CAO/Secretary-Treasurer
Nicole Kupnicki, Manager, Human Resources & Council Services
Kevin Money, Director Conservation Services
James Bryant, Director Watershed Management Services
Dan Jenner, Regulations Coordinator
Jay Santarossa, Multimedia Specialist

Others Bryan Pearce, AE
Tim Gray
Shurjeel Tunio

1. Call to Order

Good day and welcome to the Thursday, July 2, 2025, meeting of the ERCA Executive Committee. We have no regrets this morning.

2. Land Acknowledgement

I'd like to begin by acknowledging that this land is the traditional territory of the Three Fires Confederacy of First Nations, comprised of the Ojibway, the Odawa, and the Potawatomi Peoples.

We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original Peoples of Turtle Island - North America who have been living and working on the land from time immemorial.

3. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

4. Approval of Agenda

Resolution EC 35/25 Moved by Tania Jobin

Seconded by Larry Verbeke

THAT the agenda for the July 2, 2025 meeting of the ERCA Executive Committee be approved.

Carried.

5. Hearings

A. Convene as the Hearing Board

Resolution EC 36/25 Moved by Tania Jobin

Seconded by Jim Morrison

THAT the Executive Committee sit as the Hearing Board in respect of an application(s) under Section 28 of the Conservation Authorities Act. **Carried.**

We are now going to conduct hearings under Section 28.1 of the *Conservation Authorities Act* in respect of two applications.

We, as the Hearing Board, are unaware of the matters being brought forward and we are only now receiving and reviewing the information provided by staff this on this day.

The Authority administers regulations under Part 6 of the *Conservation Authorities Act*, which requires the permission of the Authority for development within an area regulated by the Authority in order to ensure no adverse affect on (the control of flooding, erosion, dynamic beaches or unstable soils or bedrock) or to permit alteration to a shoreline or watercourse or interference with a wetland. The Staff has reviewed the proposed works and a copy of the staff report has been given to the applicant.

The *Conservation Authorities Act* Section 28.1 subsection 3 provides that:

"An authority shall not refuse an application for a permit or attach conditions to a permit unless the applicant for the permit has been given an opportunity to be heard by the authority."

In holding these hearings, the Authority Board is to determine whether or not a permit is to be issued. In doing so, we can only consider the application in the form that is before us, the staff report, such evidence as may be given, and the submissions to be made on behalf of each applicant.

The proceedings will be conducted according to the *Statutory Powers Procedure Act*. Under Section 5 of the *Canada Evidence Act*, a witness may refuse to answer any question on the ground that the answer may tend to criminate the person, or may tend to establish his/her liability to a civil proceeding at the instance of the Crown or of any person.

The procedure in general shall be informal. However, this is a quasi-judicial process, and provides for evidence to be given in response to members' question. Therefore, staff and applicants will be asked to swear an oath or provide an affirmation to speak the truth.

In accordance with the Act, an applicant who has been refused permission or who objects to conditions imposed on a permission, may appeal the decision to the Ontario Land Tribunal who may refuse the permission, or grant permission with or without conditions.

If the applicant has any questions to ask of the Hearing Board or of the Authority representative, they must be directed to the Chair of the board.

As a reminder, the Hearings will be conducted in accordance with the approved Hearing Guidelines. We, as the Hearing Board, will question, if necessary, both the staff and the applicant/agent.

Before I ask Dan Jenner, Regulations Coordinator to introduce the applications, I would ask that they swear an oath or provide an affirmation to speak the truth for the duration of the Hearing Board.

Dan Jenner, Regulations Coordinator, Watershed Management Services took an affirmation.

Dan Jenner introduced the applications and context for the application. The Chair asked applicant (or agents for applicant) to swear oath or provide affirmation to speak the truth (as above).

i. Baird AE

Bryan Pearce, Baird AE, Watershed Management Services took an affirmation.

Resolution EC 37/25 Moved by Kieran McKenzie

Seconded by Jim Morrison

THAT the application from Baird AE to request relief from access (ingress and egress) policy requirements to construct a multi-residential unit on Vacant Land on Wyandotte Street East, City of Windsor, be approved. **Carried**

ii. Tim Gray

Resolution EC 38/25 Moved by Larry Verbeke

Seconded by Tania Jobin

THAT the application from Tim Gray to request relief from access (ingress and egress) policy requirements to construct a new dwelling on Vacant Land on Willow Beach Road, Town of Amherstburg, be approved. **Carried**

B. Hearing Board Reconvene as Executive Committee

Resolution EC 39/25 Moved by Jim Morrison

Seconded by Tania Jobin

THAT the Hearing Board reconvene as the Executive Committee. **Carried**

6. Tenders

A. Herbicide Application for Hydrilla, HMCA

Resolution EC 40/25 Moved by Larry Verbeke

Seconded by Kieran McKenzie

THAT the tender for Herbicide application for the invasive aquatic plant, Hydrilla (HMCA) in the amount of \$1,800/Ha, be awarded to Wager & Corput Weed Control Inc., subject to favourable review by Administration. **Carried.**

B. Canard River Marsh Fish Salvage and Turbidity Monitoring

Resolution EC 41/25 Moved by Tania Jobin

Seconded by Kieran McKenzie

THAT the tender for Fish Salvage and Turbidity Monitoring for Canard River Marsh Dyke Repair in the amount of \$935.00/Day plus \$3,065 in fixed fee, be awarded to Leadley Environmental, subject to favourable review by Administration. **Carried.**

C. Cypher Systems Group Greenway Trail Resurfacing

Resolution EC 42/25 Moved by Kieran McKenzie

Seconded by Tania Jobin

THAT the tender for the Cypher Systems Group Greenway Trail Resurfacing in the amount of \$59,400, be awarded to Quinlan Inc., subject to favourable review by Administration. **Carried.**

D. Kopegaron Woods CA Parking Lot and Lane Coating

Resolution EC 43/25 Moved by Larry Verbeke

Seconded by Kieran McKenzie

THAT the tender for Kopegaron Woods CA Parking Lot and Lane Coating in the amount of \$101,690.00, be awarded to Shepley Road Maintenance LTD, subject to favourable review by Administration. **Carried.**

7. Reports for Approval

A. EC05/25 Consulting Services for Lake Erie (Pelee Cell) Coastal Resilience Plan

Resolution EC 44/25 Moved by Jim Morrison

Seconded by Tania Jobin

THAT the Essex Region Conservation Authority continue to act as the agency responsible for project input and financial oversight, including disbursements for consulting services, on behalf of the County of Essex, and recover all disbursements from the County of Essex accordingly. **Carried.**

8. Committee of the Whole

None

9. New Business

None

10. Other Business

A. Next Meeting

The next meeting of the ERCA Board of Directors will be held on Thursday, September 11, 2025, starting at 6:00 p.m. in Council Chambers at the Civic Centre, Essex.

11. Adjournment

Resolution EC 45/25 Moved by Jim Morrison

Seconded by Tania Jobin

THAT the July 2, 2025 Meeting of the Essex Region Conservation Authority Executive Committee be adjourned. **Carried.**



Molly Allaire, Chair



Tim Byrne, CAO/Secretary-Treasurer