

Board of Directors Meeting #5/15

May 20, 2015

- DIRECTORS PRESENT:** Art Versteeg, Jim Campbell, Deb Shewfelt, Alison Lobb, Alvin McLellan, Matt Duncan, Paul Gowing, David Turton, Bob Burtenshaw
- ABSENT WITH REGRETS:** Wilf Gamble, Roger Watt
- STAFF PRESENT:** Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Jayne Thompson, Communications Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator
Stewart Lockie, Conservation Areas Coordinator
Geoff King, Stewardship Services Coordinator

1. Call to Order

Chair Art Versteeg called the meeting to order at 7:00 pm welcomed everyone and announced that Directors Wilf Gamble and Roger Watt will not be in attendance this evening.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Maitland Source Protection Authority

Motion FA #54/15

Moved by: Deb Shewfelt

Seconded by: David Turton

THAT the Maitland Valley Conservation Authority Board of Directors move into a Maitland Source Protection Authority meeting.

(carried)



4. Minutes

The minutes from the Board of Directors meeting #4/15 held on April 15, 2015 have been circulated to the Directors for their information and approval. There is a revision to remove the statement “*There were no Directors' reports*” under Directors' Reports on page 2. The Directors agreed with the amendment to the minutes and the following motion was made.

Motion FA #55/15

Moved by: Alvin McLellan

Seconded by: Matt Duncan

THAT the minutes from the Board of Directors meeting #4/15 held on April 15, 2015 be approved as amended.

(carried)

5. Business out of the Minutes

- a) Key Messages for Government Relations Tour: **Report #28/15** (attached)

This motion was passed at the April 15, 2015 Board meeting; “**THAT** a tour be organized for candidates in Huron-Bruce and Perth-Wellington ridings for the upcoming Federal election and MPPs in July or August to outline the type of disaster mitigation program that is needed in rural Ontario; **AND THAT** staff present an outline for the tour and key messages to the Board at the May meeting.

Phil Beard, GM/ST presented this report to outline and seek direction on the key messages, agenda, location and date for a tour.

The Directors feel that featuring a successful project as that of the Listowel Conduit would be an ideal model to exemplify disaster mitigation. Either July 28th or 29th from 10am-12pm and following up at the North Perth Municipal office is the preference for the meeting. With this discussion, the following motion was made.

Motion FA #56/15

THAT staff schedule a tour meeting inviting Federal candidates and MPPs Lisa Thompson and Randy Pettapiece; **AND THAT** the report presented be used to establish the outline and key messages to convey the importance of disaster mitigation during this meeting.

Moved by: Alison Lobb

Seconded by: Matt Duncan

(carried)

6. Business Requiring Direction

- a) Revisions to Board Agendas: **Report #29/15** (attached)

This report was presented by Phil Beard, GM/ST to obtain direction on the proposed restructuring of the board meeting agenda.

The Directors were pleased with the proposed new format and wish to have the opportunity to separate items from the consent agenda for further discussion as needed.

Motion FA #57/15

Moved by: Paul Gowing

Seconded by: Bob Burtenshaw

THAT report #29/15 be implemented as presented for the outline of future board meetings while scheduling special items such as delegations, hearings, audit and guest presentations at the beginning; **AND THAT** MSPA items be moved to the end of the agenda.

(carried)

- b) Direction on Board/Director Administration Policy/Procedures: **Report #30/15**
(attached)

Presented by Phil Beard GM/ST, this report proposes changes to MVCA's Administrative Regulations and Procedures Manual to align with MVCA circumstances. This change to procedures on page 10, number 49 has been made to the report since it was printed. Remove the statement "(add as well as the 2nd Vice Chair)".

The Directors agreed with the report and asked to refrain from adding the 2nd Vice Chair as a signing requirement along with allowing the GM/ST to sign land rental agreements and other project funding agreements. The Directors continue to expect to be notified of all agreements through a board report.

This motion followed.

Motion FA #58/15

Moved by: Jim Campbell

Seconded by: Paul Gowing

THAT the proposed revisions to MVCA's Administrative Regulations and Procedures Manual be accepted as outlined in report #30/15 and amended as discussed.

(carried)

Further discussion continued around administrative regulations and procedures and the Directors decided to have a Board of Directors' policy handbook. This motion followed.

Motion FA #59/15

Moved by: Alison Lobb

Seconded by: David Turton

THAT staff develop an MVCA Board of Directors' policy handbook using the Upper Thames River Conservation Authority handbook as a template.

(carried)

- c) MVCA Involvement in 2016 & 2017 International Plowing Matches: **Report #31/15**
(attached)

Communications Coordinator Jayne Thompson presented this report to gain direction on MVCA's involvement at the IPM in 2016 and 2017.

The Directors feel it is important for MVCA's presence at both the 2016 and 2017 IPM as it is rare opportunity to connect with many watershed residents in one location. Since funding hasn't been set aside, it is expected reserve revenue as well as a lot of staff time would be required for this event. The Directors are willing to seek out other possible funding sources such as the HCW Community Fund.

Motion FA #60/15

Moved by:

Seconded by:

THAT MVCA plan to attend the IPMs in 2016 to be held in Harriston and 2017 in Walton; **AND THAT** staff begin to make preparations such as bookings for these events.

(carried)

d) Maitland Low Water Response Team: **Report #32/15** (attached)

Presented by Stephen Jackson Flood/Erosion Safety Coordinator, the purpose of this report was to gain direction on the formation of a Low Water Response Team for the Ontario Low Water Response Program.

This motion followed.

Motion FA #61/15

Moved by:

Seconded by:

THAT MVCA develop a low water response team that consists of the Chair, Vice-Chair and Second Vice as voting members and the Flood and Erosion Safety Services Representative and Stewardship Services Representative as non-voting members, along with two watershed municipal representatives who are major water dischargers to the river system and two private "Permit to Take Water Holders" who take water from the Maitland River; **AND THAT** seats remain vacant until they can be filled if representatives cannot be found and interviewed for by the Chair and Vice Chair when there is an abundance of representative applicants.

(carried)

e) Letter from Mrs. M. Douglas: Re: Possible Property Donation-Minto: **Report #39/15** (attached)

Presented by Phil Beard GM/ST, this report was presented to the Board to determine interest or acceptance of the proposed donation of land.

If the donation is accepted, MVCA will pay taxes on this property and have a lot of restoration and ongoing maintenance. The location isn't adjacent to any other watershed property.

At this time, Deb Shewfelt made a motion to table this item for further discussion at a future Board meeting. This motion was withdrawn and therefore was not seconded nor carried.

Motion FA #62/15

Moved by: Bob Burtenshaw

Seconded by: Alison Lobb

THAT MVCA decline the property donation offer as outlined in report #39/15; **AND THAT** Phil Beard, GM/ST contact Mrs. Douglas to notify her of this decision.

(carried)

7. Presentation: 2015 Work Plan Progress Report: **Report #33/15** (attached)

Jayne Thompson Communications Coordinator presented this report to outline the progress made thus far on the 2015 work plan.

The Directors said this was a great report and they were pleased with the format and would like to continue receiving progress reports on workplan updates from one presenter while having all coordinators present for questions as necessary.

8. Reports

a) Chair's Report

The dinner auction held by MCF in April was a successful evening. The foundation meets in June and will be settling the figures from this event.

The Gorrie Park had their clean up and it is looking good and the trees are progressing.

The Conservation Ontario teleconference meeting was held and there is progress being made.

The Gorrie Mill had their clean up and it is evident that the building continues to deteriorate. There is a high need to move forward with this project so it doesn't become a bigger problem.

b) Directors' Reports

Paul Gowing reported concern from a Huron East resident upstream of the Brussels millpond who feels there is riverbank erosion and loss of trees and would like to discuss these concerns with MVCA. Conservation Areas Coordinator Stewart Lockie will contact the landowner to discuss the concerns.

9. Consent Agenda:

The sources and purposes of the following items are outlined in each individual report that has been circulated to the Board of Directors. The Directors have the opportunity to discuss any or all of these items in further detail after their review.

- a) 2015 Budget Update: **Report #34/15** (attached)
- b) Revenue/Expenditure Report for April: **Report #35/15** (attached)
- c) Maitland Watershed Resiliency Challenge Update: **Report #36/15** (attached)
- d) Maitland Watershed Partnerships Forum Summary: **Report #37/15** (attached)
- e) Correspondence: For Directors' Information
 - i) Letter from Lakefront Residents at Meneset: **Report #38/15** (attached)
 - ii) Listowel Banner – North Perth Article on Climate Change (attached)

- iii) Letter from Township of Wellington North thanking MVCA for their presentation to Council
- iv) Letter from Town of Goderich approving 2015 General Levy
- v) 2015 Conservation Authorities Biennial Tour Registration (attached)

Discussion from the correspondence of the lakefront residents at Meneset outlined in report #38/15 arose. Stephen Jackson, Water Resources Engineer noted the high risk at Meneset on the Lake and there is a process for moving trailers.

Following discussion, this motion was made.

Motion FA #63/15

Moved by: Alison Lobb

Seconded by: Matt Duncan

THAT reports #34/15 through #38/15 and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

10. Review of Meeting Objectives/Follow-up Actions/Next meeting: June 17, 2015 7:00pm

The meeting objectives outlined in the agenda were reiterated by Chair Art Versteeg and were met. There weren't sufficient business items to hold a meeting in June, therefore the next Board meeting will be held at the MVCA office on July 15, 2015 at 7:00 pm. There will be a tour meeting of the Garvey Glenn Watershed with ACW Council and MVCA staff and Directors on June 17th, 2015 beginning at 2:00 pm.

11. Adjournment

The meeting adjourned at 9:02 pm with this motion.

Motion FA #64/15

Moved by: Alison Lobb

Seconded by: Paul Gowing

THAT the meeting be adjourned.

(carried)

Art Versteeg
Chair

Danielle Livingston
Recording Secretary