

## Membership Meeting #3-2024 - **DRAFT**

March 20, 2024

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

**Members Absent:** Ed Podniewicz

**Staff Present:** Phil Beard, General Manager-Secretary-Treasurer  
Stewart Lockie, Conservation Areas Services Coordinator  
Patrick Huber-Kidby, Planning and Regulations Supervisor  
Michelle Quipp, Executive Assistant

**Others Present:** Cory Bilyea, Reporter, Midwestern News  
Paul Seebach, Seebach & Company

### 1. Call to Order

Chair, Ed McGugan 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 #1-2024 held on January 24, 2024 and Meeting #2-2024 held on February 14, 2024.

#### **Motion FA #20-24**

**Moved by:** Alvin McLellan

**Seconded by:** Andrew Fournier

THAT the minutes from the General Membership Meeting #1-2024 held on January 24, 2024, be approved.

(carried)

**Motion FA #21-24**

**Moved by:** Alison Lobb

**Seconded by:** Alvin McLellan

THAT the minutes from the General Membership Meeting #2-2024 held on February 14, 2024, be approved.

(carried)

**4. Business Out of the Minutes**

- a) Grass Cutting/Naturalization Options: Gorrie Conservation Area: Report #11-2024

Report #11-2024 was presented to the members and the following motion was made:

**Motion FA #22-24**

**Moved by:** Matt Duncan

**Seconded by:** Alison Lobb

THAT the map accompanying Report #11-2024 be distributed to the Howick council for their consideration, advancing the implementation of Option 1 for additional naturalization efforts; AND THAT in the event the Howick council opts to maintain the current grass cutting regimen, they assume full responsibility for the associated costs.

(carried)

**5. Presentation: 2023 Draft Audit: Paul Seebach, Seebach and Company: Report #12-2024**

Paul Seebach from Seebach and Company, Chartered Professional Accountants made a presentation and the following motion was made:

**Motion FA #23-24**

**Moved by:** Megan Gibson

**Seconded by:** Vanessa Kelly

THAT the Auditor's report for 2023 be approved as presented.

(carried)

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

- a) 2024 Work Plan Priorities and Budget: Report #13-2024

Report #13-2024 was presented to the members and the following motion was made:

**Motion FA #24-24**

**Moved by:** Megan Gibson

**Seconded by:** Alvin McLellan

THAT the cost apportionment be approved at \$172,525 for 2024;

AND THAT the cost be apportioned to each municipality in accordance with the 2024 schedule.  
(carried)

Chair McGugan called for the Member's to vote on behalf of their respective Municipality on the levy apportionment as outlined in Report #13. The approval of the work plan and budget requires a motion and a majority of the Members to be approved.

Municipality	Member	Assessment Value (%)	In Favour	Not In Favour	No Comment	Absent
ACW	Evan Hickey	12.51	√			
Central Huron	Alison Lobb	9.63	√			
Goderich	Vanessa Kelly	10.75	√			
Howick	Megan Gibson	4.48	√			
Huron East	Alvin McLellan	10.53	√			
Huron Kinloss	Ed McGugan	6.04	√			
Mapleton	Ed Podniewicz	0.90				√
Minto	Ed Podniewicz	6.99				√
Morris-Turnberry	Sharron Zin	5.25	√			
North Huron	Anita van Hittersum	5.64	√			
North Perth	Matt Duncan	22.17	√			
Perth East	Andrew Fournier	1.79	√			
South Bruce	Ed McGugan	0.07	√			
Wellington North	Ed Podniewicz	2.76				√
West Perth	Andrew Fournier	0.47	√			

The results of the recorded vote were 89% in favour therefore the following motions were carried:

**Motion FA #25-24**

**Moved by:** Anita Van Hittersum                      **Seconded by:** Alvin McLellan  
 THAT the 2024 Work Plan and Budget be approved as outlined in Report #13-2024.  
 (carried)

b) 2024 Draft Work Plan – Members: Report #14-2024

Report #14-2024 was presented to the members and the following motion was made:

**Motion FA #26-24**

**Moved by:** Evan Hickey                                      **Seconded by:** Matt Duncan  
 THAT the work plan for 2024 be adopted as outlined in Report #14-2024.  
 (carried)

c) Changes to Conservation Authority Regulations: Report #15a &15b-2024

Report #15a-2024 was presented to the members and the following motions were made:

**Motion FA #27-24**

**Moved by:** Alison Lobb

**Seconded by:** Alvin McLellan

To approve the delegations laid out in Report 15a to allow staff to continue issuing permissions within regulated areas as described by the Conservation Authorities Act and Ontario Regulation 41/24 after April 1, 2024.

(carried)

**Motion FA #28-24**

**Moved by:** Alvin McLellan

**Seconded by:** Alison Lobb

That staff develop a communications strategy for our municipal partners, including building departments, around the changes to permitting policies and procedures required by Conservation Authorities, including Maitland Valley as of April 1, 2024.

(carried)

Report #15b-2024 was presented to the members for their information.

d) Coastal Ecosystem Project Application to Environment Canada: Report #16-2024

Report #16-2024 was presented to the members and the following motion was made:

**Motion FA #29-24**

**Moved by:** Megan Gibson

**Seconded by:** Alison Lobb

THAT MVCA include the next phase of the Coastal Resilience Projects in the 2024 and three-year budgets if funding is approved by Environment and Climate Change

Canada

(carried)

e) Vehicle Purchasing: Report #17-2024

Report #17-2024 was presented to the members and the following motion was made:

**Motion FA #30-24**

**Moved by:** Alvin McLellan **Seconded by:** Vanessa Kelly

THAT Goderich Toyota, be advised that their quote in the amount of \$49,463.17 (plus HST) to supply a 2024 Toyota Sienna LE as per quotation specifications, has been approved as presented;

AND THAT the 2016 Dodge Grand Caravan be advertised and sold after the acquisition of the Toyota Sienna, when it is no longer required;

(carried)

**Motion FA #31-24**

**Moved by:** Alvin McLellan **Seconded by:** Vanessa Kelly

THAT staff contact and tender appropriate dealerships in the fall of 2024 to get in the queue for a 2025 EV work truck.

(carried)

f) Carbon Footprint Report 2023: Report #18-2024

Report #18-2024 was presented to the members and the following motion was made:

**Motion FA #32-24**

**Moved by:** Evan Hickey **Seconded by:** Matt Duncan

THAT MVCA's carbon footprint progress report and 2024 strategic actions be approved as outlined in Report # 18-24.

(carried)

g) Proposed Addition to Personnel Policy: Staff Time & Mileage expenses for use of personal vehicle for attending authority business/meetings: Report #19-2024

Report #19-2024 was presented to the members and the following motion was made:

**Motion FA #33-24**

**Moved by:** Anita Van Hittersum **Seconded by:** Megan Gibson

THAT the Personnel Policy be amended to allow staff to claim the time spent attending authority meetings outside of normal working hours and that staff may claim mileage expenses

when using their personal vehicle to attend authority meetings and authority related events and meetings as outlined in Report #19-2024.

(carried)

h) Proposed Large Stock Planting Fees: Report #20-2024

Report #20-2024 was presented to the members and the following motion was made:

**Motion FA #34-24**

**Moved by:** Anita Van Hittersum                      **Seconded by:** Evan Hickey

THAT the proposed additional stewardship fees for 2024 be circulated for comment and that any comments received be reviewed at the April 17th, 2024 meeting.

(carried)

i) Appointment to Committees for 2024: Report #21-2024

Report #21-2024 was presented to the members and the following motion was made:

**Motion FA #35-24**

**Moved by:** Matt Duncan                                      **Seconded by:** Vanessa Kelly

THAT Ed McGugan be appointed as the MVCA's delegate to Conservation Ontario;

AND THAT Matt Duncan and Evan Hickey be appointed as alternates.

AND THAT Vanessa Kelly be appointed to the Board of Directors of the Maitland Conservation Foundation for 2024.

AND THAT Alison Lobb be appointed to the John Hindmarsh Environmental Trust Fund Board for 2024.

AND THAT Andrew Fournier be appointed to the Personnel Committee for 2024.

AND THAT Alison Lobb be appointed as the MVCA's representative to the Huron County Water Protection Steering Committee for 2024.

AND THAT Sharon Zinn be appointed to the Carbon Footprint Initiative Leadership Team for 2024.

(carried)

j) Appointment of Auditor, Solicitor and Bank: Report #22-2024

Report #22-2024 was presented to the members and the following motions were made:

### **Motion FA #36-24**

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

THAT the MVCA's banking transactions be handled by the Wingham and Goderich Branches of the Canadian Imperial Bank of Commerce.

AND THAT investments be made at the financial institutions offering the most favourable rate of interest to the maximum of the guaranteed limits set by the Canadian Depository Act.

AND THAT the Members approve a bank borrowing by-law of \$200,000 for 2024 on revolving credit, at the Canadian Imperial Bank of Commerce, Wingham Branch.

AND THAT the following solicitors be appointed to handle legal matters of the Conservation Authority for 2024: Darrell N. Hawreliak Professional Corporation, Kitchener and Greg Stewart, Donnelly & Murphy, Goderich.

AND THAT Seebach and Company be appointed as MVCA's auditor for 2024.

(carried)

### **7. Chair and Member Reports**

No Chair or Member Reports were presented.

### **8. Consent Agenda:**

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

- a) Agreements Signed: Report #23-2024
- b) Revenue-Expenditure Report for January and February: Report #24-2024

### **Motion FA #37-24**

**Moved by:** Megan Gibson **Seconded by:** Evan Hickey

THAT the Members support the signing of the funding agreement with Ministry of Environment, Conservation and Parks, and support the signing of the agreement with Conservation Ontario for the increased funding received from the Nature Based Climate Solutions program.

AND THAT Report #24 as outlined in the Consent Agenda be approved.

(carried)

9. **Adjournment:** Next meeting: April 17, 2024, at 7:00 pm at the Administrative Centre, Wroxeter.

**Motion FA #38-24**

**Moved by:** Matt Duncan

**Seconded by:** Vanessa Kelly

THAT the Members Meeting be adjourned at 9:09 pm.  
(carried)

---

Ed McGugan  
Chair

---

Phil Beard  
General Manager / Secretary-Treasurer