

Members Meeting #11-21

December 15, 2021

Members Present: Dave Turton, Roger Watt, Alison Lobb, Megan Gibson, Cheryl Matheson, Ed McGugan, Alvin McLellan, Kevin Freiburger, Matt Duncan, Anita van Hittersum

Members Absent: John Grace

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Stewart Lockie, Conservation Areas Coordinator
Jayne Thompson, Communications IT&GIS Coordinator
Chris Van Esbroeck, Watershed Stewardship Coordinator
Danielle Livingston, Financial Services Coordinator
Donna Clarkson, DWSP Co-Supervisor

1. Call to Order

Chair Turton welcomed everyone, called the meeting to order at 6:58pm and reviewed the meeting objectives.

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 #10-2021 held on November 17, 2021 have been circulated for information and approval. The Members agreed with the minutes and the following motion was made.

Motion FA #90-21

Moved by: Kevin Freiburger

Seconded by: Alison Lobb

THAT the minutes from the General Membership meeting #10-2021 held on November 17, 2021 be approved.

(carried)



4. Business out of the Minutes:

- a) Draft Transition Plan: Report #66-2021

Phil Beard presented Report #66-2021 to the members and the following motion was made:

Motion FA #91-21

Moved by: Megan Gibson

Seconded by: Matt Duncan

THAT the draft transition plan be sent to all member municipalities, the Ministry of Environment, Conservation and Parks, watershed MPPs and that the transition plan be posted on MVCA's website; AND FURTHER THAT an outline of the mandatory services and programs be included in the information package with the transition plan.

(carried)

5. Requiring Direction and or Decision:

- a) Draft 2022 Priorities, Work Plan, Budget & Municipal Information Package: Report #67-2021

Motion FA #92-21

Moved by: Alvin McLellan

Seconded: Roger Watt

THAT the 2022 draft budget, work plan and levy be circulated to member municipalities for review and further that the final work plan and budget be brought back to the Members on March 16, 2022 for final review and approval; AND FURTHER THAT the municipal information package be circulated to member municipalities for review and comment.

(carried)

- b) Revisions to MVCA's Administrative Regulation & Section 28 Regulations Hearing Procedures: Report #68-2021

Phil Beard presented Report #68-2021 and the following motion was made:

Motion FA #93-21

Moved by: Alison Lobb

Seconded by: Ed McGugan

THAT MVCA's Administrative Bylaw and Hearing Guidelines be amended to incorporate the revisions to the Conservation Authorities Act as outlined in Report #68- 2021.

(carried)

c) Personnel Committee Report #69-2021

Stewart Lockie presented Report #69-2021 and the following motion was made:

Motion FA #94-21

Moved by: Cheryl Matheson

Seconded by: Megan Gibson

THAT the proposed revisions to the Personnel Manual be approved as outlined in Report #69-2021;
AND FURTHER THAT the Purchasing Policy be removed from the Personnel Manual and added to MVCA's Administrative Bylaw.

(carried)

d) Revisions to MVCA's Occupational Health and Safety Manual: Report #70-2021

Motion FA #95-21

Moved by: Alvin McLellan

Seconded by: Roger Watt

THAT the Membership approves the amendments as recommended in report #70-2021.

(carried)

e) Renewal of Employee Assistance Program: Report #71-2021

Danielle Livingston presented Report #71-2021 to the members and the following was developed:

Motion FA #96-21

Moved by: Alison Lobb

Seconded by: Matt Duncan

THAT Employee Assistance Program be continued in 2022;
AND THAT the program continue to be cost shared.

(carried)

f) First Call: Declarations for Chair, Vice and 2nd Vice Chair: Report #72-2021

Phil Beard advised the Members that this is the first call for Members to declare their intention to run for Chair, Vice or Second Vice at the Annual Meeting:

Matt Duncan declared his interest in running for Chair in 2022.

- g) Correspondence for Members Directions: Request from the Brussels Lions Club
The Members reviewed the request from the Brussels Lions Club to lift the boards at the Brussels Dam for the Duck Race on August 1st and made the following motion:

Motion FA #97-21

Moved by: Ed McGugan

Seconded by: Roger Watt

THAT the Brussels Lions Club may use the dam for their duck race on August 1, 2022 but that the Brussels Lions Club is not permitted to lift any boards from the dam.

(carried)

6. Chair and Members Reports

The Chair read the letter from Erinn Lawrie, former Member from the Town of Goderich.

A letter of thank you will be sent to Erinn.

Chair, Turton extended Christmas greetings to all the members and staff of MVCA.

7. In-Camera Session: GM-ST Annual Work Plan Review

Motion FA #98-21

Moved by: Alison Lobb

Seconded by: Matt Duncan

THAT the members move into an in-camera session.

(carried)

Motion FA #99-21

Moved by: Alison Lobb

Seconded by: Ed McGugan

THAT the members move from the in-camera session back into the regular meeting.

(carried)

Motion FA #100-21

Moved by: Kevin Freiburger

Seconded by: Roger Watt

THAT the in-camera report be accepted.

(carried)

Motion FA #101-21

Moved by: Alison Lobb

Seconded by: Megan Gibson

THAT the in-camera minutes from the November 17, 2021 meeting be approved.

(carried)

8. Consent Agenda

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

- a) Revenue-Expenditure Report for October: Report #73-2021
- b) Correspondence for Members Information: Letter from MECP to the Town of Goderich.

The following motion was made:

Motion FA #102-21

Moved by: Alvin McLellan

Seconded by: Anita van Hittersum

THAT Report #73-2021 along with their respective recommended motions as outlined in the Consent Agenda be approved.

(carried)

9. Maitland Source Protection Authority Meeting

Motion FA #103-21

Moved by: Megan Gibson

Seconded by: Ed McGugan

THAT the members move in to the MSPA meeting.

(carried)

Motion #104-21

Moved by: Anita van Hittersum

Seconded by: Alvin McLellan

THAT MSPA meeting be adjourned and move back into regular session.

(carried)

10. Adjournment - Next Meeting Date, Wednesday, January 26, 2022 at 7:00pm at the Wroxeter Hall

11. Adjournment of Members Meeting:

The members meeting adjourned at 8:40pm with the following motion:

Motion FA #105-21

Moved by: Matt Duncan

Seconded by: Megan Gibson

THAT the Members Meeting be adjourned.

(carried)

A handwritten signature in black ink, appearing to read "Dave Turton", enclosed in a thin black rectangular border.

Dave Turton
Chair

A handwritten signature in black ink, appearing to read "Phil Beard", written in a cursive style.

Phil Beard
General Manager /
Secretary-Treasurer