



BOARD OF DIRECTORS MEETING
Wednesday, May 7, 2025 @ 6:30pm
Tillsonburg Administration Office

AGENDA

Agenda Page

1. Welcome and Call to Order
2. Additional Agenda Items
3. Approval of Agenda
4. Declaration of Conflicts of Interest
5. Minutes of the Previous Meeting:
 - a) Board of Directors Hearing Board Meeting – April 2, 2025 **1-6**
 - b) Board or Directors Meeting – April 2, 2025 **7-13**
6. Business Arising from the previous minutes: None
7. Review of Committee Minutes: None
8. Correspondence:
 - a) Ministry of Natural Resources, Minister Mike Harris - Thank you **14**
 - b) Ministry of the Environment, Minister Todd McCarthy – Thank you **15**
 - c) Conservation Ontario – 2025 Board of Directors **16-17**
9. Planning Department:
 - a) Section 28 Regulations Approved Permits (L. Mauthe) **18-27**
10. New Business:
 - a) General Manager's Report (J. Maxwell) **28-29**
 - b) Q1 Financial Report – March 31, 2025 (A. Leduc) **30-44**
 - c) Lehman Dam DSR (S. Rahman) **45-46**
11. Closed Session:
 - a) Closed Session Hearing Minutes – April 2, 2025
 - b) Closed Session Minutes – April 2, 2025
 - c) Advice that is subject to solicitor-client privilege

Next Meeting: Board of Directors, June 4, 2025, 6:30pm

Adjournment



LONG POINT REGION CONSERVATION AUTHORITY
Hearing Board Meeting Minutes of April 2, 2025

Members in attendance:

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

Town of Tillsonburg
Norfolk County
Haldimand County
County of Brant
Norfolk County
Norfolk County
Township of Norwich
Norfolk County
Township of South-West Oxford Municipality
of Bayham/Township of Malahide

Regrets: None

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. Roll Call and Call to Order

The Vice-chair called the Hearing to order at 6:30 p.m., Wednesday, April 2, 2025.

The Chair vacated his seat for the Hearing Board. The Vice-Chair, Doug Bruton, chaired the Hearings.

A-37/25

Moved by T. Masschaele
Seconded by J. Palmer

THAT the Vice Chair, Doug Brunton, is appointed Acting Chair for the Hearing Board.

Carried

The roll was called to conduct the following Hearing under Section 28 of the *Conservation Authorities Act*.

A-38/25

Moved by M. Columbus

FULL AUTHORITY COMMITTEE MEMBERS

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

Seconded by S. Bentley

THAT the LPRCA Board of Directors does now sit as a Hearing Board.

Carried

2. Declaration of Conflicts of Interest

None Declared.

3. Hearing: LPRCA-191/24 – Michaud and Da Silva and LPRCA 51/25 Scott McKinney.

4. Chair's Opening Remarks for Hearing LPRCA- 191/24

The Chair's opening remarks for LPRCA-191/24 Michaud and Da Silva were read and the guidelines and process to be followed for the hearing were reviewed.

5. Presentation by Long Point Region Conservation Authority Staff

Leigh-Anne Mauthe introduced the Agent, Kim Dziegiel, and applicants Julie Michaud and Rosa Da Silva, and then proceeded to present the staff report and presentation.

Staff recommended refusal to grant a permit for this application for the following reasons:

1. The construction of the proposed structure within and adjacent to the slope is contrary to Long Point Region Conservation Authority policies for development in the Riverine Erosion hazard. These policies have been implemented to reduce or eliminate preventable risk to life and property damage from erosion and unstable slopes, and
2. The control of erosion is affected by the development in that it increases the potential for damage from slope instability and erosion.

6. Presentation by the Applicant

Kim Dziegiel, Agent, addressed the Board on behalf of the Applicant requesting approval of the application.

Kim Dziegiel, addressed the Board on behalf of the Applicant requesting approval of the application. A presentation was submitted by the applicant in advance of the hearing and included in the agenda package.

Kim Dziegiel reviewed the submitted documents. Ms. Dziegiel highlighted the engineered designs and the engineer stamp of approval on those designs and the letter of support for the designs. Ms. Dziegiel mentioned that a geo-technical engineer will

FULL AUTHORITY COMMITTEE MEMBERS

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

also be brought in. Ms. Dziegiel noted that there is no other spot on the property for the garage to go.

7. Questions

There were no questions from Staff or the applicant.

Staff and the proponent responded to questions from the Board.

Mike Columbus asked Kim Dziegiel who the geo-technical engineer is. Kim Dziegiel responded that they had not hired the geo-technical engineer yet, but will be getting one.

Chris Van Paassen asked if there was anyway to move the garage closer to the road or to move it a few feet at all as the slope there is a problem. Kim Dziegiel informed the board that the reasoning for the placement of the garage has to do with the placement of the existing house. The garage placed where the drawings have it allows for it to be attached to the house.

Robert Chambers asked Kim Dziegiel to her knowledge was there any slope failures on that slope over the last 10 to 20 years. Kim Dziegiel responded to her knowledge in the negative.

The members entered the closed session of the Hearing Board at 6:52 p.m.

A-39/25

Moved by M. Columbus

Seconded by S. Bentley

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

- Litigation or potential litigation, including matters before administrative tribunals (e.g. Local Planning Appeal Tribunal), affecting the Authority.

Carried

8. Reconvene in Public Forum

The LPRCA Hearing Board reconvened in open session at 7:11 p.m.

9. Hearing Board Decision for LPRCA-191/24

The Chair advised Julie Michaud and Rosa Da Silva that the permit has been refused. The Notice of Decision will be forwarded by staff.

10. Chair's Opening Remarks for Hearing LPRCA-51/25

FULL AUTHORITY COMMITTEE MEMBERS

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

The Chair's opening remarks for LPRCA-51/25 Scott McKinney were read and the guidelines and process to be followed for the hearing were reviewed.

11. Presentation by Long Point Region Conservation Authority Staff

Leigh-Anne Mauthe introduced the Agent, David McPherson and applicants Scott and Sue McKinney, and proceeded to present the staff report and presentation.

Staff recommended refusal to grant a permit for this application for the following reasons:

1. The construction of the proposed structure adjacent to the unstable slope is contrary to Long Point Region Conservation Authority policies for development in the Lake Erie Shoreline Erosion hazard. These policies have been implemented to reduce or eliminate preventable risk to life and property damage from erosion and unstable slopes, and
2. The control of erosion is affected by the development in that it increases the potential for damage from slope instability and erosion.

12. Presentation by the Applicant

David McPherson addressed the Board on behalf of the Applicant requesting approval of the application.

David McPherson presented to the board the work the applicants are proposing. The land was purchased by the McKinney's in 2010. In 2021, the McKinney's hired G. Douglas Vallee to construct a carport which was approved by LPRCA and Norfolk County with no objections to the concept of the building. The final inspection was approved in 2022. The house on the property was extensively renovated in 2023, finalized in 2024 with the approval of Norfolk County and LPRCA. In January of 2025, the McKinney's put in an application to enclose the carport, and was refused as the application becomes a major development and can become habitable space.

David McPherson notes that the existing footprint of the carport will not change, and the additional breezeway of 12² feet is not equal to habitable space. David McPherson argues that the changing of the carport to a garage and the addition of the breezeway will have no effect on rainwater discharge, will not affect the slope stability, will not cause new erosion or negatively affect the control of erosion, will not add any additional structural load on the bank, and is above the storm surge level and current lake level.

David McPherson informs the Board that all along the shoreline in front of the property is steel and concrete blocks which should allow for a lesser allowance to the setbacks.

FULL AUTHORITY COMMITTEE MEMBERS

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

David McPherson discussed how this proposed development is in accord with and not contrary to the Provincial Policy Statement, the *Conservation Authorities Act* Section 28 Regulation, and the Norfolk County official plan.

13. Questions

There were no questions from Staff or the applicant.

Staff and the proponent responded to questions from the Board.

Chris Van Paassen asked if the shoreline protection installed at the beach was all the way across to other neighbours and not just in front of the McKinney's. David McPherson responded in the positive, and Scott McKinney informed the board that there is concrete block next to the steel on one side and steel all along the other side.

Doug Brunton asked about the geodetic elevation level and the garage floor elevation. David McPherson informed the board that the geodetic elevation was 175.5 and that the garage floor was 191.09, making it a difference of 16.99.

The members entered the closed session of the Hearing Board at 7:45 p.m. Peter Ypma recused himself from the closed session as he was not present for the entirety of the applicant's presentation.

A-40/25

Moved by J. Palmer

Seconded by T. Masscahele

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

- Litigation or potential litigation, including matters before administrative tribunals (e.g. Local Planning Appeal Tribunal), affecting the Authority.

Carried

14. Reconvene in Public Forum

The LPRCA Hearing Board reconvened in open session at 7:55 p.m.

15. Hearing Board Decision for LPRCA 187/24

The Chair advised Sue and Scott McKinney that the permit has been approved. The Notice of Decision will be forwarded by staff.

16. Adjournment

FULL AUTHORITY COMMITTEE MEMBERS

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

A-41/25

Moved by J. Palmer

Seconded by R. Weisler

That the LPRCA Board of Directors does now adjourn from sitting as a Hearing Board.

Carried

The Chair adjourned the Hearing at 7:58 p.m.

Doug Brunton
Acting Chair

Judy Maxwell
General Manager/Secretary-Treasurer

/ns

FULL AUTHORITY COMMITTEE MEMBERS

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



LONG POINT REGION CONSERVATION AUTHORITY

Board of Directors Meeting Minutes of April 2, 2025

Members in attendance:

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

Town of Tillsonburg
Norfolk County
Haldimand County
County of Brant
Norfolk County
Norfolk County
Township of Norwich
Norfolk County
Municipality of Bayham/Township of Malahide

Regrets:

Peter Ypma

Township of South-West Oxford

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

THAT the correspondences outlined in the Board of Directors agenda of April 2, 2025 be

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

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

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 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.

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

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.

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

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

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

i) Septic Tender (A. LeDuc)

Aaron LeDuc presented the septic tender report to the Board.

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

/ns

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

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**Ministry of Natural
Resources**

Office of the Minister

99 Wellesley Street West
Room 6630, Whitney Block
Toronto ON M7A 1W3
Tel: 416-314-2301

**Ministère des Richesses
naturelles**

Bureau du ministre

99, rue Wellesley Ouest
Bureau 6630, Édifice Whitney
Toronto ON M7A 1W3
Tél.: 416 314-2301



April 11, 2025

Dave Beres, Chair
Judy Maxwell, General Manager
Long Point Region Conservation Authority
conservation@lprca.on.ca

Dear Dave Beres and Judy Maxwell:

Thank you for your letter congratulating me on my appointment as Minister of Natural Resources. I am honoured and privileged to lead this portfolio.

I have a deep appreciation for all the work that this ministry carries out across our great province. I am excited to have the opportunity to work with industry leaders, Indigenous leaders, stakeholders and ministry staff to ensure the sustainability of Ontario's natural resources for generations to come.

Thank you again for your kind words.

Sincerely,

A handwritten signature in black ink, appearing to be 'MH' followed by a long horizontal stroke.

The Honourable Mike Harris
Minister of Natural Resources



357-2025-611

April 11, 2025

Mr. Dave Beres
Chair
Long Point Region Conservation Authority
Email: conservation@lprca.on.ca

Ms. Judy Maxwell
General Manager
Long Point Region Conservation Authority
Email: jmaxwell@lprca.on.ca

Dear Mr. Beres and Ms. Maxwell:

Thank you for your email on my recent appointment as Minister of the Environment, Conservation and Parks.

The people of Ontario have given our government a clear mandate to protect Ontario and build for the long-term. I am excited to take on this important work while supporting sustainable development and protecting the natural beauty of our province.

With the current pressures facing our province, the work ahead is more important than ever. We have a strong plan to support communities and create jobs, balancing economic growth with environmental protection. I look forward to building on the progress our government has made over the past seven years.

I am confident that together, we can overcome and adapt to any challenges that lie ahead and ensure Ontario remains the best place in the world to live, work and do business.

Sincerely,

A handwritten signature in blue ink, appearing to read "Todd McCarthy".

Todd McCarthy
Minister of the Environment, Conservation and Parks



Media Release

FOR IMMEDIATE RELEASE

Conservation Ontario Announces 2025 Board of Directors: Fostering Collaboration and Strengthening Conservation Efforts Across Ontario

NEWMARKET, ON (April 29, 2025) Conservation Ontario is pleased to announce its newly elected Board of Directors for 2025, marking a pivotal year in our continued effort to protect and conserve Ontario's watersheds.

Conservation Ontario is governed by a six-member elected Board of Directors and directed by a Council comprised of appointed and elected municipal officials from the 36 Conservation Authorities Board of Directors and Conservation Authorities staff.

Conservation Ontario supports the collective voice of Conservation Authorities advocating for sound watershed management, supporting policy and program development, and coordinating province-wide collaboration.

The 2025 board is composed of passionate leaders from across the province who are dedicated to advancing the role of Ontario's 36 Conservation Authorities as leaders in watershed management that deliver services and programs to protect and manage impacts on water and other natural resources in partnership with all levels of government, landowners and partner organizations.

- **Chair Dave Barton** – Mayor of the Township of Uxbridge and Vice-Chair of the Toronto and Region Conservation Authority Board of Directors
- **Vice-Chair Ed McGugan** – Councillor of the Township of Huron-Kinloss and Chair of the Maitland Valley Conservation Authority Board of Directors
- **Vice-Chair Pat Warren** – Councillor of the City of Kawartha Lakes and Chair of the Kawartha Conservation Board of Directors
- **Director Rob Baldwin** – Chief Administrative Officer of Lake Simcoe Region Conservation Authority
- **Director Brad McNevin** – Chief Administrative Officer of Quinte Conservation
- **Director Chandra Sharma** – President and Chief Executive Officer of Conservation Halton

"Our board is positioned to ensure that Conservation Ontario continues to lead the charge in protecting people and property from natural hazards such as flooding across Ontario," said Angela Coleman, general manager of Conservation Ontario. "We're not just stewards of the land – we are supporters of communities across Ontario, collaborators, and catalysts for change. Our collective work is grounded in the belief that we must work together, share our stories, and engage with all Ontarians to build a sustainable and resilient Ontario."

The new board members are poised to play a critical role in shaping policy, advocating for Conservation Authorities, and enhancing their capacity across the province.

"Conservation Authorities have been pillars of our watershed for decades," said Dave Barton, newly elected chair of the Conservation Ontario Board of Directors. "Our board is committed to reinforcing this legacy by ensuring that collaboration and innovation remain at the heart of everything we do. The conservation story is not just about preserving land and water – it's about building strong partnerships that empower everyone to be part of the solution."

For more information about Conservation Ontario, please visit www.conservationontario.ca.

-30-

Media Contact

Angela Coleman, General Manager, Conservation Ontario
acoleman@conservationontario.ca 289-763-4807

About Conservation Ontario

Conservation Ontario is a non-profit association that represents Ontario's 36 Conservation Authorities. Conservation Authorities are community-based watershed management agencies whose mandate is to undertake watershed-based programs to protect people and property from flooding and other natural hazards and to conserve natural resources for economic, social, and environmental benefits. Conservation Authorities are legislated under the *Conservation Authorities Act*, 1946.



LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: May 7, 2025

File: 3.3.1

To: Chair and Members,
LPRCA Board of Directors

From: General Manager, LPRCA

Re: **Section 28 Regulation Approved Permits**
Prohibited Activities, Exemptions and Permits (O. Reg. 41/24)

Recommendation:

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report as information.

Links to Strategic Plan:

Strategic Direction # 1 – Protect People and Property from Flooding and Natural Hazards
Strategic Direction # 2 – Deliver Exceptional Services and Experiences
Strategic Direction # 4 – Organizational Excellence

Background:

Application# LPRCA-7/25

Plan 436, Lot 501, 58 Dickinson Avenue, Norfolk County – South Walsingham

- The proposed work – to demolish the existing vacation home and boathouse and replace with a 209 m² (2,254.5 ft²) vacation home with an attached boathouse with a total footprint of 269m² (2,900 ft²). The existing sheet pile wall will be replaced with 196 linear metres of steel sheet pile and a new septic system will be installed.
- A satisfactory site plan and engineered construction drawings were submitted in support of this application,
- The top of foundation and first floor elevation is above 176.8m (CGVD28),
- No habitable space is proposed below the floodproofing elevation of 176.8m (CGVD28),
- All mechanical and the electrical panel are located above the floodproofing elevation of 176.8m (CGVD28),
- The proposed septic is designed to be effective when the water table reflects the maximum monthly Lake Erie water level of 175.0m CGVD1928,

- The susceptibility to natural hazards is not increased and new hazards are not created,
- There are no adverse impacts on the natural shoreline processes of Lake Erie,
- The application is within the Lake Erie shoreline flooding and erosion hazard and this proposal will not negatively affect the control of flooding and erosion, and
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.

Application# LPRCA-9/25

Concession B, Lot 10, Lakeshore Road, Norfolk County - South Walsingham

- The proposed work – to rehabilitate the Port Royal Bridge through the replacement of bridge deck ends, overhangs, curbs, gutters, and bearing pads, the removal and concrete repair to portions of the soffits, abutments, piers, and wingwalls as well as associated road reconstruction.
- Satisfactory engineered drawings were submitted in support of the application,
- The bridge is situated across Big Creek and the work will not cause any adverse hydraulic or fluvial impacts on the watercourse,
- The susceptibility of flooding is not increased,
- The application is within the regulated area adjacent to Provincially Significant Wetlands and the development will not negatively impact the hydrological function of the wetlands, and
- The application is within the riverine flood and erosion hazard associated with Big Creek and this proposal will not have a negative effect on the control of flooding or erosion.

Conditions:

The permit is conditional on the following being provided to the satisfaction of LPRCA staff.

1. A detailed erosion and sediment control plan;
2. A detailed dewatering, bypass pumping, and/or isolation plan, as applicable;
3. Containment/mitigation measures to prevent debris and/or materials from falling into the creek;
4. Measures to ensure containment of concrete debris and effluent during the removal of deteriorated concrete from the soffit and other components;
5. Indication on the plan that material stockpile areas should be located outside of hazard lands;
6. Confirming on the plan that fuel sources and refueling activities should be at least 30 metres away from the watercourse;
7. A restoration plan ensuring the site will be restored to its original condition or better;
8. Detailed indication of the mitigation measures outlined in 1-7 above must be included in the drawings.

Application# LPRCA-22/25

Concession 8, Lots 6-7, Oxford Road 14, Oxford County - Norwich

- The proposed work – to remove an existing concrete culvert that is deteriorating and replace it with a new, pre-cast concrete box culvert in the same location.

- A satisfactory site plan and Engineered drawings were submitted in support of the application,
- The existing and replacement culvert is situated within a tributary of Big Creek and the work will not cause any adverse hydraulic or fluvial impacts on the watercourse,
- The susceptibility of flooding is not increased,
- The application is an alteration to a watercourse and will not negatively impact the watercourse, and
- The application is within the riverine flood and erosion hazard associated with Big Creek and the application will not have a negative effect on the control of flooding or erosion.

Conditions:

The permit is conditional on the following being provided to the satisfaction of LPRCA staff:

1. A detailed erosion and sediment control plan;
2. A detailed dewatering and bypass pumping plan as required;
3. Indication on the plan that material stockpile areas should be located outside of the hazard lands;
4. Confirming on the plan that fuel sources and refueling activities should be at least 30 metres away from the watercourse;
5. A restoration plan ensuring the site will be restored to its original condition or better;
6. Detailed indication of the mitigation measures outlined in 1-5 above must be included in the drawings.

Application# LPRCA-44/25

Plan 546, Lot 35, 373 Cedar Drive, Norfolk County – Charlotteville

- The proposed work – to replace the existing vacation home with a 286m² (3,078ft²) vacation home with an attached garage and a new septic system.
- A satisfactory site plan and construction drawings were submitted in support of this application,
- The residential structure meets the floodproofing standard,
- The top of foundation and first floor elevation is at or above 176.8m (CGVD28),
- No habitable space is proposed below the floodproofing elevation of 176.8m (CGVD28),
- All mechanical and the electrical panel are located above the floodproofing elevation of 176.8m (CGVD28),
- The proposed septic is designed to be effective when the water table reflects the maximum monthly Lake Erie water level of 175.0m CGVD1928,
- The application is within the Lake Erie shoreline flooding and erosion hazard, and
- As per the July 5, 2017 Board Resolution# A-178/17, the requirement for safe access is deemed to be satisfied.

Application# LPRCA-54/25

Plan 18072, Lot 19, 38 Hickory Beach Lane, Haldimand County – Walpole

- The proposed work – to replace the residential dwelling that was destroyed by fire with a 132m² (1,429ft²) dwelling,

- A satisfactory site plan and construction drawings were submitted in support of this application,
- The existing structure is setback from the top of stable slope and located in the area of least risk,
- Maintenance access is provided along the shoreline,
- Susceptibility to natural hazards is not increased or new hazards created, and
- The application is within the Lake Erie Erosion hazard allowance and this proposal will not negatively affect the control of erosion.

Application# LPRCA- 55/25

Concession 11, Lot 8, 275 Quarter Townline, Oxford County – Tillsonburg

- The proposed work – to remove accumulated sediment from an existing online pond.
- A satisfactory site plan and details were submitted as part of a complete application,
- Sediment removed will be deposited on the existing spoil banks until dry, and then removed from the flooding hazard,
- The susceptibility to natural hazards is not increased or new hazards created,
- A satisfactory sediment and erosion control drawing was submitted in support of this application, and
- The application is within the riverine flooding hazard and this proposal will not negatively impact the control of flooding.

Application# LPRCA-58/25

Plan 16B, Lot 2, 96 Wolven Street, Norfolk County – Port Rowan

- The proposed work – to construct a new roof pitch above the existing garage, convert the new space into habitable space and internal renovations,
- A satisfactory site plan and construction drawings were submitted in support of the application,
- There is no alternative site outside of the erosion hazard,
- The building footprint will not be increased as result of the development and a 5m maintenance access will be retained, and
- The application is within the Lake Erie erosion hazard and the proposed development will not negatively impact slope stability or the control of erosion.

Application# LPRCA- 59/25

Concession 14, Lot 3, 157 Queensway East, Norfolk County – Simcoe

- The proposed work – to install 428m (1,404 ft) of 4" plastic main using the directional drill method approximately 25 metres from a Provincially Significant Wetland,
- A satisfactory site plan and construction drawings were submitted in support of this application,
- A satisfactory sediment and erosion control plan and an emergency response plan were submitted in support of this application,
- The application is within the riverine flood hazard allowance and this application will not negatively affect the control of flooding, and
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.

Application# LPRCA-60/25

Concession 16B Blk, Lot 16 & 17, 60 Sea Queen Road, Norfolk County – Port Rowan

- The proposed work – to construct a 14.8m² (160 ft²) non-habitable accessory building and the associated concrete pad approximately 10 metres from a Provincially Significant Wetland,
- A satisfactory site plan and construction details were submitted in support of the application,
- There is no opportunity for conversion into habitable space,
- The application is within the Lake Erie erosion hazard and the proposed structure is not likely to affect the control of erosion,
- The application is within the regulated area adjacent to a wetland, the hydrology of the wetland will not be negatively impacted by the proposed development, and
- The application is within the Lake Erie flood hazard and the proposed structure is not likely to affect the control of flooding.

Application# LPRCA-62/25

Concession 11, Lot 7, Haldimand Road 55, Haldimand County - Walpole

- The proposed work – to plow 50mm HDPE conduit in the R.O.W. along Haldimand Road 55 to support the installation of fiberoptic cable which will include crossing a watercourse by clipping the conduit to the side of a bridge,
- A satisfactory site plan and drawings were submitted in support of the application,
- There is no alternative site outside of the regulated area,
- Satisfactory erosion and sediment control plans were submitted as part of the application,
- The proposed work will not negatively impact the watercourse, and
- The risk of creating new Riverine Flooding or Erosion Hazards or aggravating existing hazards as a result of the development are negligible, and
- The application is within the riverine flooding hazard and this proposal will not negatively impact the control of flooding.

Application# LPRCA- 65/25

Plan 436, Lot 454, 314 Erie Boulevard, Norfolk County – South Walsingham

- The proposed work – to construct a 14m² (150ft²) addition to the existing vacation home and a 24m² (260ft²) deck.
- A satisfactory site plan and construction drawings were submitted in support of this application,
- All habitable space is at the ground floor elevation,
- The number of dwelling units is the same,
- No basement is proposed,
- Susceptibility to natural hazards is not increased or new hazards created, and
- The application is within the Lake Erie shoreline flooding hazard and this proposal will not negatively affect the control of flooding or erosion

Application# LPRCA- 66/25

Plan 128, Lot 32, 192 Cedar Drive, Norfolk County – Charlotteville

- The proposed work – to construct a 1.5 storey garage with 101m² (1092ft²) of useable space.

- A satisfactory site plan and construction drawings were submitted in support of this application,
- There is no opportunity for the structure to be converted into habitable space in the future,
- There is no feasible alternative site outside the Lake Erie Shoreline Flooding or Erosion Hazard,
- The susceptibility to natural hazards is not increased or new hazards created, and
- The application is within the Lake Erie shoreline flooding and erosion hazard and this proposal will not negatively affect the control of flooding and erosion.

Application# LPRCA- 67/25

Plan 206, Lots 50-52, 17 Hastings Drive, Norfolk County – South Walsingham

- The proposed work – to repair the existing shoreline protection by restacking the fallen rocks and concrete blocks back on the shoreline wall.
- A satisfactory site plan and drawings were submitted in support of this application,
- There are no adverse impacts on the natural shoreline processes of Lake Erie,
- The susceptibility to natural hazards is not increased or new hazards created,
- The proposed shoreline work is in accordance with the recommendations of the Shoreline Management Plan, and
- The application is within the Lake Erie shoreline flooding and erosion hazard and this proposal will not negatively affect the control of flooding and erosion.

Application# LPRCA-68/25

Plan 424, Lot 9, 28 Inglewood Drive, Norfolk County - Woodhouse

- The proposed work – To demolish an existing 161.8m² (1,741.9 ft²) dwelling and replace it with a new 271.9m² (2,927 ft²) dwelling and minor grading,
- A satisfactory site plan and construction drawings were submitted in support of the application,
- The risk of creating new Riverine Erosion Hazards or aggravating existing hazards as a result of the development is negligible,
- The development is appropriately setback from the Riverine Erosion Hazard,
- The potential for surficial erosion is addressed by a drainage plan,
- Access to and from the valley will not be prevented as a result of the development, and
- The application is within the Riverine Erosion Hazard Allowance and it will not impact the control of erosion or slope stability.

Application# LPRCA- 69/25

Concession 14, Lot 19, 387 Norwich Road, Brant County

- The proposed work – to replace the existing residential dwelling with a 227m² (2,442.9ft²) dwelling with an attached two car garage and a replacement septic system approximately 21m from a Provincially Significant Wetland.
- A satisfactory site plan and construction drawings were submitted in support of this application,
- The replacement residential dwelling is proposed on the same footprint,
- The application is within the regulated area adjacent to a wetland. The hydrologic

function of the wetland will not be negatively impacted by this development.

Application# LPRCA-70/25

Plan 301, Lot 12, 10 Arnold Street, Norfolk County - Charlotteville

- The proposed work – to construct a new 66.6m² (720ft²) detached garage.
- A satisfactory site plan and construction drawings were submitted in support of the application,
- The floor area of the structure is less than 100m² (1080ft²),
- There is no feasible alternative site outside of the Lake Erie Shoreline flooding or erosion hazard,
- There is no opportunity for conversion into habitable space in the future,
- The risk of creating new Lake Erie Shoreline flooding or erosion hazards or aggravating existing hazards as a result of the development is negligible, and
- The application is within the Lake Erie Shoreline Flooding and Erosion Hazard and the control of flooding and erosion will not be negatively impacted.

Application# LPRCA-72/25

Concession 10, Lot 6, 1408 Windham East Quarter Line, Norfolk County - Windham

- The proposed work – to recognize the construction of an 8m² inground pool, the creation of a 101m² (1,088ft²) additional dwelling unit above the existing garage and an irregular shaped pond. The pond is located approximately 30m from a Provincially Significant Wetland.
- A satisfactory site plan and construction drawings were submitted in support of this application, and
- There is no impact on existing or future slope stability,
- The risk of creating new Riverine Erosion Hazards or aggravating existing Riverine Erosion Hazards as a result of the development is negligible,
- Access into and through the valley for maintenance will not be prevented,
- The application is within the riverine valley system and this proposal will not negatively affect the slope stability, and
- The application is within the regulated area adjacent to a wetland. The hydrologic function of the wetland will not be negatively impacted by this development.

Application# LPRCA-73/25

Concession 1, Lots 19-20, 274 Front Road, Norfolk County – South Walsingham

- The proposed work – To propeller-wash the entrance to a marina, increasing the depth by 2ft to allow for boater access,
- A satisfactory site plan and details were submitted in support of the application,
- No sediment will be removed from Lake Erie or placed within the Regulation Limit as part of the work,
- The risk of creating new Lake Erie flooding or erosion hazards, or aggravating existing hazards as a result of the development is negligible,
- The application is within the Lake Erie flooding hazard and the proposal will not negatively impact the control of flooding, and
- The application is within the area of interference of Provincially Significant Wetlands and the proposal will not have a negative or adverse impact on the hydrological function of the wetland.

Application# LPRCA- 76/25

10, 20, 30 John Pound Road, Oxford County – Town of Tillsonburg

- The proposed work – to replace a segment of the sanitary sewers along John Pound Road.
- A satisfactory design drawing was submitted in support of this application,
- Susceptibility to natural hazards is not increased or new hazards created,
- There are no feasible alternative sites outside of the Regulated Areas,
- The risk of creating new Riverine Erosion or Flooding Hazards or aggravating existing hazards as a result of the development is negligible, and
- The application is within the riverine flooding and erosion hazards and this proposal will not negatively affect the control of flooding and erosion.

Conditions:

The permit is conditional on the following being provided to the satisfaction of LPRCA staff:

1. Restoration plan,
2. A detailed Contingency Plan,
3. Detailed erosion and sediment control plan,
4. A detailed dewatering and bypass pumping plan, if required,
5. Confirmation on the plan that fuel sources and refueling activities should be at least 30 metres away from the watercourse.

Application# LPRCA- 77/25

Concession 1, Lot 11, 8 Hurley Lane, Elgin County – Port Burwell

- The proposed work – to dredge an area of approximately 1500ft² around the existing docks.
- A satisfactory project description was submitted in support of this application,
- The susceptibility to natural hazards is not increased or new hazards created,
- Material removed will be deposited in area setback from the creek until dry, and then removed from the property, and
- The application is within the riverine flooding hazard and this proposal will not negatively impact the control of flooding.

Application# LPRCA-79/25

Concession 13, Lot 7, 1356 Windham Road 13, Norfolk County - Windham

- The proposed work – To replace an existing 24.5m² (264ft²) deck with a concrete pad of the same size and construct a 49m² (528ft²) pavilion which will cover both the new concrete pad and another existing deck,
- A satisfactory site plan and construction drawings were submitted in support of the application,
- The development is located outside of the wetland footprint and maintains as much setback as feasible, and
- The application is within the Area of Interference of a Provincially Significant Wetland and the development will not cause any negative or adverse impact on the wetland.

Application# LPRCA-82/25

Concession 4, Lot 12, 1404 Windham Road 12, Norfolk County - Windham

- The proposed work – To recognize the dredging of an offline pond used for agricultural purposes to remove accumulated sediment,
- A satisfactory site plan and details were submitted with the application,
- All dredged material was removed from the Regulated Area,
- The alteration is located outside of the wetland footprint, and
- The application is within the Area of Interference of a Provincially Significant Wetland and the alteration will not cause any negative or adverse impact on the hydrology of the wetland.

Financial Implication:

N/A

Prepared by:

Isabel Johnson

Isabel Johnson
Resource Planner

Prepared by:

Braedan Ristine

Braedan Ristine
Resource Planner

Reviewed by:

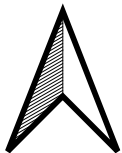
Leigh-Anne Mauthe

Leigh-Anne Mauthe, MCIP, RPP
Manager of Watershed Services

Approved and submitted by:

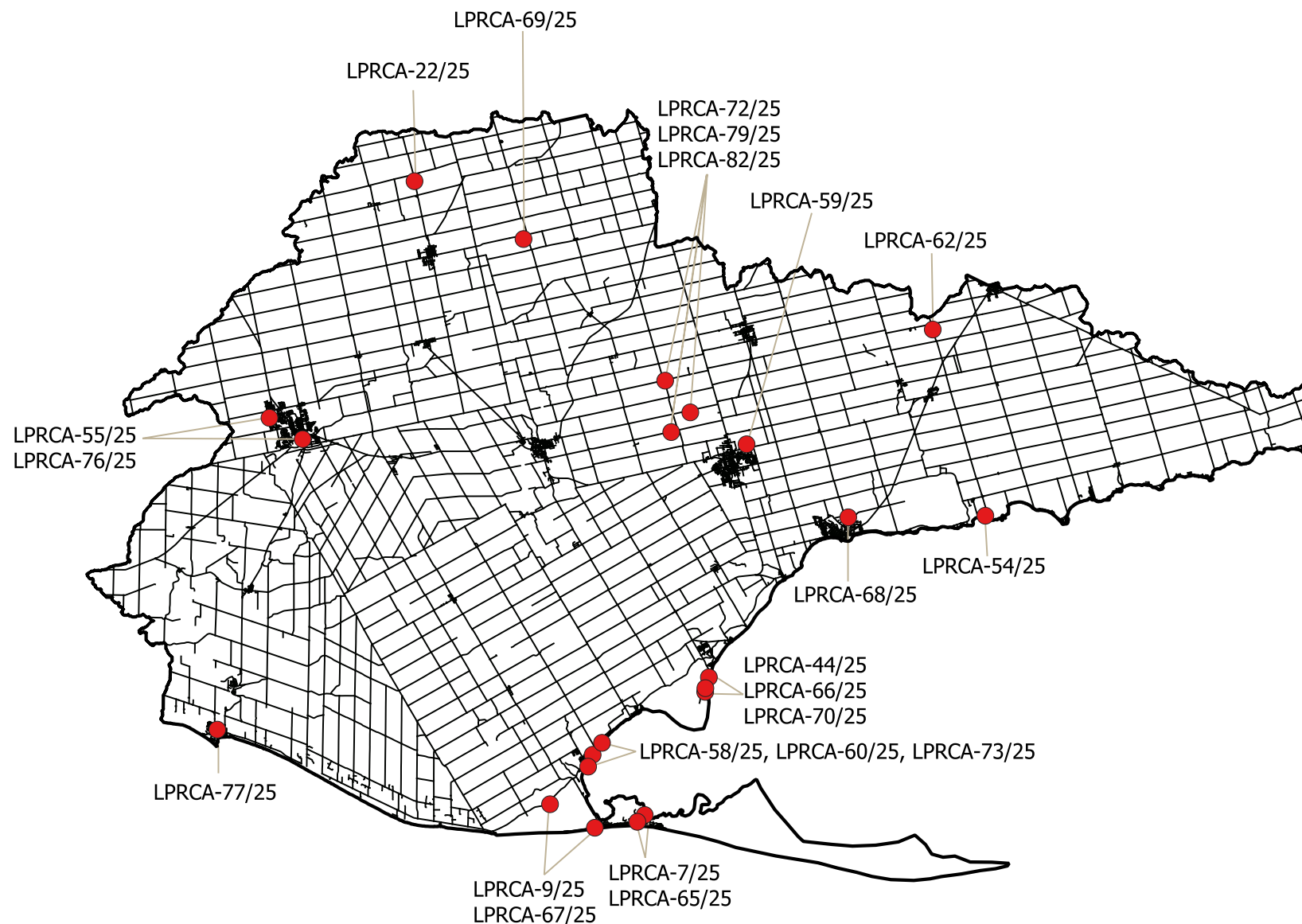
Judy Maxwell

Judy Maxwell, CPA, CGA
General Manager



LONG POINT REGION
CONSERVATION
AUTHORITY

Approved Applications
O. Reg. 41/24



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LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: April 30, 2025 **File:** 1.1.2

To: Chair and Members, LPRCA Board of Directors

From: General Manager, LPRCA

Re: **General Manager's Report – April 2025**

Recommendation:

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

Strategic Direction:

Strategic Direction #1 – Protect People and Property from Flooding and Natural Hazards
Strategic Direction #2 – Deliver Exceptional Services and Experiences
Strategic Direction #3 – Support and Empower Our People
Strategic Direction #4 – Organizational Excellence

Background:

On April 7, 2025, Dave Beres, Chair, and myself attended the Conservation Ontario Annual General Meeting (AGM) in Toronto.

The results of the elections for Conservation Ontario (CO) 2025 Board of Directors is as follows:

Chair: Dave Barton, Vice Chair Toronto Region Conservation Authority
Vice Chair: Ed McGugan, Chair of Maitland Valley Conservation Authority
Vice Chair: Pat Warren, Chair of Kawartha Conservation Authority
Director: Rob Baldwin, CAO of Lake Simcoe Region Conservation Authority
Director: Brad McNevin, CAO of Quinte Conservation Authority
Director: Chandra Sharma, CEO of Niagara Peninsula Conservation Authority

Conservation Ontario's 2024 Annual Report was presented at the AGM and can be found at this link. <https://conservationontario.ca/about-us/annual-report>.

On April 17th Bill 5, Protect Ontario by Unleashing our Economy Act, 2025 had the first reading. It is an Act to enact the Special Economic Zones Act, 2025, to amend the Endangered Species Act, 2007 and to replace it with the Species Conservation Act, 2025, and to amend various Acts and revoke various regulations in relation to development and to procurement. The Conservation Authority Act is not one that is listed to be amended. The link for additional information is <https://www.ola.org/en/legislative-business/bills/parliament-44/session-1/bill-5>.

The administrative office renovation was completed over four weeks and staff moved back by April 25th into the newly renovated area.

Staff has reviewed 66 permit applications as of April 29th compared to 56 permit applications for the same time period in 2024. Staff has also reviewed and provided comments this year to municipal staff on 31 *Planning Act* applications and participated in six pre-consultations.

The Flood Forecasting and Warning staff issued a Watershed Conditions Statement on April 1st for a Flood Outlook and on April 3rd it was upgraded to a Flood Watch. On April 4th the Flood Watch was downgraded to a Watershed Conditions statement for a Flood Outlook. The actual rainfall in the watershed was less than the forecasted amount.

The Park Supervisors and Assistants started on April 9th and are preparing the campgrounds for opening on May 1st. Corporate Services staff continue to work with the Superintendent of Conservation Areas to recruit and interview summer staff for the campgrounds. Corporate Services staff have processed 395 seasonal camper applications. There is a total of 456 seasonal sites and we anticipate that we will have 450 seasonal campers as we continue to sell seasonal sites.

The Workshop staff have the water system at the parks functioning. The equipment has been shuttled to each campground along with 15 new picnic tables built in house for four parks. Staff have removed hazard trees at all of the campgrounds. Workshop staff are upgrading a washroom at the Haldimand Conservation Area which will be completed prior to the May long weekend. The roof at the Cherry Hill Schoolhouse in the Historic Village at Backus has been replaced which was an approved 2025 capital budget.

Forestry staff have started the invasive species spray program for this year. All harvesting operations have shut down and will resume on August 1st.

The spring 2025 tree planting activities started on April 22nd. On May 3rd, LPRCA staff will host two tree planting events for Guides at a restoration site at Backus Heritage Conservation Area and for Scouts at the Lower Big Creek Conservation Area. The barn which was not used by the Authority was removed at the Lower Big Creek Conservation Area this spring and the area is being planted with trees to eliminate grass cutting at this site.

All staff are working hard to deliver our programs and services to the residents of the watershed.

Prepared and submitted by:

Judy Maxwell

Judy Maxwell, CPA, CGA
General Manager



LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: April 30, 2025

File: 1.4.1

To: Chair and Members
LPRCA Board of Directors

From: General Manager/Secretary Treasurer, LPRCA

Re: **Q1 Financial Report - March 31, 2025**

Recommendation:

THAT the LPRCA Board of Directors receives the Q1 Financial Report – March 31, 2025 for the period up to and including March 31st, 2025 as information.

Strategic Direction:

Strategic Direction #1 – Protect People & Property from Flooding & Natural Hazards

Strategic Direction #2 – Deliver Exceptional Services & Experiences

Strategic Direction #3 – Support & Empower Our People

Strategic Direction #4 – Organizational Excellence

Purpose:

The Q1 financial report provides a consolidated and departmental update for the Board of Directors of the budget vs actual comparison of revenues and expenditures for LPRCA for the period up and including March 31st, 2025.

Background:

The Board approved the 2025 Operating Budget of \$6,082,265 and Capital Budget of \$808,864 on January 8, 2025.

The consolidated statement of operations is attached as Appendix 1 accompanied with the departmental budget vs actual results. The capital projects are summarized in Appendix 2.

Discussion:

The Q1 operating revenues totaled \$1,616,310 with expenditures of \$922,077. Revenues represented 25.6% of the annual budget and expenditures 15.8% with a surplus of \$694,233 for the period.

Revenues have decreased by \$82,930 or 4.88% less than the same period year over year. Expenditures have decreased \$9,299 or 1.0% less than prior year.

The operating surplus of \$694,233 for the period up to and including March 31st of the fiscal is \$73,631 less than the 2024 surplus of \$767,864 or down 9.6% year over year.

Analysis:

Planning

Planning User Fees of \$46,259 are down 5.5% through the first quarter in comparison to the 2024 of figure of \$48,968. Staff has responded to 17 lawyer inquiries, issued 44 permits and participated in 24 reviews and 5 pre-consultations through the first quarter.

Forestry

The forestry program has issued and awarded two of three planned tenders in the first quarter. The tenders resulted in \$256,000 of revenue and the 2025 budget for forestry user fees is \$310,000.

Campgrounds

Seasonal camping revenues as at March 31, 2025 totaled \$395,682 in comparison to \$400,510 in 2024. As of the end of the quarter, 120 seasonal camping payments have been received. In 2024 we had 455 seasonal campers and its anticipated that we will have a comparable number of seasonal campers in 2025.

Financial Implications:

Revenues for the first quarter are \$1,616,310 with expenditures of \$922,077 resulting in a surplus of \$694,233. Forestry sales have netted \$256,000. Demand for seasonal camping is comparable to 2024 and seasonal camping revenues are projected to achieve budget.

Due to the seasonality of forestry revenues, seasonal camping, receipt of grant funding the Authority is in a positive position for the first quarter up to and including March 31st, 2025 and expected to be remain on budget for fiscal 2025.

Prepared by:

Approved and submitted by:

Aaron LeDuc
Aaron LeDuc, CPA, CGA
Manager of Corporate Services

Judy Maxwell
Judy Maxwell, CPA, CGA
General Manager

Long Point Region Conservation Authority

Statement of Operations - Summary

For The 3 Months Ending March 31, 2025

Appendix 1

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023
Program:					
Watershed Planning and Technical Services	\$90,941	\$506,160	(\$415,218)	\$95,138	\$94,845
Watershed Flood Control Services	36,749	368,890	(332,141)	47,852	39,424
Healthy Watershed Services	80,041	229,726	(149,685)	116,017	76,348
Communications	17,658	122,411	(104,753)	18,502	19,981
Backus Heritage and Education Services	56,690	334,746	(278,056)	37,286	31,129
Public Forest Land Management Services	58,239	319,295	(261,056)	70,585	66,847
Private Forest Land Management Services	18,885	147,394	(128,509)	11,197	14,734
Conservation Parks	62,707	1,713,973	(1,651,266)	81,260	88,609
Maintenance Operations Services	72,990	407,898	(334,908)	86,644	65,652
Conservation Authority Lands	78,019	738,447	(660,428)	94,412	75,579
Corporate Services	349,157	1,193,325	(844,168)	272,484	256,508
	\$922,077	\$6,082,265	(\$5,160,188)	\$931,376	\$829,654
Objects of Expenses					
Staff Expenses	\$497,138	\$3,898,138	(\$3,401,001)	\$549,563	\$464,354
Staff Related Expenses	3,606	49,775	(46,169)	10,001	8,797
Materials and Supplies	49,046	368,753	(319,708)	106,364	74,662
Purchased Services	332,131	1,639,751	(1,307,620)	231,228	245,812
Equipment	15,924	55,725	(39,801)	11,019	12,275
Other	16,455	32,910	(16,455)	15,894	15,367
Director Fees / Expenses	7,778	37,212	(29,434)	7,307	8,388
Total Expenditures	\$922,077	\$6,082,265	(\$5,160,188)	\$931,376	\$829,654
Sources of Revenue:					
Municipal Levy - Operating	\$559,420	\$2,237,681	(\$1,678,261)	\$536,491	\$524,877
Provincial Grants	0	4,500	0	2,779	6,235
MNR Grant	0	35,229	(35,229)	0	0
Federal Grants	0	10,585	(10,585)	0	13,260
User Fees	856,616	3,380,082	(2,523,466)	937,736	822,218
Community Support	137,148	299,598	(162,449)	156,292	125,117
Endowment Funding	35,214	120,000	(84,786)	8,793	9,088
Interest	27,911	212,000	(184,089)	57,149	52,327
Contribution from Reserves	0	5,346	(265,818)	0	0
Total Revenue	\$1,616,310	\$6,305,020	(\$4,944,682)	\$1,699,240	\$1,553,122
Excess (deficiency) of revenue over expenditures	\$694,233	\$222,755	\$215,506	\$767,864	\$723,468

Long Point Region Conservation Authority

Statement of Operations Watershed Planning and Technical Services For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Technical and Planning Services	\$86,718	\$409,435	(\$322,718)	\$93,431	\$90,021	
Technical Study Services	4,224	96,724	(92,501)	1,707	4,824	
Total Activities	\$90,941	\$506,160	(\$415,218)	\$95,138	\$94,845	
Objects of Expenses						
Staff Expenses	\$86,025	\$464,060	(\$378,035)	\$89,940	\$88,002	
Staff Related Expenses	132	6,400	(6,268)	1,876	2,705	
Materials and Supplies	160	4,700	(4,540)	214	0	
Purchased Services	2,700	27,500	(24,800)	1,185	2,215	
Equipment	1,923	3,500	(1,577)	1,923	1,923	
Total Expenditures	\$90,941	\$506,160	(\$415,218)	\$95,138	\$94,845	
Sources of Revenue						
Municipal Levy - Operating	\$67,213	\$268,852	(\$201,639)	\$43,835	\$39,753	
MNR Grant	0	8,807	(8,807)	0	0	
User Fees - Lawyer Inquiry Revenue	3,825	21,000	(17,175)	5,175	6,975	17 Lawyer Inquiries
User Fees - Planning / Technical Service Fees	32,289	120,000	(87,711)	25,393	32,297	44 Permits
User Fees - Planning Act Review Fees	9,245	80,000	(70,755)	14,250	42,322	24 Planning Review
User Fees - Pre-Consultation Fees	900	7,500	(6,600)	4,150	900	5 Per Cons
Total Revenue	\$113,472	\$506,160	(\$392,687)	\$92,802	\$122,246	
Excess (deficiency) revenue over expenditures	\$22,531	\$0	\$22,531	(\$2,336)	\$27,402	

Long Point Region Conservation Authority

Statement of Operations

Watershed Flood Control Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Flood Control Administrative Services	\$19,197	\$138,776	(\$119,579)	\$26,287	\$32,867	
Flood Forecasting and Warning Services	12,348	\$91,878	(79,530)	16,012	4,926	
General Operational Services	4,615	\$42,070	(37,455)	3,971	1,273	
Structures - Minor Maintenance Services	114	\$68,076	(67,962)	349	127	
Structures - Preventative Maintenance Services	476	\$28,090	(27,614)	1,233	231	
Total Activities	\$36,749	\$368,890	(\$332,141)	\$47,852	\$39,424	
Objects of Expenses						
Staff Expenses	\$28,857	\$316,865	(\$288,008)	\$41,723	\$33,386	
Staff Related Expenses	270	\$2,700	(2,430)	690	112	
Materials and Supplies	160	\$10,300	(10,140)	803	49	
Purchased Services	1,627	\$30,025	(28,398)	2,767	658	
Equipment	5,835	\$9,000	(3,165)	1,869	5,219	
Total Expenditures	36,749	\$368,890	(332,141)	47,852	39,424	
Sources of Revenue						
Municipal Levy - Operating	\$85,617	\$342,468	(\$256,851)	\$73,414	\$60,712	
Provincial Grants	0	0	0	2,331	6,235	
MNR Grant	0	26,422	(26,422)	0	0	
Total Revenue	\$85,617	\$368,890	(\$283,273)	\$75,745	\$66,947	
Excess (deficiency) revenue over expenditures	\$48,868	\$0	\$48,868	\$27,893	\$27,523	

Long Point Region Conservation Authority

Statement of Operations

Healthy Watershed Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Healthy Watershed Technical Support Services	\$5,400	\$18,617	(\$13,218)	(\$2,851)	\$17,557	
Drain Classification - DFO/LPRCA	357	2,860	(2,503)	420	0	
Watershed Low Water Response Services	42	3,309	(3,267)	226	0	
Surface & Groundwater Quality Monitoring Services	8,611	51,885	(43,274)	8,078	6,773	
Lamprey Barrier Inspection Services	0	7,725	(7,725)	136	233	
Water Supply Source Protection Planning	393	14,405	(14,012)	517	641	
Big Creek Water Quality Monitoring	776	10,925	(10,149)	0	0	
OPG Wetlands	6,462	0	6,462	5,495	4,783	
ECCC - GLFEI	34,842	75,000	(40,158)	0	0	\$34,842 Grant Funding
Integrated Conservation Action Plan	18,890	45,000	(26,110)	89,369	42,967	
COA Agreement	4,270	0	4,270	14,628	3,394	
Total Activities	\$80,041	\$229,726	(\$149,685)	\$116,017	\$76,348	
Objects of Expenses						
Staff Expenses	\$31,662	\$124,228	(\$92,566)	\$27,655	\$24,125	
Staff Related Expenses	0	400	(400)	316	50	
Materials and Supplies	7,389	31,849	(24,459)	75,056	39,712	
Purchased Services	40,991	73,250	(32,259)	12,990	12,462	
Total Expenditures	\$80,042	\$229,726	(\$149,685)	\$116,017	\$76,348	
Sources of Revenue						
Municipal Levy - Operating	\$13,799	\$55,195	(\$41,396)	\$16,878	\$36,638	
Provincial Grants	0	0	0	448	0	
Federal Grants	0	10,585	(10,585)	0	0	
Community Support	74,402	134,405	(60,003)	116,181	103,302	\$30,419 COA Grant Funding \$38,749 Grant Funding
Contribution from Reserves	0	29,542	(29,542)	0	0	
Total Revenue	\$88,201	\$229,726	(\$141,526)	\$133,507	\$139,940	
Excess(deficiency) revenue over expenditures	\$8,159	\$0	\$8,159	\$17,490	\$63,592	

Long Point Region Conservation Authority

Statement of Operations

Conservation Authority Lands

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Conservation Authority Lands Admin	\$59,291	\$359,563	(\$300,272)	\$68,044	\$57,236	\$40,950 Municipl Taxes
Parkettes Services	5,043	94,897	(89,854)	3,842	4,813	
Lee Brown Waterfowl Management Services	2,221	171,180	(168,959)	6,620	3,043	
Fish and Wildlife Support Services	0	3,500	(3,500)	0	0	
Conservation Authority Lands Reserve	0	5,346	(5,346)	0	0	
Hazard Tree Removal	11,465	103,962	(92,497)	15,907	10,487	
Total Activities	\$78,019	\$738,447	(\$660,428)	\$94,412	\$75,579	
Objects of Expenses						
Staff Expenses	\$20,915	\$440,165	(\$419,250)	\$27,016	\$13,496	
Staff Related Expenses	0	150	(150)	0	0	
Materials and Supplies	1,210	31,223	(30,013)	846	1,522	
Purchased Services	55,894	266,909	(211,015)	66,550	60,561	
Total Expenditures	\$78,019	\$738,447	(\$660,428)	\$94,412	\$75,579	
Sources of Revenue						
Municipal Levy - Operating	\$118,176	\$472,705	(\$354,529)	\$104,547	\$86,493	
User Fees	69,072	190,470	(121,398)	69,976	10,121	\$59,216 Land Rental
Community Support	0	69,926	(69,926)	0	0	
Contribution to/from Reserves	0	5,346	(5,346)	0	0	
Total Revenue	187,248	738,447	(551,199)	174,522	96,614	
Excess(deficiency) revenue over expenditures	\$109,229	\$0	\$109,229	\$80,110	\$21,035	

Long Point Region Conservation Authority

Statement of Operations

Community Relations

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Communication and Marketing Services	\$17,492	\$110,908	(\$93,416)	\$18,492	\$19,958	
Leighton & Betty Brown Scholarship Trust Fund	\$0	1,000	(1,000)	0	0	
LPRCA Memorial Woodlot Services	\$166	10,503	(10,337)	10	23	
Total Activities	\$17,658	\$122,411	(\$104,753)	\$18,502	\$19,981	
Objects of Expenses						
Staff Expenses	\$14,626	\$87,161	(\$72,535)	\$14,227	\$18,350	
Staff Related Expenses	0	1,650	(1,650)	25	0	
Materials and Supplies	2,076	11,300	(9,224)	1,208	1,338	
Purchased Services	957	22,300	(21,343)	3,042	293	
Total Expenditures	\$17,658	\$122,411	(\$104,753)	\$18,502	\$19,981	
Sources of Revenue						
Municipal Levy - Operating	\$28,915	\$115,661	(\$86,746)	\$32,075	\$32,569	
Community Support	1,516	6,750	(5,234)	1,679	2,543	
Total Revenue	\$30,432	\$122,411	(\$91,979)	\$33,754	\$35,112	
Excess(deficiency) revenue over expenditures	\$12,773	\$0	\$12,773	\$15,252	\$15,131	

Long Point Region Conservation Authority

Statement of Operations

Backus Heritage and Education Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Educational and Interactive Program Services	\$7,245	\$106,782	(\$99,536)	\$4,137	\$3,524	
Heritage Village and Historical Services	25,487	184,549	(159,063)	26,635	16,110	
Education Centre	23,958	43,416	(19,457)	6,515	11,494	
Total Activities	\$56,690	\$334,746	(\$278,056)	\$37,286	\$31,129	
Objects of Expenses						
Staff Expenses	\$36,169	\$260,204	(\$224,035)	\$29,102	\$15,444	
Staff Related Expenses	30	1,550	(1,520)	377	328	
Materials and Supplies	410	13,731	(13,321)	314	1,591	
Purchased Services	20,081	59,261	(39,180)	7,493	13,767	
Total Expenditures	\$56,690	\$334,746	(\$278,056)	\$37,286	\$31,129	
Sources of Revenue						
Municipal Levy - Operating	\$986	\$3,945	(\$2,959)	\$1,395	\$37,607	
Student Program Revenue	0	4,500	(4,500)	0	0	
User Fees - Heritage Village	267	3,108	(2,841)	108	106	
User Fees - Education & Interactive Program	0	50,197	(50,197)	27,890	11,912	
Other - Interest on Investments, Misc.	3	2,000	(1,997)	499	520	
Endowment Funding	30,214	100,000	(69,786)	3,793	9,088	
Property/Building Rentals	5,845	5,675	170	5,675	0	
Community Support	78	36,855	(36,777)	20,793	12,263	
Grant - Federal - Dept of Heritage COVID-19 Funding	0	0	0	0	13,260	
Contribution from Reserves	0	128,466	(128,466)	0	0	
Total Revenue	\$37,393	\$334,746	(\$297,353)	\$60,154	\$84,756	
Excess(deficiency) revenue over expenditures	(\$19,297)	\$0	(\$19,297)	\$22,867	\$53,627	

Long Point Region Conservation Authority

Statement of Operations

Conservation Parks

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities:						
Norfolk Conservation Park Services	\$8,627	\$368,256	(\$359,629)	\$20,583	\$10,684	
Deer Creek Conservation Park Services	5,846	224,186	(218,339)	8,714	12,201	
Haldimand Conservation Park Services	18,110	391,569	(373,459)	20,269	22,606	
Waterford North Conservation Park Services	8,398	372,391	(363,992)	12,822	15,624	
Backus Heritage Conservation Park Services	21,724	357,572	(335,847)	18,872	27,494	
Total Activities	\$62,707	\$1,713,973	(\$1,651,266)	\$81,260	\$88,609	
Objects of Expenses:						
Staff Expenses	\$27,866	\$1,022,117	(\$994,251)	\$45,966	\$37,591	
Staff Related Expenses	298	6,075	(5,777)	790	557	
Materials and Supplies	12,169	76,125	(63,956)	10,915	10,005	
Purchased Services	22,373	584,931	(562,558)	23,589	40,456	
Equipment	0	24,725	(24,725)	0	0	
Total Expenditures	\$62,707	\$1,713,973	(\$1,651,266)	\$81,260	\$88,609	
Sources of Revenue						
User Fees-Seasonal Sites Fees & AC Fees	\$395,682	\$1,333,000	(\$937,318)	\$400,510	\$388,482	120 Seasonal Campers
User Fees-Winter Storage	22	88,500	(88,478)	398	3,252	
User Fees-Camping Revenue	9,780	600,500	(590,720)	10,244	7,622	\$7,845 Reservation Fees
User Fees-Rental at Haldimand	3,400	3,200	200	5,130	1,786	
Contribution to Reserves	0	(260,472)	260,472	0	0	
Total Revenue	\$408,884	\$1,764,728	(\$1,355,844)	\$416,282	\$401,143	
Excess (deficiency) revenue over expenditures	\$346,178	\$50,755	\$295,423	\$335,022	\$312,534	

Long Point Region Conservation Authority

Statement of Operations

Public Forest Land Management Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
General Forestry Management Services	\$58,574	\$247,378	(\$188,804)	\$53,130	\$66,847	
LPBLT	(487)	71,917	(72,405)	412	0	
Invasive Species Centre	152	0	152	17,043	0	
Total Activities	\$58,239	\$319,295	(\$261,056)	\$70,585	\$66,847	
Objects of Expenses						
Staff Expenses	\$51,141	\$210,619	(\$159,478)	\$59,610	\$57,803	
Staff Related Expenses	480	11,800	(11,320)	792	1,241	
Materials and Supplies	152	19,276	(19,124)	5	0	
Purchased Services	6,465	77,600	(71,135)	10,177	7,803	
Total Expenditures	\$58,239	\$319,295	(\$261,056)	\$70,585	\$66,847	
Sources of Revenue						
User Fees	\$256,699	\$310,000	(\$53,301)	\$315,172	\$252,904	Two Timber Tenders - \$256,000
Community Support	16,500	35,000	(18,500)	17,043	5,553	
Contribution from Reserves	0	(25,705)	25,705	0	0	
Total Revenue	\$273,199	\$319,295	(\$46,096)	\$332,215	\$258,457	
Excess (deficiency) revenue over expenditures	\$214,960	\$0	\$214,960	\$261,630	\$191,610	

Long Point Region Conservation Authority

Statement of Operations

Private Forest Land Management Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
Private Property Tree Planting Services	\$18,885	\$134,582	(\$115,697)	\$10,911	\$12,769	
LPB/OPG Long Term Tree Planting Services	0	0	0	286	0	
Trees for Roads	0	12,812	(12,812)	0	1,965	
Total Activities	\$18,885	\$147,394	(\$128,509)	\$11,197	\$14,734	
Objects of Expenses						
Staff Expenses	\$4,507	\$35,494	(\$30,987)	\$7,165	\$9,664	
Staff Related Expenses	81	850	(769)	0	0	
Materials and Supplies	13,177	69,650	(56,473)	2,927	4,659	
Purchased Services	1,119	41,400	(40,281)	1,105	411	
Total Expenditures	\$18,885	\$147,394	(\$128,509)	\$11,197	\$14,734	
Sources of Revenue						
User Fees	\$21,406	\$134,582	(\$113,176)	\$2,399	\$12,132	\$19,406 Forest Ontario Grant Funding
Community Support	0	12,812	(12,812)	0	0	
Total Revenue	\$21,406	\$147,394	(\$125,988)	\$2,399	\$12,132	
Excess (deficiency) revenue over expenditures	\$2,521	\$0	\$2,521	(\$8,798)	(\$2,602)	

Long Point Region Conservation Authority

Statement of Operations

Other Conservation and Land Management Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
General Facility Maintenance Services	\$32,362	\$196,854	(\$164,492)	\$51,333	\$28,370	
Motor Pool Services	40,628	211,044	(170,416)	35,310	37,282	
Total Activities	\$72,990	\$407,898	(\$334,908)	\$86,644	\$65,652	
Objects of Expenses						
Staff Expenses	\$37,318	\$225,548	(\$188,230)	\$49,696	\$23,006	
Staff Related Expenses	1,928	3,600	(1,672)	3,610	439	
Materials and Supplies	10,574	90,300	(79,726)	13,143	14,489	
Purchased Services	23,170	88,450	(65,280)	20,196	27,719	
Total Expenditures	\$72,990	\$407,898	(\$334,908)	\$86,644	\$65,652	
Sources of Revenue						
Municipal Levy - Operating	\$40,299	\$161,198	(\$120,898)	\$56,760	\$49,431	
User Fees	44,716	418,700	(373,984)	47,766	49,275	\$44,715 Motorpool Revenue
Total Revenue	85,015	579,898	(494,882)	104,526	98,705	
Excess(deficiency) revenue over expenditures	\$12,025	\$172,000	(\$159,975)	\$17,882	\$33,053	

Long Point Region Conservation Authority

Statement of Operations

Corporate Services

For The 3 Months Ending March 31, 2025

	Current YTD	2025 Annual Budget	Budget Variance	Actual 2024	Actual 2023	Comments
Activities						
LPRCA Board	\$8,073	\$37,212	(\$29,139)	\$7,582	\$8,607	
Conservation Ontario Fees	16,455	32,910	(16,455)	15,894	15,367	
Corporate / IT Services	324,629	1,123,203	(798,574)	249,008	232,534	
Total Activities	\$349,157	\$1,193,325	(\$844,168)	\$272,484	\$256,508	
Objects of Expenses						
Staff Expenses	\$158,052	\$711,678	(\$553,626)	\$157,462	\$143,488	
Staff Related Expenses	386	14,600	(14,214)	1,524	3,365	
Materials and Supplies	1,566	10,300	(8,734)	934	1,299	
Purchased Services	148,284	324,125	(175,841)	73,207	73,571	\$107,065 Insurance Premiums
Equipment	8,166	18,500	(10,334)	7,227	5,133	
IT Services	4,472	27,000	(22,528)	4,966	2,141	
Office Cleaning	3,998	17,000	(13,002)	3,963	3,756	
Other	16,455	32,910	(16,455)	15,894	15,367	
Director Fees / Honorarium	5,718	27,012	(21,294)	5,192	6,228	
Director Travel	1,715	8,000	(6,285)	1,780	1,920	
Director Meeting Expense	346	2,200	(1,854)	335	240	
Total Expenditures	\$349,157	\$1,193,325	(\$844,168)	\$272,484	\$256,508	
Sources of Revenue:						
Municipal Levy - Operating	\$204,414	\$817,657	(\$613,243)	\$207,587	\$181,675	
User Fees	3,468	13,650	(10,182)	3,501	2,133	
Other - Interest on Investments, Misc.	27,909	210,000	(182,092)	56,650	51,807	\$24,993 Bank Interest
Community Support	44,652	3,850	40,802	596	1,455	\$43,874 WSIB Rebate
Endowment Funding	5,000	20,000	(15,000)	5,000	0	
Contribution from Reserves	0	128,168	(128,168)	0	0	
Total Revenue	\$285,443	\$1,193,325	(\$907,882)	\$273,334	\$237,070	
Excess(deficiency) revenue over expenditures	(\$63,714)	\$0	(\$63,714)	\$850	(\$19,438)	

Long Point Region Conservation Authority
CAPITAL SUMMARY March 31, 2025

Appendix 2

PROGRAMS AND PROJECTS

OBJECTS OF EXPENSES

	PRIOR YEARS Capital Levy	General Levy	Special Capital Levy	WECl and Provincial	Endowment Funding	Unrestricted Reserve	User Fee Reserve	Donations	In- Year Surplus	Total \$'s Spent to March 31, 2025	Status	Total \$'s Remaining
<u>Watershed Services</u>												
Hay Creek Repair (Design) - 326	\$18,995		\$2,516	\$21,511						\$43,356	Complete	(\$334)
Teeterville Class EA - 327	\$48,955	\$2,500		\$18,955						\$51,835	In progress	\$18,576
Deer Creek Dam - DSR - 328	\$26,382			\$31,382		\$5,000				\$65,330	Complete	(\$2,565)
Norwich Dam - Safety Boom - 325				\$20,180		\$20,180				\$40,822	Complete	(\$462)
Flood Control Structure Repairs and Studies	\$82,940											\$82,940
Lehman Dam - Dam Safety Review - 341		\$50,000		\$50,000							In progress	\$100,000
Sutton Dam Structure & Removal			\$100,000								In progress	\$100,000
LPRCA - Hydrology Study - 332		\$30,000		\$30,000						\$2,285	In progress	\$57,715
Nanticoke Creek Flood Hazard Mapping - 333				\$35,000		\$35,000				\$928	In progress	\$69,072
<u>Backus Heritage and Education Services</u>												
Backus Hydro Upgrades	\$8,215											\$8,215
Backus Water Systems Upgrades	\$4,324											\$4,324
Gallery Revitalization Project - 323								\$26,551		\$1,405	In progress	\$25,146
Decoy Museum - 331								\$216,381		\$150,519	In progress	\$65,863
Building Assessments - 342		\$25,000									In progress	\$25,000
Conservation Education Centre Exterior Upgrades					\$64,000						In progress	\$64,000
<u>Conservation Parks Management Services</u>												
Haldimand CA Water System Upgrades / Well Access -311	\$8,157									\$118	In progress	\$8,039
Haldimand CA South Side Hydro Upgrades									\$50,755			\$50,755
Norfolk CA Hydro Upgrades	\$93,089											\$93,089
Norfolk CA Water Intake Upgrade / Access Upgrade	\$16,351											\$16,351
Deer Creek CA Dock & Storage Rack - 303	\$6,277											\$6,277
Waterford North CA Water System Upgrade -	\$3,482										In progress	\$3,482
Waterford North CA Playground Equipment -							\$52,109				In progress	\$52,109
Haldimand CA Washroom Renovations - (2024) - 335									\$8,000		In progress	\$8,000
<u>Other Conservation and Land Management Services</u>												
Park Sign Replacement & Roadway Signage for Parks - 345	\$4,915										In progress	\$4,915
Signage Project - 345		\$18,000										\$18,000
Forestry Tract & Property Signage - 344	\$6,886											\$6,886
Property Gates - 291	\$1,350	\$5,000								\$1,684	In progress	\$4,667
Barn Demolition & Site Restoration - 343		\$5,000									In progress	\$5,000
Parking lots & Fencing Upgrades		\$10,000										\$10,000
<u>Maintenance Operations Services</u>												
Vehicle Replacement (1 1/2 Ton Pickup Truck)									\$53,000		In progress	\$53,000
Vehicle Replacement (1 3/4 Ton Pickup Truck)									\$62,000		In progress	\$62,000
Tools & Equipment Replacement	\$28,516										In progress	\$28,516
Equipment Replacement (1 Riding Lawn Mower)									\$19,000		In progress	\$19,000
Equipment Purchase (1 Tractor)									\$38,000		In progress	\$38,000
<u>Corporate Services</u>												
Computer Upgrades - 289	\$2,337	\$12,000									In progress	\$14,337
Administration Office Furniture and Flooring Upgrades-334	\$208,455									\$57,562	In progress	\$150,893
	\$569,626	\$157,500	\$102,516	\$207,029	\$64,000	\$60,180	\$52,109	\$242,932	\$230,755	\$415,843		\$1,270,804



LONG POINT REGION CONSERVATION AUTHORITY STAFF REPORT

Date: May 7, 2025 **File:** 2.1.W.12.3

To: Chair and Members,
LPRCA Board of Directors

From: General Manager, LPRCA

Re: **Dam Safety Review (DSR) of the Lehman Dam – Consulting Services**

Recommendations:

THAT the LPRCA Board of Directors approve retaining AHYDTECH Geomorphic Ltd. for engineering services to undertake a Dam Safety Review of the LPRCA Lehman Dam at a cost of \$62,060.00 exclusive of HST.

Links to Strategic Plan:

Strategic Direction #1 - Protect People and Property from Flooding and Natural Hazards
Strategic Direction #2 - Deliver Exceptional Services and Experiences
Strategic Direction #3 - Support and Empower our People
Strategic Direction #4 - Organizational Excellence

Background:

As reported at the Board of Director meeting held on October 2, 2024, the Authority submitted funding applications for five (5) projects under the Water and Erosion Control Infrastructure (WECI) grant program and was successful in securing approval for all five. The Lehman Dam Safety Review (DSR) was one of the five approved projects and is scheduled as a Year 2 project, commencing after April 1, 2025, with a completion deadline of March 31, 2026. The approved project budget is \$100,000, of which \$50,000 will be provided through WECI.

On March 25, 2025, staff issued a Request for Proposal (RFP) for consulting services, which was posted on both the Bids & Tenders website and the LPRCA website. One addendum was subsequently issued to address clarification questions submitted by prospective consulting firms. The RFP closed at 3:00 p.m. on April 14, 2025.

Discussion:

By the RFP closing deadline, four (4) proposals had been received. An evaluation team comprised of three (3) staff members reviewed and assessed the submissions to identify the strengths and qualifications most advantageous to the LPRCA, based on the

following RFP selection criteria:

- i. Proposal completeness and quality
- ii. Qualifications and experience
- iii. Understanding, approach and methods
- iv. Cost, and
- v. Schedule.

All four proposals met the requirements outlined in the RFP and are listed below:

Consultants	Price (Excluding HST)
D.M. Wills Associates Ltd.	\$90,185.00
Tulloch	\$84,070.00
AHYDTECH Geomorphoc Ltd.	\$62,060.00
EGIS	\$126,050.35

Based on the evaluation of the submitted proposals, staff recommends that the proposal from AHYDTECH Geomorphoc Ltd. be accepted at a cost of \$62,060.00 excluding HST.

Financial Implication:

The recommended bid is within the approved budget, and there are no financial implications associated with this report.

Prepared by:

Saifur Rahman

Saifur Rahman, M.Eng., P.Eng.
Manager of Engineering and Infrastructure

Approved and submitted by:

Judy Maxwell

Judy Maxwell, CPA, CGA
General Manager