



**LONG POINT REGION CONSERVATION AUTHORITY**  
**Board of Directors Budget Meeting of November 9, 2022**  
**Approved December 7, 2022**

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Members in attendance:

Michael Columbus, Chair  
John Scholten, Vice-Chair  
Dave Beres  
Robert Chambers  
Valerie Donnell  
Tom Masschaele  
Stewart Patterson  
Ian Rabbitts  
Peter Ypma

Norfolk County  
Township of Norwich  
Town of Tillsonburg  
County of Brant  
Municipality of Bayham/Township of Malahide  
Norfolk County  
Haldimand County  
Norfolk County  
Township of South-West Oxford

Regrets:

Kristal Chopp  
Ken Hewitt

Norfolk County  
Haldimand County

Staff in attendance:

Judy Maxwell, General Manager  
Aaron LeDuc, Manager of Corporate Services  
Leigh-Anne Mauthe, Interim Manager of Watershed Services  
Lorrie Minshall, Project Manager  
Dana McLachlan, Executive Assistant

\* V. Donnell joined the meeting at 9:35 a.m.

**1. Welcome and Call to Order**

The chair called the meeting to order at 9:30 a.m., Wednesday, November 9, 2022.

**2. Additional Agenda Items**

**A-104/22**

Moved by D. Beres  
Seconded by I. Rabbitts

*THAT the LPRCA Board of Directors add Bill 23 Discussion as item 8 to the November 9, 2022 agenda.*

**CARRIED**

**3. Declaration of Conflicts of Interest**

None were declared.

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**FULL AUTHORITY COMMITTEE MEMBERS**

Dave Beres, Robert Chambers, Kristal Chopp, Michael Columbus, Valerie Donnell,  
Roger Geysens, Ken Hewitt, Tom Masschaele, Stewart Patterson, John Scholten, Peter Ypma

#### **4. Budget Overview Presentation**

The General Manager and the Manager of Corporate Services provided a general overview of the 2023 draft budget.

The Audit and Finance Committee met on August 18 and the Committee provided staff direction to prepare a budget with a maximum 7.5% target increase on the levy. The 2023 Draft Budget was presented with a 6.82% or \$143,551 overall general levy increase. The operating levy increased by 21.76% or \$375,251 and the capital levy decreased by 60.7% or \$231,000. There is no requirement for a special levy in 2023.

V. Donnell arrived.

Staff has been adjusting the budget since 2022 in anticipation to align with the new regulations that are required starting with the 2024 budget. In the 2022 Budget, programs and services were identified and segmented to align with the new regulations. For 2023, the levy apportionment for mandatory and non-mandatory programs are being further aligned with the regulations.

The following reports were reviewed and discussed:

1. Consolidated Operating Budget
2. Consolidated Budget Summary
3. Municipal Levy Consolidated
4. 5-year Summary by Municipality of Levy Apportionment
5. Current Value Assessment Apportionment (2022) and (2021)

The municipal levy accounts for 36.1% of total revenue.

#### **5. 2023 Budget Package**

##### **Operations:**

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

All LPRCA fees were reviewed.

##### **Capital:**

The 2023 total for capital spending is budgeted at \$651,955 requiring \$150,000 from the general levy, \$249,455 from the Current Year Surplus, \$60,000 from the Capital Levy Reserve, and 192,500 Federal/Provincial Grants.

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#### **FULL AUTHORITY COMMITTEE MEMBERS**

Dave Beres, Robert Chambers, Kristal Chopp, Michael Columbus, Valerie Donnell,  
Roger Geysens, Ken Hewitt, Tom Masschaele, Stewart Patterson, John Scholten, Peter Ypma

The following reports were reviewed and discussed:

1. One-Year 2023 Draft Capital Budget
2. Five-Year 2023 Draft Capital Budget

Maintenance work and necessary repairs for public safety are continuing on the major water control structures. Two projects are planned for 2023 totaling \$200,000. A 10-year LPRCA Water Control Structure Capital Plan Summary was presented for information.

Gate replacement and repairs continue at the LPRCA forest tracts. Various projects, including water system upgrades, a dump station expansion, a roof replacement, and a culvert replacement, are required at the campgrounds. Annual computer upgrades, and vehicle and equipment replacements are needed to ensure safety.

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

### **A-105/22**

Moved by D. Beres

Seconded by T. Masschaele

*THAT the LPRCA Board of Directors approves the following recommendations regarding LPRCA's 2023 Draft Operating and Capital budgets;*

*THAT the 2023 proposed Ontario Regulation 178/06 Permit Fees and Planning Act Review Fees as set out in the budget be approved;*

*THAT the 2023 proposed Conservation Area User Fees as set out in the budget be approved;*

*THAT the draft 2023 operating budget of \$5,568,754 requiring \$2,099,510 of general levy representing an increase in the general levy of 21.76% or \$375,251;*

*AND the draft 2023 capital budget of \$651,955 requiring \$150,000 of general levy representing a decrease in the general levy of 60.7% or \$231,000;*

*AND the total general municipal levy of \$2,249,510 requiring an increase of 6.82% or \$143,511 overall compared to 2022 be circulated to member municipalities for review and comment;*

*AND that staff be directed to present the Draft 2023 Budget to member municipalities when requested.*

**CARRIED**

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#### **FULL AUTHORITY COMMITTEE MEMBERS**

Dave Beres, Robert Chambers, Kristal Chopp, Michael Columbus, Valerie Donnell,  
Roger Geysens, Ken Hewitt, Tom Masschaele, Stewart Patterson, John Scholten, Peter Ypma

## **7. Fee Policy**

The *Conservation Authorities Act* now requires Conservation Authorities to have a Fee Policy in place by January 1, 2023, along with posted fee schedules.

Going forward, all Fee Schedules will be included as part of the budget package for approval.

### **A-106/22**

Moved by M. Columbus

Seconded by P. Ypma

*THAT the LPRCA Board of Directors receives the Draft Fee Policy as presented as information;*

*And,*

*THAT the Draft Fee Policy be presented at the December 7<sup>th</sup>, 2022 meeting of the Board of Directors for consideration and approval.*

**CARRIED**

## **8. Bill 23 Discussion**

D. Beres expressed concern about Bill 23: More Homes Built Faster Act as it seems to affect current building laws. Staff agreed, the Bill touches on many different legislations. There are seven Environmental Registry of Ontario (ERO) postings related to conservation authorities and approximately 20 EROs affecting municipalities.

Staff was directed to send a letter in addition to LPRCA comments through the ERO and copy the Association of Municipalities of Ontario (AMO).

The Chair adjourned the meeting at noon.

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John Scholten  
Chair

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Judy Maxwell  
General Manager/Secretary-Treasurer

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### **FULL AUTHORITY COMMITTEE MEMBERS**

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Roger Geysens, Ken Hewitt, Tom Masschaele, Stewart Patterson, John Scholten, Peter Ypma