



# Membership Minutes

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## Membership Meeting #12-2023

December 20, 2023

**Members Present:** Alison Lobb, Ed McGugan, Alvin McLellan, Evan Hickey,  
Anita van Hittersum, Sharen Zinn, Megan Gibson, Ed Podniewicz,  
Andrew Fournier, Matt Duncan, Vanessa Kelly

**Staff Present:** Phil Beard, General Manager-Secretary-Treasurer  
Jayne Thompson, Communications, GIS, IT Coordinator  
Stewart Lockie, Conservation Areas Services Coordinator  
Danielle Livingston, Administrative-Financial Services Coordinator  
Patrick Huber-Kidby, Planning and Regulations Supervisor  
Jeff Winzenried, Flood Forecast Supervisor  
Shannon Millar, Restoration Supervisor  
Ben Van Dieten, Agricultural Stewardship Supervisor  
Jason Moir, FRCA/WPCA Superintendent  
Michelle Quipp, Executive Assistant

**Others Present:** Cory Bilyea, Reporter, Midwestern News

### 1. Call to Order

Chair, Matt Duncan, welcomed everyone and called the meeting to order at 7:00pm.

### 2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

### 3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #11-2023 held on November 15, 2023.

### Motion FA #89-23

**Moved by:** Alison Lobb

**Seconded by:** Alvin McLellan

THAT the minutes from the General Membership Meeting #11-2023 on November 15, 2023 be approved.  
(carried)

#### **4. Business Out of the Minutes**

- a) Review of Comments on Proposed Changes to Fees Policy: Report #64-2023

Report #64-2023 was presented to the members and the following motion was made:

##### **Motion FA #90-23**

**Moved by: Alvin McLellan      Seconded by: Alison Lobb**

THAT the 2024 Fees Policy be approved.  
(carried)

- b) Review of Comments on Proposed Changes to Fees Schedule: Report #65-2023

##### **Motion FA #91-23**

**Moved by: Andrew Fournier      Seconded by: Alvin McLellan**

THAT Stewart Lockie, Conservation Areas Services Coordinator, create a fourth criteria to the Conservation Area Fees in the Fees Schedule, to support services thus reducing cost on approval of the members.  
(defeated)

##### **Motion FA #92-23**

**Moved by: Alison Lobb      Seconded by: Evan Hickey**

THAT the proposed fee increases for the Wawanosh Campground be approved as proposed in the 2024 fee schedule.  
THAT the Fees for planning and regulations remain as outlined in the 2023 fee schedule;  
THAT the remainder of the Fee Schedule for 2024 be approved with the exception of the proposed fee increases for planning and regulations;  
AND THAT the proposed 2024 fee schedule take effect as of January 1, 2024.  
(carried)

c) Coastal Resiliency Strategy-next Phase: #66-2023

**Motion FA #93-23**

**Moved by: Alison Lobb**

**Seconded by: Megan Gibson**

THAT MVCA include the next phase of the Coastal Resilience Project in the 2024 budget, if funding is approved by Natural Resources Canada;  
AND THAT MVCA agrees to be a partner in Conservation Ontario's application to Natural Resources Canada's application for funding to undertake six coastal resilience pilot projects.

**5. Business Requiring Decision and or Direction:**

a) Additional Fees Watershed Stewardship Services: Report #67-2023

**Motion FA #94-23**

**Moved by: Ed Podniewicz**

**Seconded by: Alvin McLellan**

THAT the additional stewardship fees for 2024 be circulated for comment and that any comments received be reviewed at the January 24th, 2024 meeting

b) Draft 2024 Work Plan and Budget: Report #68-2023

**Motion FA #95-23**

**Moved by: Evan Hickey**

**Seconded by: Ed Podniewicz**

THAT the 2024 draft budget, work plan and levy be approved for review and comment by MVCA's member municipalities;

AND THAT the final work plan and budget be brought back to the Members on March 20, 2024, for final review and approval;

AND FURTHER THAT the municipal information package be developed and circulated to member municipalities based upon the direction provided by the Members.

c) Draft 2024 Work Plan and Budget: Report #69-2023

**Motion FA #96-23**

**Moved by: Alison Lobb**

**Seconded by: Anita van Hittersum**

THAT the Annual Meeting be held on February 14 at 2pm;

AND THAT the draft agenda outlined in Report #69-2023 be approved.

d) Declarations for Chair and Vice Chairs: Report #70-2023

Report 70-2023 was presented to members for their information.

e) Request from Maitland Conservation Foundation: Report #71-2023

**Motion FA #97-23**

**Moved by: Alison Lobb**

**Seconded by: Anita van Hittersum**

THAT the General Manager Secretary Treasurer continue to serve as Interim Executive Director to the MCF Board in 2024.

**6. Chair and Members Updates:**

Chair, Matt Duncan, introduced Vanessa Kelly, the newly appointed member from Goderich.

**7. Consent Agenda:**

The following items were circulated to the Members for their information:

a) Revenue-Expenditure Report for November: Report #72-2023

**Motion FA #98-23**

**Moved by: Alvin McLellan**

**Seconded by: Megan Gibson**

THAT Report #72-23 along with the respective motions as outlined in the Consent Agenda be approved.  
(carried)

**8. In Camera Session: GM - ST Performance Review**

**Motion FA #99-23**

**Moved by: Evan Hickey**

**Seconded by: Ed McGugan**

THAT the members move into in camera to discuss the GM-ST Performance Review.  
(carried)

**Motion FA #100-23**

**Moved by: Alison Lobb**

**Seconded by: Ed McGugan**

THAT the members move back into the full authority meeting.  
(carried)

9. Adjournment: Next meeting: January 24, 2024, at 7:00pm at the MVCA's Administrative Centre

**Motion FA #101-23**

**Moved by: Megan Gibson**

**Seconded by: Alison Lobb**

THAT the Members Meeting be adjourned at 9 pm.  
(carried)

A handwritten signature in blue ink, appearing to read "Matt Duncan".

Matt Duncan  
Chair

A handwritten signature in black ink, appearing to read "Phil Beard".

Phil Beard  
General Manager / Secretary-Treasurer