



Notice of Meeting
Meeting of the Membership #7-2024

Date: September 18, 2024
Time: 7:00 pm – 9:00 pm
Location: Administrative Centre, Wroxeter

Agenda

1. Welcome by the Chair
2. Declaration of Pecuniary Interest
3. Approval of the Minutes: Meeting #6 held on June 19, 2024.
4. Business Out of the Minutes:
 - a) Review of MVCA's Vision, Mission and Ends: Report #47-2024
 - b) Review of Members Roles and Responsibilities: Report #48-2024
 - c) Emergency Meeting Policy Amendments: Report #49-2024
 - d) 75th Anniversary Planning: Report #50-2024
5. Presentations:
 - a) Aquatic Health Assessment: Erin Gouthro, Watershed Ecologist
 - b) 2024 Work Plan Update: Jayne Thompson, Communications-GIS-IT Coordinator
6. Business Requiring Decision and or Direction:
 - a) Critical Infrastructure and Equipment Strategy: Report #51-2024
 - b) Water and Erosion Control Infrastructure Agreements: Report #52-2024
 - c) Pioneer Conservation Area-Possible Transfer of Lands: Report #53-2024
 - d) Administrative Review Policy Development & Status of Technical Guidelines for Natural Hazards-Section 28 Regulation: Report #54-2024
 - e) Purchase of Backhoe Attachment – Fall Reserve Conservation Area: Report #55-2024
 - f) Correspondence for Direction: Report #56-2024
7. Chair and Members Reports

8. Consent Agenda:
 - a) 2024 Work Plan and Budget Update: Report #57a&b-2024
 - b) Revenue/Expenditure Report for June, July & August 2024: Report #58-2024
 - c) Agreements Signed: Report #59-2024
9. Adjournment: Next Meeting to be held on Wednesday, October 16,2024 at 7:00pm.
10. Maitland Source Protection Authority Meeting #4 2024
 - a) Approval of Minutes from MSPA Meeting #3, 2024 held on April 17,2024
 - b) Joint Management Committee Draft Minutes held on August 8, 2024
 - c) Program Update: Report #6, 2024
 - d) Adjournment

Membership Meeting #6-2024

June 19, 2024

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

Members Absent: Anita Van Hittersum, Ed Podniewicz,

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

1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 7:33pm.

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 #5-2024 held on May 15, 2024.

Motion FA #58-24

Moved by: Megan Gibson

Seconded by: Alvin McLellan

THAT the minutes from the General Membership Meeting #5-2024 held on May 15, 2024, be approved.

(carried)

4. Presentation: 2024 Work Update Plan: Jayne Thompson, Communications/GIS/IT Coordinator provided the Members with an overview of the activities undertaken by MVCA over the past five and half months.

5. Business Requiring Decision and or Direction:

a) Summary of Governance Reivew: Report #39-2024

Report #39-2024 was presented to the members and the following motion was made:

Motion FA #59-24

Moved by: Evan Hickey

Seconded by: Alison Lobb

THAT MVCA follow up on the activities outlined in Report #39-2024.
(carried)

b) Investment Policy Review: Report #40-2024

Report #40-2024 was presented to the members and the following motions were made:

Motion FA #60-24

Moved by: Alison Lobb

Seconded by: Evan Hicky

THAT Fraser Wilson CIBC Wood Gundy is appointed as investment broker;
AND THAT investment broker appointment be reviewed every four years;
AND THAT MVCA will decide on investments based upon recommendations from the investment broker;
AND THAT the investment policy be amended to allow the General Manager Secretary - Treasurer or Administrative Financial Coordinator to reinvest funds in investment vehicles that meet MVCA's Investment Policy
AND THAT the investment policy be reviewed every four years.
(carried)

Motion FA #61-24

Moved by: Andrew Fournier

Seconded by: Vanessa Kelly

THAT MVCA request the investment broker be mindful of the vision, goals and ends;
AND THAT the investment broker review and provide options.
(defeated)

c) 2024 Work Plan and Budget Update: Report 41a&b-2024

Report #41a&b-2024 was presented to the members and the following motions were made:

Motion FA #62-24

Moved by: Alvin McLellan

Seconded by: Matt Duncan

THAT the budget update outlined in Report #41a-2024 be accepted as presented;
AND THAT the 2024 budget be amended to include the revisions to the budget outlined in Report #41a-2024.
(carried)

Motion FA #63-24

Moved by: Megan Gibson **Seconded by:** Alison Lobb
THAT the workplan be accepted as outlined in Report #41b-2024.
(carried)

d) Approval of the North Perth Flood Plain Mapping: Report #42-2024

Report #42-2024 was presented to the members and the following motions were made:

Motion FA #64-24

Moved by: Matt Duncan **Seconded by:** Alison Lobb
THAT the revised North Perth Floodplain Mapping affecting 7977 and 8021 Rd 166, Elma Ward, Municipality of North Perth be approved.
(carried)

e) Boating Regulations – Lake Wawanosh Conservation Area: Report #43-2024

Report #43-2024 was presented to the members and the following motions were made:

Motion FA #65-24

Moved by: Alison Lobb **Seconded by:** Evan Hicky
THAT no motorized boats, electric or gas powered, be allowed on Lake Wawanosh Conservation Area.
(carried)

6. Chair and Member Reports

Alvin McLellan reported on a Bus Tour organized by the Huron Water Protection Steering Committee. The Tour took participants to see projects undertaken with support from the Huron Clean Water Project.

Chair, Ed McGugan, reported he will meeting with the Minster of Environment, Conservation and Parks and MPP Lisa Thompson on Monday, June 24 to thank them for their support for Healthy Lake Huron.

7. Consent Agenda:

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

- a) Revenue-Expenditure Report for May 2024: #44-2024
- b) CFI Meeting Summary: Report #45-2024
- c) Agreements Signed: Reepport #46-2024

Motion FA #66-24

Moved by: Megan Gibson

Seconded by: Sharen Zinn

THAT Report #44-46 along with the respective motions as outlined in the Consent Agenda be approved.
(carried)

8. Adjournment

Next meeting: July 17, 2024, at 6:30 pm. A tour of the Neftal's Creek restoration project will be held.

Motion FA #67-24

Moved by:

Seconded by:

THAT the Members Meeting be adjourned at 9:26 pm.
(carried)

Ed McGugan
Chair

Phil Beard
General Manager / Secretary-Treasurer

Members Report #47-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary Treasurer
Date: September 9, 2024
Subject: Review of MVCA's Vision, Mission, Ends & Short-Term Goals

Purpose:

To determine if the Members would like to revise MVCA's Vision, Mission, Ends and short-term goals.

Background:

The Members identified a desire to review MVCA's Vision, Mission, Ends and short-term goals. The existing Vision, Mission, Ends and short-term goals were developed by the Members when the Members Manual was developed in December of 2015.

The Vision, Mission, Ends and Short-Term Goals have not been formally reviewed since 2015.

The review should focus on whether the Members think that the existing Vision, Mission, Ends and Short-Term Goals still reflects the needs of the watershed.

2.1 Vision

Working for a healthy environment.

2.2 Mission

Providing leadership to protect and enhance local water, forests and soils.

2.3 Ends

1. To protect life and property and prevent social disruption from flooding and erosion hazards;
2. To protect water and related resources for present and future generations;
3. To protect and expand natural areas

2.4 Short-term Goals (long-term effect)

1. To strengthen capacity of flood and erosion safety services;
2. To strengthen capacity of watershed stewardship services;
3. To stabilize MVCA financial base;

Recommendation:

To be developed at the meeting.

Members Report #48-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary
Date: Treasurer September 9, 2024
Subject: Members Roles and Responsibilities

Purpose:

To review the Members roles and responsibilities.
To identify any additional roles and responsibilities.

Background:

As follow up to the Governance Review held in May, the Members identified an interest in reviewing and discussing the roles and responsibilities of the Members, individually and collectively.

Roles and Responsibilities of Members:

The Members have developed a Members Manual that outlines the roles and responsibilities of the Members. Each Member is required to sign a code of conduct. A copy of the Members Manual is attached to this report.

Members roles and responsibilities are outlined as follows:

The MVCA Members must be accountable to an ownership. The Maitland Valley Conservation Authority was formed by the province at the request of the municipalities in the Maitland, Nine Mile and shoreline watersheds. For policy development and implementation, the MVCA has identified a two-part ownership:

1. The member municipalities of the Maitland Valley Conservation Authority; and
2. The residents of the Maitland, Nine Mile and shoreline watersheds

3.0 Members Responsibilities and Liability

The Members supervise the management of the activities and affairs of the Authority.

3.1 Member Roles and Responsibilities

- a) Represent municipal and watershed interests.
- b) Authority's decision making.
- c) Organizational oversight.
- d) Govern through advisory committees or committee of the whole.
- e) Select, appoint, support, and evaluate the performance of the General Manager.
- f) Ensure effective organizational planning.
- g) Approve and maintain a 3-year work plan with strategic priorities.
- h) Ensure effective authority planning.
- i) Approve policies and procedures.
- j) Approve annual budget, ensure financial controls and annual audit.
- k) Annual reporting and performance reviews.
- l) Setting salary grids, per diems and compensation.
- m) Setting annual and monthly meetings.
- n) Attend meetings and events.
- o) Review agendas and reports.
- p) Report back to municipalities.
- q) Adhere to legal, confidentiality and ethical standards (Code of Conduct).
- r) Be loyal to the organization and staff.
- s) Declare conflicts of interest.
- t) Gain municipal and community support and enhance the Authority's image.

3.2 Liability

The law imposes generally two (2) types of responsibility and obligations upon the Members – Fiduciary Duty and Standard of Care.

Members, as trustees, are legally obligated to act honestly, in good faith, and in the best interest of the Authority at all times. Such legal expectations are imposed upon Members because their actions have the power to expose others to financial risk. Members must avoid conflicts of interest and maintain the confidentiality of the information of the authority.

With respect to Standard of Care, Members must exercise their duties with care, diligence, and skill.

Attendance at Membership meetings is the responsibility of the Member. Regardless of whether a Member is present virtually or in person at a meeting where a decision is made, all Members are deemed to have consented with the decisions of the Membership unless they register their dissent in accordance with the applicable statute.

Members are also responsible for understanding and operating within the laws affecting the Authority. These include, but are not limited to, environmental laws, safety standards, tax laws, etc. Ignorance is not a valid defence.

Members are responsible to ensure proper records are kept. These include articles of incorporation, policies, minutes, etc.

Members may be personally liable for:

1. Illegal actions of the Authority
2. Unpaid wages owed to employees for work already completed (including vacation pay)
3. Unpaid sales taxes (RST, HST); and
4. Failure of the Authority to comply with the Health and Safety Legislation, and Federal and Provincial Environmental Statutes.

Members will not be found liable for breach of duty or care or other liabilities when they act in good faith, relying on financial statements of the Authority, which the auditor/accountant represents to accurately reflect the financial status of the Authority. Further, the Members are entitled to rely upon the report of a lawyer, accountant or other person whose profession offers credibility to their statements.”

Summary:

The Members may amend, edit or add to the roles and responsibilities of the Members. There is flexibility for Members to do more outreach if they choose to do so.

Recommendation:

To be developed at the meeting.

Members Manual

2024

Maitland Valley Conservation Authority



1/1/2024

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1.0 Introduction

This manual has been developed as a guide to assist the Members and General Manager Secretary Treasurer to conduct business relevant to the Maitland Valley Conservation Authority. The policies presented in this manual are designed to encourage and support a positive, cooperative culture for the Members and staff by clarifying roles and responsibilities and ensuring effective communications.

The manual is divided into five sections moving from broad, strategic directions to much more specific policies and meeting procedures. Fundamentally it is intended to explain to the Members what organizational ends are to be achieved, and by what means.

The manual is intended as a reference tool for Members, and it is expected to be evaluated and updated annually.

1.1 Authority Membership

Conservation Authorities are created under Section 2 of *The Conservation Authorities Act*. Municipal representatives are appointed to form the Membership. The Maitland Valley Conservation Authority Membership is made up of 15 member municipalities with 11 representatives. The following Members represent the local communities by creating policies; making decisions and providing oversight on the MVCA services that create and sustain a healthy watershed.

Township of Howick

Megan Gibson

Township of North Huron

Anita van Hittersum

Town of Goderich

Vanessa Kelly

Municipality of Morris-Turnberry

Sharon Zinn

Municipality of North Perth

Matt Duncan

Township of Wellington North, Township of Mapleton, Town of Minto

Ed Podniewicz

Township of Huron-Kinloss, Municipality of South Bruce

Ed McGugan

Municipality of Central Huron

Alison Lobb

Municipality of Huron East

Alvin McLellan

Township of Ashfield-Colborne-Wawanosh

Evan Hickey

Municipality of West Perth, Township of Perth East

Andrew Fournier

2.0 Strategic Directions

2.1 Vision

Working for a healthy environment.

2.2 Mission

Providing leadership to protect and enhance local water, forests and soils.

2.3 Ends

1. To protect life and property and prevent social disruption from flooding and erosion hazards;
2. To protect water and related resources for present and future generations;
3. To protect and expand natural areas

2.4 Short-term Goals (long-term effect)

1. To strengthen capacity of flood and erosion safety services;
2. To strengthen capacity of watershed stewardship services;
3. To stabilize MVCA financial base;

2.5 Ownership

The MVCA Members must be accountable to an ownership. The Maitland Valley Conservation Authority was formed by the Province at the request of the municipalities in the Maitland, Nine Mile and shoreline watersheds.

For policy development and implementation, the MVCA has identified a two-part ownership:

1. The member municipalities of the Maitland Valley Conservation Authority; and
2. The residents of the Maitland, Nine Mile and shoreline watersheds

3.0 Members Responsibilities and Liability

The Members supervise the management of the activities and affairs of the Authority.

3.1 Member Roles and Responsibilities

1. Represent municipal and watershed interests.
2. Authority's decision making.
3. Organizational oversight.
4. Govern through advisory committees or committee of the whole.
5. Select, appoint, support, and evaluate the performance of the General Manager.
6. Ensure effective organizational planning.
7. Approve and maintain a 3-year work plan with strategic priorities.
8. Ensure effective authority planning.
9. Approve policies and procedures.
10. Approve annual budget, ensure financial controls and annual audit.
11. Annual reporting and performance reviews.
12. Setting salary grids, per diems and compensation.
13. Setting annual and monthly meetings.
14. Attend meetings and events.
15. Review agendas and reports.
16. Report back to municipalities.
17. Adhere to legal, confidentiality and ethical standards (Code of Conduct).
18. Be loyal to the organization and staff.
19. Declare conflicts of interest.
20. Gain municipal and community support and enhance the Authority's image.

3.2 Liability

The law imposes generally two (2) types of responsibility and obligations upon the Members – Fiduciary Duty and Standard of Care.

Members, as trustees, are legally obligated to act honestly, in good faith, and in the best interest of the Authority at all times. Such legal expectations are imposed upon Members because their actions have the power to expose others to financial risk. Members must avoid conflicts of interest and maintain the confidentiality of the information of the authority.

With respect to Standard of Care, Members must exercise their duties with care, diligence, and skill.

Attendance at Membership meetings is the responsibility of the Member. Regardless of whether a Member is present virtually or in person at a meeting where a decision is made, all Members are deemed to have consented with the decisions of the Membership unless they register their dissent in accordance with the applicable statute.

Members are also responsible for understanding and operating within the laws affecting the Authority. These include, but are not limited to, environmental laws, safety standards, tax laws, etc. Ignorance is not a valid defence.

Members are responsible to ensure proper records are kept. These include articles of incorporation, policies, minutes, etc.

Members may be personally liable for:

1. Illegal actions of the Authority
2. Unpaid wages owed to employees for work already completed (including vacation pay)
3. Unpaid sales taxes (RST, HST); and
4. Failure of the Authority to comply with the Health and Safety Legislation, and Federal and Provincial Environmental Statutes.

Members will not be found liable for breach of duty or care or other liabilities when they act in good faith, relying on financial statements of the Authority, which the auditor/accountant represents to accurately reflect the financial status of the Authority. Further, the Members are entitled to rely upon the report of a lawyer, accountant or other person whose profession offers credibility to their statements.

3.3 Insurance

The MVCA holds accidental insurance protecting members from personal injury while on Authority business. Directors and Officers Liability covers the Members and officers of the MVCA against the liability arising out of a wrongful act, e.g., employee discrimination, wrongful dismissal, enforcement of Authority regulations, providing advice to members, or other acts done or wrongfully attempted in the discharge of their duties solely in their capacity as a Director and Officer.

3.4 Indemnification

The MVCA indemnifies its members, officers and employees from and against the liability imposed by law (which includes amounts paid to settle an action or satisfy a judgment as well as interest thereon and legal costs in defending such proceeding) arising in respect of any civil, criminal or administrative action or proceeding to which any such member, officer or employee is made a party by reason of being a member, officer or employee of the Authority, to the extent that such liability is not covered by insurance, provided:

1. That the act complained of falls within the scope of such member's, officer's, or employee's duties and responsibilities with the Authority, and
2. That the member, officer or employee has acted honestly and in good faith with a view to the best interests of the Authority, and
3. If in the case of criminal or administrative action or proceeding that is enforced by a monetary penalty, that such member, officer or employee had reasonable grounds for believing that the conduct complained of was lawful.

4.0 Governance Policies

4.1 The Policy Governance Model

This section of the Handbook is based on the Policy Governance model created by John Carver. This governance model is meant to promote strategic leadership by governing Boards. It includes the Board's job description and clarifies the Board's relationship with staff. The model also ensures the Board governs on behalf of an identifiable ownership defined in Section 2.5 page 6.

Written values and perspectives are identified and documented by the Board and exist as policies. These policies are grouped into four categories:

1. **Ends** prescribe desired organizational outcomes.
2. **Members-Staff Relationship policies** describe the relationship between the Members and its sole employee, the General Manager.
3. **Staff Limitations policies** impose legal, moral, and ethical boundaries on staff actions.
4. **Members Operations policies** clarify the Members job and rules.

In practice, the last three categories remain relatively stable once in place, enabling the Members to focus on issues of long-term Ends and strategic leadership. It is critical that the Members be familiar with its policies. The policies are formally reviewed at least annually as part of the Members regular business.

These policy categories cover virtually all decisions the Members will legitimately make. The General Manager is empowered by the Members towards **Ends** and within **Staff Limitations**. This constraint approach to controlling staff actions makes it possible for the Members to stay out of internal operations yet control the range of acceptable corporate actions. Fiscal administration, budgeting, personnel, risk, compensation, and all other functions are thus controllable with little Members time. Periodic monitoring of the Authority's performance with respect to these two policy categories constitutes the Members evaluation of its General Manager Secretary Treasurer.

In Policy Governance, the Members are proactive, explicit about its values, and considers a minimum 20-year vision regarding the majority of its concerns. It avoids both meddling and rubber-stamping. The Members are mindful of keeping Member and General Manager jobs separate. Because these roles are clear, communications and interaction between the Members and staff can be enriching and effective.

4.2 Ends

Within the boundaries of the Maitland Valley Conservation Authority, the MVCA ends are:

1. To protect life and property and prevent social disruption from flooding and erosion hazards;
2. To protect water and related resources for present and future generations
3. To protect and expand natural areas

Note: Property ownership is one of several tools used by the MVCA to achieve its goals. As a result of property ownership, outdoor recreation opportunities are offered to the public when and where appropriate (e.g., hiking, canoeing, biking, etc.). These opportunities create value among users for the watershed's environmental features and therefore function as an important tool to assist in achieving the Authority's goals or ends.

4.3 Member-Staff Relationship Policies

The Members sole official connection to the Authority's operational organization, its achievements, and conduct will be through the General Manager Secretary Treasurer.

1. The Members delegate the complete operation of the Authority to the General Manager Secretary Treasurer.
2. The General Manager Secretary Treasurer is responsible for the operation of the Authority within the guidelines established by the Staff Limitations policies.
3. Decisions of the General Manager Secretary Treasurer, which are consistent with any reasonable interpretation of Members policies related to Ends and Staff Limitations, are acceptable.
4. Only officially passed motions of the Membership are binding on the General Manager Secretary Treasurer. (Individual Member's decisions or instructions are not binding on the General Manager Secretary Treasurer.)
5. If Members wish to make suggestions or requests to staff, they do so through the General Manager Secretary Treasurer. The General Manager Secretary Treasurer reserves the right to manage those requests at their discretion.

6. In the event of the resignation, termination, death, disability or otherwise unavailability of the General Manager Secretary Treasurer to perform the responsibilities of the position, the Members appoint an Acting General Manager Secretary Treasurer to assume the responsibilities within five (5) business days.
7. A positive indicator of General Manager Secretary Treasurer's success is the attainment of Member-stated Ends and Staff Limitations. The General Manager Secretary Treasurer reports to the Members annually regarding compliance and accomplishments.

4.4 Staff Limitations Policies

Staff Limitations policies limit the latitude the General Manager Secretary Treasurer may exercise in managing the operations of the Authority. These limiting policies describe the practices, activities, decisions, and circumstances unacceptable to the Members. The Members will never prescribe operational means to the General Manager Secretary Treasurer; only what is unacceptable. Therefore, all means are considered pre-approved by the Members unless explicitly prohibited in the Staff Limitations policies below.

4.4.1 Business Ethics

1. The General Manager Secretary Treasurer will not cause or allow any organizational practice, activity, decision, or circumstance that is unlawful, imprudent or in violation of commonly accepted business and professional ethics.

4.4.2 Interaction with Clients

2. The General Manager Secretary Treasurer will not cause or allow conditions, procedures, or decisions which are unsafe, untimely, disrespectful, or unnecessarily intrusive.

4.4.3 Treatment of Staff

3. With respect to treatment of paid and volunteer staff, the General Manager Secretary Treasurer will not allow unfair, discriminatory, undignified, disrespectful, unsafe, disorganized, or unclear conditions.
4. The General Manager Secretary Treasurer will operate with written personnel procedures clarifying expectations for staff and protecting against wrongful conditions (e.g., harassment, nepotism, and grossly preferential treatment for personal reasons).
5. The General Manager Secretary Treasurer will address employee concerns regarding any contravention of the law of the land or Members policies.

4.4.4 Compensation and Benefits

6. The General Manager Secretary Treasurer will not change their own compensation and benefits, except as those benefits are consistent with a package for all other employees.

7. The General Manager Secretary Treasurer will not establish compensation and benefits that deviate materially from the geographic or professional market for the skills employed.

4.4.5 Financial Controls

8. The General Manager Secretary Treasurer will not expend funds beyond the approved budget allocations without informing the Members.
9. The General Manager Secretary Treasurer will not allow receivables and payables to accumulate in an untimely manner.

4.4.6 Asset Protection

10. The General Manager Secretary Treasurer will ensure the Authority, Members, staff, and volunteers are insured against theft, fire, and casualty losses to a prudent replacement value and against liability losses.
11. The General Manager Secretary Treasurer will not unnecessarily expose the Authority, its Members, or staff to claims of liability.
12. The General Manager Secretary Treasurer will not endanger the Authority's public image, credibility, or its ability to accomplish Ends.

4.4.7 Communication and Support to and from the Members

13. The General Manager Secretary Treasurer will inform and support the Members in its work.
14. The General Manager Secretary Treasurer will not present information to the Members in unnecessarily complex or lengthy form.
15. The General Manager Secretary Treasurer will not favour or privilege certain Members over others, except when (a) fulfilling individual requests for information, or (b) responding to officers or committees duly charged by the Members.

4.4.8 Temporary Absence

16. Where the General Manager Secretary Treasurer is unavailable or out of contact from the workplace for more than five (5) consecutive working days, the General Manager Secretary Treasurer will designate a Management Team comprised of the Coordinators of each service area and inform the Chair and Vice-Chair of the appointment and the period of absence.

4.4.9 Emergency Executive Succession

17. The Management Team will take on the duties of the General Manager Secretary-Treasurer, in the event of an unexpected or sudden loss of the General Manager Secretary Treasurer.

4.5 Member Operations Policies

1. The Members govern lawfully, observing the principles of the Policy Governance model, with an emphasis on:
 - a) Outward vision rather than an internal preoccupation.
 - b) Encouragement of diversity in viewpoints.
 - c) Strategic leadership more than administrative detail.
 - d) Clear distinction between the Members and General Manager's roles.
 - e) Collective rather than individual decisions.
 - f) Future rather than past or present; and
 - g) Proactive rather than reactive.
2. The Members function with a sense of group responsibility and collective decision making. The Members will not use the expertise or opinion of an individual Member to substitute for the judgment of the Members as a whole.
3. The Members major policy focus is on the Authority's Ends, not on the administrative or operational means of attaining those Ends.
4. Members demonstrate a commitment to matters such as attendance, meeting preparation, respect for divergent opinions, and complete support for the Members decisions. Although the Member can change its governance policies at any time, it honours and adheres to those currently in force.
5. Continual Member development includes orientation of new Members in the Members governance process and annual Member discussion of existing policies and process improvement.
6. The Members review its effectiveness at midterm (every two years). The objective is to monitor performance, encourage constructive feedback, and help the Members attain new levels of excellence in governance and effectiveness. This self-assessment is for the Members' information only, treated as confidential, and does not form part of any records.

4.5.1 Members' Code of Conduct

7. The Members will treat staff, the public and delegations with courtesy, respect, dignity and understanding. The Members will in turn request that the public and delegations treat the Members and staff with courtesy, respect, dignity and understanding. The Chair will request anyone who does not act with courtesy, dignity, respect or understanding to leave the meeting if they are not willing to abide by the Code of Conduct. Note: Staff code of conduct is covered in the Personnel Policy.
8. The Members support the General Manager in the conduct of their duties.

10. The Members support continuous professional development of the General Manager Secretary Treasurer.
11. The Members commits itself to ethical, businesslike, and lawful conduct, including proper use of authority and appropriate decorum when acting as Members.
 - a) Members must have loyalty to the ownership, un-conflicted by loyalties to other organizations or any personal interest.
 - b) Members must avoid conflict of interest with respect to their fiduciary responsibility.
 - i. There must be no self-dealing or business by a Member with another organization. Members must disclose their involvements with other organizations, vendors, or any associations that might be, or might reasonably be seen as, being a conflict.
 - ii. When the Membership is to decide upon an issue about which a Member has an unavoidable conflict of interest that Member will withdraw without comment not only from the vote, but also from the deliberation.
 - iii. Members considering application for staff positions will remove themselves from Member functions at the time their interest is declared and then resign from the Membership at the time the offer of employment is accepted.
 - c) Members do not exercise individual authority. Members' interactions with the General Manager Secretary Treasurer or with staff must recognize the lack of authority vested in individuals except when explicitly Member-authorized. Members' interactions with public, press or other entities also must recognize the same limitation and the inability of any Member to speak for the Members except regarding explicitly stated Member decisions.
 - d) Except for participation in deliberation about whether the General Manager Secretary Treasurer has achieved any reasonable interpretation of policy, Members will not express individual judgments of performance of employees or the General Manager Secretary Treasurer.
 - e) Members respect all matters of confidentiality. Members will not reveal any confidential information they learn during the performance of their duties to anyone not present at Members meetings. Breaches of confidentiality will be addressed with appropriate sanctions, including potential dismissal from the Membership.
 - f) Members will not record meetings without the knowledge and permission of the Members.
 - g) Members are properly prepared for Member deliberation.

- h) Members support approved decisions of the Members on any matter, irrespective of the Members personal positions on the issue. All Members support all Members' decisions when outside of the meeting room. The Members speak with one voice. Members report only results of their decisions to the media. Breaches of this policy will be addressed with appropriate sanctions, including potential dismissal from the Membership.
- i) Members make attendance a priority. A Member who misses three (3) consecutive meetings in a row will be reported to the municipality that they represent. The Chair will notify the appointing municipality when this situation arises.
- j) The dress code for all Members meetings is "business casual."
- k) All Members must review, agree to, and sign a "Code of Conduct Agreement" as part of their Orientation. (A copy of the Code of Conduct Agreement is provided in Appendix A.)

5.0 Detailed Meeting Procedures

1. The fiscal year of the Authority shall be the calendar year.
2. Notice of Authority meetings shall be conveyed to members, municipalities, Ministry of Natural Resources and Forestry and to the local media at least five (5) days prior to the date of the meetings. The notice shall include the time and place of the meeting and all items to be discussed at the meetings.
3. The Authority meets at least nine (9) times each year in accordance with a predetermined schedule. The Annual General Meeting must be held before March 1.
4. At the Annual Meeting of the Authority in each year, the agenda includes:
 - a) The introduction of new Members.
 - b) The election of the Chair.
 - c) The election of the Vice-Chair; and Second Vice-Chair
5. The minutes of all meetings of the Authority are recorded by the Executive Assistant or designate under the direction of the General Manager Secretary Treasurer.
6. All matters arising out of Authority meetings and supporting technical reports form part of the public record and are publicly available. Exceptions to the foregoing include the following matters which will be dealt with 'in closed session':
 - a) Personnel records.
 - b) Property matters.
 - c) Legal matters and court cases in which the Authority is involved; and
 - d) Discussions which could adversely affect the interests of a third party.
7. The Executive Assistant or designate will provide an electronic copy of the previous meeting minutes and the agenda for the upcoming meeting to each Member six (6) days prior to the meeting date.
8. At any Members meeting of the Authority, a quorum consists of six (6) members. If no quorum is present one-half hour after the time appointed for a meeting of the Authority, the General Manager calls the roll and records the names of the people present and the meeting stands adjourned until the next meeting.
9. At any Members meeting, and in consideration of any motion, each Member is entitled to one vote, including the Chair. The only exception is the Authority's levy vote which follows a weighted voting procedure as prescribed by the Ministry of Natural Resources and Forestry.

10. Rules of procedure for Authority meetings adhere to the current edition of Robert's Rules of Order, or other generally accepted rules of parliamentary procedure.
11. A majority vote of the Members present at any meeting is required for approval of all matters.
12. In the event of the absence of the Chair, Vice-Chair and Second Vice-Chair from any meeting, the Members present appoint an acting Chair who, for the purposes of that meeting, has all the powers and performs all the duties of the Chair.

5.1 Election Procedures

For Election Procedures, refer to the Maitland Valley Conservation Authority Administrative Bylaw.

5.2 Per Diems and Honorariums

14. a) Members shall receive a per diem and travel allowance for attending Authority and Committee meetings.
- b) If no quorum is present, the per diem rate shall be paid to those in attendance.
- c) Members will be paid for expenses incurred on authorized Authority business.
- d) All per diem expenses, mileage, and allowances are to be in accordance with the authority's policy.
- e) The Chair and Vice-Chair will each receive an annual honorarium.

5.3 Officer's Positions

15. Chair

The Chair of the Members will:

- a) Prepare the agenda in consultation with the General Manager.
- b) Preside at all Authority meetings.
- c) Be the public spokesperson for the Members unless someone else is appointed by the Members.
- d) Be the regular communication link between the Members and the General Manager.
- e) Communicate Member decisions; and
- f) Be the Authority's representative on Conservation Ontario Council (CO), unless otherwise designated.

16. Chair's Meeting Responsibilities

- a) The Chair reserves the right to decline, admit, or defer to another meeting, issues not contained in the prepared and approved agenda and that Members have no knowledge of.

- b) The Chair ensures the total meeting time be equitably shared among Members and the business of the meeting. This may require the Chair to limit the number of times a Member may speak and their associated time with the floor. This prevents domination of meetings or an undue consumption of time by any one Member or issue.
- c) The Chair may set discussion time limits or defer further discussion of any specific agenda item to ensure the meeting runs in a thorough yet efficient manner.
- d) All questions and comments must be directed to and through the Chair.
- e) The Chair ensures discussion is relevant to the issue at hand. The Chair is entitled to interrupt a Member if deviating from the issue at hand.
- f) The Chair ensures no discussion relating to a motion takes place until the motion has been moved and seconded.
- g) The Chair reserves the right to approve circulation of the draft agenda and to ensure all agenda items and subsequent discussions are relevant to the Authority's Strategic Plan.
- h) The Chair officiates to ensure the efficient conduct of the business before the Members. The Chair remains objective and impartial.

17. Vice-Chair/Second Vice-Chair

The Vice-Chair and Second Vice-Chair assists the Chair in all ways possible and in particular:

- a) Acts as Chair in the absence of the Chair or in the case of the Second Vice, the Vice Chair.
- b) Acts on behalf of the Chair at any function upon the request of the Chair; and
- c) Serves as the Members alternate delegates at Conservation Ontario

5.4 Hearings Committee

18. The Hearings Committee is a Standing Committee that meets at the call of the Chair. The Committee consists of the Members.

The Hearings Committee responsibilities include:

- a) Conduct Hearings in accordance with Section 28(3) for regulations passed pursuant to Section 28(1) of *The Conservation Authorities Act*.

5.5 Confidential Matters

19. The Members, for purposes of dealing with legal, property or personnel and/or confidential matters, by resolution meet in “Closed Session”. Minutes of “Closed Session” meetings will be certified by the General Manager Secretary Treasurer and Chair and kept in the appropriate personnel and/or confidential file and not form part of the minutes of the regular Authority or Committee meeting.

No person other than MVCA Members, the General Manager, and his/her delegate(s), and persons authorized by the Members shall attend “Closed Session” meetings of the MVCA.

5.7 Delegations

20. Delegations must request, in writing, their wish to appear before the Members prior to distribution of the meeting agenda which is typically mailed to Members one week in advance of any scheduled meeting.

Delegations must provide a copy of their presentation and or report one week prior to the Members meeting. Delegations must outline the reasons for wanting to make a presentation to the Members.

A copy of the presentation and/or report will be circulated to the Members with the Member package.

Delegations will be limited to 3-5 people who will be speaking to the presentation/report. Delegations will be limited to a total of 15 minutes.

Delegations and/or members of the public are not permitted to record meetings without the knowledge and permission of the Members.

6.0 Conclusion

This handbook is a tool to guide and assist the Members and General Manager Secretary Treasurer in effectively and efficiently conducting business relevant to the Maitland Valley Conservation Authority. By clarifying the roles of the General Manager Secretary Treasurer and Members, the policies presented encourage and support a positive, cooperative culture while ensuring effective communications.

Appendix A

Maitland Valley Conservation Authority Member's Code of Conduct Agreement

I, _____, a Member of **the Maitland Valley Conservation Authority (MVCA) Membership** declare that, in carrying out my duties as a Member, I will:

1. Exercise the powers of my office and fulfil my responsibilities in good faith and in the best interests of the Maitland Valley Conservation Authority.
2. Exercise these responsibilities, at all times, with due diligence, care and skill in a reasonable and prudent manner.
3. Respect and support the MVCA's policies, Code of Conduct, and decisions of the Members.
4. Review all related meeting information prepared in advance, attend and fully participate in discussions of the Members, at all times keeping in mind the best interests of the organization as a whole.
5. Keep confidential all information I learn about clients, personnel, and any other matters specifically determined by motion to be matters of confidence including matters dealt with during in-camera meetings of the Members, both during my tenure on the Membership and after leaving the Membership.
6. Conduct myself in a spirit of collegiality and respect for the collective decisions of the Members and subordinate my personal interests to the best interests of the MVCA.
7. Immediately declare any personal conflict of interest that may come to my attention.
8. Immediately resign my position as Member in the event either I or my colleagues on the Membership conclude I breached my "Code of Conduct".

Further, I hereby agree while carrying out my duties as a Member with the MVCA, I will conduct myself in a manner that:

- Supports the Ends of the MVCA.
- Serves the overall best interests of the MVCA and its ownership rather than any particular constituency.
- Brings credibility and good will to the MVCA.
- Respects principles of fair play and due process.
- Demonstrates respect for individuals in all manifestations of their cultural and linguistic diversity and life circumstances.
- Respects and gives fair consideration to diverse and opposing viewpoints.
- Demonstrates due diligence and dedication in preparation for and attendance at meetings, special events, and in all other activities on behalf of the MVCA.
- Demonstrates good faith, prudent judgment, honesty, transparency, and openness in my activities on behalf of the MVCA.

- Ensures the financial affairs of the MVCA are conducted in a responsible and transparent manner with due regard for their fiduciary responsibilities and public trusteeship.
- Avoids real or perceived conflicts of interest.
- Conforms with the policies approved by the Members, in particular this Code of Conduct; and
- Publicly demonstrates acceptance, respect, and support for decisions made by the Members of the MVCA.

Signature: _____

Date: _____



Maitland Valley Conservation Authority
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Members Report #49-2024

To: Members, Maitland Valley Conservation Authority
From: Phil Beard, General Manager Secretary Treasurer
Date: September 5, 2024
Subject: Emergency Meeting Policy Revision

Purpose:

To develop a policy for calling a special meeting to deal with emergencies.

Background:

The Members identified the need to develop a policy for calling a special meeting to deal with emergencies.

Existing Policy:

“The chair may, at their pleasure, call a special meeting of the Authority as necessary on three calendar days’ notice in writing or email. That notice shall state the business of the special meeting and only that business shall be considered at that special meeting. Any member, with 50% support of the other members, may also request the Chair to call a meeting of the Authority and the Chair will not refuse.”

Possible Revision to Policy:

The Chair or in their absence, the Vice Chair, may call a special meeting to deal with business that is considered to be of an emergency nature. The Chair or in their absence, the Vice Chair, shall state the nature of the emergency to all members. If 50% of the members agree that the business to be discussed is of an emergency nature, a meeting will be organized as soon as possible. Any Member, with 50% of the Members may also request the Chair or in their absence, the Vice Chair, to call a meeting of the Authority and the Chair or in their absence, the Vice Chair, will not refuse.

Recommendation:

That the Administrative Regulation be revised to incorporate the revised policy for organizing emergency meetings of the Membership.

Members Report #50-2024

To: Members, Maitland Valley Conservation Authority
From: Phil Beard, General Manager Secretary Treasurer;
Stewart Lockie, Conservation Areas Coordinator;
Jayne Thompson, Communications and GIS-IT Coordinator
Date: September 5, 2024
Subject: 75th Anniversary Options

Purpose:

To provide Members with additional information around options for celebrating Maitland Conservation's 75th anniversary as discussed at the May 2024 meeting.

Background:

At the May meeting Members directed staff to further investigate options to celebrate the 2026 anniversary:

- a. Development of a pollinator garden at the Administration Centre
- b. Building of the pavilion at Wawanosh Valley Conservation Area – a project of the Maitland Conservation Foundation
- c. Conservation tour highlighting projects with refreshments or a BBQ celebration

a) Pollinator Garden

A small, grassed area located near the main parking lot to the Administration Centre could be turned into a native pollinator garden to provide a long-lasting project that showcases good environmental practices. A rock and plaque could be incorporated into the design to highlight the 75th anniversary. This project would require a design plan to be developed first which would then provide the necessary site preparation and planting costs. A cost for the design plan has been obtained and staff have estimated the possible site preparation and planting costs.

Design plan:	\$1,250
Site preparation and materials	\$8,500
Total Approximate Cost:	\$10,000

b) Pavilion at Wawanosh Valley C.A

Currently the Maitland Conservation Foundation is fundraising for a new pavilion for community use at this site. The fundraising goal has been set at \$140,000.

If this project was to be completed in time for the 75th anniversary, construction would have to be started in the Fall of 2025. There is uncertainty in knowing how much funding will be obtained by this timeline. Funding raised to date is approximately \$25,000. Further

uncertainty exists whether a contractor could build the structure pending being notified when the required funds are obtained.

c) Conservation Tour

A bus tour highlighting projects provides an opportunity to showcase noteworthy achievements and community partnerships. There are, however, significant costs and staff time commitments associated with this type of event. Below is a general outline of event costs (taxes not included, 2024 costs, 150 guests):

Bus Tour with Meal

Sound system:	\$375.00 (tour and tent)
Chair Rentals:	\$450.00 (\$3 each)
Tables:	\$264.00 (\$12 each)
Tablecloths:	\$242.00 (\$11 each)
Napkins:	\$135.00 (.90 each)
Dinnerware:	\$217.75 (13 dozen, dinner plates and dessert plates)
Cutlery:	\$292.50 (13 dozen, dinner and dessert forks, knives)
Water Glasses:	\$110.50 (13 dozen)
Coffee Cups:	\$67.50 (10 dozen)
Tent Rental:	\$1,125.00 + delivery (30 x 60, includes set up and tear down)
Meal:	\$4,800 (\$32.00 per person)
Incidentals:	\$700 (signage, greenery, lighting)
Portable Restroom:	\$150.00
Printed Handouts:	\$75.00
Busing:	<u>\$ 1,120.00</u> (2 buses for 4 hours)
	\$10,124.25

Bus Tour with Refreshments

Refreshments:	\$2,700 (\$18.00 per person)
Signage:	\$150
Incidentals:	\$460 (serviettes, compostable plates and cups)
Printed handouts:	\$75.00
Sound System:	\$150.00
Busing:	<u>\$1,120.00</u> (2 buses for 4 hours)
	\$4,655

Year-round Activities:

At the May meeting some year-round activities were also discussed. Cost estimates for several of these options are listed below:

- Modification of branding to reflect anniversary (Graphic artist design work and file preparation) - \$1,500
- Website updates with anniversary content (design and development) - \$2,225

- Social media anniversary content (content development for 14 posts) - \$2,600

Recommendation:

To be developed at the meeting.

Members Report #51-2024

To: Members, Maitland Valley Conservation Authority
From: Phil Beard, General Manager Secretary Treasurer;
Stewart Lockie, Conservation Areas Coordinator;
Jayne Thompson, Communications-GIS-IT Coordinator
Date: September 9, 2024
Subject: Infrastructure and Equipment Strategy 2025-2029

Purpose:

To identify the essential infrastructure and equipment that MVCA needs to maintain and replace over the next five years;

To identify accumulated surplus needed for the replacement of essential equipment and infrastructure.

Background:

The Members included the development of an infrastructure and equipment strategy as part of their 2024 work plan.

Staff have identified the infrastructure and equipment that is essential to the support of MVCA's services.

Staff have also identified infrastructure that will require funding for decommissioning.

FLOOD AND EROSION SAFETY INFRASTRUCTURE AND EQUIPMENT:

MVCA operates and maintains a hydrometeorological monitoring network generally comprised of a collection of weather- and river level-monitoring stations. Major components of each station include environmental sensors to collect data and telemetry equipment to send and deliver that data in real-time. This infrastructure and equipment is essential to MVCA's ability to implement the following flood forecasting services to Member Municipalities:

- i) Year-round monitoring and hydrometeorological data acquisition (i.e., river levels, snowpack, precipitation and runoff potential)
- ii) Development and maintenance of flood forecasting tools (i.e., hydrology models, snowmelt models, river level forecasting)

- iii) Provide real-time information to municipalities and emergency response workers during a flood event

Staff are currently researching options for replacing the recently discontinued radio telemetry equipment that services the headwater regions of the watershed. Potential suitable replacements are currently being developed by a new manufacturer; however, it will likely be another year before suitability and cost can be confirmed. Once suitable technology has been identified, staff will update the infrastructure strategy and present it to the Members for review and approval.

CONSERVATION AREAS INFRASTRUCTURE AND EQUIPMENT:

MVCA has identified the following infrastructure and equipment as essential to the provision of services at our 28 conservation areas including the administration office in Wroxeter. We have also included the infrastructure that is to be decommissioned over the next five years.

Note: A separate infrastructure and equipment strategy is being developed for the Falls Reserve Conservation Area.

Staff have identified the following infrastructure and equipment costs over the next five years.

2025	2026	2027	2028	2029	Total
\$92,000	\$16,900	\$4,000	\$1,870	\$11,400	\$126,170

Several other items have been identified that may require decommissioning or replacement with unknown timeframes. Examples would include decommissioning of water and erosion control structures (dams), surplus buildings at Galbraith CA, and the replacement of septic systems at the Administration Office. The total estimated cost to cover this infrastructure is \$1,002,000.00

This estimated cost is based on 2016 decommissioning costs for the dam structures (\$795,000) and assumes all buildings at Galbraith CA would be decommissioned if the current lease was terminated (\$92,500.00).

An additional \$222,500.00 is also expected from 2030 to 2037 for major infrastructure replacements at the Administration office including furnaces, parking lot and roofing replacements.

CORPORATE SERVICES INFRASTRUCTURE AND EQUIPMENT:

Staff have identified the following infrastructure and equipment that is essential to MVCA's support services.

- Computers, tablets, monitors, software, servers, licenses and networking equipment
- Data backup storage
- Computer maintenance and consulting support
- Specialized equipment including laser printer, large format plotter and GPS unit
- Aerial photography

Staff have identified the cost to maintain, replace and upgrade this equipment and software over the next five years:

2025	2026	2027	2028	2029	Total
111,100	111,600	\$100,300	120,200	136,200	590,800

The significant increases projected in 2028 and 2029 relate to the replacement of the large format plotter scheduled for 2028 and the replacement of network servers in 2029.

REVENUE SOURCES:

MVCA has been gradually increasing the levy over the past seven years so that we will have some funding to direct towards infrastructure and equipment. The 2024 Budget includes \$120,000 in levy for authority projects, infrastructure and equipment. We will need to continue to increase the amount of levy directed to infrastructure and equipment over the next five years.

We have also set funding aside in MVCA's accumulated surplus to utilize for authority infrastructure and equipment. We will need to continue to utilize accumulated surplus to implement the strategy.

At the present time there is limited funding from the Ministry of Natural Resources and Forestry to assist with the decommissioning of equipment and water control infrastructure (Water and Erosion Control Infrastructure Fund).

SUMMARY:

This table summarizes the total amount of funding that is required each to implement the infrastructure and equipment strategy over the next five years.

Service Area	2025	2026	2027	2028	2029	Cost
Flood and Erosion	To be determined	To be determined	To be determined	To be determined	To be determined	T.B.D
Consv. Areas	\$92,000	\$16,900	\$4,000	\$1,870	\$11,400	\$126,170
Corporate	111,100	111,600	\$100,300	120,200	136,200	\$590,800
Total	\$203,100	\$128,500	\$104,300	\$122,070	\$147,600	\$716,970

The following table outlines the revenue from working capital accumulated surplus that will be needed to cover the costs associated with this infrastructure if the amount of levy directed to projects is not increased.

Revenue Needed	2025	2026	2027	2028	2029	Total
Total needed	\$203,100	\$128,500	\$104,300	\$122,070	\$147,600	\$716,970
Project Levy	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$600,000
Working Capital Accumulated Surplus Needed	\$83,100	\$8,500	0	\$2,070	\$27,600	\$116,970

Working Capital Accumulated Surplus: Estimated amount of Working Capital Accumulated Surplus as of January 1, 2025: \$463,709.

Note: MVCA does utilize the working capital accumulated for more activities than infrastructure and equipment. There will be other projects and activities that working capital accumulated surplus will be needed for over the next five years.

Staff recommend that the estimated costs of infrastructure and equipment outlined in this report be incorporated into the three-year work plan and budget for 2025-2027. The updated three-year work plan and budget forecast will be presented to the Members at the October 16, 2024, meeting.

The critical infrastructure and equipment strategy will need to be updated in 2025 to incorporate the costs for Flood Forecast System, once they are known. MVCA will then be a position to identify the amount of money that will need to be included in working capital accumulated surplus for all the infrastructure identified in this report as well as for the Flood Forecast System.

Recommendation:

THAT the Infrastructure and Equipment Strategy outlined in Report #51-24 be used to develop the 2025-2027 Work Plan and Budget Forecast and that the Forecast be updated in 2025 to incorporate the infrastructure and equipment required for Flood Safety Services.

Members Report #52-2024

To: Members, MVCA
From: Stewart Lockie, Conservation Areas Coordinator
Date: September 9th, 2024
Subject: Recreational Water and Erosion Control Infrastructure (Dams)
– Cost Sharing Agreements -

Purpose:

To obtain Members approval for entering into cost share agreements for Recreational Water and Erosion Control infrastructure (Authority owned dams).

Background:

In 2018, Authority Members approved a Water and Erosion Control Infrastructure (WECI) cost sharing policy which outlined how major and minor repairs and decommissioning costs would be funded (attached as Appendix A). This policy was provided to all member municipalities for comment and received support from the majority of Municipalities. The policy covered authority owned dams including Gorrie, Bluevale, and Brussels, and flood and erosion structures including the Listowel conduit, Goderich bluffs, and McGuffin Gully.

Cost sharing agreements were to be developed with the Municipalities where WECI structures were located however, the development of the agreements was postponed until we had assurance the WECI funding program provided by MNR would still exist. This, and recent unknown changes to the Conservation Authorities Act have postponed the development of the agreements until now. MNR WECI funding is currently available to help pay for these structures however is limited to \$5 million/year for all Conservation Authority WECI structures in Ontario.

This report outlines the agreements for recreational WECI only, a report for Flood and Erosion Control WECI will be provided once comments have been received from the involved Municipalities for approval by the Membership.

Recreational WECI Agreements:

Cost sharing agreements were developed by Authority staff earlier this year based on the approved cost sharing policy and reviewed by the Authorities Solicitor. Draft agreements were sent to staff at the Municipality of Morris-Turnberry (Bluevale Dam) and the

Municipality of Huron East (Brussels Dam) along with invitations to meet MVCA staff on-site to discuss the dam infrastructure and known repairs.

Staff met on-site with the Municipality of Morris-Turnberry staff on July 31st to discuss the draft agreement and infrastructure requirements. Municipal staff presented the draft agreement to council on August 13th for information which Council authorized the signing of the agreement with the Authority.

Authority staff are planning to meet with staff of the Municipality of Huron East the week of September 16th. If the agreement is approved by the Municipality, the Authority will then require authorization for the agreement to become valid.

Recommendation:

THAT the Authority authorize the signing of Recreational WECl cost share agreements with the Municipality of Morris-Turnberry;
AND THAT the Authority authorize the signing of the cost share agreement with the Municipality of Huron East once accepted.

APPENDIX A

**Approved Cost Sharing Policy for MVCA Water and Erosion Control Infrastructure:
Oct.17, 2018**

	MVCA	Municipality
Flood/Erosion Control Infrastructure Minor Repairs Preventative Maintenance	The cost of minor repairs would be cost shared as follows: 50% (funding to come from MNRF's Annual Transfer Payment) All proposed work to be approved by both MVCA and the municipality.	50% from the local municipality where the structure is located.
Major Repairs and technical studies	The cost of major repairs and technical studies would be cost shared as follows: 50% (subject to approval of funding from WECI Program) If the funding is not approved, the municipality would be responsible for 100% of the cost of repairs. All repairs/studies subject to approval of MVCA and Municipality.	50% from the local municipality unless WECI funding is not approved then the municipality would need to decide whether they would like to proceed with the repairs as they would be responsible for 100% of the costs.
Recreational Water Control Structures Minor Repairs Preventative Maintenance	The cost of minor repairs and preventative maintenance would be cost shared as follows: 50% to come from MNRF's Annual Transfer Payment) All proposed work to be approved by both MVCA and the municipality	50% from the local municipality
Major Repairs & technical studies	The cost of Major Repairs and technical studies would be cost shared as follows: 50% (subject to approval of funding from Provincial WECI Program) from MVCA	50% from the local municipality unless WECI funding is not approved then the municipality would need to decide whether they would like to proceed with the repairs as they would be responsible for 100% of the cost.
Decommissioning	100% (subject to approval of WECI funding-50% grant; 50% to be funded by general levy from all member municipalities.	
Replacement/New Structure		MVCA would be willing to transfer ownership of the structure to the municipality if they are interested in replacing the structure. Transfer of ownership would be subject to the approval of the MNRF

Minor Repairs and Preventative Maintenance: Safety signage replacement, touch up painting, small repairs to concrete surfaces, Lifting cable replacement, small equipment/tool replacement, etc.

Major Repairs: Decking Replacement, Stripping and repainting, Stop log replacement, Concrete repairs, Repairs to earth-filled embankments and downstream channels, stabilization of slopes, Dam safety studies, repairs to control structure, etc.

Members Report #53-2024

To: Members, MVCA
From: Stewart Lockie, Conservation Areas Coordinator
Date: August 20th, 2024
Subject: Pioneer Conservation Area – Disposition and Transfer Consideration

Purpose:

To obtain Members direction on the potential disposition and transfer for part of the Pioneer Conservation Area to the Municipality of Morris-Turnberry.

Background:

The Pioneer Conservation Area, located in the town of Bluevale consists of two parcels of land which was purchased by the Authority from 1967 to 1969. The one parcel located at 21 Park Road was purchased by the Authority from the Bluevale District Recreation Association (Association) in 1969 for \$1.00. An informal agreement was made with the Association at that time to allow continued use and development to occur, including improvements to the Ball diamond, existing buildings, and further enhancements including playground equipment and recreational sporting facilities. A formal agreement was created in 1981 which has continued with similar details until present day. The agreement is currently with the Municipality of Morris-Turnberry to allow the Municipality and the Bluevale Community Committee to continue maintaining and overseeing this part of the Conservation Area.

The property parcel details located at 21 Park drive are as follows:

- 5.74 acres in size.
- property lies within the regulated floodplain.
- zoning: NE-2.
- Infrastructure: Pavilion with hydro, playground, recreation pad, ball diamond, privy (scheduled for decommissioning in 2026), signage.

A map has been included at the end of this report outlining the boundary and identifies infrastructure locations for this part of the Pioneer Conservation Area.

Considerations:

While this area has been designated part of the Pioneer Conservation Area, it has been maintained and developed by the Municipality and Association from the time of land transfer to present day. The parcel of land has been used for community recreational activities including baseball, a multi-use recreational pad, playground, picnics and special events. The Authority assisted with some development over this time including the construction of a privy however, most of the infrastructure was developed and funded by the Association. The agreement also indicated that if the Association was to no longer exist, the infrastructure would be offered to the Municipality first before becoming the responsibility of the Authority.

Considering the history, development and use of the property, Authority staff discussed the possibility of transferring this part of the Pioneer CA to the Municipality of Morris-Turnberry. The Council of Morris-Turnberry has agreed to begin discussions with Maitland Conservation if this is an option that the MVCA Members would like to consider.

Process:

The Authority would need to declare the property as surplus to the Authorities needs and follow the disposition process which would include the following:

- conduct public consultation and post of notice of disposition on the MVCA website.
- notify the Minister 90 days prior to the disposition.
- Complete the land transfer documents with assistance from the Authorities solicitor.

After declaring the parcel as surplus, the Authority and Municipality would first have to come to an agreement for the transfer including costs and any other details associated with the infrastructure. An estimate of the expenses for the transfer could range between \$2,000 to 3,000.

Pending the Members direction on the proposed transfer, details could be communicated with the Municipality of Morris-Turnberry for consideration in 2025.

Recommendation:

To be determined at the meeting.

Pioneer Conservation Area 21 Park Road

Plan 166 Lot 119 to 123, Lot 128 to 130, Con. 1 Part Lot 29, Part Lot 30

Pavilion

Playground

Recreational Pad

Ball Diamond

Privy

Road Allowance

- Pioneer CA - 21 Park Road
- - - Pioneer CA - 7 Morris Street

74°

82°

79°

22°

31°

106°

103°

7°

113°

117°

Members Report #54-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary Treasurer;
Patrick Huber Kidby, Planning and Regulations Supervisor
Date: September 9, 2024
Subject: Direction on Development of a Policy for Administrative Reviews- Section 28
Conservation Authority Regulations
Release of Technical Guidelines for Natural Hazards

Purpose:

To update the Members on the status of the technical guidelines for natural hazards.

Administrative Review:

Within Ontario Regulation 41/24, brought into effect April 1, 2024, are laid out the options and requirements for an applicant to request an “administrative review”. Section 8 of the Regulation establishes the eligibility, timeline, and notification requirements for an applicant to request a review of their permit application by the Authority.

An administrative review does not deal with the review of an application in terms of whether a permit is to be issued. An administrative review deals with only:

- (a) the applicant has not received a notice from the authority whether or not their application is complete.
- (b) the applicant disagrees with the authority’s determination that the application for a permit is incomplete; or
- (c) the applicant is of the view that a request by the authority for other information, studies or plans is not reasonable.

Conservation Ontario has drafted guidance to assist in this process, releasing them on August 20th. Staff would appreciate the Members guidance on what involvement the Members would like to have in Administrative Reviews.

Options Include:

1. Delegating the decision to make a decision on the request to the General Manager
2. Delegating the decision to the Chair

3. Delegating the decision to the Chair & GM
4. Delegating the decision to the Membership.

Once we have received direction as to who will make the decision on requests for Administrative Reviews, staff will proceed to finalize the policy. The draft policy will be presented to the Members for approval.

Recommendation:

The ----- will be responsible for making decisions on requests for administrative reviews.

Status of Release of the Technical Guidelines for Natural Hazards:

Background:

Section 28 of the Conservation Authorities Act has been updated as outlined below:

28.1 (1) An authority may issue a permit to a person to engage in an activity specified in the permit that would otherwise be prohibited by section 28, if, in the opinion of the authority, (a) the activity is not likely to affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock;

(b) the activity is not likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property; and

(c) any other requirements that may be prescribed by the regulations are met. 2017, c. 23, Sched. 4, s. 25; 2022, c. 21, Sched. 2, s. 9 (1).

Section (b) highlighted in bold type above outlines the major change that has been made to the Act. The Ministry of Natural Resources has not provided any guidance as to how conservation authorities are to interpret this section for existing development.

Technical Guidelines for Natural Hazards:

The Ministry of Natural Resources is responsible for updating the technical guidelines for Natural Hazards. These guidelines are intended to provide municipalities and conservation authorities with guidance on how to deal with development and planning requests proposed in hazardous areas.

The Ministry of Natural Resources would like all conservation authorities to develop consistent policies. We are unable to develop consistent policies without the release of the updated technical guidelines.

The Chair has written to Huron Bruce MPP, Lisa Thompson to contact the Minister of Natural Resources and request that the updated technical guidelines be released. No response has been received from Lisa Thompson as of the date of this report.

Recommendation:

To be developed at the meeting.



August 12, 2024

Lisa Thompson, MPP Huron Bruce
408 Queen Street,
Box 426
Blyth, Ontario
NoM 1Ho

Dear Ms. Thompson:

Re: Status of Updated Technical Guidelines-Protecting People and Property:
Ontario's Flooding Strategy

In 2020 the Ministry of Natural Resources and Forestry released Ontario's Flooding Strategy.

One of the priorities listed in the strategy is to strengthen the governance of flood risks.

The goal of this priority is to ensure all the agencies involved in flood management work together to minimize the risks of flooding. The intended outcome of this priority is to have consistent application of provincial policy, and to ensure that local development is directed away from areas which present unacceptable risk.

The Ministry of Natural Resources and Forestry has implemented some of the actions identified in Section 2 of the report.

1. The Natural Hazard policies in the Provincial Policy Statement have been updated.
2. Funding is being made available to update flood plain and shoreline hazard mapping.

For your information, MVCA, the Town of Goderich, Municipality of Central Huron and the Municipality of Ashfield Colborne Wawanosh have updated the flood and erosion risk mapping along the Lake Huron shoreline within MVCA's area of jurisdiction. We appreciate the funding support that was provided for this project.

3. Conservation Authority regulations have been updated.

The one action item that has not been completed is the release of the updated technical guidelines for natural hazards.

These guidelines provide the guidance that conservation authorities and municipalities need to develop consistent policies for implementing the Natural

Hazards policy in the Provincial Policy Statement and through the updated conservation authority regulations.

There are approximately eight hundred homes and cottages located in flood and erosion risk areas along the Lake Huron shoreline that is within MVCA's area of jurisdiction. These properties and homes have an assessed value of \$750 million dollars.

It is imperative that the technical guidelines be released so that MVCA along with shoreline municipalities can develop appropriate policies for dealing with existing development located within flood and erosion hazard areas along the Lake Huron shoreline and inland flood prone areas.

MVCA is receiving inquiries from existing landowners along the Lake Huron shoreline. They are asking how the updated hazard policies and authority regulation will impact their property and their ability to repair and maintain their existing development.

It is difficult for municipalities and MVCA to respond to their inquiries without the benefit of the technical guidelines being released for our use.

I am writing to ask you to please contact the Minister of Natural Resources and Forestry and request that the updated technical guidelines be released as soon as possible.

I look forward to hearing from you.

Sincerely;



Ed McGugan
Chair

Cc Glen McNeil, Mayor, Township of Ashfield Colborne Wawanosh
Cc: Trevor Bazinet, Mayor, Town of Goderich
Cc: Jim Ginn, Mayor, Municipality of Central Huron

Members Report #55-2024

To: Members, MVCA
From: Jason Moir, Superintendent, Falls Reserve Conservation Area;
Stewart Lockie, Conservation Areas Coordinator
Date: September 12, 2024
Subject: Purchase of Backhoe Attachment-Falls Reserve Conservation Area

Purpose:

To obtain the Members Approval to purchase a backhoe attachment.
To obtain the Members Approval to amend the budget for the Falls Reserve Conservation Area.

Background:

Staff have determined a need for a backhoe attachment for use with our existing New Holland Boomer 55 tractor. This backhoe attachment would save valuable time in performing the necessary tasks of maintaining our campground operations and services.

Over the past operating seasons staff have had to physically dig a hole or call in a backhoe contractor to make repairs to damaged campsite services (water or electrical). This poses a more difficult challenge when the damage occurs over a weekend and contractors are not available to do the work in a timely manner. Staff have also had difficulty locating an available contractor due to contractor availability or whether the backhoe operator contractor has WSIB clearance.

Staff have backhoe digging work to preform later this fall, whereas the use of this backhoe would come in handy and help reduce backhoe operator contractor costs.

As well, staff would use this backhoe to lift out the stairs at the river annually, as well as place stairs at the river in the spring, whereas we would typically higher out a backhoe operator contractor to preform this work.

Cost to purchase:

Staff have reviewed options to purchase this backhoe and to ensure the backhoe operates effectively with our current New Holland Boomer 55 tractor it has been determined that the best option is to purchase New Holland model 935GBH backhoe for its match capabilities.

The cost to purchase this New Holland model 935GBH backhoe is \$19,000 plus HST as quoted from Roberts Farm Equipment.

Staff are recommending that funding to purchase this new backhoe equipment be drawn from the Falls Reserve Accumulated Surpluses as there is sufficient funds in the amount of \$212,422.00 available in Falls Reserve Accumulated Surplus Reserves.

Recommendation:

THAT the 2024 Budget for the Falls Reserve Conservation Area be amended to include the purchase of a backhoe attachment that configures and matches with our current owned New Holland Boomer 55 tractor;
AND THAT the New Holland model 935GBH backhoe attachment be purchase from Roberts Farm Equipment for an amount \$19,000 plus HST;
AND THAT the purchase be funded from the Falls Reserve Accumulated Surplus.



July 30, 2024

We are writing to you as co-chairs of the Healthy Lake Huron – Clean Water Clean Beaches Initiative to let you know that we are in the process of updating the Initiative and are looking for your ongoing support towards this important work which you have been involved in the past.

Healthy Lake Huron (HLH) was initiated in 2010, and has illustrated a proactive, multi-stakeholder approach to solving complex water quality issues along Lake Huron's southeast shoreline. The partnership includes provincial and federal ministries, conservation authorities, county public health and planning, along with input from various non-government and agricultural organizations, residents, and industry.

Initially focusing on six priority watersheds along the southeast shore area (see map below) this collaborative has resulted in a great deal of success including.

- The completion of more than 600 best management practice projects and more than \$7 million dollars invested for environmental work in the area.
- Projects have been completed for agricultural, urban, and rural residential sites and include cover crops, reduced tillage, erosion control, stream buffers, livestock restrictions, septic system upgrades, rain gardens and shoreline cleanups.
- Long-term water quality monitoring in each of the priority watershed areas documents signs of improvement, the complexity of the challenges, and the need to prevent degradation of the resource.
- Education and outreach activities have reached tens of thousands of people through the initiative website (www.healthylakehuron.ca), workshops, demonstration sites, and other channels.

In 2020 HLH developed a five-year workplan to set priorities for the next five years. These priorities include.

1. **Moving to Proactive Stewardship throughout the Lake Huron southeast shores catchment area:** We have identified that there are three key stewardship system changes needed across the Lake Huron watersheds in areas where there is a high potential for surface runoff and erosion.
 - a) rural storm water management systems
 - b) cover crops
 - c) restoration of river valleys, flood plains and riparian areas and identifying where these key stewardship changes would be most beneficial.

2. **Communications and Outreach with key target audiences:** HLH will be developing strategies for connecting with federal, provincial, municipal politicians, shoreline, and agricultural groups in the Lake Huron watersheds about our work.
3. **How do our Stewardship Approaches Need to Change:** We have identified a need to learn more about the impacts of climate change in the Lake Huron watersheds. This information will help us determine how the design and implementation of key stewardship practices need to change.

The framework developed at the outset of the Healthy Lake Huron in 2010 included a steering committee which included representation from the key organizations outlined above, a working group and a communications team. While work has been ongoing over the years, as noted above, through funding support from provincial and federal agencies amongst others the overarching committee framework to help set direction and share knowledge has shown fatigue, through a variety of factors, including the pandemic, workload etc. These factors and the importance of this continuing work has resulted in this letter to request your organization to continue to support the Healthy Lake Huron Initiative.

Our first step in the process is to hold a steering committee meeting this fall (September/October) with the hope that you or a management representative from your organization can participate. While a face-to-face meeting would be the preferred option, we do realize that travel can be difficult, and will can look at virtual options to help accommodate involvement.

At this time, we are requesting you confirm your involvement or provide a name and email for a management representative from your organization. Once your organizations representative has been provided, we will follow up with them to clarify any questions and begin the process of setting a date for the fall meeting. If you can confirm your representative by August 16th, it would be appreciated. If you have any questions or would like to discuss this further, we ask that you contact Ted Briggs, Great Lakes Advisor, Ministry of the Environment, Conservation and Parks at ted.briggs@ontario.ca or 519-852-5015.

Thanks, we look forward in continuing our work together on this important effort.

Carolyn O'Neill
Manager, Great Lakes Office
Ontario Ministry of the Environment,
Conservation and Parks
Carolyn.O'Neill@ontario.ca

Andrew Barrie
Environmental Specialist
Ontario Ministry of Agriculture, Food and
Agribusiness
andrew.barrie@ontario.ca



Healthy Lake Huron Focus Area and Initial Priority Watersheds

The Upper Thames River Conservation Authority has requested MVCA and ABCA to send a similar letter to our respective Member municipalities.

Hello Mayor .

I am writing you on behalf of the Upper Thames River Conservation Authority (UTRCA) Board of Directors. I would like to bring to your attention the impact of the decision by the Minister of Natural Resources and Forestry of Ontario, Graydon Smith, to freeze the fees conservation authorities can charge in regard to planning, development, and permitting fees, and ask for your support in requesting that the decision be reversed and the freeze lifted.

The Minister issued a Ministers Direction (attached) on December 28, 2022. As stated by the Minister in the direction, “The purpose of this Direction, which is effective from January 1, 2023, to December 31, 2023, is to require a conservation authority not to change the amount of the fee it charges or the manner in which it determines the fee for any program or service that may be provided by the conservation authority. This relates to reviewing and commenting on planning and development related proposals or land use planning policies, or for permits issued by conservation authorities.”

The Minister issued a second Direction (attached) on December 13, 2023, extending the freeze on fees to December 31, 2024. This Direction was further confirmed in a letter from the Ministry (attached) dated February 16, 2024.

The Direction justified the freeze as a way to assist in reaching the goal of Bill 23 (1.5 million homes in 10 years). It stated that, “A number of these changes affect conservation authorities and are intended to support faster and less costly approvals, streamline conservation authority processes, and help make land suitable for housing available for development.”

Freezing the development and application fees has the greatest impact on conservation authorities located in high-growth areas of the province, which includes the UTRCA. Since 2021, provincial population reports reflect that municipalities within the Upper Thames watershed are the fastest growing in Ontario. Corresponding to this population growth, the UTRCA has seen a very large increase in the number of planning, development, and permit applications being submitted.

At the same time, the UTRCA is also responding to reduced timelines to review and comment on applications since the changes of Bill 108 and 109 came into effect. Staff have heard from member municipalities about the need for the UTRCA to increase its level of service to respond to these changes, so that the municipalities are also able to meet the timelines imposed on them by the legislation.

Increases in development pressure to accommodate the watershed’s population growth, coupled with reduced timelines, have resulted in the UTRCA having to increase staffing

to meet service delivery timelines. This has led to higher costs which, due to the fee freeze, can only be addressed by levying member municipalities for the extra costs.

The UTRCA is trying to limit the impact to member municipalities by proactively looking for efficiencies through streamlining the processes used by staff and implementing technology. These measures will not, however, address the current situation regarding who is being asked to fund this service.

Growth should pay for growth. Under the current freeze, the Authority's ability to assign the cost of growth to those who are benefiting has been removed. This has led to all the residents of the member municipalities having to pay more through increased tax rates.

I ask you to join in signing the attached letter to the Minister asking for a reversal of the Direction to freeze the fees for planning, development, and permitting. Lifting the freeze on fees will enable the UTRCA to limit the levy asks to member municipalities by recovering more of the costs associated with planning, development, and permitting, from those that are using the service.

Sincerely,

Brian Petrie, Chair

Upper Thames River Conservation Authority Board of Directors

Attachment

The Upper Thames River Conservation Authority has requested MVCA and ABCA to ask their Member Municipalities to send a similar letter to the Minister of Natural Resources.

Minister Smith,

We, the elected leaders of the municipalities of the Upper Thames River watershed, are requesting your help in addressing budget pressures that all municipalities are facing. We ask that you do so by rescinding your Direction to conservation authorities to freeze the fees associated with planning, development, and permitting.

This freeze on fees has led to every resident in our municipalities having to pay more property taxes to cover the increased level of service that is required to meet the timelines enacted through Bills 108 and 109.

The inability of the conservation authorities to increase fees to offset the costs required to meet demand and increased service levels, requires that the authorities increase the levy to their member municipalities. This, in turn, requires the municipalities to increase property taxes to our residents.

While the need for increased housing is understood, the cost associated with that development should not be placed on current residents through increased property taxes.

Freezing the development and application fees has the greatest impact on conservation authorities located in high-growth areas of the province. Since 2021, provincial population reports reflect that municipalities within the Upper Thames River watershed are the fastest growing in Ontario. Corresponding to this population growth is a large increase in the number of planning, development, and permit applications.

Conservation authorities are partners in ensuring that development can happen in a timely, safe manner. We need them to be able to provide the services required to meet the province's goals without increasing the burden of current rate payers. The use of fees to fund this type of program ensures that those benefiting from development are paying for it -- growth pays for growth. This is the fairest funding system for this type of program.

We support conservation authorities offsetting program costs through fees as much as possible and request that you grant them the ability to do so. Failing that, we request that the Ministry increase the transfer payments to conservation authorities to replace the lost income that the freeze has created.

Mayor Josh Morgan, City of London

Warden Marcus Ryan, County of Oxford, Mayor, Township of Zorra

Mayor Martin Ritsma, City of Stratford

Mayor Jerry Acchione, City of Woodstock
Mayor Al Strathdee, Town of St. Marys
Mayor Brian Petrie, Town of Ingersoll
Mayor Cathy Burghardt-Jesson, Township of Lucan-Biddulph
Mayor George Finch, Municipality of South Huron
Mayor Jim Aitcheson, Township of Perth South
Mayor Rhonda Ehgoetz, Township of Perth East
Mayor Walter McKenzie, Municipality of West Perth
Mayor Sharon McMillon, Municipality of Thames Centre
Mayor Aina DeViet, Municipality of Middlesex Centre
Mayor Philip Schaefer, Township of East-Zorra Tavistock
Mayor David Mayberry, Township of South-West Oxford
Mayor Mark Peterson, Township of Blandford-Blenheim
Mayor Jim Palmer, Township of Norwich



August 28, 2024

Formation of an Indigenous Collaborative Planning Hub

Initiated in 2017, the Shared Path Consultative Initiative (Shared Path) is a charitable organization that seeks to bridge Indigenous and municipal planning systems to support the expression of Aboriginal and Treaty Rights in land use decision making in Ontario.

Through the support of Heritage Canada, the Shared Path hosted an “Our Shared History” workshop on June 26th with over 35 participants from First Nations, municipalities, conservation authorities and counties. This gathering was tremendously successful and the key recommendation was to continue the work through the creation of an **Indigenous Collaborative Planning Hub**.

Now, the Shared Path is looking to move forward with the Hub’s establishment and is seeking partnership to do so. The goal would be to develop a **one year hub pilot** to:

1. Identify the participants
2. Develop the terms of reference
3. Form the work plan with actions
4. Test one or two actions
5. Evaluate results

At the end of one year, the hope is that momentum to sustain the collaborative outcomes and grow partnerships will inform efforts to continue the good work. By widely sharing the results of the pilot, including lessons learned, this Hub can serve as a replicable model for other Treaty areas and traditional territories across Ontario.

To support this work, the Shared Path would:

1. Conduct an environmental scan of other collaborative models, such as the Muskoka Area Indigenous Leadership Table (MAILT) for lessons learned
2. Coordinate logistics for meeting invitations, bookings, minutes, etc.
3. Facilitate Hub sessions, including up to 4 gatherings in the one year pilot timeframe
4. Invite guest speakers and special guests, including Graphic Illustrators
5. Transcribe foundational documents: Vision, Mission, Terms of Reference, Work Plan
6. Develop the evaluation strategy and conduct assessment
7. Finalize the One Year Report (including a possible guiding toolkit / booklet)



Proposed Participants:

Saugeen Ojibway Nation (Saugeen First Nation & Chippewas of Neyash First Nation)
Rama First Nation
Georgina Island First Nation
Nottawasaga Valley Conservation Authority
Maitland Valley Conservation Authority
Lake Simcoe and Region Conservation Authority
Grey County
County of Simcoe
Town of Collingwood
Town of Blue Mountains
Niagara Escarpment Commission
Ontario Professional Planning Institute
Others to be determined

Proposed Annual Budget:

Item	Cost
Staff	\$45,000
Administration	\$3000
Room rental	\$3500
Food costs	\$5000
Graphic illustration	\$5000
Travel	\$3000
Honourarias (First Nations time)	\$15,000
TOTAL	<u>\$79,500</u>

We are sharing this One Year Pilot Hub proposal with you to request your support and participation! We look forward to making this Indigenous Collaborative Hub a reality and hope to work together with you as supporters and participants!

Thank you for your consideration and we hope to hear from you in the near future.

The Shared Path Board.

Maitland Valley Conservation Authority,
1093 Marietta St. P.O. Box 127,
Wroxeter, On N0G 1X0

RECEIVED

JUL 24 2024

MVCA

To Whom it may Concern:

Not very often you open a letter with a question, but I have been wondering if any of the Maitland board, or any of the employees have ever been to Gorrie Conservation area this past two years.

If you did, what did you do?

- a. Did you have a great picnic on the dirty tables?
- b. Did you bring your fishing pole? No need as the fish habitats do not exist.
The river was fished continuously during the season, especially starting April 30, trout season opening date.
- c. Did you bring your water? Don't drink too much as there are no washrooms to use.
- d. Did you walk to the river to dip your toes in the shallow water or wash your hands? If so, as you stroll through the long grass, please check yourself for mosquito bites and ticks. We hope your liability coverage is up to date.

I have been advised that Howick Township pays for grass cutting. Is this not your property, and if so why do we pay? Howick Township also pays the conservation a large amount of taxpayers' money every year. How come none is spent in Howick?

I have lived on both sides of this river and can honestly say it is in the worst condition in the past 80 plus years.

I remember the park full of picnickers and children laughing and enjoying the area, but since the Maitland Valley Conservation took over, all this has ended.



Fern Wylie

Members Report #57a-2024

Work Plan Progress Report: July - Sept 2024

Corporate Services

Component	Work Plan Activities	Progress
Governance and Leadership	Government Relations Corporate Services Priorities	<ul style="list-style-type: none">• Chair & GM-ST met with Minister of Environment, Conservation & Parks and Minister of Rural Affairs on June 24th to discuss support and funding for Healthy Lake Huron. Both Ministers support HLH. Will consider multi-year funding.• Draft Watershed Strategy sent to member municipalities on August 27th for review and comment. Presentations have been made to Huron-Kinloss, Morris Turnberry and Minto councils.• Worked with new Co Chairs from MECP and OMAFRA to identify agencies to invite to sit on steering committee for Healthy Lake Huron.• MVCA invited to sit on Indigenous Collaborative Planning Hub.
Communications	Marketing and promotion	<ul style="list-style-type: none">• Participation in community events in Minto, Mapleton, Goderich, Howick, North Huron and Wellington North.• Promotion currently underway for spring 2025 tree and shrub sale, Middle Maitland watershed grants for buffers and FRCA end-of-season camping opportunities.

		<ul style="list-style-type: none"> Promotion of Watershed Conservation Strategy, Forest Health Assessment and Collaborative Water Data Viewer on website and on social media.
IT and GIS	<p>Computer hardware and software replacement and upgrades</p> <p>GIS Support to Service Areas</p>	<ul style="list-style-type: none"> Transition of backup data from on-site servers to off-site storage is underway. Update of fibre optic connection to the Administration Centre Created 1m and 0.5m contours of MVCA using the provincial LiDAR Digital Terrain Model On-going editing of the watercourse layer Prepared a field map for the aquatic health assessment Explored options for expanding TRCA's Nature-Based Climate Solutions Siting Tool to our jurisdiction.

DWSP and Maitland Source Protection Authority

Component	Work Plan Activities	Progress
Governance and Leadership	<p>Source Protection Committee (SPC)</p> <p>Source Protection Authority (SPA)</p> <p>Joint Management Committee (JMC)</p>	<ul style="list-style-type: none"> JMC met August 8 to interview member for the SPC Next SPC meeting is September 25th
Implementation	Planning and Development	<ul style="list-style-type: none"> Review of development proposals, as needed
Implementation	Education and Outreach	<ul style="list-style-type: none"> Ongoing
Implementation	Review Assessment Reports & Source Protection Plan	<p>a. Update to Maitland Source Protection Plan was approved by the province in July. See SPA report #6-2024 for details</p>

Conservation Areas

Component	Work Plan Activities	Progress
Management and Development	<p>Administration Office Renovations</p> <p>Naftel's Creek Trail Repairs</p> <p>Recreational Water and Erosion Control Infrastructure agreements</p> <p>5-year Infrastructure Strategy</p> <p>Conservation Areas Operations</p>	<ul style="list-style-type: none"> • Damaged brick replacement completed and front entrance sign repaired and painted. • Accessibility renovations started in September • Boardwalk replacement completed of approximately 280 feet. • Hazard trees removed along trail edge • Cost sharing agreements developed and sent for Municipal review and approval. Approval received from Morris-Turnberry with Huron East discussions underway. • Updated Conservation Areas Infrastructure requirements for review by the Members in September • Monthly inspections completed and any immediate hazards or concerns remedied.
Falls Reserve Conservation Area and Wawanosh Park	Campground Operations	<ul style="list-style-type: none"> • Campground remained busy throughout summer season with campers and day-use activities.
Motor Pool	Vehicle Replacement	<ul style="list-style-type: none"> • Toyota Sienna Hybrid Van purchased and added to motor pool in June. 2016 Dodge caravan sold on Govdeals website on September 9th.

Flood and Erosion Safety Services

Component	Work Plan Activities	Progress
Preparedness	<p>Administration of Development, Interference / Alteration Regulation & Land Use Planning Support/Drainage Act Support</p> <p>Shoreline Adaptation Strategies – Climate resilient Coastal Communities & Great Lakes Freshwater Ecosystem Initiative</p> <p>Minto flood damage remediation strategies</p> <p>FHIMP Funding (North Perth)</p>	<ul style="list-style-type: none"> • Issued 105 permissions, 20 drainage reviews, 49 property advisory reports & 58 planning applications reviewed • Workplans and Budgets for these projects have been developed in detail in anticipation of funding announcements (announcements not made as of September 11) • MVCA supporting Minto staff and engineers (Triton) at Council presentation regarding progress and options for floodplain mitigation at regular September meeting • North Perth mapping completed; leftover funds to be allocated towards water quantity/quality monitoring station • Hydrology Model submitted to Federal Funding partners
Monitoring	Maintenance of rain gauges and stream gauging stations	<ul style="list-style-type: none"> • On-going. Gauge calibration and battery servicing carried out at regular intervals. Some damaged stations repaired
Response	Provide watch and warning messages to municipalities during flood and erosion emergencies	<ul style="list-style-type: none"> • No statements needed to be issued

Watershed Stewardship Services

Component	Work Plan Activities	Progress (Since June 2024)
Extension Services: Restoration	Tree/Shrub Sale & Pick up Tree/Shrub Planting Wetland Construction	<ul style="list-style-type: none"> • Determining species, stock numbers, and cost for Spring 2025 tree sale • Conducting site visits and developing planting plans for Fall 2024 and Spring 2025 planting • 2 acres of wetland created and project planning for 2025
	Stream Restoration	<ul style="list-style-type: none"> • Follow-up care and summary report for last year's dam removal and wetland projects
Extension Services: Soil and Water Conservation Services	Rural Stormwater Management	<ul style="list-style-type: none"> • 4 new Erosion Control projects initiated
	Cover Crops	<ul style="list-style-type: none"> • 832 acres applied for Fall 2024 cover crops
Extension Services: Watershed Stewardship Programs Monitoring and Reporting	Huron Clean Water Project	<ul style="list-style-type: none"> • 43 new applications initiated and approved • Estimated grant of approved projects = \$142,530 • The highest number of applications have come from: Tree/Shrub planting, Cover Crops and Erosion Control • Promotion at Ontario Forage Expo and Eat Local Huron Farm Crawl
	Wellington Rural Water Quality Program	<ul style="list-style-type: none"> • 1 manure storage project initiated • 1 cover crop projects initiated • 1 Well Decommission project initiated
	Healthy Watersheds Programming Long-Term Monitoring	<ul style="list-style-type: none"> • Ontario Soil Network roadshow (22 attendees) • 1 article posted to HLH website • OMAFRA COA agreement signed • Replaced failing water level sensor at HLH site (Garvey Glen) • PWQMN and Pesticide samples collected in July, August and September as per schedule

Data Management

Watershed Health Assessment

- Troubleshoot data display issues with version upgrade of database
- Water temperatures collected from 68 sites across 9 subwatersheds
- Watercourse assessment of 8 sites

Members Report #57b-2024

To: The Members of Maitland Valley Conservation Authority (MVCA)
From: Phil Beard, General Manager-Secretary-Treasurer
Danielle Livingston, Administrative and Financial Services Coordinator
Jayne Thompson, Communications/GIS/It Coordinator
Stewart Lockie, Conservation Areas Coordinator
Jeff Winzenried, Flood Forecasting Supervisor
Patrick Huber-Kidby, Planning and Regulations Supervisor
Shannon Millar, Restoration Supervisor
Ben Van Dieten, Stewardship Supervisor
Donna Clarkson, Source Water Protection Coordinator
Date: September 7, 2024
Subject: Budget Update Report for the January 1, 2024 through August 31, 2024 period

Purpose:

To outline the year-to-date status of the budget and explain any variances for the reporting period.

Background:

The authority has received all but one partial levy payment from our member municipalities. The outstanding balance is the final installment due from Ashfield-Colborne-Wawanosh for \$125,821. ACW pays their levy in installments and the final instalment is pending.

The Ministry of Natural Resources (MNR) confirmed earlier in the year that transfer payments for Section 39 for the 2024-25 period to conservation authorities will be approved. MVCA submitted a budget summary request for eligible items totalling \$587,490 and has received \$36,424.

The Ministry of Environment Conservation and Parks (MECP) has approved funding for the Drinking Water Source Protection Program for the

next two years. The MVCA will receive \$22,311 in 2024.

The Maitland Conservation Foundation (MCF) has confirmed that they will forward combined funds of \$142,133. This includes Federal funds from Employment and Social Development Canada (ESDC) for the Canada Summer Jobs (CSJ) program that flows through the MCF. The 2024 MVCA budget included \$86,155 of MCF and JHETF funding. MVCA has received \$11,503 of these funds and the remainder is expected in November of this year.

Projected revenue for reviewing planning applications and regulation applications is lower than budgeted due to a reduction in development overall and regulation changes in the Conservation Authorities Act. Park and Campground revenue is expected to be slightly lower than projected.

Cash and Investment Status Report

Earlier in the year, the investment transferred \$325,000 from a GIC to a savings investment account. This chart summarizes the year-to-date activity up to August 31, 2024.

Balance	Account	Interest Received in Fiscal Period	Rate	Maturity Date
\$384,985	GIC/Mutual Fund	\$24,861	3.75-4.56%	June 2027
\$1,982,968	Chequing/Saving	\$53,934	5.19-5.5%	Reviewed annually

Amendments

Wellington Rural Water Quality Program (RWQP)

Wellington County has updated the delivery agreement for the RWQP. In the past, Grand River Conservation Authority processed and paid grants for all Conservation Authority's (CA), regardless of watershed boundaries. Now, each CA will be processing and paying grants for projects in their watershed. MVCA will receive funding from Wellington County and issue then issue payment to applicants who successfully complete eligible projects.

Summary:

The summary of year-to-date expenditures along with explanation of any variances are outlined in the tables below.

Maitland Valley Conservation Authority - Operating Budget Summary as of August 31, 2024			
Item	Budgeted	Expenditure	Comments if Variations for Period that is being Reported
	Expenditure	to Date	
Corporate Services			
Administration	380,010	260,094	
Financial Management	115,177	101,872	
Governance	16,600	7,188	Q3-4 per diems haven't occurred.
Service Area Support	54,449	32,429	
Source Water Protection	22,950	21,413	
Communications and IT	244,824	154,079	Computer replacement and software expenses occur latter part of year.
Total	834,010	577,074	
Flood Safety Services			
Flood Control Structures	3,026	758	Inspections and maintenance work carried out in fall season
Erosion Control Structures	1,600	356	Inspections and maintenance work carried out in fall season
Flood Forecasting and Warning	278,404	153,404	Reduction in major repairs; higher expenses expected end of year
Hazard Prevention	24,467	14,112	
Natural Hazard Information	68,935	34,207	
Regulations	313,059	198,674	
Total	708,261	401,511	
Watershed Stewardship Services			
Watershed Monitoring and Reporting	141,977	89,663	
Extension Services	172,428	96,894	Peak expense period is September through December.

Forestry Services	171,944	181,645	Higher sales resulted in higher expenses, surplus expected.
Total	486,349	368,202	
Conservation Areas Management Services			
Falls Reserve Conservation Area	726,698	468,291	
Wawanosh Park Conservation Area	20,357	7,583	Planned expenses expected to occur from October through December.
Management, Development and Operations	307,813	218,919	
Motor Pool	27,570	14,781	
Total	1,082,438	709,574	
Total Operating Budget	3,111,058	2,056,362	

Maitland Valley Conservation Authority - Projects Budget Summary as of August 31, 2024			
Item	Budgeted	Expenditure	Comments on Variations for Period that is being Reported
	Expenditure	to Date	
Corporate Services			
Administration	177,000	53,441	Renovation Project underway, expenses to be allocated upon completion.
Watershed Strategy	17,670	14,322	
GIS-IT Management-Communication	56,000	2,659	Majority of project work takes place later in year.
Total	250,670	70,422	
Flood Safety Services			
Flood Control-Preventative Maintenance	20,000	5,511	Project activities haven't taken place in period being reported.
Shoreline Hazard Mapping	113,000	58,996	
Total	133,000	64,507	
Watershed Stewardship Services			
Garvey-Glenn Coordination	93,852	25,097	Majority of activity will occur outside of report period.
Middle Maitland Headwaters Restoration	50,050	14,087	Fall planting and incentive payments expected later in the year.
Huron Clean Water Program	504,055	262,777	
Carbon Footprint Initiative	3,217	0	

Watershed Health	91,022	73,627	
Watershed Stewardship Projects	4,786	0	Project work expected to be finalized later this year.
Nature Based Climate Solutions	90,000	229,262	Funding and deliverable additions, project now complete and balanced.
Stream Restoration and Natural Hazards	10,000	51,594	Carry over project, more expenses allocated in 2024, nearing completion.
OMAFRA COA HLH	8,000	10,361	Funding and deliverables continued in 2024, now complete and balanced.
Total	854,982	666,804	
Conservation Areas Management Services			
Forestry Management	21,000	204	Projects scheduled for completion in October.
Vehicle/Equipment Replacement	71,900	67,217	Majority of Purchases completed.
MVCA Carbon Offset	500	783	Tree seedling and mileage expenses slightly higher than projected.
Conservation Areas Projects	28,860	6,413	Majority of project activities expected to occur later in year.
Naftel's Creek	9,500	8,789	Majority of work complete and expenses allocated.
Total	131,760	83,405	
Total Projects Budget	1,370,412	885,138	

Recommendation:

THAT the budget update outlined in Report #57b-2024 be accepted as presented.

Member's Report #58-24

To: Member's, Maitland Valley Conservation Authority
From Danielle Livingston, Administrative and Financial Services Coordinator
Date: September 6, 2024
Subject Corporate Services - Accounts Paid and Received for:
June, July and August 2024

Recommendation

That the financial report be accepted as presented for the month of June, 2024;
And that accounts outlined in the appendix to this report be approved.

Financial Summary Report Ending	June, 2024;
Revenue Invoiced	\$167,788.32
Accounts Paid	\$445,830.98

Financial Status at Month Ending	June, 2024;
Bank Loans Outstanding	\$0.00
Bank Balance at Month End	\$2,318,936.49
Total	\$2,318,936.49

Recommendation

That the financial report be accepted as presented for the month of July, 2024;
And that accounts outlined in the appendix to this report be approved.

Financial Summary Report Ending	July, 2024;
Revenue Invoiced	\$255,307.05
Accounts Paid	\$306,473.91

Financial Status at Month Ending	0
Bank Loans Outstanding	\$0.00
Bank Balance at Month End	\$2,291,762.69
Total	\$2,291,762.69

Recommendation

That the financial report be accepted as presented for the month of August, 2024
And that accounts outlined in the appendix to this report be approved.

Financial Summary Report Ending	August, 2024;
Revenue Invoiced	\$267,320.85
Accounts Paid	\$278,022.13

Financial Status at Month Ending	0
Bank Loans Outstanding	\$0.00
Bank Balance at Month End	\$2,342,639.54
Total	\$2,342,639.54

**Maitland Valley Conservation Authority
Accounts Receivable as of June 30, 2024**

Operating Budget Revenue

Corporate

Corporate Services sale office support/rent office equipment	\$ 1,773.07
Drinking Water Source Protection	\$ 2,262.62
office rental	\$ 230.00
bank interest	\$ 10,074.52
Huron Clean Water Project administration	<u>\$ 475.75</u>
	<u>\$ 14,815.96</u>
Communications sales and donations	\$ 48.00
	<u>\$ 48.00</u>

Total Corporate Services \$ 14,863.96

Flood Safety

Planning/Regulations planning application fees	\$ 685.00
solicitor inquires	\$ 190.00
CWMS/watercourse regulations	\$ 705.00
regulation applications	<u>\$ 2,565.00</u>
	<u>\$ 4,145.00</u>

Total Flood Safety Services \$ 4,145.00

Watershed Stewardship

Forestry seedling planting plan fee	\$ 2,600.00
seedling user fees	<u>\$ 10,333.38</u>
	<u>\$ 12,933.38</u>

Total Watershed Stewardship Services \$ 12,933.38

Conservation Areas

FRCA camping and park admission	\$ 51,087.62
sales/concession booth	<u>\$ 4,050.26</u>
	<u>\$ 55,137.88</u>

WPCA camping	<u>\$ 707.97</u>
	\$ 707.97

MDO property revenue	<u>\$ 66.37</u>
	\$ 66.37

Motor Pool revenue	<u>\$ 4,403.55</u>
	\$ 4,403.55

Carbon Offset Maitland Valley Conservation director's/staff	\$ 18.88
	\$ 18.88

Total Conservation Areas Operations	\$ 60,334.65
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Total Operating Budget Revenue	\$ 92,276.99
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Projects Budget Revenue

Watershed Stewardship

Huron County Clean Water funding	\$ 65,536.07
	\$ 65,536.07

Total Watershed Stewardship Services	\$ 65,536.07
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Conservation Areas

Vehicle Replacement sales	\$ 9,975.26
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Total Conservation Areas	\$ 9,975.26
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Special Projects

Total Project Budget Revenue	\$ 75,511.33
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Total Operating and Project Revenues	\$ 167,788.32
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Maitland Valley Conservation Authority
Accounts Receivable as of July 31, 2024

Operating Budget Revenue

Corporate

Corporate Services sale office support/rent office equipment	\$ 1,170.85
Drinking Water Source Protection	\$ 1,447.95
Drinking Water Source Protection rent/overhead	\$ 230.00
bank interest	\$ 9,048.19
Huron Clean Water Project administration	<u>\$ 475.75</u>
	<u>\$ 12,372.74</u>
Communications sales and donations	<u>\$ 170.05</u>
	<u>\$ 170.05</u>

Total Corporate Services \$ 12,542.79

Flood Safety

Preparedness and Monitoring Ministry of Natural Resources Grant	<u>\$ 36,424.00</u>
	<u>\$ 36,424.00</u>
Planning/Regulations planning application fees	\$ 1,765.00
solicitor inquires	\$ 480.00
CWMS/watercourse regulations	\$ 425.00
regulation applications	<u>\$ 3,395.00</u>
	<u>\$ 6,065.00</u>

Total Flood Safety Services \$ 42,489.00

**Watershed Stewardship
Conservation Areas**

FRCA camping and park admission	\$ 89,239.59
sales/concession booth	<u>\$ 6,245.06</u>
	<u>\$ 95,484.65</u>
MDO property revenue	<u>\$ 575.00</u>
	<u>\$ 575.00</u>
Motor Pool revenue	<u>\$ 5,467.77</u>
	<u>\$ 5,467.77</u>

Total Conservation Areas Operations \$ 101,527.42

Total Operating Budget Revenue \$ 156,559.21

Projects Budget Revenue

Flood Safety

Flood Safety Provincial funding	\$ 72,018.09
	\$ 72,018.09

Total Flood Safety	\$ 72,018.09
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Watershed Stewardship

Wellington Water Quality funding	\$ 11,530.00
	\$ 11,530.00

Huron County Clean Water funding	\$ 15,199.75
	\$ 15,199.75

Total Watershed Stewardship Services	\$ 26,729.75
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Total Project Budget Revenue	\$ 98,747.84
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Total Operating and Project Revenues	\$ 255,307.05
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**Maitland Valley Conservation Authority
Accounts Receivable as of August 31, 2024**

Operating Budget Revenue

Corporate

Corporate Services sale office support/rent office equipment	\$	1,469.90
Drinking Water Source Protection	\$	2,223.62
Drinking Water Source Protection rent/overhead	\$	230.00
bank interest	\$	8,351.61
Huron Clean Water Project administration	\$	475.75
		\$ 12,750.88

Total Corporate Services \$ 12,750.88

Flood Safety

Planning/Regulations planning application fees	\$	1,100.00
property advisory fees	\$	360.00
solicitor inquires	\$	870.00
CWMS/watercourse regulations	\$	865.00
regulation applications	\$	4,100.00
		\$ 7,295.00

Total Flood Safety Services \$ 7,295.00

Watershed Stewardship

Forestry seedling planting plan fee	\$	8,616.50
		\$ 8,616.50

Total Watershed Stewardship Services \$ 8,616.50

Conservation Areas

FRCA camping and park admission	\$	63,371.04
sales/concession booth	\$	8,990.12
donations	\$	25.00
		\$ 72,386.16

WPCA camping	\$	35.40
		\$ 35.40

MDO property revenue	\$	250.00
donations	\$	50.00
MCF funding	\$	5,351.50
		\$ 5,651.50

Motor Pool revenue	\$	4,776.08
		\$ 4,776.08

Total Conservation Areas Operations \$ **82,849.14**

Total Operating Budget Revenue \$ **111,511.52**

Projects Budget Revenue

Watershed Stewardship

Restoration/Natural Hazard Federal funding \$ 7,500.00
\$ 7,500.00

Middle Maitland Restoration MCF funding \$ 59,312.31
\$ 59,312.31

Huron County Clean Water funding \$ 11,437.83
\$ 11,437.83

Watershed Health MCF funding \$ 68,776.50
\$ 68,776.50

Total Watershed Stewardship Services \$ **147,026.64**

Conservation Areas

Forestry Management MCF funding \$ 6,000.00

Conservation Area Projects MCF funding \$ 2,692.69

Total Conservation Areas \$ **8,692.69**

Total Project Budget Revenue \$ **155,719.33**

Total Operating and Project Revenues \$ **267,230.85**

Maitland Valley Conservation Authority
Expense Reports
As of June 30, 2024

Date	Num	Name	Amount
06-04-2024	Jun24EFT	Sun Life Financial	-5,990.33
06-06-2024	25053	Ashfield Colborne Wawanosh	-29.97
06-06-2024	25054	Cliff's Plumbing & Heating	-22,215.80
06-06-2024	25055	DeLageLandenFinancialServicesCanadaInc.	-1,475.70
06-06-2024	25056	Gable Electric	-9,876.82
06-06-2024	25057	Alan Willits	-1,020.00
06-06-2024	25058	Greenvale Farms Ltd.	-345.00
06-06-2024	25059	780700 Ontario Ltd.	-1,500.00
06-06-2024	25060	Shawn Willits	-630.00
06-06-2024	25061	Huron Transmission & Auto Repair	-1,582.86
06-06-2024	25062	O'Tools Rent or Buy	-27,938.12
06-06-2024	25063	Bell Mobility Inc. 500181172	-967.49
06-06-2024	25064	Bill Steenstra	-1,085.00
06-06-2024	25065	Dave MacLeod	-2,124.12
06-06-2024	25066	Municipality of Bluewater	-3,300.00
06-06-2024	25067	Jerry & Brenda DeJong	-1,200.00
06-06-2024	25068	Nikolas Vaessen	-3,134.50
06-06-2024	25069	James Eddington	-3,481.00
06-06-2024	25070	Terry Poling	-560.76
06-06-2024	25071	Holland Farms Inc.	-1,107.50
06-06-2024	25072	Hugh Ryan	-1,105.00
06-06-2024	25073	Chris Hoggarth	-550.00
06-06-2024	25074	Eilers Farms (Ontario) Inc.	-1,185.00
06-06-2024	25075	John Devereaux	-1,000.00
06-06-2024	25076	Hodgins Farm Services Inc.	-911.00
06-06-2024	25077	Holland Farms Inc.	-1,107.50
06-06-2024	25078	Huron Stewardship Council	-1,809.34
06-06-2024	25079	Xerox Canada Ltd.	-151.87
06-06-2024	25080	McDonald Home Hardware	-59.87
06-06-2024	00932	ADT Security Services Canada Inc.	-369.60
06-06-2024	00933	Ausable Bayfield Conservation Authority	-9,325.02
06-06-2024	00934	Beard, Phil	-49.62
06-06-2024	00935	Blackburn Media Inc.	-565.00
06-06-2024	00936	Blyth Printing Incorporated	-723.15
06-06-2024	00937	Borrmann's Garage	-66.51
06-06-2024	00938	Bureau Veritas Canada Inc.	-96.14
06-06-2024	00939	Durand Webs and Design	-500.00

06-06-2024	00940	Erin Gouthro	-134.73
06-06-2024	00941	F.S. Partners	-303.66
06-06-2024	00942	Foxton Fuels Limited	-585.61
06-06-2024	00943	Hodgins BC Wingham	-382.03
06-06-2024	00944	Huron Tractor Ltd.	-785.19
06-06-2024	00945	MARCC Apparel and Promotions	-1,472.22
06-06-2024	00946	Mathew Shetler	-26.52
06-06-2024	00947	MicroAge BASICS	-782.44
06-06-2024	00948	North Huron Publishing Company Inc.	-481.72
06-06-2024	00949	Pineneedle Farms	-5,614.52
06-06-2024	00950	Robert's Farm Equipment	-1,520.50
06-06-2024	00951	W.D. Hopper & Sons Ltd.	-716.94
06-06-2024	00952	Waste Management of Canada Corporation	-1,582.70
06-06-2024	00953	Watson's Home Hardware	-367.28
06-06-2024	00954	Weather Innovations Consulting LP	-169.50
06-06-2024	00955	Yellow Pages	-14.80
06-06-2024	00956	Zuzek Inc.	-4,830.75
06-06-2024	25081	Bell Canada-properties	-495.88
06-06-2024	25082	Charlie Greidanus	-2,641.37
06-15-2024		Payroll	-51,316.00
06-20-2024	25083	Purolator Courier Ltd.	-21.88
06-20-2024	25084	Chris Beeler	-1,797.50
06-20-2024	25085	Kurt Hoggart	-900.00
06-20-2024	25086	Cunningham Farm -Estate of Ila Cunningham	-6,000.00
06-20-2024	25087	Kati-Jane Murray	-3,300.00
06-20-2024	25088	Kettle Creek Conservation Authority	-122.48
06-20-2024	25089	Jann Van Massenhoven - vendor	-609.38
06-20-2024	25090	Heather Conway	-331.15
06-20-2024	25091	Aaron & Stephanie Pennington	-823.91
06-20-2024	25092	Michael Milde and Valerie Mills-Milde	-1,037.63
06-20-2024	25093	Fred Geringer	-1,233.51
06-20-2024	25094	Matt Duncan Wildlife Control	-1,130.00
06-20-2024	25095	Midwestern Equipment (Listowel) Ltd.	-90.13
06-20-2024	25096	Peavey Industries LP	-174.00
06-20-2024	25097	Albert Garofalo	-678.00
06-20-2024	25098	John Haak	-2,300.00
06-20-2024	25099	Adam Hayter	0.00
06-20-2024	25100	Sandra Nay	-537.29
06-20-2024	25101	Friends of Hullett	-3,244.55
06-20-2024	25102	Dean Reynolds	-546.25
06-20-2024	25103	Sarah Puddicombe	-572.57
06-20-2024	25104	Brian Budarick	-317.18

06-20-2024	25105	Jeff Cardiff	-123.75
06-20-2024	25106	Boris Decker	-213.68
06-20-2024	25107	Wightman Telecom Ltd.	-1,026.65
06-20-2024	25108	Sandie Ennett	-459.91
06-20-2024	25109	Tim Ryan	-95.80
06-20-2024	25110	Brian Dale	-71.25
06-20-2024	25111	Municipality of Central Huron	-6,153.73
06-20-2024	25112	Karla Schmalz	-749.25
06-20-2024	25113	Sommers Motor-Generator Sales Limited	-396.07
06-20-2024	25114	M.R.C. Systems Inc.	-1,229.72
06-20-2024	25115	Philip Ashwin	-317.05
06-20-2024	25116	Christian Feldskov	-577.45
06-20-2024	25117	Horton's Dairy	-403.85
06-20-2024	25118	Goderich Toyota	-55,916.22
06-20-2024	00957	Ausable Bayfield Conservation Authority	-8,802.70
06-20-2024	00958	Bill Roy	-300.50
06-20-2024	00959	Brandt Security	-22.60
06-20-2024	00960	Bureau Veritas Canada Inc.	-96.14
06-20-2024	00961	Conservation Ontario	-13,288.00
06-20-2024	00962	ContinuIT Corp.	-3,658.39
06-20-2024	00963	Donnelly and Murphy - Lawyers	-339.00
06-20-2024	00964	Huron Tractor Ltd.	-74.55
06-20-2024	00965	Larry Hudson Pontiac Buick GMC Inc.	-500.47
06-20-2024	00966	Mars-Bluewater Recycling Association	-189.84
06-20-2024	00967	Mathew Shetler	-750.63
06-20-2024	00968	North Huron Publishing Company Inc.	-327.70
06-20-2024	00969	Pagonis Live Bait	-305.10
06-20-2024	00970	Sparlings Propane-Parkland Corporation	-173.44
06-20-2024	00971	Westario Power Inc.	-30.00
06-28-2024	25119	CIBC Visa Centre	-5,504.15
06-30-2024		Payroll	-56,248.42
06-30-2024	Jun24EFT	Minister of Finance	-3,081.94
06-30-2024	Jun24EFT	OMERS	-24,821.46
06-30-2024	25120	Receiver General	-45,415.89
06-30-2024	Jun24EFT	Workplace Safety & Insurance Board	-5,034.32
			-445,830.98

Maitland Valley Conservation Authority
Expense Reports
As of July 31, 2024

Date	Num	Name	Amount
07-03-2024	Jul24EFT	Sun Life Financial	-5,990.39
07-03-2024	00972	ContinuIT Corp.	0.00
07-03-2024	00973	Foxton Fuels Limited	0.00
07-03-2024	00974	Ideal Supply Inc.	0.00
07-03-2024	00975	Laura Hopkins	0.00
07-03-2024	00976	McDonald Home Hardware	0.00
07-03-2024	00977	North Huron Publishing Company Inc.	0.00
07-03-2024	00978	Waste Management of Canada Corporation	0.00
07-03-2024	00979	Watson's Home Hardware	0.00
07-03-2024	00980	Yellow Pages	0.00
07-04-2024	25121	Huron Soil & Crop Improvement Association	-1,305.62
07-04-2024	25122	Tom Hogan	-65.50
07-04-2024	25123	Solid Ground Landscaping	-200.58
07-04-2024	25124	Bell Mobility Inc. 500181172	-980.20
07-04-2024	25125	Hayter's Turkey Farms LTD.	-960.00
07-04-2024	25126	Huron Toilet Rentals Ltd.	-214.70
07-04-2024	25127	Shoreline Welding and Machine Inc.	-1,407.98
07-04-2024	25128	Telizon Inc.	-21.49
07-04-2024	00981	ContinuIT Corp.	-3,714.89
07-04-2024	00982	Foxton Fuels Limited	-214.85
07-04-2024	00983	Ideal Supply Inc.	-565.99
07-04-2024	00984	Laura Hopkins	-650.22
07-04-2024	00985	North Huron Publishing Company Inc.	-610.20
07-04-2024	00986	Waste Management of Canada Corporation	-1,586.43
07-04-2024	00987	Watson's Home Hardware	-859.03
07-04-2024	00988	Yellow Pages	-14.80
07-04-2024	25129	McDonald Home Hardware	-288.11
07-15-2024		Payroll	-59,943.81
07-19-2024	25130	Bell Canada-properties	-495.88
07-19-2024	25131	Maclyn Dust Control	-3,783.24
07-19-2024	25132	Solinst Canada Ltd.	-4,006.99
07-19-2024	25133	Whitechurch Construction Ltd.	-3,842.00
07-19-2024	25134	Xerox Canada Ltd.	-269.11
07-19-2024	25135	James Webster	-853.15
07-19-2024	25136	Wightman Telecom Ltd.	-1,024.84
07-19-2024	25137	Gibson Restoration	-10,396.00
07-19-2024	25138	Purolator Courier Ltd.	-21.88

07-19-2024	25139	Horton's Dairy	-226.55
07-19-2024	25140	North-South Environmental Inc.	-1,740.03
07-19-2024	25141	CIBC Visa Centre	-8,385.61
07-19-2024	25142	Keenan Mason	-352.11
07-19-2024	25143	Albert Ashley	-909.82
07-19-2024	25144	Meeting Place Organic Farms	-1,441.75
07-19-2024	25145	Arthur Simpson	-4,092.00
07-19-2024	25146	Jeffrey Michael Wade	-90.00
07-19-2024	25147	Rotary Club of Goderich	-489.08
07-19-2024	25148	Melinda Zurbrigg	-985.64
07-19-2024	00989	Borrmann's Garage	-63.73
07-19-2024	00990	Brandt Security	-22.60
07-19-2024	00991	CAMIS	-19,436.00
07-19-2024	00992	Capstone Development Training	-1,336.56
07-19-2024	00993	Donnelly and Murphy - Lawyers	-678.00
07-19-2024	00994	Evans Wholesale	-174.00
07-19-2024	00995	F.S. Partners	-48.89
07-19-2024	00996	GRIT Engineering Inc.	-330.53
07-19-2024	00997	Hodgins BC Wingham	-500.49
07-19-2024	00998	Key West Gates Inc.	-655.40
07-19-2024	00999	Mars-Bluewater Recycling Association	-189.84
07-19-2024	01000	Mathew Shetler	-50.00
07-19-2024	01001	MicroAge BASICS	-146.37
07-19-2024	01002	Mid Western Newspapers	-452.00
07-19-2024	01003	North Huron Publishing Company Inc.	-90.93
07-19-2024	01004	Pagonis Live Bait	-203.40
07-19-2024	01005	R. J. Burnside & Associates	-958.01
07-19-2024	01006	T Giesbrecht Custom Service Ltd.	-316.40
07-19-2024	01007	Westario Power Inc.	-29.04
07-31-2024		Payroll	-62,421.60
07-31-2024	25149	Receiver General	-55,302.56
07-31-2024	Jul24EFT	OMERS	-30,503.54
07-31-2024	Jul24EFT	Minister of Finance	-3,586.35
07-31-2024	Jul24EFT	Workplace Safety & Insurance Board	-5,977.20
		Total	-306,473.91

Maitland Valley Conservation Authority
Expense Reports
As of August 31, 2024

Date	Num	Name	Amount
08-01-2024	Aug24EFT	Sun Life Financial	-5,990.36
08-06-2024	25150	Darrell N. Hawreliak	-932.25
08-06-2024	25151	Ausable Bayfield Conservation Foundation	-841.17
08-06-2024	25152	Schmidt's Power Equipment	-32.58
08-06-2024	25153	002435138 Ontario Inc.	-1,952.30
08-06-2024	25154	PSH Lawyers	-2,934.05
08-06-2024	25155	Fordwich Parks Board	-834.30
08-06-2024	25156	Horton's Dairy	-880.59
08-06-2024	25157	Bell Mobility Inc. 500181172	-973.76
08-06-2024	25158	Spruce Green Tree Service	-2,938.00
08-06-2024	25159	Telizon Inc.	-10.61
08-06-2024	25160	Joy Rutherford	-11.30
08-06-2024	01008	AGO Industries Inc.	-310.08
08-06-2024	01009	ARTECH	-226.00
08-06-2024	01010	B.M. Ross & Associates Limited	-8,403.81
08-06-2024	01011	Bureau Veritas Canada Inc.	-254.43
08-06-2024	01012	ContinuIT Corp.	-3,264.02
08-06-2024	01013	Edward Fuels	-1,905.32
08-06-2024	01014	Elizabeth Huber-Kidby	-243.00
08-06-2024	01015	Eric Cox Sanitation	-1,039.56
08-06-2024	01016	F.S. Partners	-310.91
08-06-2024	01017	Hodgins BC Wingham	-73.21
08-06-2024	01018	Karlene Zurbrigg	-90.00
08-06-2024	01019	Pagonis Live Bait	-101.70
08-06-2024	01020	Sparlings Propane-Parkland Corporation	-331.69
08-06-2024	01021	Waste Management of Canada Corporation	-1,586.03
08-06-2024	01022	Watson's Home Hardware	-934.72
08-06-2024	01023	Weather Innovations Consulting LP	-2,895.06
08-06-2024	01024	Yellow Pages	-14.80
08-15-2024	25161	Bell Canada-properties	-495.88
08-15-2024	25162	Corporation of the Twp. of Huron-Kinloss	-180.73
08-15-2024	25163	Wightman Telecom Ltd.	-1,029.64
08-15-2024	25164	Xerox Canada Ltd.	-168.58
08-15-2024	25165	Dashwood Lock & Key	-784.22
08-15-2024	25166	Sean McDade	-588.82
08-15-2024	25167	Horton's Dairy	-315.20
08-15-2024	25168	Ontario Forage Council	-254.25

08-15-2024	25169	CIBC Visa Centre	-3,466.51
08-15-2024	25170	Suncorp Valuations	-6,497.50
08-15-2024	25171	Receiver General	-4,261.65
08-15-2024	25172	Schmidt's Power Equipment	-69.95
08-15-2024	25173	Township of Howick	-60.00
08-15-2024	01025	Brandt Security	-22.60
08-15-2024	01026	Donnelly and Murphy - Lawyers	-2,944.78
08-15-2024	01027	Erin Gouthro	-90.38
08-15-2024	01028	Foxton Fuels Limited	-412.57
08-15-2024	01029	Mars-Bluewater Recycling Association	-284.76
08-15-2024	01030	Mathew Shetler	-64.68
08-15-2024	01031	MicroAge BASICS	-554.03
08-15-2024	01032	Pagonis Live Bait	-101.70
08-15-2024	01033	Sarah Gunnewiek	-299.45
08-15-2024	01034	Sommers Motor-Generator Sales Limited	-1,188.21
08-15-2024		Payroll	-60,262.35
08-31-2024		Payroll	-60,986.42
08-31-2024	Aug24EFT	Minister of Finance	-3,519.46
08-31-2024	Aug24EFT	OMERS	-30,214.40
08-31-2024	25174	Receiver General	-52,724.58
08-31-2024	Aug24EFT	Workplace Safety & Insurance Board	-5,863.22
		Total	-278,022.13

Members Report #59-2024

To: Members, Maitland Valley Conservation Authority
From: Ben Van Dieten, Stewardship Supervisor
Date: September 18th, 2024
Subject: Agreements Signed

1. OMAFRA COA Cover Crop and Drainage BMP Funding

Funding is being provided to the Healthy Lake Huron CA's to support promotion of cover crops and rural stormwater management BMPs. The project focuses on hosting workshops and events alongside local stakeholders to promote cover crop and drainage BMPs. This project will also allow HLH CA's to reflect on the lessons learned from past demonstration projects. ABCA has an agreement with OMAFRA and will administer funds to the other CA's including MVCA. The agreement runs until March 2025 and MVCA will receive a total \$35,000.

Recommendation:

THAT the Members approve the signing of the OMAFRA COA agreement for Cover Crops and Drainage BMP funding.

2. Ducks Unlimited Canada: MVCA received \$7,500 in funding for one wetland restoration project.

Recommendation:

THAT the Members support the signing of the funding agreement with Ducks Unlimited Canada for one wetland restoration projects.

April 17, 2024

**DRAFT Maitland Source Protection Authority (MSPA) Meeting #3-24
Minutes**

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

Members Absent: Vanessa Kelly

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Stewart Lockie, Conservation Areas Services Coordinator
Patrick Huber-Kidby, Planning and Regulations Supervisor
Donna Clarkson, Source Water Protection Specialist
Jayne Thompson, Communications, GIS, IT Coordinator
Michelle Quipp, Executive Assistant

Others Present: Cory Bilyea, Midwestern Newspapers

a) Approval of the Minutes from MSPA Meeting #2-2024 held on March 20, 2024.

Motion MSPA #7-24

Moved by: Andrew Fournier

Seconded by: Alvin McLellan

THAT the minutes from the MSPA meeting #2-24 of March 20, 2024 be approved.

(carried)

b) Amendment to Maitland Source Protection Plan: Report #4-2024

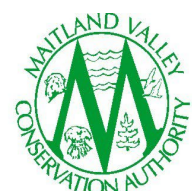
Report #4-2024 was presented to the members and the following motion was made:

Motion MSPA #8-24

Moved by: Evan Hickey

Seconded by: Andrew Fournier

THAT the Source Protection Authority receives SPA report 4-2024 for information.



c) Annual Progress Report: Report #5-2024

Report #5-2024 was presented to the members and the following motion was made:

Motion MSPA #9-24

Moved by: Sharen Zinn

Seconded by: Ed Podniewicz

THAT the Maitland Valley Source Protection Authority approve the Annual Progress Report for submission to the Ministry of Environment, Conservation and Parks (MECP).

(carried)

d) Adjournment of MSPA meeting

The meeting adjourned at 8:17pm with this motion:

Motion MSPA #10-24

Moved by: Megan Gibson

Seconded by: Anita Van Hittersum

THAT the MSPA meeting be adjourned.

(carried)

Ed McGugan
Chair

Phil Beard
General Manager / Secretary-Treasurer



Ausable Bayfield Maitland Valley Source Protection Region

JOINT MANAGEMENT COMMITTEE (ABCA-MVCA)

**Tuesday, August 8, 2024
1:00 p.m.**

Ausable Bayfield Conservation Authority Boardroom

MEMBERS PRESENT

Phil Beard, Ray Chartrand, Matt Duncan, Davin Heinbuck, Ed McGugan, Matt Pearson, Marissa Vaughan

DWSP STAFF PRESENT

Elizabeth Balfour, Donna Clarkson

OTHERS PRESENT

Abigail Gutteridge, Recording Secretary

WELCOME AND INTRODUCTIONS

The meeting was called to order at 1:05 p.m. Acting Chair Marissa Vaughan welcomed everyone to the meeting, and introductions were made around the table.

APPROVAL OF AGENDA

MOTION #JMC: 2024-08-01

**Moved by Matt Duncan
Seconded by Ed McGugan**

“That the agenda for the August 8, 2024 meeting of the Joint Management Committee be approved as circulated.”

Carried.

DECLARATION OF PECUNIARY INTEREST

None

APPROVAL OF MINUTES

MOTION #JMC: 2024-08-02

**Moved by Matt Duncan
Seconded by Ed McGugan**

“That the minutes of the January 11, 2024 Joint Management Committee meeting be approved.”

Carried.

BUSINESS OUT OF THE MINUTES

None

DRINKING WATER SOURCE PROTECTION PROGRAM UPDATE

Donna Clarkson, DWSP Co-Supervisor, provided a brief update to the Joint Management Committee. Of note, the three-year funding agreement for the 2024 – 2027 Workplan and Budget was approved, and funding should be transferred in the coming weeks. In addition, both the Section 36 Amendment for the Source Protection Plans, as well as the Section 34 Amendment for the Maitland Valley Source Protection Plan, regarding the Lucknow and Century Heights Wellheads, were recently approved.

MOTION #JMC 2024-08-03

**Moved by Ed McGugan
Seconded by Ray Chartrand**

“That the Joint Management Committee receive the Program Update for information.”

Carried.

INTERVIEWS AND RECOMMENDATION TO SOURCE PROTECTION AUTHORITY FOR NEW AGRICULTURE REPRESENTATIVE

Acting Chair Vaughan noted that the committee’s primary reason for meeting was to conduct interviews for the Agricultural representative on the Source Protection Committee (SPC). She reported that three candidates would be interviewed (one via Zoom, and two in person). She also explained that SPC Chair Matt Pearson agreed to conduct the interviews and that Joint Management Committee Members would also be able to ask questions.

As interviews are not made public, they will be conducted in Committee of the Whole, and notes from the interviews will be kept on file.

COMMITTEE OF THE WHOLE

MOTION #JMC 2024-08-04

**Moved by Ray Chartrand
Seconded by Ed McGugan**

“That the Joint Management Committee go into Committee of the Whole to conduct Source Protection Committee interviews at 1:16 p.m. with Abbie Gutteridge, Donna Clarkson and Elizabeth Balfour remaining in attendance.”

Carried.

MOTION #JMC 2024-08-05

**Moved by Ray Chartrand
Seconded by Ed McGugan**

“That the Joint Management Committee rise and report at 3:35 p.m.”

Carried.

Interviews were conducted for all three candidates, and each had unique qualities that would contribute to the SPC; however, the Joint Management Committee felt that Ms. Carol Leeming’s experience and connections within the local agricultural sector would make her an ideal candidate for this position.

MOTION #JMC 2024-08-05

**Moved by Ray Chartrand
Seconded by Matt Duncan**

“That the Joint Management Committee recommend Carol Leeming be appointed to the Ausable Bayfield Maitland Valley Source Protection Committee, as representative for the Economic-Agricultural Sector.”

Carried.

ADJOURNMENT

The next meeting will be at the call of the SPC Chair or staff. Matt Duncan adjourned the meeting at 3:36 p.m.

Marissa Vaughan
Acting Chair

Abigail Gutteridge
Recording Secretary

MSPA REPORT # 6-2024

To: Maitland Valley Source Protection Authority (MV SPA)
Date: September 18, 2024
From: Donna Clarkson and Elizabeth Balfour, DWSP Co-Supervisors
Subject: Program Update – Drinking Water Source Protection (DWSP)

For Information

A. Drinking Water Source Protection (DWSP) Staff Change

Mary Lynn MacDonald has retired from her position of Co-Supervisor for the DWSP program. Elizabeth Balfour will be replacing Mary Lynn, effective September 4th. Elizabeth has worked at ABCA for seven years and has a strong background in watershed management, agriculture, and GIS analysis. She is already familiar with the DWSP program and has successfully completed the province's DWSP Risk Management Official training.

B. Drinking Water Source Protection (DWSP) Budget and Workplan

The Ontario Ministry of Environment Conservation and Parks (MECP) continues to provide funding for the DWSP program.

MECP signed the Transfer Payment Agreement (TPA) in July, approving a three-year workplan and funding to support DWSP staffing and program delivery. Funding for the Source Protection Committee (SPC) was cut 10% for all regions. Funding for the 'Best Practices – Water Wise' initiative for outreach to private well owners was also cut. This is the first time we have received three-year funding; previous agreements were typically for one-year.

C. Source Protection Plan amendments

There are two separate Source Protection Plan (SPP) updates for our Region:

i. Amendment per 'Section 36' of the Clean Water Act: a comprehensive update of the Ausable Bayfield and Maitland Valley SPPs. This update was submitted to the province for approval in March 2023.

Status: Approved March 26, 2024. The province posted approval of the amendment on the Environmental Registry of Ontario. Staff informed affected municipalities of the

amendment via email and met with them in the spring to review the changes to the Source Protection Plans.

ii **Amendment Per ‘section 34’ of the Clean Water Act:** The Maitland Source Protection Plan has been amended to incorporate changes to the Lucknow and Century Heights drinking water system; there are no policy changes. The updated documents were submitted to the province April 4, 2024 for Minister’s approval.

Status: Approved July 24 2024; Posted to the Environmental Registry at <https://ero.ontario.ca/notice/019-8799>

See attached letter from MECP Minister Khanjin.

ABCA Communications Specialist, Tim Cumming, circulated an e-newsletter to publicize the approval. Staff informed affected municipalities of the amendment via email.

D. Source Protection Committee (SPC)

i. SPC Member Recruitment:

With the passing of SPC member, Bert Dykstra in the spring, the Economic-Agriculture position on the SPC became vacant. The Joint Management Committee (JMC) for the Ausable Bayfield and Maitland Valley SPAs met August 8th, 2024 to interview three applicants for this position. The JMC recommended that Carol Leeming be appointed to the Ausable Bayfield Maitland Valley Source Protection Committee, as representative for the Economic-Agricultural Sector. Each applicant had unique qualities that would contribute to the SPC, however, the JMC felt that Ms. Leeming’s experience and connections with the local agricultural sector made her an ideal candidate for this position.

ii. Response to SPC letter sent to Province regarding Private Well Water Testing

At the January 2024 SPC meeting, the committee directed that staff send a letter to Ministers Thompson (OMAFRA), Jones (Health) and Khanjin (MECP). The letter was in regards to the 2023 Auditor General's Value-for-Money Audit of Public Health Ontario (PHO), which recommended the gradual discontinuation of private drinking water testing. The SPC asked that the province “*not proceed with the recommended phase out of free private well testing in Ontario*”. The letter was forwarded to area municipalities and other Source Protection Regions in Ontario.

The SPC’s concern was supported by numerous municipalities and Source Protection Regions across the province, and many of them submitted similar letters of concern to the province. The issue also received significant media coverage, including several interviews with our SPC Chair Matt Pearson.

Provincial response: On April 16 and April 22, 2024, the Ontario Minister of Health Sylvia Jones, said during Question Period at Queen’s Park that the Province of Ontario will

continue to provide well water testing for rural households. “We will continue to test the well water in the province of Ontario. We’ve had it for decades. I grew up with it. It is a system that many of us understand the value and importance of in rural Ontario because we lived it every single day. We’re going to continue that process,” Jones told the house.

For details, see the following links:

2024-04-22 Question Period: <https://www.youtube.com/watch?v=848G7IHGFo4>. Minister of Health re: lab closures & PHO’s water testing (54:37 – 58:28).

[Frontenac News - Province clarifies stance - Says Private Well Water Testing Will Continue](#)

E. ‘Water Wise’ Events: Promoting source water protection to private well owners

Over the past year, DWSP staff have organized several ‘Water Wise’ events in partnership with local Lions, Optimist and lakeshore association groups, with support from the Huron Perth Public Health (HPPH). The intent of the ‘Water Wise’ event is to make it easier for residents to get their private well water tested, and also learn about source water protection. Water sample bottles from HPPH are distributed to a designated community by the partnering community group, with instructions to return the water sample to the local site (e.g. community centre) at a specified date, typically the day of the Lions / Optimist meeting. These events are a great opportunity to provide residents with information about potential threats to drinking water, while making it easier for residents to get their water tested. Residents have responded very positively to the initiative.

The events were funded through the province (MECP) from July 2023 to March 2024. MECP has not approved further funding for this initiative. Limited funding had been provided via Huron Clean Water Program (Community Projects) to support a few more events.

The table below provides a summary of the Water Wise events held in the Region to date.

Event Date	Event Host / Service Group	Number water sample bottles distributed	Number sample bottles returned to event	Number residents attended
Aug 27, 2023	Ashfield Colborne Lakefront Assoc.	90	30	34
Sep 14, 2023	Goderich Lions	22	3	70
Oct 17, 2023	Dublin Lions	115	43	34
Oct 25, 2023	Monkton Lions	110	55	30
Jan 25, 2024	Londesboro Lions	271	68	48
Feb 27, 2024	Kirkton-Woodham Optimist	370	111	89
May 14, 2024	Howick Optimist	240	70	60
Jun 19, 2024	Atwood Lions	200	43	40
Jul 21, 2024	Ashfield Colborne Lakefront Assoc	95	19	22
Total	9 events	1,513	442	427

Average rate of return: 29% of distributed bottles were returned for testing

Laboratory results of water testing:

- almost 5% of water samples were unsafe to drink
- 86 % had No Significant Contamination

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement,
de la Protection de la nature et
des Parcs



Office of the Minister

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357-2024-1127

Ed McGugan, Chair
Maitland Valley Conservation
Authority 1093 Marietta Street
Box 127
Wroxeter, ON
N0G 2X0

Matthew Pearson, Chair
Ausable Bayfield Maitland Valley Source
Protection Committee
3264 Stonebrook Road
Bright's Grove, ON
N0N 1C0

July 23, 2024

Dear Mr. McGugan and Mr. Pearson,

It is a pleasure to inform you that the Ministry of the Environment, Conservation and Parks has completed the review of the amended Maitland Valley Assessment Report and associated Maitland Valley Source Protection Plan. The amendments are related to proposed changes to the Century Heights and Lucknow drinking water systems in the Township of Ashfield-Colborne-Wawanosh and the Township of Huron-Kinloss, respectively, that were developed in accordance with the *Clean Water Act, 2006*.

I approve the amendments pursuant to section 34 of the *Clean Water Act, 2006*. These amendments will take effect on the day the notice of this decision is posted to the Environmental Registry of Ontario.

I appreciate the dedication of the local municipalities, source protection authorities, and committees, and all our partners and stakeholders for their work and contributions to these amendments to ensure that Ontario's municipal drinking water sources continue to be protected.

Our strong protection framework will continue to help ensure Ontario's drinking water is held to high safety standards and that sources of drinking water in the province are protected for future generations.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrea Khanjin".

Andrea Khanjin
Minister of the Environment, Conservation and Parks

C: Donna Clarkson, Co-Drinking Water Source Protection Supervisor, Ausable Bayfield
Maitland Valley Source Protection Region
Elizabeth Balfour, Co-Drinking Water Source Protection Supervisor, Ausable Bayfield
Maitland Valley Source Protection Region
Kirsten Service, Director, Conservation and Source Protection Branch, MECP