

Board of Directors Meeting #11/17

November 15, 2017

DIRECTORS PRESENT:

Jim Campbell, David Turton, Deb Shewfelt, Art Versteeg, Alison Lobb, Wilf Gamble, Roger Watt, Matt Duncan, Paul Gowing, Bob Burtenshaw, David Blaney

STAFF PRESENT:

Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Geoff King, Stewardship Services Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator

1. Call to Order

Jim Campbell outlined the key objectives on the agenda and called the meeting to order at 7:00 pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Board of Directors meeting #10/17 held on October 18, 2017 have been circulated to the Directors for their information and approval. The Directors agreed with the minutes and the following motion was made.

Motion FA #93/17

Moved by: Deb Shewfelt

Seconded by: Dave Turton

THAT the minutes from the Board of Directors meeting #10/17 held on October 18, 2017 be approved.

(carried)



4. Business Requiring Direction

a) Draft Outline Authority Funded Projects for 2018: **Report #57/17**

This report was presented by the General Manager/ Secretary Treasurer to obtain direction from the Board on the Authority funded projects that should be captured in the 2018 draft budget.

The Directors reviewed the projects for each service area and agreed that all of the projects outlined in Report #57/17 are consistent with MVCA's work plan and should be included in the 2018 draft budget.

The Director's plan to review and discuss the possibility of updating the shoreline erosion risk mapping at a later date if funding becomes available.

This motion followed.

Motion FA #94/17

Moved by: Alison Lobb

Seconded by: Roger Watt

THAT the authority funded projects outlined in Report #57/17 be included in the 2018 draft budget.

(carried)

b) Fee Schedule Changes/Honorariums/Mileage Rates for 2018: **Report#58/17**

Phil Beard presented this report to obtain direction from the Board on changes to MVCA's fees for 2018. The Director's concurred with the proposed fee changes and the following motion was made.

Motion FA #95/17

Moved by: Art Versteeg

Seconded by: Dave Turton

THAT the fee changes presented in the master fee schedule in report #58/17 be adopted for 2018.

(carried)

c) Gully Erosion Risk Mapping Update: **Report #59/17**

This report was presented by Steve Jackson to obtain direction from the Board on the outreach strategy for the updated gully erosion risk mapping.

In 2012, the gully erosion hazards maps along the Lake Huron shoreline were created, put out for public notification and adopted by the Board of Directors as part of MVCA's Regulated Areas.

In 2017, MVCA staff undertook the task of determining the gully erosion that could conservatively occur over the next 100 years. The 100 year erosion limit is the standard set by the Province for land use planning and conservation authority regulations. Staff recommend that the updated gully erosion risk mapping be implemented as outlined in Report #59/17.

Motion FA #96/17

Moved by: Deb Shewfelt

Seconded by: Art Versteeg

THAT MVCA adopt the updated gully erosion risk mapping with the exception of the four gullies where the hazard area has increased from the 2012 gully erosion risk mapping; **AND THAT** MVCA notify the affected landowners; **AND FURTHER THAT** any comments received be reviewed with the Board.

(carried)

d) Proposed Amendments to Personnel Manual: **Report #60/17**

Phil Beard reviewed the proposed changes to MVCA's personnel policies/procedures manual recommended by the Personnel Committee as outlined in Report #60/17.

The Directors agreed with the proposed changes to the personnel policies and made the following motion.

Motion FA #97/17

Moved by: Dave Turton

Seconded by: Alison Lobb

THAT the Board approve the proposed amendments recommended by the Personnel Committee as outlined in Report #60/17.

(carried)

e) Amendments to the Occupational Health and Safety Manual: **Report #61/17**

Stewart Lockie presented the proposed changes to MVCA's Occupational Health and Safety Manual.

The Directors agreed with the proposed changes and made the following motion.

Motion FA #97/17

Moved by: Art Versteeg

Seconded by: Paul Gowing

THAT the Board approve the amendments as recommended in Report #61/17.

(carried)

f) Proposed Amendment to Records Retention Policy: **Report #62/17**

The Records Retention Policy was last reviewed and updated at the meeting held on September 21, 2016. Report #62/17 presented by Danielle Livingston outlines further recommendations following the housekeeping of files in 2017.

The following motion was made.

Motion FA #98/17

Moved by: Roger Watt

Seconded by: David Blaney

THAT the File Retention Policy attached to Report #62/17 be approved with the following revisions.

File A.6.2.2 *Authority Regs, Procedures and Policies 2008* change from “til amended” to “8 years after amendment”.

File A.6.4.5 *Records Retention Policy 1986-* change from “til amended” to “8 years after amendment”.

(carried)

5. Chair and Director Reports

a) Chair's Report

Jim Campbell reported that Phil Beard and Steve Jackson attended the North Huron Council Meeting last month and did a great job presenting the upcoming MVCA work plans and key priorities in the North Huron jurisdiction of the watershed.

The Galbraith Optimist Club have informed the MVCA that they regretfully cannot continue to run their Day Camp for Kids that they have been offering for the last 25 years and have passed a resolution to terminate the agreement that they have with the MVCA. The Galbraith Optimist Club will meet with staff to discuss next steps and a report will be brought back to the Board.

After receiving this news, this motion was made.

Motion FA #99/17

Moved by: Dave Turton

Seconded by: Paul Gowing

THAT staff bring a report back to the Board that outlines the terms of lease and options for dealing with the infrastructure at the Galbraith Conservation Area.

(carried)

b) Director's Reports

Paul Gowing reported that MVCA staff did a great job addressing the concerns of the Morris-Turnberry Council recently when staff attended their council meeting last month. Paul also commented that some Council members feel that the municipality should have more involvement with the Bluevale Dam operation and that this will be discussed with council at a future meeting.

Dave Turton advised the Board that he and Phil Beard were well received at Mapleton Council when they discussed the 2018 work plan and the draft budget with council.

Art Versteeg informed the Board that a delegation was received by Howick Council last week and that a committee has been formed from a group of residents who have concerns with the Gorrie Dam. Eleanor McEwen is the committees' spokesperson.

Alison Lobb announced that the late Geoff Peach will be recognized with an award at the Latornell Conservation Symposium next week. Alison also noted that plans are underway for the Lake Huron Centre for Coastal Conservation's 2018 Spring Biennial Conference that will take place at the Oakwood Resort in Grand Bend.

6. Consent Agenda

The following items were circulated to the Board of Directors for their information.

- a) Office Hours over Christmas: **Report #63/2017**
- b) Revenue/Expenditure Report for October: **Report #64/17**
- c) Agreements Signed: **Report #65/17**

The following motion was made.

Motion FA #100/17

Moved by: Art Versteeg

Seconded by: Roger Watt

THAT reports #63/17 through #65/17 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

Motion FA #101/17

Moved by: Deb Shewfelt

Seconded by: Dave Turton

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

(carried)

7. Maitland Source Protection Authority Meeting Minutes

See MSPA meeting minutes.

8. In Camera Session: Five Year Review of Salaries/Benefits

All attendees except the Board Members, the GM/ST and the Administrative and Financial Services Coordinator were excused from the meeting at this time.

Motion FA #102/17

Moved by: Deb Shewfelt

Seconded by: Dave Turton

THAT the Board of Directors move in camera to review staff salaries and benefit compensation.

(carried)

The following motion was made at the in-camera session

Motion FA #103/17

Moved by: Deb Shewfelt

Seconded by: Paul Gowing

THAT the Board of Directors move out of in camera and resume regular session.

(carried)

Motion FA #104/17

Moved by: Alison Lobb

Seconded by: David Blaney

THAT the MVCA adopt the salary grid presented in-camera as discussed for the next 5-year period 2018-2022; **AND THAT** the MVCA cover \$1.00 of the cost of LTD coverage for employees on benefits beginning 2018; **AND FURTHER THAT** the Board revisit discussion of the cost share of LTD after the Provincial Budget is released in 2018.

(carried)

9. Review of Meeting Objectives/Follow-up Actions/Next meeting: Wednesday December 20, 2017 at 7pm.

Jim Campbell declared that the meeting objectives were met.

10. Adjournment

The meeting adjourned at 8:59pm with this motion.

Motion FA #105/17

Moved by: Dave Turton

Seconded by: David Blaney

THAT the meeting be adjourned.

(carried)



Jim Campbell
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator