



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of February 4, 2026
Approved March 6, 2026

Members in attendance:

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| Doug Brunton, Chair | Norfolk County |
| Chris Van Paassen, Vice-Chair | Norfolk County |
| Shelley Ann Bentley | Haldimand County |
| Dave Beres | Town of Tillsonburg |
| Robert Chambers | County of Brant |
| Michael Columbus | Norfolk County |
| Ed Ketchabaw | Municipality of Bayham/Township of Malahide |
| Tom Masschaele | Norfolk County |
| Debera McKeen | Haldimand County |
| Jim Palmer | Township of Norwich |
| Peter Ypma | Township of South-West Oxford |

Regrets: None

Staff in attendance:

Judy Maxwell, General Manager
Aaron LeDuc, Manager of Corporate Services
Leigh-Anne Mauthe, Manager of Watershed Services
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 8:05 p.m., Wednesday, February 4, 2026.

2. Additional Agenda Items

Vice-Chair, Chris Van Paassen, brought forward an additional item to the Closed session.

A-23/26

Moved by J. Palmer

Seconded by T. Masschaele

THAT the LPRCA Board of Directors add an Item to discuss:

- The security of the property of the Authority;

under Closed Session as item 10(B), moving current Item 10 (B), adjournment of closed session to item 10 (C), to the February 4, 2026 agenda.

Carried

FULL AUTHORITY COMMITTEE MEMBERS

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

3. Approval of the Agenda

A-24/26

Moved by M. Columbus
Seconded by P. Ypma

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 Meeting of January 7, 2026

A-25/26

Moved by E. Ketchabaw
Seconded by J. Palmer

THAT the minutes of the LPRCA Board of Directors Meeting held January 7, 2026 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

A-26/26

Moved by S. Bentley
Seconded by D. McKeen

THAT the correspondences outlined in the Board of Directors agenda of February 4, 2026 be received as information.

Carried

9. Development Applications

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

Leigh-Anne Mauthe presented the report.

FULL AUTHORITY COMMITTEE MEMBERS

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

There were no questions.

A-27/26

Moved by S. Bentley
Seconded by J. Palmer

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated February 4, 2026 as information.

Carried

b) 2025 Permit Application Turnaround Times (L. Mauthe)

Leigh-Anne Mauthe presented the report.

Jim Palmer asked why the turnaround times in 2021 were much higher than all other years. Leigh-Anne Mauthe informed the Board that there were changes done to the process. In 2021, only a small list of applications could be approved by the General Manager, all others went to the Board even if staff were recommending approval. The approval process was changed, which allowed for less permits needing to wait for the monthly Board Meeting.

Mike Columbus asked how LPRCA's numbers compared to other Conservation Authorities. Leigh-Anne Mauthe informed the Board that all Conservation Authorities give Conservation Ontario the turnaround numbers and a report will be distributed.

Doug Brunton asked staff if LPRCA has LIDAR for all of Norfolk County and how recently. Leigh-Anne Mauthe responded in the affirmative and since 2018.

A-28/26

Moved by J. Palmer
Seconded by D. Beres

THAT the LPRCA Board of Directors receives the 2025 Permit Application Turnaround Times Report as information.

Carried

10. New Business

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

Judy Maxwell presented the report.

Jim Palmer asked staff if there were any preparations for a quick melt of the snow. Judy Maxwell informed the Board that there is concern with the ice in the creeks which could cause flooding, and a slower warm up would be ideal to lessen flooding chances. LPRCA will be monitoring the watershed.

FULL AUTHORITY COMMITTEE MEMBERS

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

A-29/26

Moved by T. Masschaele
Seconded by P. Ypma

THAT the LPRCA Board of Directors receives the General Manager’s Report for January 2026 as information.

Carried

b) Service Recognition Program (J. Maxwell)

Judy Maxwell presented the Service Recognition Program report.

A-30/26

Moved by S. Bentley
Seconded by D. McKeen

THAT the LPRCA Board of Directors receives the Service Recognition Program Report as information.

Carried

11. Closed Meeting

The Board entered closed session at 8:20 p.m.

A-31/26

Moved by S. Bentley
Seconded by M. Columbus

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

- The Security of the property of the Authority

Carried

The Board reconvened in open session at 8:36 p.m.

The closed meeting minutes of January 7, 2026 was approved in the closed session.

Next meeting: March 6, 2026, Annual General Meeting

Adjournment

The Chair adjourned the meeting at 8:37 p.m.

Doug Brunton
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

FULL AUTHORITY COMMITTEE MEMBERS

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