



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Annual General Meeting Minutes of March 3, 2023**  
**Approved April 5, 2023**

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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, Marketing Coordinator  
Dana McLachlan, Executive Assistant

Auditors:

Ashley Didone	MNP, LLP, Chartered Professional Accountants
Raymond Mile	MNP, LLP, Chartered Professional Accountants

**1. Welcome and Call to Order**

Chair, John Scholten, introduced himself and welcomed everyone to the Long Point Region Conservation Authority's 2023 Annual General Meeting. The meeting was called to order at 1:30 pm Friday, March 3, 2023 in the Tillsonburg Administration Office Boardroom.

**2. Declaration of Conflicts of Interest**

None were declared.

**3. Additional Agenda Items**

There were no additional agenda items.

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**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

#### **4. Minutes of the Previous Meeting**

- a) Board of Directors Meeting of February 1, 2023

There were no questions or comments.

#### **A-21/23**

Moved by D. Beres

Seconded by P. Ypma

*That the minutes of the Board of Directors Meeting held February 1, 2023 be adopted as circulated.*

**Carried**

#### **5. Introduction of the Board of Directors and Committees**

The members of the Board and the community members of the Lee Brown Marsh Management Committee and the Backus Museum Committee were introduced by Chair Scholten.

#### **6. Introduction and Greetings from Special Guests**

Greetings were extended from Jeff Helsdon on behalf of Bobbi Ann Brady, MPP Haldimand-Norfolk, Mayor Ketchabaw on behalf of the Municipality of Bayham and Elgin County, Mayor Jim Palmer on behalf of the Township of Norwich, and Councillor Lucas Oakley on behalf of the County of Brant.

#### **7. Audit and Finance Committee**

The Chair called upon Michael Columbus, Chair of the Audit and Finance Committee to present the committee report.

Audit and Finance Committee Chair Columbus reported that the Committee met on February 17, 2023 and received and reviewed the financial statements in detail. MNP issued a clean opinion of the Authority's 2022 financial reports and found that the financial statements fairly presented the Authority's position.

The Chair introduced the auditors, Ashley Didone and Raymond Mile of MNP.

Ms. Didone reviewed the 2022 Audit Findings Report and confirmed their independence throughout the audit process and provided a clean opinion of the Authority's 2022 financial statements.

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Chair Columbus thanked MNP for their services and indicated that the 2022 audit went well.

**A-22/23**

Moved by S. Patterson  
Seconded by D. Brunton

*THAT the minutes of the LPRCA Audit and Finance Committee's meeting held February 17, 2023 be adopted as circulated.*

**Carried**

**A-23/23**

Moved by T. Masschaele  
Seconded by P. Ypma

*THAT the LPRCA Board of Directors receives the LPRCA 2022 Audit Findings Report from MNP, LLP Chartered Professional Accountants.*

**Carried**

**A-24/23**

Moved by D. Beres  
Seconded by D. Brunton

*THAT the LPRCA Board of Directors approves the financial statements for the year ended December 31<sup>st</sup>, 2022 audited by MNP, LLP, Chartered Professional Accountants.*

**Carried**

**A-25/23**

Moved by C. Van Paassen  
Seconded by T. Masschaele

*THAT the LPRCA Board of Directors approves the appointment of MNP, LLP Chartered Accountants as LPRCA's auditors for the 2023 fiscal period.*

**Carried**

**8. Notice of Formal Motions**

**a) Designate Signing Officers**

**A-26/23**

Moved by R. Weisler  
Seconded by D. Beres

*That the LPRCA Board of Directors approves the Chair, Vice-chair, General Manager,*

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*and Manager of Corporate Services as designated signing officers for Authority business for the year 2023.*

**Carried**

**b) Borrowing**

**A-27/23**

Moved by R. Weisler

Seconded by C. Van Paassen

*That the LPRCA Board of Directors authorizes the Chair or Vice-Chair and the General Manager or Manager of Corporate Services to borrow funds as required for the day-to-day operations of the Authority.*

**Carried**

**c) Designate Conservation Ontario Council Representatives**

**A-28/23**

Moved by T. Masschaele

Seconded by P. Ypma

*That the LPRCA Board of Directors designates the Authority Chair as the Authority's representative to Conservation Ontario (CO), with the Vice-Chair designated as alternate,*

*AND*

*Further that the General Manager be directed to participate on appropriate committees of CO and be authorized to vote in the absence of the designated representatives.*

**Carried**

**9. 2022 Annual Report**

The General Manager presented the 2022 annual report and provided an overview of the year's activities.

Staff were happy to be back to in-person meetings and managed any challenges that arose in 2022. The Planning Department issued 278 permits, the Flood Forecasting and Warning department issued 13 flood messages, and the Lands and Waters department planted 72,385 trees through various planting programs. The Forestry department conducted an invasive spray program throughout 458 acres of LPRCA forest tracts and facilitated the harvest of timber through four timber tenders.

The Authority lost two former board members in 2022. Sam Lamb represented the Town of Tillsonburg from 1995 to 2010, and Leroy Bartlett represented Haldimand County from 2007 to 2018.

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The GM thanked staff, the Board, municipal partners, the various community partners, and customers for their continued support.

**A-29/23**

Moved by C. Van Paassen

Seconded by D. Brunton

*That the LPRCA Board of Directors receives the 2022 Annual Report as information.*

**Carried**

**10. Chair's Remarks**

Chair, John Scholten, thanked the current and former members of the Board, the Lee Brown Marsh Management Committee, and the Backus Museum committee and the staff for their dedication and support.

This past year was about adaptation and change for the conservation authority and that will continue in 2023 as everyone navigates and adapts to the revised legislation and associated regulations. Nevertheless, the staff and board will continue to focus on delivering exceptional services and experiences to the residents of the watershed.

**11. Stewardship Award Presentation**

LPRCA encourages everyone to help enhance and protect the watershed and supports private land stewardship. Consequently, the Long Point Region Conservation Stewardship award was created to recognize those individuals or groups who have made a commitment to environmental sustainability and conservation.

This year, Mary Gartshore, nominated by both former LPRCA Chair and last year's Stewardship Award recipient, Paul DeCloet, and the St. Williams Conservation Reserve's Audrey Heagy, was selected as the recipient of the 2023 Long Point Region Conservation Stewardship Award.

Mary's conservation efforts extend across Canada and around the world. She has conducted field research and biological inventories in various countries, and has played a part in restoring hundreds of hectares of land in the region with native prairie grasses and wildflowers. Mary also served with the LPRCA Board of Directors in 1995 and 1996.

Mary is currently an active member of numerous local environmental organizations and is well known for her expertise and mentorship to others in the field.

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Mary thanked LPRCA for the award and expressed her appreciation to all for the work they do in the watershed. Mary also thanked her partner, Peter Carson, for his support and help in their many endeavours.

## **12. Service Awards Presentation**

The following board and staff were recognized for reaching service milestones with LPRCA this past year.

Robert Chambers, Board Member representing Brant County	15 years
Brandon Good, Superintendent of Conservation Areas	5 years
Dana McLachlan, Executive Assistant	15 years
Bob Dewdney, Marsh Operations Labourer	35 years

## **13. Planning**

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

Through the General Manager's delegating authority, 19 applications were approved in the past month. LPRCA-11/23, LPRCA-13/23, LPRCA-22/23, LPRCA-23/23, LPRCA-24/23, LPRCA-210-22-Revised 2, LPRCA-25/23, LPRCA-26/23, LPRCA-27/23, LPRCA-28/23, LPRCA-29/23, LPRCA- 30/23, LPRCA-31/23, LPRCA-33/23, LPRCA-34/23, LPRCA-35/23, LPRCA-36/23, LPRCA-37/23, and LPRCA-38/23.

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

### **A-30/23**

Moved by R. Weisler  
Seconded by R. Chambers

*That the LPRCA Board of Directors receives the Section 28 Regulations Approved Permits report dated March 3, 2023 as information.*

**Carried**

## **14. New Business**

### **a) Truck Tender**

The 2023 approved capital budget included the replacement of two vehicles with two new pickup trucks. Tender packages were forwarded to ten vendors and three bids were received by the deadline. All bids met or exceeded the requirements specified. Staff recommended the tender be awarded to the lowest bidder.

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**A-31/23**

moved: P. Ypma

seconded: C. Van Paassen

*THAT the LPRCA Board of Directors accepts the tender submitted by Eichenburg Chrysler for two new 2023 Ram 1500 Tradesman Pickup Trucks for \$97,868 (excluding HST).*

**Carried**

**b) Lawn Tractor Tender**

The 2023 approved capital budget included the replacement of a 2010 mower. Tender packages were sent to six vendors, and five bids were received by the deadline. All bids met or exceeded the requirements specified with one exception. Staff recommended the tender be awarded to the lowest bidder.

**A-32/23**

Moved by S. Patterson

Seconded by T. Masschaele

*THAT the LPRCA Board of Directors accepts the tender submitted by Norfolk Tractor for the purchase of one Diesel, Mid-Mount Riding Mower (2023 Kubota GR2120-2-54) for \$13,500 (excluding HST).*

**Carried**

**14. Adjournment**

The Chair adjourned the meeting at 2:15 p.m.

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John Scholten  
Chair

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Judy Maxwell  
General Manager

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