

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, MAY 23, 2017

Members Present:	T.Birtch	N.Manning
	M.Blackie	S.McCall-Hanlon
	M.Blosh	A.Murray
	R.Chowen	M.Ryan
	A.Hopkins	J.Salter
	T.Jackson	G.Way
	S.Levin	

Regrets:	H.McDermid	B. Petrie
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Solicitor:	G.Inglis
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Staff:	C.Harrington	C.Tasker
	B.Mackie	M.Viglianti
	C.Saracino	I.Wilcox
	A.Shivas	K.Winfield
	M.Snowsell	

1. Approval of Agenda

T.Birtch moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors
approve the agenda as posted on the Members’ web-site.”

CARRIED.

2. Declaration of Conflicts of Interest

The Chair inquired whether the members had any conflicts of interest to declare relating to the agenda. There were none.

3. Confirmation of Payment as Required Through Statutory Obligations

The Chair inquired whether the Authority has met its statutory obligations in the payment of the Accounts Payable. The members were advised the Authority has met its statutory obligations.

4. Minutes of the Previous Meeting
April 25, 2017

T.Jackson moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated April 25, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes
There was no business arising.

6. Closed Session – In Camera

There being property and legal matters to discuss,

M.Ryan moved – T.Jackson seconded:-

“RESOLVED that the Board of Directors adjourn to Closed Session – In Camera.”

CARRIED.

Progress Reported

- (a) Property and legal matters relating to the Glengowan lands were discussed.

7. Business for Approval

- (a) Friends of Ellice and Gads Hill Swamps Co-Management Agreement – Renewal
(Report attached)

B.Mackie stated that there have been no significant changes to the Agreement. I.Wilcox gave credit to T.Jackson for creating and heading this initiative and explained that there was a unique set of circumstances that ultimately led to the creation of this Agreement. Due to the uniqueness of the situation this arrangement would be difficult to replicate in other areas, but there are valuable lessons that could be applied elsewhere.

S.Levin moved – T.Jackson seconded:-

“RESOLVED that the Board of Directors approve the recommendation as presented in the report.”

CARRIED.

(b) Finance & Audit Committee Recommendations

i) Chair Appointment

Sandy Levin was elected the Chair of the Finance & Audit Committee.

ii) Committee Terms of Reference
(Report attached)

S.Levin moved – T.Jackson seconded:-

“RESOLVED that the Board of Directors approve the recommendation as presented in the report.”

CARRIED.

iii) 2016 Audited Statements & Audit Findings Report
(Reports attached)

There was discussion around having Finance staff be included on matters relating to statements of claim and potential statements of claim in order to address one of the areas of control deficiencies described in the Auditors report.

There will be revised budgets as the year goes on to inform the Board better on changes and opportunities.

T.Jackson moved – M.Ryan seconded:-

“RESOLVED that the Board of Directors approve the recommendation as presented in the report.”

CARRIED.

T.Birtch moved – S.Levin seconded:-

“RESOLVED that the Board direct Staff to look through existing Procedures and report back on the best way to integrate the intent that Finance staff be copied on all matters relating to statements of claim and potential statements of claim.”

CARRIED.

iv) Committee Chair’s Comments

S.Levin reported that the Committee met In-Camera with the Auditors without Staff present. The Auditors were very optimistic about the areas of concern they pointed out in their reports. The committee is recommending that we re-appoint KPMG for 2017.

S.Levin moved – T.Jackson seconded:-

“RESOLVED that the Board of Directors re-appoint KPMG as the UTRCA Auditors for fiscal 2017.”

CARRIED.

8. Business for Information

(a) Administration and Enforcement – Section 28
(Report attached)

There was discussion around the violations concerning building in areas designated as Provincially Significant Wetlands. The Policy states that there is no new development permitted in Provincially Significant Wetlands.

S.Levin moved – A.Murray seconded:-

“RESOLVED that the Board of Directors accept the report as presented.”

CARRIED.

(b) First Quarter Financial Report
(Report attached)

S.Levin moved – A.Hopkins seconded:-

“RESOLVED that the Board of Directors accept the report as presented.”

CARRIED.

(c) Harrington EA Update

C. Tasker updated the Board on the current status of the Harrington EA. Final edits have been made to the reports and the link to those reports will be circulated to the Members when they have been posted. On June 20th the Consultants will be presenting to Zorra Council, followed a week later by a presentation at the June 27th UTRCA Board meeting.

C.Tasker informed the Board that it was recently pointed out that there is some potential for misunderstanding from the March 28th meeting minutes regarding the Delegation presentation. While the Minutes suggest that it is the mill that is not stable, it is understood that it is the dam that has stability problems in both the spillway and the embankment.

C.Tasker explained that during the Delegation presentation it was suggested that the Dam has some potential benefit to the Brook Trout. Through past experience Staff have found that is not

the case and that the most productive brook trout habitat is where the brook trout have seasonal access to and from warmer waters downstream which provide diversity of food. Clarification from MNRF has been requested.

C.Tasker clarified that the sheet piling has been fully considered as part of the EA.

(d) Conservation Ontario E-Bulletin
(Attached)

Board Members now receive the Conservation Ontario E-Bulletin directly. In the future CO E-Bulletins will not be included on the agenda unless there are items to be discussed.

(e) Community Partnerships Presentation

T.Hollingsworth gave a presentation outlining the programs and projects the Community Partnerships Unit is offering and participating in.

T.Birtch complimented Brad Hertner for his work in Oxford County and asked that he be included in future meetings regarding the Pittock lands.

T.Hollingsworth gave a brief overview of the history and evolution of First Nations involvement and roles in UTRCA related projects, mainly with Source Water Protection and the Clear Water revival.

The Board requested to be informed about UTRCA led events taking place around the Watershed. T.Hollingsworth assured the Board that staff members have been instructed to alert the appropriate Board members if a community event is happening in their area, but staff will be reminded to do this.

There was a suggestion and discussion around the possibility of creating a recognition program. Staff will look into what local recognition programs currently exist and the Managers will discuss and report back to the Board.

A.Hopkins moved – T.Jackson seconded:-

“RESOLVED that the Board direct Staff to investigate developing a recognition program, including staff capacity, and report back to the Board.

CARRIED.

There was a discussion around doing LID projects in rural areas, rural water budgets, and the challenges the intensification of tile drainage is posing.

While the UTRCA is not hosting any Canada 150 events of its own, it is involved in many 150 events.

9. May FYI
(Attached)

The attached report was presented to the members for their information.
Staff will provide the Board with a summary of the distribution of the FYI.

10. Other Business

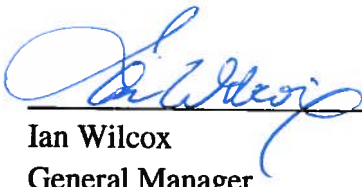
There is disappointment from Conservation Authorities with the lack of recognition for their role during the recent flooding events across Ontario, and it was noted that the Insurance industry was profiled above Conservation Authorities in the aftermath of the flooding.

Board Members were advised that contract negotiations are currently underway with some of the Member Municipalities regarding the delivery of Source Water Protection Risk Management Services.

The Gilmor case is still ongoing; the verdict is expected to be announced soon.

11. Adjournment

There being no further business the meeting was adjourned at 11:30am on a motion by N.Manning.



Ian Wilcox
General Manager
Att.

M.Blackie, Authority Chair

Co-Management Agreement Terms and Conditions

The UTRCA Board of Directors endorses the following Co-Management Agreement between the Friends of Ellice and Gads Hill Swamps and the UTRCA, implemented for a period of five years, (May, 2017 to May, 2022) subject to renewal, with the following responsibilities and expectations:

1. The UTRCA will remain responsible for the overall management of Ellice and Gads Hill Swamps including inquiries, risk management, trail management, access signage, access gates, site visits, enforcement, property taxes, insurance, and communications.
2. The Friends will continue to provide input to the Authority, through regularly scheduled joint Friends of Ellice and Gads Hill Swamps meetings or through regular and direct communications with UTRCA staff.
3. The Friends will maintain a website with management and user information about the swamps, as well as highlighting the role of The Friends, and encouraging new membership with The Friends. The Friends will strive to maintain a base membership of 40 persons.
4. The Friends and UTRCA staff will jointly develop an annual education and conservation project fundraising list. The Friends will pursue opportunities for fundraising for these projects within Ellice and Gads Hill Swamps with a target of 50% of required funds to be contributed annually, exclusive of UTRCA staff time.
5. The Friends in partnership with the UTRCA will host a minimum of two annual clean up days, conservation project days, or site maintenance days per year specific to Ellice and Gads Hill Swamps.
6. The Friends will work to promote and maintain the Swamp Watch Program through its membership to assist in encouragement of appropriate recreational uses and behavior in the Ellice and Gads Hill Swamps.
7. The Friends will develop an 'Issues' database for annual consideration by both the Friends and UTRCA.
8. All users of the Ellice and Gads Hill Swamps will be strongly encouraged to purchase an individual or corporate Friends membership. This includes hunters, hikers, naturalists, snowmobilers, etc. No additional fees for hunting or other user groups will be implemented for The Friends members. Those choosing to decline a The Friends membership will be charged standard UTRCA hunting fees to assist in supporting management activities at Ellice and Gads Hill Swamps. Fifty percent of the revenue from this fee will be directed to an Ellice and Gads Hill Swamp Project Reserve account managed by the UTRCA. These funds will be available to support approved projects in Ellice and Gads Hill Swamps.

Note: For the period of this Agreement, landowners and agricultural tenants adjacent to the Swamp may apply for up to two free Friends Memberships in recognition of their assistance with the Swamp Watch program and support of local land and habitat stewardship.

9. All hunters will be required to register with the UTRCA through the UTRCA's web site www.utrcahunterregistration.ca. Paper copies will also be made available for local clubs by request in recognition of limited internet access for some individuals.
10. If at any time either The Friends or the UTRCA wish to dissolve this Co-Management Agreement, a six month notice must be provided with reasons stated and this information shared with the UTRCA Board of Directors.
11. The Friends members and UTRCA staff will work cooperatively to share information where possible and to develop solutions to ensure the intent of the Ellice and Gads Hill Swamp Guiding Document is supported.

12. The Co-Management Agreement will be reviewed by Authority staff and The Friends at the conclusion of the Agreement term in 2022 and renewed for a further five year term subject to and agreed upon amendments.

IN WITNESS WHEREOF the Authority has affixed its corporate seal duly attested by the hands of its proper signing officers.

DATED at; _____, Ontario this _____ day of May, 2017.

UPPER THAMES RIVER CONSERVATION AUTHORITY

Per: _____

Per: _____

THE FRIENDS OF ELLICE AND GADS HILL SWAMPS

Per: _____

Per: _____