



LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of April 1, 2026
Approved May 6, 2026

Members in attendance:

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
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 8:11 p.m., Wednesday, April 1, 2026.

2. Additional Agenda Items

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

A-47/26

Moved by C. Van Paassen
Seconded by M. Columbus

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

- The security of the property of the Authority;

under Closed Session as item 11(f), moving current Item 11 (f), adjournment of closed session to item 11 (g), to the April 1, 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-48/26

Moved by P. Ypma

Seconded by T. Masschaele

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

Carried

4. Declaration of Conflicts of Interest

S. Bentley declared a conflict of interest with item 11 (d) of the closed session.

5. Minutes of the Previous Meeting

a) Board of Directors AGM Meeting of March 6, 2026

A-49/26

Moved by J. Palmer

Seconded by D. McKeen

THAT the minutes of the LPRCA Board of Directors Meeting held March 6, 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-50/26

Moved by J. Palmer

Seconded by E. Ketchabaw

THAT the correspondences outlined in the Board of Directors agenda of April 1, 2026 be received as information.

Carried

9. Development Applications

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

FULL AUTHORITY COMMITTEE MEMBERS

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Leigh-Anne Mauthe presented the report.

There were no questions.

A-51/26

Moved by M. Columbus

Seconded by J. Palmer

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated April 1, 2026 as information.

Carried

10. New Business

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

Judy Maxwell presented the report.

Peter Ypma asked staff to clarify more on the funding for Habitat Creation and Enhancement St. Thomas Development Program at Dereham Wetlands. Judy Maxwell informed the Board that the proposal for that location was to enhance the existing habitat and wetland.

A-52/26

Moved by P. Ypma

Seconded by M. Columbus

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

Carried

b) Extension of Minister's Direction for Conservation Authorities Regarding Fee Changes – March 10, 2026 (L. Mauthe)

Leigh-Anne Mauthe presented the report.

There were no questions.

A-53/26

Moved by J. Palmer

Seconded by P. Ypma

THAT the LPRCA Board of Directors receives the staff report regarding the Minister's Direction for Conservation Authorities Regarding Fee Changes as information.

Carried

c) Province of Ontario Conservation Authority Amalgamation update (J. Maxwell)

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Judy Maxwell presented the report, informing the Board of the ERO # 025- 1257 decision and of Bill 97 which was introduced on March 26th. Within Bill 97, Schedule 3 covers a few amendments to the *Conservation Authorities Act*. Specifically listed, is a requirement for each Conservation Authority to appoint two members (A Board member and the General Manager) to the transition committee, if this appointment is not done the OPCA will appoint.

Mike Columbus asked staff if Kettle Creek CA and Catfish Creek CA will also be able to appoint people. Judy Maxwell informed the Board that those CA's will also be appointing two people to a transition committee. This transition committee for the Lake Erie Regional CA will include the eight people appointed by the current four CAs along with a appointed project lead who will become the CAO of Lake Erie Regional CA.

A-54/26

Moved by M. Columbus
Seconded by E. Ketchabaw

THAT the LPRCA Board of Directors receives the Regional Consolidation of Conservation Authorities ERO #025-1257 Decision Notice report as information.

Carried

d) Upper Big Creek Flood and Erosion Hazard Mapping (L. Mauthe)

Leigh-Anne Mauthe presented the report.

Doug Brunton asked if LPRCA recovers the HST. Aaron LeDuc informed the Board that under this project LPRCA will recover everything, but 1.76%.

A-55/26

Moved by S. Bentley
Seconded by E. Ketchabaw

THAT the LPRCA Board of Directors direct staff to retain D.M. Wills Associates Limited for engineering services to complete Flood and Erosion Hazard Mapping for Upper Big Creek at a cost of \$64,020.00 exclusive of HST

Carried

e) Backus Agricultural Land Rental Tender (J. Maxwell)

Judy Maxwell presented the report.

There were no questions.

A-56/26

Moved by D. McKeen
Seconded by T. Masschaele

THAT the LPRCA Board of Directors accepts the tender submitted by Brian Dekeyser of Silverhill Farms for the rental of 32 acres of agricultural land located at Backus Heritage Conservation Area with a submitted bid of \$403.75 per acre, per year, for the contract period

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April 2, 2026 to March 31, 2029.

Carried

f) Vehicle Tender (A. LeDuc)

Aaron LeDuc presented the report.

Mike Columbus asked staff why only two tenders were received. Aaron LeDuc informed the Board that the tender was sent to 10 dealerships in the area and posted on the LPRCA website in February, only two were returned.

A-57/26

Moved by J. Palmer

Seconded by D. Beres

THAT the LPRCA Board of Directors accepts the tender submitted by Heaslip Ford for the purchase of two new 2026 Ford F150 4x4 Regular Cab Pickup Truck for \$112,673.14 (excluding HST).

Carried

g) Zero Turn Quote (A. Leduc)

Aaron LeDuc presented the report.

Jim Palmer asked staff if a specific model was requested. Aaron LeDuc informed the Board that in consultation with staff a specific model was requested due to its better performance.

A-58/26

Moved by M. Columbus

Seconded by P. Ypma

THAT the LPRCA Board of Directors accepts the quote submitted by Norfolk Tractor for the purchase of two new 2026 Kubota ZD1011-3-54 Zero Turn mower for \$38,400.00 (excluding HST).

Carried

h) Septic Disposal Services Tender (A. LeDuc)

Aaron LeDuc presented the report.

No questions were asked.

A-59/26

Moved by T. Masschaele

Seconded by S. Bentley

THAT the 2026 contract for septic services at Backus Heritage CA, Deer Creek CA, Norfolk

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CA, and Waterford North CA be awarded to Bayside Septic Services 2012 Inc.,

AND

THAT the 2026 contract for septic services at Haldimand CA be awarded to Frankie's Pumping.

Carried

i) Competition Funding Report (J. King)

Jessica King gave the report, giving the Board an update on LPRCA's Backhouse Grist Mill being selected to compete in the Next Great Save, a competition hosted by National Trust for Canada and focuses on the meaningful preservation of historic places. LPRCA will compete alongside 11 other heritage places from coast-to-coast for the grand prize of \$50,000. Winning the Next Great Save would directly fund the first major steps needed to save the Mill: a comprehensive engineering report, temporary structural shoring, and drainage improvements. These actions must happen before any further restoration can begin.

Chris Van Paassen asked that staff circulate to member municipalities for support and Doug Brunton inquired about sending to local school boards. Jessica King informed the Board that both will be done.

A-60/26

Moved by T. Masschaele
Seconded by S. Bentley

THAT the LPRCA Board of Directors receives the Competition Funding Report as information.

Carried

11. Closed Meeting

The Board entered closed session at 8:47 p.m.

A-61/26

Moved by M. Columbus
Seconded by D. McKeen

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

- Advice that is subject to solicitor-client privilege; and
- The Security of the property of the Authority

Carried

The Board reconvened in open session at 9:20 p.m.

The closed Hearing meeting minutes and Board of Director meeting minutes of February 4, 2026 was approved in the closed session.

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

Next meeting: May 6, 2026, Source Water Protection & Board of Directors Meeting

Adjournment

The Chair adjourned the meeting at 9:21 p.m.

Doug Brunton
Chair

Judy Maxwell
General Manager/Secretary-Treasurer

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