



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of April 2, 2025
Approved May 7, 2025

Members in attendance:

Dave Beres, Chair	Town of Tillsonburg
Doug Brunton, Vice-Chair	Norfolk County
Shelley Ann Bentley	Haldimand County
Robert Chambers	County of Brant
Michael Columbus	Norfolk County
Tom Masschaele	Norfolk County
Jim Palmer	Township of Norwich
Chris Van Paassen	Norfolk County
Rainey Weisler	Municipality of Bayham/Township of Malahide

Regrets:

Peter Ypma	Township of South-West Oxford
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Staff in attendance:

Judy Maxwell, General Manager
Aaron LeDuc, Manager of Corporate Services
Leigh-Anne Mauthe, Manager of Watershed Services
Saifur Rahman, Manager of Engineering and Infrastructure
Jessica King, Social Media and Marketing Associate
Paul Gagnon, Lands and Waters Supervisor
Nicole Sullivan, HR Coordinator/Executive Assistant

1. Welcome and Call to Order

The Vice-Chair called the meeting to order at 8:13p.m., Wednesday, April 2, 2025.

The Chair vacated his seat for the meeting. The Vice-Chair, Doug Bruton, chaired the Board of Director's meeting.

A-42/25

Moved by J. Palmer
Seconded by T. Masschaele

THAT the Vice Chair, Doug Brunton, is appointed Acting Chair for the Board of Director's Meeting April 2, 2025.

Carried

2. Additional Agenda Items

A-43/25

Moved by M. Columbus
Seconded by R. Weisler

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

THAT LPRCA Board of Directors remove item A under Section 11: Closed Session

Carried

3. Approval of the Agenda

A-44/25

Moved by R. Weisler

Seconded by J. Palmer

THAT the LPRCA Board of Directors approves the agenda as amended.

Carried

4. Declaration of Conflicts of Interest

None were declared.

5. Minutes of the Previous Meeting

a) Board of Directors Annual General Meeting March 7, 2025

A-45/25

Moved by M. Columbus

Seconded by C. Van Paassen

THAT the minutes of the LPRCA Annual General Meeting held March 7, 2025 be adopted as circulated.

Carried

6. Business Arising

There was no business arising from the previous minutes.

7. Review of Committee Minutes

No committee minutes presented.

8. Correspondence

A letter of support from the Township of Norwich and a News release from the Government of Ontario in regards to the new Cabinet were included in the package.

A-46/25

Moved by J. Palmer

Seconded by M. Columbus

FULL AUTHORITY COMMITTEE MEMBERS

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,
Tom Masschaele, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

THAT the correspondences outlined in the Board of Directors agenda of April 2, 2025 be received as information.

Carried

9. Development Applications

a) Section 28 Regulations Approved Permits (L. Mauthe)

Tom Masschaele asked staff if the first development application in the report on Hastings Dr. lots were owned by Norfolk County. Leigh-Anne Mauthe confirmed the lots were owned by Norfolk County.

A-47/25

Moved by S. Bentley

Seconded by R. Weisler

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated April 2, 2025 as information.

Carried

10. New Business

a) General Manager's Report (J. Maxwell)

Judy Maxwell provided a report summarizing operations this past month and provided a few recent updates.

Mike Columbus asked if the Authority can send another letter to the new Minister of the Environment and Parks in regards to the frozen planning and permitting fees. Judy Maxwell responded that based on current Conservation Ontario news it would be best for this letter for go before the 2026 budget.

A-48/25

Moved by S. Bentley

Seconded by T. Masschaele

THAT the LPRCA Board of Directors receives the General Manager's Report for March 2025 as information.

Carried

b) 2025 Tree Order (P. Gagnon)

Paul Gagnon presented the LPRCA 2025 tree order, highlighting that since the report more trees have been ordered and the tree list in Attachment A may differ depending on the stock that survives the winter.

Robert Chambers asked specifically about the Kentucky Coffee Tree and if it is Carolinian and where can one see a tree in the watershed. Paul Gagnon let the Board know that there are approximately 100 Kentucky Coffee tree saplings planted last year in Backus CA and

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that it is considered a Carolinian species.

A-49/25

Moved by T. Masschaele
Seconded by M. Columbus

THAT the LPRCA Board of Directors receives the 2025 tree order as information.

Carried

c) Ecological Survey for Selected LPRCA Properties (J. Maxwell)

Judy Maxwell presented the Ecological Survey for selected LPRCA properties update.

*P. Gagnon left the meeting at 8:28pm

A-50/25

Moved by J. Palmer
Seconded by R. Weisler

THAT the LPRCA Board of Directors receives the report as information.

Carried

d) Canadian Protected and Conserved Database (J. Maxwell)

Judy Maxwell presented the Canadian Protected and Conserved Database report to the Board.

Mike Columbus asked staff if putting the woodlots onto this database will affect the Authority's ability to harvest. Judy Maxwell responded that it will not, as these tracts were already separately designated by the Board to be Natural Heritage Woodlots and were not part of the Authority's harvesting cycle.

Mike Columbus and Tom Masschaele both asked if putting the properties on the database would allow for the database to have more control over the lands and apply restrictions and wanted staff to be clear that the lands will not switch control. Judy Maxwell informed the Board that no, as per the Director's email, the federal government cannot exert more control over the lands and will not add any additional policy or regulations.

Chris Van Paassen asked which of the LPRCA Heritage Woodlots were going to be added to the database. Judy Maxwell responded needing time to find the exact names of the 7 woodlots.

*The board agreed to circle back to this discussion once more information was obtained.

*At 8:58 p.m. the Board returned to this discussion.

Judy Maxwell informed the Board of the 7 Heritage Woodland lots that will be input into the database; Watson CA, Harvey tract, Carr tract, Hepburn tract, Moulton tract, Burwell tract, and Harris Floyd tract.

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A-51/25

Moved by R. Weisler

Seconded by T. Masschaele

THAT the LPRCA Board of Directors receives the report as information;

AND

That the LPRCA Board of Directors support the Government of Canada's goal of conserving 30 percent of Canada's land and water by 2030;

AND

That the LPRCA Board of Directors endorse the Long Point Biosphere Region's initiative to make a submission to Environment and Climate Change Canada (ECCC), on behalf of Long Point Region Conservation Authority, to have 7 Natural Heritage Woodlands equaling 854.24 Acres/345.70 hectares added to the Canadian Protected and Conserved Areas Database.

Carried

e) Vehicle Tender (A. LeDuc)

Aaron LeDuc presented the $\frac{3}{4}$ tonne truck tender to the Board.

Shelly-Ann Bentley asked staff if the product was on the lot, and if not, would it be affected by the tariffs. Aaron LeDuc informed the Board that it most likely was not on lot due to the colour request and it is unknown if the tariffs will affect these purchases

A-52/25

Moved by M. Columbus

Seconded by J. Palmer

THAT the LPRCA Board of Directors accepts the tender submitted by Stauffer Motors for the purchase of one new 2025 F250 Super Duty XL 4x4 Regular Cab Pickup Truck for \$56,544.00 (excluding HST).

Carried

f) Vehicle Tender (A. LeDuc)

Aaron LeDuc presented the $\frac{1}{2}$ tonne truck tender to the Board.

Tom Masschaele asked staff why the Authority is not just going to purchase two, 250s as the price was so close. Aaron LeDuc let the Board know that a discussion was had, and going forward into the 2026 budget that is the plan, but for the 2025 year the Authority is keeping with the approved budget.

Mike Columbus inquired after the engine size, and was it a V8. Aaron LeDuc replied in the

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affirmative.

Doug Brunton asked if the HST was recovered on these vehicles. Aaron LeDuc informed the Board that for motor pool the HST is recovered.

A-53/25

Moved by R. Chambers

Seconded by R. Weisler

THAT the LPRCA Board of Directors accepts the tender submitted by Heaslip Ford for the purchase of one new 2025 Ford F150 4x4 Regular Cab Pickup Truck for \$55,263.57 (excluding HST).

Carried

g) Front Loader Tractor Tender (A. LeDuc)

Aaron LeDuc presented the Front Loader Tractor tender to the Board.

Doug Brunton inquired after the horsepower of the Norfolk Tractor bid and asked after which staff did the specifications on the tender. Aaron LeDuc informed the board it was a 38-40 horsepower and Judy Maxwell and the Authority's workshop supervisor did the specifications.

A-54/25

Moved by J. Palmer

Seconded by R. Weisler

THAT the LPRCA Board of Directors accepts the tender submitted by Norfolk Tractor for the purchase of one new 2025 L3902 Kubota Tractor for \$34,670.00 (excluding HST).

Carried

h) Zero Turn Tender (A. LeDuc)

Aaron LeDuc presented the Zero Turn tender to the Board.

Doug Brunton asked staff if the mower was a diesel or gas. Judy Maxwell let the board know it was a diesel, 19 horsepower.

A-55/25

Moved by T. Masschaele

Seconded by J. Palmer

THAT the LPRCA Board of Directors accepts the tender submitted by Norfolk Tractor for the purchase of one new 2025 Kubota ZD1011-3-54 Zero Turn mower for \$17,900.00 (excluding HST).

Carried

i) Septic Tender (A. LeDuc)

Aaron LeDuc presented the septic tender report to the Board.

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A-56/25

Moved by R. Weisler

Seconded by T. Masschaele

THAT the 2025 contract for septic services at Backus Heritage CA, Deer Creek CA, Norfolk CA, and Waterford North CA be awarded to Bayside Septic Services 2012 Inc.,

AND

THAT the 2025 contract for septic services at Haldimand CA be awarded to Frankie's Pumping.

Carried

The closed session began at 9:01 p.m.

*S. Rahman left the meeting at 9.01p.m.

11. Closed Meeting

A-57/25

Moved by S. Bentley

Seconded by M/ Columbus

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

- A proposed or pending acquisition or disposition of land by the Authority

Carried

The Board reconvened in open session at 9:15 p.m.

Next meeting: May 7, 2025, Source Protection Authority at 6:00 p.m. and Board of Directors at 6:30 p.m.

Adjournment

The Chair adjourned the meeting at 9:16 p.m.

Doug Brunton
Acting Chair

Judy Maxwell
General Manager/Secretary-Treasurer

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