



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Budget Meeting of November 13, 2024**  
**Approved December 5, 2024**

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Members in Attendance

Robert Chambers, Chair	County of Brant
Dave Beres, Vice-Chair	Town of Tillsonburg
Shelley Ann Bentley	Haldimand County
Doug Brunton	Norfolk County
Michael Columbus	Norfolk County
Chris Van Paassen	Norfolk County
Rainey Weisler	Municipality of Bayham/Township of Malahide
Peter Ypma	Township of South-West Oxford

Regrets:

Tom Masschaele	Norfolk County
Jim Palmer	Township of Norwich
Stewart Patterson	Haldimand 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  
Nicole Sullivan, HR Associate/Receptionist  
Dana McLachlan, Executive Assistant

\*R. Weisler arrived at 9:08 a.m.

\*D. Beres excused himself at 9:41a.m and returned at 10:12a.m.

**1. Welcome and Call to Order**

The chair called the meeting to order at 9:03 a.m., Wednesday, November 13, 2024.

**2. Additional Agenda Items**

No additional items were added to the agenda.

**3. Declaration of Conflicts of Interest**

None were declared.

**4. Budget Overview Presentation**

The Manager of Corporate Services provided a general overview of the 2025 draft budget.

At the last Audit and Finance Committee meeting on August 16, the Committee provided staff

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**FULL AUTHORITY COMMITTEE MEMBERS**

Shelley Ann Bentley, Dave Beres, Doug Brunton, Robert Chambers, Michael Columbus,  
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direction to prepare a budget with a maximum 5.0% target increase on the levy. The 2025 Draft Budget was presented with a 2.58% or \$60,278 municipal levy increase. The operating levy increased by 4.27% or \$91,718 and the capital levy decreased by 16.64% or \$31,440. A special levy to Norfolk County is required for the Sutton Dam Structure Design and Removal project in 2025.

The following reports were reviewed and discussed:

1. Draft Consolidated Operating Budget
2. Draft Consolidated Budget Summary
3. Draft Municipal Levy Consolidated
4. 5-year Summary by Municipality of Levy Apportionment

The Current Value Assessment Apportionment for 2023 and 2024 were presented and discussed. The assessment data was provided by the Ministry of Natural Resources and Forestry based on O. Reg. 402/22 (Budget and Apportionment).

## **5. 2025 Budget Package**

### **Operations:**

The Managers reviewed each of their department(s) draft budgets, action plans, projects, and staffing requirements.

### **Capital:**

The 2025 total for capital spending is budgeted at \$808,864 requiring \$157,500 from the general levy, \$222,755 from the Current Year Surplus, \$52,109 from the User Fee Reserve, \$30,000 Prior Year Capital, \$147,500 Provincial Grants, and \$100,000 Special Levy from Norfolk County.

The following reports were reviewed and discussed:

1. One-Year 2025 Draft Capital Budget
2. Five-Year 2025 Draft Capital Budget

Maintenance work and necessary repairs for public safety are continuing on the major water control structures. Three projects are planned for 2025 totaling \$265,000, Teeterville Dam Class Environmental Assessment, Lehman Dam Safety Review, and Sutton Dam Structure Design and Removal.

Two Watershed Services projects are planned for 2025 totaling \$130,000; A hydrology study, and the flood hazard mapping of Nanticoke Creek.

Other works include gate replacement, updated signage, and repairs on Authority lands, parking lots and fencing upgrades, Lower Big Creek Barn demolition, Backus Heritage Site building Assessments, Haldimand CA hydro upgrades, Conservation Education exterior, and the purchase of playground equipment for Waterford North CA. Annual computer upgrades, and vehicle and equipment replacements.

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**6. General Manager's Report and Budget Recommendations**

**A-107/23**

Moved by M. Columbus

Seconded by S. Bentley

THAT the LPRCA Board of Directors approves the following recommendations regarding LPRCA's 2025 Draft Operating and Capital budgets:

THAT the draft 2025 operating budget of \$6,082,265 requiring \$2,237,681 of general levy representing an increase in the general levy of 4.27% or \$91,718;

AND

THAT the draft 2025 capital budget of \$808,864 requiring \$157,500 of general levy representing a decrease in the general levy of -16.64% or \$31,440;

AND

THAT the draft 2025 capital budget includes a special levy of \$100,000 for Norfolk County;

AND

THAT the total general municipal levy of \$2,395,181 requiring an increase of 2.58% or \$60,278 overall compared to 2024 be circulated to member municipalities for review and comment;

AND

THAT staff be directed to present the Draft 2025 Budget to member municipalities when requested.

**Carried**

The Chair adjourned the meeting at 11:30 a.m.

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Robert Chambers  
Chair

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Judy Maxwell  
General Manager/Secretary-Treasurer

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