LONG POINT REGION CONSERVATION AUTHORITY
Board of Directors Meeting Minutes of May 6, 2026
Approved June 3, 2026

Members in attendance:

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

Regrets:

Shelley Ann Bentley	Haldimand County
Tom Masschaele	Norfolk County

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 6:30 p.m., Wednesday, May 6, 2026.

2. Additional Agenda Items

Peter Ypma, brought forward an additional item to the agenda.

A-62/26
Moved by M. Columbus
Seconded by P. Ypma

THAT the LPRCA Board of Directors add an Item to discuss; Community Living Tillsonburg – All Season Firestarters, under New Business as item 10(g) to the May 6, 2026 agenda.

Carried

3. Approval of the Agenda

A-63/26
Moved by J. Palmer
Seconded by D. McKeen

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

Carried

4. Declaration of Conflicts of Interest

None.

5. Minutes of the Previous Meeting

a) Board of Directors Hearing Board Meeting of April 1, 2026

A-64/26
Moved by E. Ketchabaw
Seconded by D. Beres

THAT the minutes of the LPRCA Board of Directors Hearing Board meeting held April 1, 2026 be adopted as circulated.

Carried

b) Board of Directors Meeting of April 1, 2026

A-65/26
Moved by D. Beres
Seconded by D. McKeen

THAT the minutes of the LPRCA Board of Directors Meeting held April 1, 2026 be adopted as circulated.

Carried

6. Business Arising

There was no business arising from the previous minutes.

7. Review of Committee Minutes

a) Backus Museum Committee Meeting – December 18, 2025

Mike Columbus asked staff about vacancies on the Backus Museum Committee and the terms of service for members. Staff informed the Board that there were community member vacancies and that under the Terms of Reference, committee members could only serve six years and could not return afterwards.

A-66/26
Moved by J. Palmer
Seconded by M. Columbus

THAT the Backus Museum Committee Meeting minutes of December 18, 2025 be received as information

Carried

8. Correspondence

A-67/26
Moved by P. Ypma
Seconded by D. McKeen

THAT the correspondences outlined in the Board of Directors agenda of May 6, 2026 be received as information.

Carried

9. Development Applications

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

Leigh-Anne Mauthe presented the report. Leigh-Anne Mauthe noted that permit #61/26 had an error and was “Haldimand County” not “Norfolk County”.

There were no questions.

A-68/26
Moved by D. Beres
Seconded by M. Columbus

THAT the LPRCA Board of Directors receives the staff approved Section 28 Regulation Approved Permits report dated May 6, 2026 as information.

Carried

10. New Business

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

Judy Maxwell presented the report, highlighting the 3rd place win for the Backus Grist Mill in the Next Great Save competition and informing the Board of Cranberry Creek Garden’s generous $1,000 donation to further the Mill repairs.

Dave Beres asked staff where the funds of the prize money were going towards. Judy Maxwell informed the Board that the funds will go towards the engineering report and the fix of the drainage issue around the Mill.

Dave Beres asked staff if the Mill would be open for tours in 2026. Judy Maxwell informed the

Board that the Mill will remain closed in 2026, but staff have developed programming and interpretation outside of the Grist Mill to still allow for visitors to learn about and experience the history.

A-69/26
Moved by D. Beres
Seconded by E. Ketchabaw

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

Carried

b) Q1 Financial Report (A. LeDuc)

Aaron LeDuc presented the report.

Mike Columbus asked staff about the change in the campground's revenue between 2025 and 2026. Aaron LeDuc informed the Board the difference was mainly timing of whether payments were received in full prior to March 31st or after.

A-70/26
Moved by J. Palmer
Seconded by D. McKeen

THAT the LPRCA Board of Directors receives the Q1 Financial Report – March 31, 2026 for the period up to and including March 31, 2026 as information.

Carried

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

Judy Maxwell presented the report.

Peter Ypma asked staff how often these surveys are done. Judy Maxwell informed the Board that there was no set timeframe, however best forestry management practice for managed forests advises that surveys are done regularly. The data from these surveys are informative as well with good information on invasive species and the composition of the forest tracts.

A-71/26
Moved by M. Columbus
Seconded by E. Ketchabaw

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

Carried

d) Bill 97 – Schedule 3 – Conservation Authorities Act & Transitions Committee Appointments (J. Maxwell)

Judy Maxwell presented the report.

Dave Beres asked staff what the composition of these transition committees will be and if these appointees will continue into the next year. Judy Maxwell informed the Board that there would be two members from each prior Conservation Authority and a project executive who will become the CAO of the new Regional Conservation Authority, totaling nine people on the committee. The committee will be dissolved February 1st when the new Regional Conservation Authority forms.

Chris Van Paassen asked staff how much negotiation powers these committees will have. Judy Maxwell informed that Board that it is unclear at this time what the regulations will be and how much input each committee will have in the amalgamation.

Robert Chambers asked if the members on the new Board will be based on population of municipality and noted that could lead to a very large Board. Judy Maxwell informed that Board that at this time it appears the new Board will have at least 1 representative from participating municipalities; the Board will be around 20 people; and that the Board may be determined by population for the extra seats, but this is not confirmed.

Peter Ypma asked staff what will happen if the Chair of LPRCA, who is appointed to the committee, is not re-elected in October. Staff informed the Board that each Board Member will be on the LPRCA Board until the municipality appoints someone new. Current members are all on the LPRCA Board post-election until a new appointment is made to the new board in February.

A-72/26
Moved by D. Beres
Seconded by D. McKeen

THAT the LPRCA Board of Directors receives the Bill 97 – An Act to implement Budget measures, to enact, amend or repeal various statutes and to revoke various regulations, 2026, Schedule 3, Conservation Authorities Act report as information,

AND,

THAT the LPRCA Board of Directors appoints the Board Chair, Doug Brunton, and the General Manager, Judy Maxwell, to the transition committee as per Bill 97 – An Act to implement Budget measures, to enact, amend or repeal various statutes and to revoke various regulations, 2026, Schedule 3, Conservation Authorities Act Section 1.6(2).

Carried

e) Eastern Lake Erie Regional Conservation Authority Transition Update (J. Maxwell)

Judy Maxwell presented the report.

Dave Beres noted his great trust in the LPRCA organization to handle the changes.

Doug Brunton and Chris Van Paassen noted that good discussions were had between the four Conservation Authorities and there was a good sense of this being a merger not a takeover.

A-73/26
Moved by P. Ypma
Seconded by E. Ketchabaw

THAT the LPRCA Board of Directors receives the Eastern Lake Erie Regional Conservation Authority Transition Update report as information;

AND,

THAT the LPRCA Board of Directors endorses the Eastern Lake Erie Regional Conservation Authority Guiding Principles for Transition.

Carried

f) Minister's Direction, May 1, 2026 (J. Maxwell

Judy Maxwell presented the report. Judy Maxwell noted that none of the directions will affect LPRCA operations.

Chris Van Paassen noted that none of directions were a surprise and it was known they were coming down.

A-74/26
Moved by M. Columbus
Seconded by E. Ketchabaw

THAT the LPRCA Board of Directors receives the Minister's direction under section 1.14 of the Conservation Authorities Act (re: temporary restrictions) report as information.

Carried

g) Community Living Tillsonburg – Firestarter (Peter Ypma)

Peter Ypma brought forward a presentation about Community Living Tillsonburg, an organization which provides supports for people with cognitive disabilities and provide employment. One of those employment opportunities is the creation of small cup Firestarters, which help to start campfires. The cups are $2 a piece and can burn for up to 20 minutes. The cups are made of solid wood pieces and some wax. Peter Ypma indicated that Kettle Creek CA started selling the Firestarters last year and had good results. The cases of 40 sell for $80 a case.

The Board of Directors directs staff to look into the purchase of the firestarters for each park to be sold to campers.

11. Closed Meeting

The Board entered closed session at 7:26 p.m.

A-75/26
Moved by J. Palmer
Seconded by E. Ketchabaw

THAT the LPRCA Board of Directors 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

The Board reconvened in open session at 7:29 p.m.

The closed Hearing meeting minutes and Board of Director meeting minutes of April 1, 2026 were approved in the closed session.

Next meeting: June 3, 2026, Board of Directors Meeting

Adjournment

The Chair adjourned the meeting at 7:30 p.m.

Doug Brunton Chair	Judy Maxwell General Manager/Secretary-Treasurer