



January 16, 2018

Town of Minto
RR #1
Harriston, ON
N0G 1Z0

Attention: Clerk

**Re: Appointment to Maitland Valley Conservation Authority Board of Directors and
Maitland Source Protection Authority Board for 2018**

The term of your current appointment to the Maitland Valley Conservation Authority is due to end as of February 21, 2018 which is the date of our Annual Meeting.

Please advise our office **in writing** who your appointment will be for 2018 prior to February 21, 2018 including a copy of the council's resolution that specifies your Municipality's appointment to the **MVCA Board of Directors and the Maitland Source Protection Authority** for 2018. It is generally the same person who sits on both Boards.

If you have any questions please contact the undersigned.

Sincerely,

Phil Beard
General Manager/Secretary-Treasurer

Cc: David Turton