

MINUTES  
BOARD OF DIRECTORS' MEETING  
TUESDAY, AUGUST 22, 2017

Members Present:	M.Blackie	N.Manning
	M.Blosh	H.McDermid
	R.Chowen	A.Murray
	A.Hopkins	B. Petrie
	T.Jackson	J.Salter
	S.Levin	G.Way

Regrets:	S.McCall-Hanlon	M.Ryan
	T.Birtch	

Solicitor:	G.Inglis
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Staff:	F. Brandon-Sutherland	C.Saracino
	M. Fletcher	A.Shivas
	D.Charles	M.Snowsell
	C.Harrington	C.Tasker
	T.Hollingsworth	I.Wilcox
	S.Dunlop	K.Winfield

1. Approval of Agenda

T.Jackson moved – H.McDermid seconded:-

“RESOLVED that the UTRCA Board of Directors  
approve the agenda as posted.”

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  
June 27, 2017

N.Manning moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated June 27, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes

There was no business arising from the minutes.

6. Business for Approval

(a) WECS Consultant Selection  
(Reports attached)

C.Tasker introduced David Charles, the new Water Control Structures Supervisor, and Fraser Brandon-Sutherland, Project Engineer In-Training, to the Board.

The Board can expect a draft of the new WECS Consultant Selection Policy at the November Board meeting. There will be other draft policies around procurement coming in the future.

B.Petrie brought forward the notion that bids be scored by best value, and if best value is achieved, staff approval would be a possibility. I.Wilcox agreed that this could be brought forward in the second set of policy changes.

Staff clarified that the engineering studies produced by the Consultants are all intellectual property of the UTRCA.

There were concerns raised about maintaining competition and fairness with the proposed changes. Staff clarified that there will be checks and balances that will be worked into the process that would not guarantee the existing contractors be chosen for future project phases. The Board asked that when this policy is brought back before them, past examples and how they relate to the new policy be provided so possible ‘what if’ scenarios’ can be fully explored and discussed.

S.Levin moved – T.Jackson seconded:

“RESOLVED that recommendation two be amended to read ‘Staff draft policy that builds on the considerations discussed in this report which, when approved by the board, will provide direction and guidance on the procurement of professional services. The

expected receipt date of the draft policy will be November 2017' ”

CARRIED.

T.Jackson moved – N.Manning seconded:

“RESOLVED that the Board of Directors accept the recommendations as amended.”

CARRIED.

- (b) Tender Award & Budget Increase Fanshawe Dam Substructure Rehabilitation Phase 4  
(Report attached)

C.Tasker introduced the report and pointed out that in the last part of the report, the \$779, 762.00 value amount is plus taxes and includes contingencies.

C.Tasker clarified that staff decide on a case by case basis whether to include a contingency.

D.Charles clarified that increasing the budget does not change the tender amounts.

S.Levin moved – B.Petrie seconded:

“RESOLVED that the recommendation be amended to read “the Board approves to increase the project budget by \$95,305.00 and direct staff to pursue WECI funding for the increased project budget.”

CARRIED.

S.Levin moved – B.Petrie seconded:

“RESOLVED that the Board of Directors accept the recommendations as amended.”

CARRIED.

- (c) i) Revised Budget  
(Report attached)

C.Saracino explained the reasoning behind approving a revised budget.

S.Levin moved – T.Jackson seconded:

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

CARRIED.

ii) Financial Update for July 2017  
(Report attached)

C.Saracino introduced her report and explained to the Board the reasons behind each of the surpluses. C.Saracino also explained the new built-in expense for depreciation on capital and the column for approval for a revised budget.

S.Levin moved – T.Jackson seconded: -

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

CARRIED.

7. Closed Session – In Camera

There being property and legal matters to discuss,

T.Jackson moved – H.McDermid 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.

S.Levin moved – R.Chowen seconded: -

“RESOLVED that the Board of Directors receive the report as presented in Closed Session.”

CARRIED.

- (b) Legal matters relating to Pen Equity were discussed.

8. Business for Information

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

The suggestion of adding beginning and end dates to the Section 28 report was brought forward again. Staff reported that they are currently working on a database that will be able to better

keep track of dates. When the database is complete, staff will be able to better incorporate dates into future Section 28 reports.

T.Jackson brought forward concerns about closing in drains and asked that staff created a presentation to better educate the Board on this matter. T.Annett responded that staff are currently working on a more comprehensive closures policy and when it has been drafted they will create an educational presentation around the topic and bring the policy forward for Board input.

H.McDermid moved – G.Way seconded:-

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

CARRIED.

(b) Minimum Wage Increase Impacts  
(Report attached)

C.Saracino explained that at this point, the UTRCA is proceeding with the assumption that the legislation will pass. She also discussed the potential impacts and changes to the On Call procedure. The Board asked that staff do more analysis to gain a better understanding of what parts of our business this will impact.

Concerns were raised about the silence on this issue from Conservation Ontario and other Conservation Authorities. T.Jackson asked that the UTRCA make a formal statement to the Ministry of Labour stating the impacts the increases will have on the organization.

T.Jackson moved – seconded R.Chowen:-

“RESOLVED that the Board directs staff to send a letter making the Ministry of Labour aware of the concerns the UTRCA has about the impacts the legislation in question will have on the operations, services and costs of this organization. The letter is to be circulate to other CAs and Conservation Ontario for support.

CARRIED.

A.Hopkins left the meeting 11:34am

(c) Pioneer Village Report  
(Report attached)

S.Levin moved – H.McDermid seconded:-

“RESOLVED that the Board of Directors receive

the report as presented.”

CARRIED.

- (d) Conservation Awards Report  
(Report attached)

T.Hollingsworth spoke to the report. Concerns were raised regarding category names and the number of categories. T.Hollingsworth explained that not every category would be filled every year, there would be a degree of flexibility to the program.

S.Levin moved – T.Jackson seconded:-

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

CARRIED.

- (e) Orr Dam Wingwall Stability Study  
(Report attached)

S.Levin moved – T.Jackson seconded:-

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

CARRIED.

- (f) International Student Placement  
(Report attached)

S.Levin moved – B.Petrie seconded:-

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

CARRIED.

- (g) Harrington Fisheries Report  
(Report attached)

T.Jackson expressed concerns regarding the Harrington Fisheries Report to the Board and presented his opinion based on personal experience, species specific scientific studies and discussions with a variety of fisheries experts regarding the potential negative impacts to the Brook Trout population at Harrington. He also expressed his concerns with MNRF’s position against their own science and disagrees with the statement that there will be no impact on the Brook Trout.

M.Fletcher asked for copies of the studies T.Jackson referenced. She explained that it is difficult to compare this project to the studies mentioned as they focus on lake populations and may not be applicable to the stream based populations we are addressing at Harrington. While there is no certain outcome, based on the long term UTRCA data recorded at this site, M.Fletcher feels the information available to her does not indicate the stream will get overrun by predator species.

There was a question whether there was value at this stage to ask for another opinion from an expert from Western University. It was decided that at this time getting another opinion on this matter is not feasible with timelines and may not provide any more clarity on this issue. It was suggested that the concerns expressed by all parties be presented to the engineers when designing the project.

J.Salter moved – R.Chowen seconded:-

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

CARRIED.

(h) Harrington & Embro EA Update

C.Tasker gave an update on the status of the Harrington & Embro EA. UTRCA staff are hoping to have feedback from Zorra Town Council in time for the September UTRCA Board meeting.

The September Board meeting will be held at Wildwood Conservation Area with a site visit to the Harrington Mill before the meeting. The Board was also updated on the very successful Canada 150 celebration, hosted by the Harrington and Area Community Association, and the group’s current fund-raising efforts.

9. August FYI  
(Attached)

The attached report was presented to the members for their information.

10. Other Business

I.Wilcox reminded the Board of the 2018 UTRCA Municipal Budget Workshop being held on September 7th. This workshop is not mandatory for Board members, but asked that any members who wish to attend contact Michelle Viglianti. If possible, I.Wilcox will circulate his presentation to Board members before the Workshop.

The Species at Risk Family and Friends Day was a big success this year. It was a fun and positive event.

11. Adjournment

There being no further business the meeting was adjourned at 12:14 p.m. on a motion by N.Manning.



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Ian Wilcox  
General Manager  
Att.

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M.Blackie, Authority Chair