



## Saugeen Valley Conservation Authority

### Executive Committee Meeting Minutes

Date: October 2nd, 2025, 9:01 a.m.  
Location: Electronic via Zoom  
Chair: Tom Hutchinson  
Members present: Paul Allen, Barbara Dobreen, Bud Halpin  
Members absent: Greg McLean  
Staff present: Erik Downing, Matt Armstrong, Madeline McFadden

Chair Hutchinson called the meeting to order at 9:01 a.m.

#### 1. Adoption of Agenda

##### Motion #EC25-43

Moved by Barbara Dobreen

Seconded by Bud Halpin

*THAT the agenda for the Executive Committee meeting, October 2<sup>nd</sup>, 2025, be adopted as circulated.*

**Carried**

#### 2. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

#### 3. Adoption of Minutes

##### Motion #EC25-44

Moved by Bud Halpin

Seconded by Paul Allen

*THAT the minutes of the Executive Committee meeting August 21<sup>st</sup>, 2025, be adopted as presented.*

**Carried**

#### 4. New Business

##### 4.1 - Operational Plan – complete

##### 4.2 - SVCA Letters to Directors

On the recommendation of legal counsel, SVCA staff ceased the practice of distributing permit and violation correspondence to directors from the associated municipalities, in order to avoid potential bias should litigation arise. Directors expressed concern that the absence of such correspondence may limit their ability to represent their municipalities, advocate for constituents, and support the Authority. Directors indicated that receiving correspondence and participating in

Section 28 Hearings was their preferred course of action, and requested that staff consider options to facilitate this.

**5. Closed Session - 10:18 a.m.**

**Motion #EC25-45**

Moved by Bud Halpin

Seconded by Paul Allen

*THAT the Executive Committee proceed into closed session, in camera, to discuss a litigation matter(s) and THAT the GM/S-T, Manager of Environmental Planning and Regulations, and a Regulations Officer join as required.*

**Carried**

Rise and Report: The Committee rose from closed session at 10:44. and reported only items indicated in amended closed agenda were discussed in closed being associated with litigation matters.

**6. Other Business - none**

**7. Adjournment**

With no further business to discuss, the meeting was adjourned at 10:46. following a motion moved by Barbara Dobreen and seconded by Bud Halpin.

Next meeting date of the SVCA Executive Committee, be held November 6<sup>th</sup>, 2025.

---

Tom Hutchinson  
Chair

---

Erik Downing  
Recording Secretary