



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of October 1, 2025
Approved November 5, 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
Debera McKeen	Haldimand 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
Nicole Sullivan, HR Coordinator/Executive Assistant

1. Welcome and Call to Order

The Chair called the meeting to order at 6:30p.m., Wednesday, October 1, 2025.

The Chair acknowledged Board member Rainey Weisler's last Board meeting with the LPRCA Board of Directors and welcomed Mayor, Ed Ketchabaw, in the audience who is awaiting Municipality confirmation before he succeeds Rainey Weisler as the Municipality of Bayham/Township of Malahide Board member.

2. Additional Agenda Items

None.

3. Approval of the Agenda

A-106/25

Moved by J. Palmer

Seconded by T. Masschaele

FULL AUTHORITY COMMITTEE MEMBERS

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

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

Carried

4. Declaration of Conflicts of Interest

None.

5. Minutes of the Previous Meeting

a) Board of Directors Meeting September 3, 2025

A-107/25

Moved by M. Columbus

Seconded by R. Weisler

THAT the minutes of the LPRCA Board of Directors meeting held September 3, 2025 be adopted as circulated.

Carried

6. Business Arising

There was no business arising from the previous minutes.

7. Review of Committee Minutes

None

8. Correspondence

None

9. Development Applications

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

Leigh-Anne Mauthe presented the approved permits report.

Shelley Ann Bentley commented on how good it was to see Application #113/25 be approved for the rebuild of the house.

Mike Columbus asked staff to clarify the safe access requirement on Application #156/25. Leigh-Anne Mauthe informed the Board that there was a large background of information on the 2017 resolution for safe access, but in sum the resolution from the Board covers Turkey Point and Long Point when it comes to permitting done by the Authority. Under this Resolution, safe access for permitting is different than for Planning Applications. For Planning applications staff rely on Chapter five of the Provincial Policy Statement as their guideline for review.

FULL AUTHORITY COMMITTEE MEMBERS

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Tom Masschaele, Debera McKeen, Jim Palmer, Chris Van Paassen, Rainey Weisler, Peter Ypma

Chris Van Paassen asked what the difference between a re-development of a home and a new development of a home was. Leigh-Anne Mauthe let the Board know that there is a difference between replacing and re-development. Replacement means the construction will be the same size as the previous development, and re-development is when a development is greater than 50m² from the original development and in this situation, a safe access is a requirement.

Mike Columbus asked staff if the Authority has received less permit applications after the provincially significant wetlands were reduced from 120m of regulation to 30m. Leigh-Anne Mauthe let the Board know that there has been a reduction of applications since last year.

A - 108/25

Moved by D. McKeen

Seconded by S. Bentley

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated October 1, 2025 as information.

Carried

10. New Business

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

Judy Maxwell provided a report summarizing operations in September and provided a few recent updates on the continued Level 1 Low Water Advisory and the success of the events held at Backus over the month.

Tom Masschaele and Robert Chambers both praised the War of 1812 held at Backus on September 6th and 7th.

Chris Van Paassen attended the Canadian Decoy and Outdoor Collectibles trade show held at the Education Center on September 20th and was impressed with the Tom Davidson Decoy Gallery.

Dave Beres, Doug Brunton, and Jim Palmer attended the Memorial Forest Dedication ceremony and noted the great attendance and ceremony.

Jim Palmer asked staff how the memorial forest donations are handled. Judy Maxwell informed the Board that the Backus Memorial Forest donations are combined together to purchase trees for the forest for the Autumn ceremony. The donations are also used to maintain the forest throughout the year. Donations are not made to purchase specific trees for specific people, but make up a collaborative forest for all in memoriam donations made over the years.

A-109/25

Moved by R. Weisler

Seconded by S. Bentley

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

Carried

FULL AUTHORITY COMMITTEE MEMBERS

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

b) Boardroom Upgrades (J. Maxwell)

Judy Maxwell gave the report, and made a correction on the motion which should read \$28,778 surplus funds, and not \$27,778.

Jim Palmer asked if the lighting level in the room will change as the room is quite dim. Judy Maxwell informed the Board that Rick's Electric did the office side of the building and at best guess it will be similar LED lights to that.

Dave Beres asked staff if electric plugs were being considered for the board desks for laptops and other electronics. Judy Maxwell informed the Board that those were not factored in, but will ask Rick's Electric about putting in plugs.

Mike Columbus asked staff what would be done with the old board chairs. Judy Maxwell let the Board know the chairs will be repurposed to the satellite offices and park offices.

A-110/25

Moved by T. Masschaele

Seconded by R. Weisler

THAT the LPRCA Board of Directors approves staff to proceed with Boardroom Renovations;

AND

THAT the LPRCA Board of Directors approves the use of \$28,778 surplus funds from the Administration Office Renovation project;

AND

THAT the LPRCA Board of Directors approves the use of up to \$21,222 of unrestricted reserves.

Carried

c) Administration Review Policy for Permits (L. Mauthe)

Leigh-Anne Mauthe presented the report and draft policy.

Chris Van Paassen inquired about Section 7 in the draft policy and questioned if the Authority should delegate to the General Manager to deal with these reviews or if the Board or a committee should be created.

Leigh-Anne Mauthe informed the Board that these reviews have no impact on permit outcomes or have any effect on the determination of a permit, only to deal with the process.

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Judy Maxwell added that these reviews give the applicant an opportunity to have the process of the permitting reviewed by staff and these are internal processes. It was also noted that in a policy approved in April by the Board the General Manager was also named as the Administrative Review Officer.

Leigh-Anne Mauthe added that these reviews are about the administrative process, not the outcome of or issuing of a permit, to have Board members review prior could affect the bias or conflict of interest if the application goes to a hearing.

Dave Beres asked if the restrictions in Section 8 was standard across all Conservation Authorities. Leigh-Anne responded in the affirmative, that all Conservation Authorities have the same restrictions.

Judy Maxwell further noted that it is not the role of a Board or committee to comment on this.

Mike Columbus asked how many cases would fall under this a year. Leigh-Anne Mauthe made an estimate that there have been approximately five applications this year.

Chris Van Paassen asked the Board to defer the motion and return it to staff for more information.

A-111/25

Moved by C. Van Paassen

Seconded by T. Masschaele

THAT the LPRCA Board of Directors defer the motion to staff for further information.

Carried

11. Closed Meeting

None

Next meeting: November 5, 2025, Board of Directors at 6:30 p.m.

Adjournment

The Chair adjourned the meeting at 7:11 p.m.

Dave Beres
Chair

/ns

Judy Maxwell
General Manager/Secretary-Treasurer

FULL AUTHORITY COMMITTEE MEMBERS

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