

MINUTES  
BOARD OF DIRECTORS' MEETING  
TUESDAY, JANUARY 23, 2018

Members Present:	T.Birtch M.Blackie M.Blosh R.Chowen A.Hopkins T.Jackson S.Levin	N.Manning H.McDermid A.Murray J.Salter G.Way S.McCall-Hanlon
Regrets:	B.Petrie	M.Ryan
Solicitor:	G.Inglis	
Staff:	T.Annett J.Enright B.Glasman C.Harrington T.Hollingsworth C.Saracino	A.Shivas M.Snowsell C.Tasker I.Wilcox K.Winfield

M.Blackie called the meeting to order and informed the Board that Nathalie Des Rosiers was announced last week as the new Minister of Natural Resources and Forestry.

1. Approval of Agenda

G.Way moved – T.Jackson seconded:-

“RESOLVED that the UTRCA Board of Directors  
approve the agenda as posted on the Member’s 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.

This will be the last time this statement is given at the opening of a Board meeting. As approved by the Board in November 2017, starting in February the Factual Certificate will replace this statement and be reviewed and accepted once a year.

4. Minutes of the Previous Meeting

November 28, 2017

M.Blosh moved – N.Manning seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated November 28, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes

- (a) Response to City of London Meeting Space Invitation  
(Letter attached)

S.Levin moved – A.Hopkins seconded:-

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

CARRIED.

6. Business for Approval

- (a) Engagement of Investment Management Services from PH&N  
(Report attached)

S.Levin presented the recommendation and informed the Board that the Committee received three proposals. The Committee narrowed it down to two and invited both parties to come to the WCC and give presentations. After hearing the presentations and a lengthy discussion, Phillips, Hager & North Investment Funds Ltd. was chosen.

S.Levin added the following to the recommendation; Clause B: Both companies who provided presentation to the Finance & Audit Committee are to be notified of the Board’s decision.

T.Jackson moved – J.Salter seconded:

“RESOLVED that the Board of Directors accept the recommendation as presented in the report and Clause B as outlined in the above minutes.”

CARRIED.

(b) Tender Award – Wildwood Dam Valve  
(Report attached)

Concerns were raised and discussed concerning the large variance between the estimate and the actual cost. It was clarified that there is a Dam specific levy to be used for these types of situations.

C.Tasker clarified that while all three dams have these valve type structures, they are all very different and the other two will not require this type of maintenance. He went on to explain that the cost is high due to the environmental controls needed to deal with the humidity and temperature of the space. While there is no long term guarantee for the work, there will be long term monitoring in place. At this time valve replacement was not considered, as there is still life left in the current valves.

J.Salter moved – A.Murray seconded:

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

CARRIED.

(c) Fees Policy  
(Report attached)

The draft Fees Policy presented is a starting point. It will be brought back when the Minister approves the fees section of the new Conservation Authorities Act. Having a Policy will allow for an annual review of the fees.

An omission was noted on Page 10. Staff will correct the error.

There was a discussion around cost recovery through fees. I.Wilcox reported that, with the UTRCA’s current fees, cost recovered for plan review is most likely less than fifty percent. Staff are hoping to get more Provincial direction on cost recovery in the upcoming fees section of the new CA Act. Compared to the surrounding Conservation Authorities, the UTRCA’s fees are in the middle, but overall there is no consistency across Ontario. Staff are hopeful the direction from the Province will address this ongoing issue.

The Board agreed that the Policy needs more discussion, specifically around partners and exemptions, and asked that it be brought back to this Board before November 2018 for approval, whether Provincial direction has been given or not.

T.Birtch arrived at 9:47am

T.Jackson moved – R.Chowen seconded:

T.Jackson moved – S.Levin seconded:

“RESOLVED that the motion be amended to include the deadline of November 2018 for the final draft to be reviewed by the Board.”

CARRIED.

“RESOLVED that the Board of Directors receive the draft and direct staff to complete a final draft, to be presented to the Board before November 2018.”

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) Matters Pertaining to Pittock Conservation Area  
(Report attached)

Property matters relating to Pittock Conservation Area were discussed.

S.Levin moved – H.McDermid seconded:-

“RESOLVED that the Board of Directors receive the report as detailed in the Closed Session minutes, and receive the Minutes of the November 28, 2017 Closed Session meeting, as posted on the Member’s web-site.”

CARRIED.

8. Business for Information

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

M.Blackie drew the Board’s attention to a few items listed in the report. Concerns and questions were raised regarding the length of the requested drain cleanouts. Staff are currently drafting an Enclosures Policy which will be presented to the Board when complete. Based on a request for

further Board education on drain cleanouts, it was suggested that Board members attend the annual Drainage conference in October that UTRCA staff regularly attend.

T.Birtch moved – M.Blosh seconded:-

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

CARRIED.

(b) Conservation Authorities Act Approval  
(Report attached)

The new Conservation Authorities Act was approved in December. I.Wilcox directed attention to the sections identified as ‘not yet enforced’ as outlined in the attached report. The Board was advised that they will be involved with the revision of the Governance Policies, which must be approved by December 12, 2018.

Kim Gavin, General Manager of Conservation Ontario, will be giving a presentation about the changes to Act at the UTRCA Annual General Meeting in February.

G.Way moved – S.McCall-Hanlon seconded:-

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

CARRIED.

(c) Closure of Ontario Seeds Facility  
(Report attached)

J.Enright outlined the events that lead to the attached letters. The decision to close the Ontario Tree Seed Facility was made in August 2017 by the Province, without consultation with user groups. The closure date is set for September 2018, but some efforts to dismantle operations have begun. Numerous parties across the Province have voiced concerns.

J.Enright outlined, clarified, and gave his opinion regarding the letter of response the UTRCA received from the Minister of Natural Resources and Forestry. There is serious concern that this will impact the UTRCA’s Targets if staff do not have access to an adequate supply of appropriate tree seed.

Board members encouraged each other to bring this to the attention of their Communities and respective Municipal Councils. There was discussion around the roles of Conservation Ontario and Forests Ontario in this matter. The Board expressed serious concerns around the closure of this facility and discussed with staff the most appropriate action.

S.Levin moved – R.Chowen seconded:-

“RESOLVED that the Board of Directors direct staff to communicate with Conservation Ontario, and share with them the Board's concerns regarding closure of the Ontario Tree Seed Plant, and request their leadership in contacting and working with the Province and appropriate partners to retain or re-establish the Seed Plant.”

CARRIED.

(d) Harrington Dam Update  
(Report attached)

C.Tasker presented his report to the Board and informed them the Master Plan process could take anywhere from two to five years. Concerns were raised and discussed by the Board around the length of time this new process may take, given the safety issues that prompted the original Environmental Assessment (EA). Staff do not foresee any problems but will not lose sight of the safety issues throughout the process. Once a plan is developed for the Master Plan process, staff will have a more definite idea of the timeline and re-evaluate the dam safety review if necessary. The Master Plan process was chosen because it has fewer constraints than the EA process, and allows three parties to be at the table instead of just two. It also provides more latitude in scope that will allow the concerns raised by the Harrington and Area Community Association to be more fully addressed. The EA process has been paused and will most likely be resumed on the completion of the Master Plan.

H.McDermid moved – N.Manning seconded:-

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

CARRIED.

(e) Draft Budget Municipal Feedback  
(Report attached)

A letter received by the UTRCA from the Township of Perth South was presented to the Board and was discussed as part of the Municipal Feedback report by I.Wilcox. Staff still have one more Council meeting to attend and receive feedback from. This report will be completed and presented to the Board again at the AGM.

The Board discussed the resolution presented in the letter from the Township of Perth South. Staff clarified that while a Council resolution does not overcome the levying powers of the UTRCA, it is a strong statement for the Board to take into consideration.

R.Chowen elaborated on the Thames Centre Council meeting he attended with I.Wilcox.

S.Levin moved – S.McCall-Hanlon seconded:-

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

CARRIED.

9. January FYI  
(Attached)

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

10. Other Business

I.Wilcox informed the Board that the UTRCA received a generous and unexpected \$2,000.00 donation from Columbia Sports Wear. The donation has been directed to the Species at Risk program.

I.Wilcox reported that the UTRCA was approached by Ducks Unlimited to host their newest wetland creation staff member in the WCC. Staff accepted the request and the arrangement will be going very soon. Board members expressed their support for this arrangement.

The Board was reminded of the 71<sup>st</sup> UTRCA Annual General Meeting taking place on Thursday, February 22<sup>nd</sup>. Similar to last year's format, the meeting will be split, with business and the Budget vote in the first half, followed by presentations from both staff and a guest speaker in the second half. Kim Gavin, General Manager of Conservation Ontario will be the guest speaker and will be discussing the changes to the Conservation Authorities Act. Staff presentations will include the launch of the newest Watershed Report Cards, an update on the Moyer property, and a Targets update.

11. Elections  
(Report attached)

M.Blackie requested a motion to nominate Grant Inglis as Interim Chair for the purpose of conducting the elections for Authority Chair and Vice-Chair for 2018.

T.Jackson moved – H.McDermid seconded:-

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

CARRIED.

T.Jackson moved – S.Levin seconded:-

“RESOLVED that G.Inglis be nominated as Interim Chair for the purpose of conducting the elections for the Authority’s Chair and Vice-Chair for 2018.”

CARRIED.

G.Inglis outlined the procedures for electing the Authority’s Chair and Vice-Chair as specified in the Conservation Authorities Act and the UTRCA Board of Directors’ Policy Handbook.

(a) Chair

G.Inglis called for nominations for the position of Chair of the UTRCA Board of Directors for 2018.

T.Jackson nominated M.Blackie for the position of Chair of the UTRCA Board of Directors for 2018.

G.Inglis called twice more for further nominations.

There being no further nominations, nominations were closed.

G.Inglis inquired if the nominee would allow his name stand and if he would like to speak to the nomination. M.Blackie stated he would allow his name to stand.

G.Inglis declared M.Blackie as Authority Chair for 2018.

(b) Vice-Chair

G.Inglis called for nominations for the position of Vice- Chair of the UTRCA Board of Directors for 2018.

R.Chowen nominated N.Manning for the position of Vice-Chair of the UTRCA Board of Directors for 2018.

G.Inglis called twice more for further nominations.

There being no further nominations, nominations were closed.

G.Inglis inquired if N.Manning would allow her name to stand. N.Manning stated she would allow her name to stand.

G.Inglis declared N.Maning as the Vice- Chair of the UTRCA Board of Directors for 2018.

G.Inglis congratulated the Chair and Vice-Chair, and relinquished the Chair to M.Blackie.



(c) Hearings Committee

M.Blackie noted that traditionally the Hearings Committee consists of the Authority Chair, Vice-Chair, past Chair and two additional Authority members, but as there is no past Chair, the 2018 Hearings Committee will consist of M.Blackie, N.Manning and three additional Board members.

The Chair called three times for nominations for three positions on the Hearings Committee.

H.McDermid nominated T.Jackson to be a member of the Hearings Committee for 2018.

M.Blosh nominated S.Levin to be a member of the Hearings Committee for 2018.

A.Hopkins nominated M.Blosh to be a member of the Hearings Committee for 2018.

All three nominees agreed to let their names stand for the positions on the Hearings Committee for 2018.

There being no further nominations, nominations were closed.

M.Blackie confirmed the 2018 Hearings Committee will consist of the M.Blackie, N.Manning, M.Blosh, T.Jackson, and S.Levin.

(d) Finance & Audit Committee

M.Blackie noted that the Finance & Audit Committee consists of the Authority Chair, and two to four additional Authority members.

The Chair called three times for nominations for the positions on the Finance & Audit Committee.

R.Chowen nominated N.Manning to be a member of the Finance & Audit Committee for 2018.

H.McDermid nominated T.Jackson to be a member of the Finance & Audit Committee for 2018.

T.Jackson nominated S.Levin to be a member of the Finance & Audit Committee for 2018.

All three nominees agreed to let their names stand for the positions on the Finance & Audit Committee for 2018.

There being no further nominations, nominations were closed.

M.Blackie confirmed the 2018 Finance & Audit Committee will consist of the M.Blackie, N.Manning, T.Jackson, and S.Levin.

12. Adjournment

T.Jackson congratulated and thanked A.Hopkins and all those involved in the process that lead to the decision to decommission Springbank Dam.

There being no further business, the meeting was adjourned at 11:17 a.m. on a motion by T.Jackson.



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Ian Wilcox  
General Manager  
Att.

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M.Blackie, Authority Chair