

## **Board of Directors Meeting #3/18**

**March 21, 2018**

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

**ABSENT:** Dave Turton

**STAFF PRESENT:** Phil Beard, General Manager/Secretary-Treasurer  
Danielle Livingston, Admin/Financial Services Coordinator  
Geoff King, Stewardship Services Coordinator  
Jayne Thompson, Communications Coordinator  
Stewart Lockie, Conservation Areas Coordinator  
Steve Jackson, Flood/Erosion Safety Coordinator  
Cheryl Dobbyn, Clerk

**COMMUNITY ATTENDEES:** Paul Seebach, Auditor of Vodden Bender & Seebach

**1. Call to Order**

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

**2. Declaration of Pecuniary Interest**

There were no pecuniary interests at this time



**3. Minutes**

The minutes from the last Board of Director's meeting as well as the Annual Meeting 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 #19/18**

**Moved by: David Blaney**

**Seconded by: Art Versteeg**

**THAT** the minutes from the Board of Director's meeting #1/18 held on January 24, 2018 and the Annual Meeting #2/18 held on February 28, 2018 be approved.

**(carried)**

**4. Presentations**

a) Staff Service Awards

Jim Campbell congratulated and thanked the following staff for their years of dedication and employment by presenting them with service awards and outlining the history of their individual roles with the Maitland Valley Conservation Authority.

Erin Gouthro, Regulations Officer: 5 years

Cheryl Dobbyn, Clerk: 10 years

Jayne Thompson, Communications Coordinator: 30 years

Erin Gouthro wasn't able to attend this evening's meeting. Jayne Thompson expressed her gratitude, by thanking both the Board and staff for the many years of support and collaboration.

b) 2017 Audit Report: **Report #9/18**

Paul Seebach of Vodden Bender & Seebach presented the 2017 Financial Statement to the Director's and invited questions and feedback from the Board.

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

**Motion FA #20/18**

**Moved by: Alison Lobb**

**Seconded by: Roger Watt**

**THAT** the Auditor's report be accepted as presented; **AND THAT** the Maitland Valley Conservation Authority 2017 Financial Statement be approved.

**(carried)**

**5. Business Out of the Minutes**

a) Direction on Investment Options: **Report #10/18**

The Board is re-visiting other investment opportunities after reviewing the options presented by Libro Credit Union of Wingham at the December 2017 meeting. Phil Beard outlined other possibilities and recommendations in Report #10/18 for the Board to consider and Chair Campbell opened the floor to questions.

The Director's discussed possibilities and interest rates for savings accounts with other banking institutions as well as the MVCA's current banking agreement, along with the need to have an internal investment policy. These motions followed.

**Motion FA #21/18**

**Moved by: David Blaney**

**Seconded by: Roger Watt**

**THAT** staff direct CIBC Gundy to move the current bond fund to a GIC investment for a 2-year period to CIBC.

(carried)

**Motion FA #22/18**

**Moved by: Alison Lobb**

**Seconded by: Paul Gowing**

**THAT** staff develop an investment policy that includes that the principle is guaranteed and is consistent with the Ontario Municipal Act investment guidelines for the Board to review.

(carried)

**6. Business Requiring Direction/Decision**

a) 2018 Budget: **Report #11/18**

Report #11/18 was presented by the GM/ST and Coordinator's to outline the revisions proposed since the December review of the draft budget and to finalize the 2018 budget. Voting for levy approval from each respective Director on behalf of the municipalities followed.

a) 2017 Levy Approval

<b>Municipality</b>	<b>Director</b>	<b>% Assessment Value</b>	<b>In Favour</b>	<b>Not In Favour</b>	<b>Absent</b>
ACW	Roger Watt	12.25	√		
Central Huron	Alison Lobb	10.04	√		
Goderich	Deb Shewfelt	12.00	√		
Howick	Art Versteeg	4.13	√		
Huron East	David Blaney	10.19	√		
Huron Kinloss	Wilf Gamble	6.59	√		

Mapleton	Dave Turton	0.85				x
Minto	Dave Turton	6.98				x
Morris-Turnberry	Paul Gowing	4.86	√			
North Huron	Jim Campbell	6.08	√			
North Perth	Matt Duncan	20.98	√			
Perth East	Bob Burtenshaw	1.74	√			
South Bruce	Wilf Gamble	0.07	√			
Wellington North	Dave Turton	2.77				x
West Perth	Bob Burtenshaw	.46	√			

The results of the recorded vote were 89.4% in favour of Motion #23/18 with 10.6% absent. Therefore the motion carried.

**Motion FA #23/18**

**Moved by: Alison Lobb**

**Seconded by: Matt Duncan**

**THAT** the matching and non-matching levy be approved at \$1,416,049 for 2018; **AND THAT** the levy be apportioned to each municipality in accordance with the 2018 levy schedule.

(carried)

b) 2018 Budget

**Motion FA #24/17**

**Moved by: Bob Burtenshaw**

**Seconded by: Wilf Gamble**

**THAT** the 2018 budget be approved as outlined in Report #11/18.

(carried)

b) Gorrie Conservation Area: February Flood Damages: **Report #12/18**

This report from Stewart Lockie informs the Board about the further damages to the Gorrie Conservation Area following January and February flood events. Stewart asked for direction from the Board on the alternative repair options presented by B.M Ross and Associates or whether the Board would like to see no additional work done at this time other than some general cleanup of the site. Stewart advised that he has contacted staff at MNRF and they have advised that MVCA is not required to undertake any additional work as a result of the flood under the Lakes and Rivers Improvement Act. Staff indicated that there is a strong possibility of additional floods causing damage to the conservation area. Following thorough review and discussion, the following motion was made.

**Motion FA #25/18**

**Moved by: Alison Lobb**

**Seconded by: Art Versteeg**

**THAT** the Gorrie Conservation Area be left as is until the Board has had a chance to review the results of the report on the technical requirements for the three options, replace, repair or decommission; **AND**

**THAT** staff restrict public access to sections of the site that are not safe to ensure public safety; **AND FURTHER THAT** staff circulate a newsletter with this update to the community.

**(carried)**

c) **Carbon Footprint Strategy for 2018: Report #13/18**

This report from Conservation Areas Coordinator Stewart Lockie outlines the progress made in 2017 and measures planned for 2018 to reduce and compensate for our carbon footprint.

Following discussion and comments, the following motion was made.

**Motion FA #26/18**

**Moved by: Deb Shewfelt**

**Seconded by: Paul Gowing**

**THAT** MVCA's progress report and 2018 strategic actions as outlined in Report #12/18 be approved by the Board.

**(carried)**

d) **Appointments to Committees: Report #14/18**

This report establishes appointments to projects, committees and organizations within the Maitland Valley Conservation Authority for 2018 that include;

- Conservation Ontario
- Maitland Conservation Foundation
- John Hindmarsh Environmental Trust Fund
- MVCA Personnel Committee.
- Huron County Water Protection Committee
- Carbon Footprint Initiative Leadership Team

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Following discussion, this motion was made.

**Motion FA #27/18**

**Moved by: Art Versteeg**

**Seconded by: Bob Burtenshaw**

**THAT** Jim Campbell be appointed as the MVCA's delegate to Conservation Ontario; **AND THAT** Dave Turton and Roger Watt be appointed as alternates.

**AND FURTHER THAT** Deb Shewfelt be appointed to the Board of Directors of the Maitland Conservation Foundation for 2018;

**AND FURTHER THAT** Alison Lobb be appointed to the John Hindmarsh Environmental Trust Fund Board for 2018;

**AND FURTHER THAT** Roger Watt be appointed to the Personnel Committee for 2018;

**AND FURTHER THAT** Deb Shewfelt be appointed as the MVCA's representative to the Huron County Water Protection Steering Committee for 2018;

**AND FURTHER THAT** Deb Shewfelt be appointed to the Carbon Footprint Initiative Leadership Team for 2018.

(carried)

e) Appointment of Banks/Solicitors: **Report #15/18**

Following review of this report to obtain approval from the Board to appoint organizations for financial and legal business in 2018, this motion was made.

**Motion FA #28/18**

**Moved by: Alison Lobb**

**Seconded by: Matt Duncan**

**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 FURTHER THAT** the authority approve a bank borrowing by-law of \$200,000 for 2018 on revolving credit at the Canadian Imperial Bank of Commerce, Wingham Branch; **AND FURTHER THAT** the following solicitors be appointed to handle legal transactions of the Conservation Authority for 2018: Darrell N. Hawreliak Professional Corporation, Kitchener and and Greg Stewart, Donnelly & Murphy, Goderich.

(carried)

**7. Consent Agenda**

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

- a) Revenue/Expenditure Report - December: **Report #16/18**
- b) Agreements Signed: **Report #17/18**
- c) Correspondence: For Directors' Information:
  - i) Letter from Conservation Ontario to Premier, Kathleen Wynne  
Re: Flooding on February 21, 2018
  - ii) Letters from the Township of Morris-Turnberry and North Huron  
Re: MVCA 2018 Budget

This motion followed.

**Motion FA #29/18**

**Moved by: Deb Shewfelt**

**Seconded by: Wilf Gamble**

**THAT** the Consent Agenda items and reports #16/18 through #17/18 along with their respective recommended motions and correspondence as outlined be accepted as presented.

(carried)

**8. Maitland Source Protection Authority Meeting:**

**Motion FA #30/18**

**Moved by: Deb Shewfelt**

**Seconded by: Paul Gowing**

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

(carried)

**9. In-Camera Session: Personnel Matters**

At this time, all attendees left the meeting with the exception of the Board members, Phil Beard, Jayne Thompson, Steve Jackson and Danielle Livingston.

**Motion FA #31/18**

**Moved by: Deb Shewfelt**

**Seconded by: Alison Lobb**

THAT the Board of Directors move in camera for a legal matter.

(carried)

Motion FA #32/18 to resume regular session was made in-camera

(carried)

**10. Review of Meeting Objectives/Follow-up Actions/Next meeting: April 18, 2018**

Chair Jim Campbell announced that the next Board meeting will be held at the MVCA office on April 18, 2018 at 7:00 pm and reviewed the business that was accomplished.

**11. Adjournment**

The meeting adjourned at 8:55 pm with this motion.

**Motion FA #33/18**

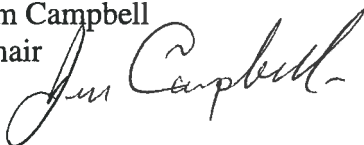
**Moved by: David Blaney**

**Seconded by: Bob Burtenshaw**

THAT the meeting be adjourned.

(carried)

Jim Campbell  
Chair



Danielle Livingston  
Administrative Assistant

