

Board of Directors Meeting #3/15

March 18, 2015

DIRECTORS PRESENT: Art Versteeg, Jim Campbell, Deb Shewfelt, Wilf Gamble, Alison Lobb, Alvin McLellan, Matt Duncan, Roger Watt, Paul Gowing

ABSENT WITH REGRETS: David Turton, Bob Burtenshaw

STAFF PRESENT: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Financial Services Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Erica Magee, Administrative Assistant
Doug Hocking, Water Quality Specialist
Brandi Walter, Environmental Planner/Regulations Officer

COMMUNITY ATTENDEES: Paul Seebach, Auditor of Vodden Bender & Seebach, Daniel Daniel Holm, Photographer

1. Call to Order

Jim Campbell called the meeting to order at 7:05 pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Maitland Source Protection Authority

Motion FA #22/15

Moved by: Deb Shewfelt

Seconded by: Alison Lobb

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

(carried)



Jim Campbell stepped down from Chair of the meeting and Art Versteeg stepped in.

4. **Presentations**

- i) Staff Service Awards

Art acknowledged the following staff for their years of dedication and employment by presenting them with service awards after outlining the history of their individual roles with MVCA.

Erica Magee, Administrative Assistant – 15 years of service
Doug Hocking, Rural Water Quality Specialist – 15 years of service
Phil Beard, General Manager/Secretary Treasurer – 35 years of service

5. **Minutes**

The minutes from the Board of Director’s meeting #1/15 held on January 28, 2015 and the Annual Meeting #2/15 held on February 25, 2015 have been circulated to the Director’s for their information and approval. The Director’s agreed with the minutes and the following motion was made.

Motion FA #26/15

Moved by: Alvin McLellan

Seconded by: Jim Campbell

THAT the minutes from the Board of Director’s meeting #1/15 held on January 28, 2015 and the annual meeting #2/15 held on February 25, 2015 be approved.

(carried)

6. **Business out of the Minutes**

- i) Review of the Annual Meeting format/follow up actions: **Report #12/15**

This report summarized accomplishments made by having the Municipality of North Perth host the Annual Meeting and gain feedback and direction from the Director’s about future Annual Meetings. Follow up items from the meeting were outlined.

The Directors agreed that it is a good idea to move the Annual Meeting around the watershed. The Staff were asked to identify some potential hosts for next year’s Annual Meeting and to identify the options at a future Board meeting.

Motion FA #27/15

Moved by: Matt Duncan

Seconded by: Deb Shewfelt

THAT MVCA identify possible host municipalities for the 2016 MVCA Annual Meeting.

(carried)

7. **Reports**

- i) Chair’s Report

There were no reports from the Chair.

ii) Director's Report

Alison Lobb reported that MVCA's Water Quality Specialist, Doug Hocking presented at the Ag Ambition Meeting in Clinton recently and did an excellent job.

a) **Corporate Services**

i) 2014 Auditors Report: **Report #13/15** (attached)

Paul Seebach expressed appreciation on behalf of Vodden Bender & Seebach for being appointed as Auditor by the Board of Director's last fall. Paul identified that the draft auditors report did not contain the correct amounts in the 2014 budget section of the report. These errors will be corrected in the final version of the Auditors report.

The Director's agreed with the report, proposed corrections and the following motion was made.

Motion FA #28/15

Moved by: Paul Gowing

Seconded by: Roger Watt

THAT the Auditor's report be accepted as presented.

(carried)

ii) 2015 Work Plan, Budget & Levy: **Report #14A&B/15** (attached)

Presented by Phil Beard, this report outlined the major items of business to cover in 2015 to help finalize a work plan for the Board of Director's.

The Director's agreed with the report and made this motion.

Motion FA #29/15

Moved by: Alison Lobb

Seconded by: Wilf Gamble

THAT the work plan for 2015 be adopted as outlined in report #14A/15.

(carried)

Report 14B/15 was presented by Phil Beard informing the Directors of the changes made to the draft budget and to finalize the 2015 budget and gain levy approval.

a) 2015 levy approval

The results of the recorded vote were 77.38% in favour of Motion #29/15 with 9.97% not in favour and 12.65% absent. Therefore the motion carried.

Motion FA #29/15

Moved by: Deb Shewfelt

Seconded by: Alison Lobb

THAT the matching and non-matching levy be approved at \$1,242,052 for 2015; **AND THAT** the levy be apportioned to each municipality in accordance with the 2015 levy schedule.

(carried)

Municipality	Director	% Assessment Value	In Favour	Not In Favour	Absent
ACW	Roger	12.29	√		
Central Huron	Alison	10.39	√		
Goderich	Deb	12.53	√		
Howick	Art	3.97	√		
Huron East	Alvin	9.97		√	
Huron Kinloss	Wilf	6.96	√		
Mapleton	Dave	.8			√
Minto	Dave	6.95			√
Morris Turnbury	Paul	4.6	√		
North Huron	Jim	6.46	√		
North Perth	Matt	20.1	√		
Perth East	Bob	1.69			√
South Bruce	Wilf	.07	√		
Wellington North	Dave	2.76			√
West Perth	Bob	.45			√

b) 2015 budget approval

Motion FA #30/15

Moved by: Alison Lobb

Seconded by: Roger Watt

THAT the 2015 budget be approved as outlined in Report #14B/15.

(carried)

iii) Appointments to Committees: **Report #15/15** (attached)

The purpose of this report presented by Phil Beard was to establish appointments to projects, committees and organizations within the MVCA. These included:

- Conservation Ontario
- Maitland Watershed Partnerships Forum
- Maitland Conservation Foundation
- John Hindmarsh Environmental Trust Fund
- MVCA Personnel Committee
- Huron County Water Protection Committee
- Maitland Watershed Resiliency Project Leadership Team

- Shoreline Working Group

Following the presentation, these motions were made.

Motion FA #31/15

Moved by: Alison Lobb

Seconded by: Wilf Gamble

THAT Art Versteeg be appointed as the MVCA delegate to Conservation Ontario; **AND THAT** Jim Campbell and Phil Beard be appointed as the alternates.

(carried)

Motion FA #32/15

Moved by: Matt Duncn

Seconded by: Roger Watt

THAT the Maitland Watershed Partnerships Forums be open to any Director to attend if they would like to do so.

(carried)

Motion FA #33/15

Moved by: Alison Lobb

Seconded by: Paul Gowing

THAT Deb Shewfelt be appointed to the Board of Director's of the Maitland Conservation Foundation for 2015.

(carried)

Motion FA #34/15

Moved by: Jim Campbell

Seconded by: Alvin McLellan

THAT Alison Lobb be appointed to the John Hindmarsh Environmental Trust Fund Board for 2015.

(carried)

Motion FA #35/15

Moved by: Deb Shewfelt

Seconded by: Wilf Gamble

THAT Roger Watt be appointed to the Personnel Committee for 2015.

(carried)

Motion FA #36/15

Moved by: Alison Lobb

Seconded by: Matt Duncan

THAT Deb Shewfelt be appointed as the MVCA's representative to the Huron County Water Protection Steering Committee for 2015.

(carried)

Motion FA #37/15

Moved by: Matt Duncan

Seconded by: Alison Lobb

THAT Deb Shewfelt be appointed to the Maitland Watershed Resiliency Leadership Team for 2015.

(carried)

Motion FA #38/15

Moved by: Wilf Gamble

Seconded by: Jim Campbell

THAT the Shoreline Working Group be reactivated by the MVCA Board of Director's to review shoreline development policies under Ontario Regulation 164/06; **AND THAT** Deb Shewfelt, Alison Lobb and Roger Watt be appointed to the Shoreline Working Group.

(carried)

iv) Appointment of Bank/Solicitor: **Report #16/15** (attached)

Phil Beard presented this report to seek approval from the Board to appoint organizations for financial and legal business in 2015.

Motion FA #39/15

Moved by: Alison Lobb

Seconded by: Wilf Gamble

THAT the authority's banking transactions be handled by the Wingham and Goderich branches of the Canadian Imperial Bank of Commerce; **AND THAT** investments be made at the financial institutions offering the most favourable rate of interest to the maximum of the guaranteed limits set by the Canadian Depository Act; **AND THAT** the authority approve a bank borrowing by-law of \$200,000 for 2015 on revolving credit at the Canadian Imperial Bank of Commerce, Wingham Branch.

(carried)

Motion FA #40/15

Moved by: Paul Gowing

Seconded by: Jim Campbell

THAT the following solicitor be appointed to handle legal transactions of the Conservation Authority for 2015: Darrell N. Hawreliak Professional Corporation, Kitchener.

(carried)

- v) Revenue/Expenditure Reports for January/February: **Report #17/15** (attached)

These reports were circulated to the Board of Director's and the following motions were made.

Motion FA #41/15

Moved by: Jim Campbell

Seconded by: Roger Watt

THAT the financial report for the month of January, 2015 be accepted as presented; **AND THAT** accounts totalling \$145,475.22 be approved as outlined in the appendix to Report #17/15.

(carried)

Motion FA #42/15

Moved by: Alvin McLellan

Seconded by: Paul Gowing

THAT the financial report for the month of February, 2015 be accepted as presented; **AND THAT** accounts totalling \$158,642.71 be approved as outlined in the appendix to Report #17/15.

(carried)

- vi) Vehicle Tender Results: **Report #18/15** (attached)

This report presented by Steward Lockie was for the Director's information and to obtain direction on replacing a MVCA compact car.

Motion FA #43/15

Moved by: Matt Duncan

Seconded by: Jim Campbell

THAT Montgomery Ford Sales of Lucknow be advised that their tender in the amount of \$15,675.36 (all applicable taxes and freight included) to purchase a 2015 Ford Focus Hatchback SE was successful; **AND THAT** all those who submitted a tender be advised of the results in writing.

(carried)

8. Flood/Erosion Safety Services:

- i) Administrative Policies/Procedures Amendments Ontario Regulation 164/06:
Report #19/15 (attached)

This report was presented by Stephen Jackson to obtain approval from the Board for Ontario Regulation 164/06 administration policies proposed by MVCA staff.

Motion FA #44/15

Moved by: Roger Watt

Seconded by: Matt Duncan

THAT the Board of Directors adopt the "Administration Policies for Implementing Ontario Regulation 164/06" dated January 2015.

(carried)

9. Correspondence

a) **For Director's Information and Direction**

- i) Letter from the Township of Huron Kinloss acknowledging receipt of MVCA's letter of January 28, 2015 regarding budget and levy.
- ii) Letter from the Township of Ashfield Colborne Wawanosh approving MVCA's 2015 budget.
- i) Letter from the Township of Howick approving MVCA's 2015 budget and levy.
- ii) Letter from the Township of Morris-Turnberry approving MVCA's 2015 budget and levy.

10. Review of Meeting Objectives/Follow-up Actions/Next meeting: April 15, 2015 7:00pm

The meeting objectives were met which included obtaining direction from the Board on the 2015 work plan, budget and levy approval as well as the proposed changes to Ontario Regulation 164/06.

The next Board meeting will be held at the MVCA office on April 15, 2015 at 7:00 pm.

11. Adjournment

The meeting adjourned at 8:40 pm with this motion.

Motion FA #45/15

Moved by: Matt Duncan

Seconded by: Alison Lobb

THAT the meeting be adjourned.

(carried)

Art Versteeg
Chair

Danielle Livingston
Recording Secretary