

MINUTES  
UTRCA 73<sup>rd</sup> ANNUAL GENERAL MEETING  
THURSDAY, FEBRUARY 20, 2020

S.Levin, Chair of the Upper Thames River Conservation Authority called the 73<sup>rd</sup> Annual General Meeting to order at 9:30 a.m. in the Watershed Conservation Centre Boardroom. The following members and staff were in attendance.

Members Present:	M.Blosh	H.McDermid
	A.Dale	P.Mitchell
	D.Edmiston	A.Murray
	A.Hopkins	B.Petrie
	T.Jackson	J.Reffle
	S.Levin – Chair	J.Salter
	N.Manning	A.Westman

Regrets: M.Schadenberg

Solicitor: G.Inglis

Staff:	T.Annett	C.Saracino
	D.Charles	A.Shivas
	C.Harrington	M.Viglianti – Recorder
	E.Heagy	S.Viglianti
	T.Hollingsworth	I.Wilcox
	J.Howley	

**1. Approval of Agenda**

MOVED BY: B.Petrie

SECONDED BY: M.Blosh

THAT 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. Review and Approval of the Factual Certificate**

(Certificate attached)

C.Saracino informed the Board this practice of approving a yearly Factual Certificate was started two years ago, on a recommendation from the Auditor. She highlighted the one addition to the 2020 Factual Certificate, an update on the activity of the established line of credit, which was established in 2019 but not used.

MOVED BY: N.Manning

SECONDED BY: T.Jackson

THAT that the UTRCA Board of Directors approve the Factual Certificate as presented.

CARRIED

**4. Minutes of the Previous Meeting**

January 28, 2020

The two spelling errors communicated to staff prior to the meeting were corrected.

MOVED BY: B.Petrie

SECONDED BY: P.Mitchell

THAT that the UTRCA Board of Directors approve the Board of Directors' minutes dated January 28, 2020 as amended.

CARRIED

**5. Business Arising from the Minutes**

There was no business arising from the minutes.

**6. Delegations**

**6.1 Township of Perth South**

Perth South CAO/Treasurer Rebecca Clothier and Mayor Robert Wilhelm presented to the Board of Directors regarding the 2020 draft budget. They voiced their frustrations with the inability to choose the levels of services provided by the UTRCA, and the continued expansion of programs and associated costs. They voiced support of the proposed changes to the Conservation Authorities Act and the direction given by the Minister of the Environment, Conservation and Parks in the letter from August 16<sup>th</sup> 2019. They asked that a third party be hired to conduct a value for money audit.

They relayed frustrations from their drainage engineers around permit delays not found with other Conservation Authorities. There was a suggestion to re-direct levies to the City of London sewage by-pass issue in order to improve water quality. The Delegation concluded by asking the Board to stick to the status quo while waiting for further direction from the Province, and asked the Board to show leadership and find solutions to work with the Minister.

Board members asked the Delegation questions.

**6.2 Town of St. Marys**

St. Marys Mayor Al Strathdee presented and spoke to the history of the relationship between St. Marys and the UTRCA. He felt that the concerns expressed at last year's Annual General meeting were dismissed, and that the Board did not fully understand their own budget. He also spoke to his feeling that the UTRCA should increase Board transparency in relation to the budget and correspondences.

He questioned the achievability of the Targets with the ongoing sewage by-pass issue in the City of London and suggested their levy increase be re-directed towards improving infrastructure deficits. He felt that the proposed levy increases go against the direction given in the August 16<sup>th</sup> 2019 letter from the Minister of the Environment, Conservation and Parks.

Board members asked the Delegation questions.

S.Levin thanked the delegations of Perth South and St. Marys for their presentations.

## **7. Business for Approval**

### **7.1 Presentation & Approval of 2019 Draft Budgets** (Report attached)

T.Jackson spoke to the financial disparity between Municipalities across the watershed, raised concerns around potential non-compliance with UTRCA By-Laws in relation to the provincial direction from the August 16<sup>th</sup> 2019 letter, and potential future administrative challenges related to adoption of the draft Budget. He felt that all increases should be deferred until Provincial direction and regulations are clear.

T.Jackson presented a two part motion (see motions below) regarding the 2020 Budget to the members, which was followed by discussion.

Members felt that with the current lack of clarity from the Province, the existing provincial legislation, and direction from the majority of member Municipalities is what must be followed.

There was discussion and clarification around the current core mandate of Conservation Authorities as specified under Bill 108.

There was discussion around a potential transition period for budgeting once clarity is obtained from the Province regarding the proposed changes to the Conservation Authorities Act.

Members expressed concerns and unease regarding the language of the motion on the floor and it's possible implications. Board members asked for a legal opinion.

MOVED BY: A.Hopkins

SECONDED BY: M.Blosh

THAT the Board of Directors adjourn to Closed Session – In Camera to obtain a legal opinion.

CARRIED

### **Progress Reported**

Board members received legal advice from G.Inglis.

Staff and guests were invited to re-join the meeting.

MOVED BY: T.Jackson

SECONDED BY: H.McDermid

THAT the Board of Directors comply with the Minister's direction of August 16, 2019 and defer any increase in the general levy or fees and the development of any new policies that are not in line with our core mandate.

MOVED BY: M.Blosh

THAT the Board of Directors not consider the motion based on the wording as it exists unless the wording is removed that refers to 'comply with the Minister's direction from August 16, 2019', then the Board could go ahead and consider the rest of the motion.

CARRIED

The mover was not willing to change the wording of the motion.

MOTION NOT CONSIDERED

MOVED BY: T.Jackson

SECONDED BY: H.McDermid

THAT the Board of Directors defer any and all increases to any activity that is not within the core mandate unless through an existing MOU where they exist with the said member Municipalities.

UTRCA Weighted Recorded Vote:

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.6248	23.4	5	4.68		4	1
City of London	64.698	50.00	4	12.50		4	
Lucan-Biddulph	0.3277	0.5	1	0.5		1	
Thames Centre	3.2126	4.50	1	4.50		1	
Middlesex Centre	2.3441	3.3	1	3.3		1	
Stratford	7.2473	10.2	1	10.2		1	
Perth East	1.4206	2.0	1	2.0	1		
West Perth	1.4523	2.0	1	2.0		1	
St. Marys	1.4767	2.1	1	2.1	1		
Perth South	1.1961	1.7	1	1.7	1		
South Huron	0.2023	0.30	1	0.30	1		
Results					6.1%	89.22%	4.68%

**DEFEATED WITH 6.1% SUPPORT OF THE WEIGHTED VOTE**

\*Based on UTRCA share of assessment

Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight

of the remaining municipalities is increased proportionally.

The motion is defeated with 6.1 % of the weighted vote supporting the recommendation, with one member (4.68% of the weighted vote) absent.

MOVED BY: J.Salter

SECONDED BY: B.Petrie

THAT the UTRCA Board of Directors approve the 2020 Draft Operating Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$15,890,487 and that staff be directed to circulate the Approved Budget to member municipalities as part of the required 30 day review period. Please note the 2020 new levy component of the operating budget of \$5,608,688 will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation and by Special Benefitting Percentages for structure operations.

UTRCA Recorded Weighted Vote: 2020 Draft Operating Budget

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.6248	23.4	5	4.68	4		1
City of London	64.698	50.00	4	12.50	4		
Lucan-Biddulph	0.3277	0.5	1	0.5	1		
Thames Centre	3.2126	4.50	1	4.50	1		
Middlesex Centre	2.3441	3.3	1	3.3	1		
Stratford	7.2473	10.2	1	10.2	1		
Perth East	1.4206	2.0	1	2.0		1	
West Perth	1.4523	2.0	1	2.0	1		
St. Marys	1.4767	2.1	1	2.1		1	
Perth South	1.1961	1.7	1	1.7		1	
South Huron	0.2023	0.30	1	0.30		1	
Results					89.22%	6.1%	4.68%

**CARRIED WITH 89.22% SUPPORT OF THE WEIGHTED VOTE**

\*Based on UTRCA share of assessment

Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.

The motion carries with 89.22% of the weighted vote supporting the recommendation, with one member (4.68% of the weighted vote) absent.

Adoption of 2020 Flood Control Capital Levy

MOVED BY: B.Petrie

SECONDED BY: P.Mitchell

THAT the UTRCA Board of Directors approve the 2020 Flood Control Capital Budget under Section 26 of the *Conservation Authorities Act* in two parts:

- a) The amount of \$6,004,513 to support the Authority's 20 year Flood Control Capital Plan. Apportionment of the flood control portion of the 2020 capital levy of \$2,786,500 is based on Special Benefiting Percentages, by structure, as presented in the 2020 Draft Budget. It is noted this levy amount has been set based on cooperative discussions with participating municipalities and assumes that the majority of the works will receive a matching funding contribution through the provincial Water and Erosion Control Infrastructure Program (WECI) or federal Disaster Mitigation and Adaptation Fund program (DMAF).
- b) The amount of \$361,500 to support the Authority's other (non-flood control) capital spending needs. The municipal levy share of this capital amount is \$175,126 and will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation.

UTRCA Weighted Recorded Vote: a) 2020 Flood Control Capital Levy

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.6248	23.4	5	4.68	4		1
City of London	64.698	50.00	4	12.50	4		
Lucan-Biddulph	0.3277	0.5	1	0.5	1		
Thames Centre	3.2126	4.50	1	4.50	1		
Middlesex Centre	2.3441	3.3	1	3.3	1		
Stratford	7.2473	10.2	1	10.2	1		
Perth East	1.4206	2.0	1	2.0	1		
West Perth	1.4523	2.0	1	2.0	1		
St. Marys	1.4767	2.1	1	2.1	1		
Perth South	1.1961	1.7	1	1.7	1		
South Huron	0.2023	0.30	1	0.30	1		
Results					95.32%	0%	4.68%

**CARRIED WITH 95.32% SUPPORT OF THE WEIGHTED VOTE**

\*Based on UTRCA share of assessment

Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.

The motion carries with 95.32% of the weighted vote supporting the recommendation, with one member (4.68% of the weighted vote) absent.

UTRCA Recorded Weighted Vote: b) 2020 Non-Flood Control Capital Levy

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.6248	23.4	5	4.68	4		1
City of London	64.698	50.00	4	12.50	4		
Lucan-Biddulph	0.3277	0.5	1	0.5	1		
Thames Centre	3.2126	4.50	1	4.50	1		
Middlesex Centre	2.3441	3.3	1	3.3	1		
Stratford	7.2473	10.2	1	10.2	1		
Perth East	1.4206	2.0	1	2.0		1	
West Perth	1.4523	2.0	1	2.0	1		
St. Marys	1.4767	2.1	1	2.1	1		
Perth South	1.1961	1.7	1	1.7	1		
South Huron	0.2023	0.30	1	0.30	1		
Results					93.32%	2.0%	4.68%
<b>CARRIED WITH 93.32 % SUPPORT OF THE WEIGHTED VOTE</b>							
*Based on UTRCA share of assessment							
Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.							

The motion carries with 93.32% of the weighted vote supporting the recommendation, with one member (4.68% of the weighted vote) absent.

Staff and Guests Joined the Meeting. The Board members introduced themselves.

7.2 2020 Capital Water and Erosion Control Infrastructure (WECI) Projects  
(Report attached)

MOVED BY: H.McDermid

SECONDED BY: N.Manning

THAT that the 2020 Capital Water and Erosion Control Infrastructure Projects be approved as outlined in the attached report.

CARRIED

7.3 2020 By-Law Updates  
(Report attached)

MOVED BY: A.Hopkins

SECONDED BY: N.Manning

THAT (a) the 2020 By-Law Updates be approved as outlined in the attached report and (b) staff are asked to bring forward a recommendation regarding Notice of Motion in the Administrative By-Law.

CARRIED

**8. Closed Session – In Camera**

There were no items to be addressed in Closed Session.

**9. Business for Information**

9.1 Provincial Direction Regarding Conservation Authorities – Bill 108 Update  
(Report attached)

I.Wilcox updated the Board on the Public Information session hosted by the Province that took place in London on February 14<sup>th</sup>. UTRCA staff were in attendance, along with a number of Board members, who were there in various capacities. It was noted that most comments from the presenters were consistent, with most issues being Regulations based.

The City of London sent a letter in support of the UTRCA in regards to the proposed Conservation Authorities Act changes to the Minister of the Environment, Conservation and Parks.

9.2 Staff Satisfaction Survey  
(Report attached)

The UTRCA participated in a competition promoted by London Inc. in partnership with Ahria Consulting to examine employee engagement and thereby determine the City of London's top workplaces. Staff members completed a Staff Satisfaction Survey and the UTRCA was named one of London's 2020 Best Places to Work in the Large Business Category. The report was presented to the Board for their information.

9.3 January/February For Your Information Report  
(Report attached)

The January/February FYI was presented to the Board for their information.

**10. Welcome to Staff**

I.Wilcox updated staff and guests on the Budget discussions.



**11. Presentation of the Kayla Berger Stewardship Award – Roger & Elaine Cook**

Brenda Gallagher introduced Roger and Elaine Cook, the 2020 recipients of the Kayla Berger Stewardship Award. Roger and Elaine were chosen to receive this award to recognize their work as co-founders and leaders of the Upper Avon Conservation Club, which has been active for twenty five years. A video presentation was shown, S.Levin presented the award, and Roger and Elaine Cook provided remarks. Dave and Wendy Berger were in attendance to support the presentation of the award.

**12. Guest Speaker – Phil McLeod**

Phil McLeod provided the keynote presentation, highlighting the work the UTRCA has done in the Upper Medway Creek watershed and in, and with, the community of Glen Cairn. He urged the organization to promote and show off the work they are doing in the Watershed.

A.Westman left the meeting at 12:10pm.

**13. Presentation of the Inspiration Award – Little Falls Public School**

Vanni Azzano introduced Little Falls Public School, the 2020 recipients of the Inspiration Award. Little Falls Public School was chosen to receive this award to recognize their full school investment in nature education. A video presentation was shown and S.Levin presented the award to Principal Erin Cassone, who spoke to the award and accepted it on behalf of the staff and students of Little Falls Public School.

**14. Presentation of the Board of Directors Award – Karen Auzins**

Scott Gillingwater introduced Karen Auzins, the 2020 recipient of the Board of Directors Award. Karen Auzins was chosen to receive this award to recognize her work with the Rotary Club of London and her support and work with the Spiny Softshell Turtle research program. A video presentation was shown, S.Levin presented the award, and Karen Auzins provided remarks.

**15. Presentation of Service Awards**

The following staff were presented with service awards:

**Ten Year**

Cristal Hart  
Brent Verscheure

**Twenty Year**

Paul Switzer  
Mary Sloan

**Fifteen Year**

Julie Welker  
Phil Simm  
Ryan McNaughton  
Damian Schofield

**Twenty Five Year**

Nora Pond  
Michelle McDonald  
Jennifer Howley  
Sean Howley

**Thirty Year**

Karen Pugh  
Brenda Gallagher  
Dan Jones

**Fourty Year**

Alex Shivas  
Sharon Viglianti

**16. Chair and General Managers Concluding Remarks**

I.Wilcox recognized and congratulated staff member Dr. Imtiaz Shah, Environmental Engineer, who recently received an Engineers Canada Fellowship award.

**17. Adjournment**

There being no further business to bring forward, B.Petrie moved to adjourn the meeting at 12:35p.m. The members, staff, and guests participated in a luncheon.



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I.Wilcox,  
General Manager  
Att.