

MINUTES
UTRCA 74th ANNUAL GENERAL MEETING
THURSDAY, FEBRUARY 18, 2021

A.Dale, Chair of the Upper Thames River Conservation Authority called the 74th Annual General Meeting to order at 9:30 a.m. over Zoom due to the COVID-19 pandemic. The following members and staff were in attendance.

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

Regrets:	H.McDermid	D.Edmiston
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Solicitor:	G.Inglis
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Staff:	J.Allain	C.Saracino
	T.Annett	J.Schnaithmann
	D.Charles	A.Shivas
	C.Creighton	B.Verscheure
	C.Harrington	M.Viglianti – Recorder
	E.Heagy	S.Viglianti
	T.Hollingsworth	I.Wilcox
	J.Howley	

1. Approval of Agenda

The Chair confirmed the mover and seconder for approval of the agenda were willing to let their names stand.

Moved: S.Levin

Seconded: N.Manning

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. Minutes of the Previous Meetings: Friday January 15th, 2021 and Tuesday January 26, 2021

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: B.Petrie

Secunder: P.Mitchell

THAT that the UTRCA Board of Directors approve the Special Meeting of the Board of Directors' minutes dated January 15, 2021, as posted on the Members' web-site.

Carried.

Mover: A.Murray

Secunder: B.Petrie

THAT that the UTRCA Board of Directors approve the Board of Directors' minutes dated January 26, 2021, including any closed session minutes, as posted on the Members' web-site.

Carried.

4. Business Arising from the Minutes

Regarding agenda item 7.7 - 2021 Draft Budget: Municipal Feedback to Date from the January 26, 2021 minutes, a member requested clarification as to the absence of a revised budget showing a 0% levy increase based on a suggestion to see one at the previous meeting. It was clarified that as there was no formal motion or direction to staff to prepare a revised budget, no such budget was prepared.

A member requested an update on the most recent communication received from the Town of St.Marys, which asked the Chair to address their outstanding questions, feeling the matter need to be formally addressed by the Board. It was noted that the Chair, Past-Chair and General Manager would be meeting to discuss this matter and the Board would be notified when a response had been sent.

5. Delegations

There were no delegations.

6. Business for Approval

6.1 Review and Approval of the Factual Certificate
(Factual Certificate attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: J.Reffle

Secunder: J.Salter

THAT the Board of Directors approve the Factual Certificate as presented.
Carried.

6.2 Presentation & Approval of 2019 Draft Budgets
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

The Board members entered into discussions regarding the draft 2021 budget.

One member felt that given the financial circumstances of the watershed residents and member Municipalities due to the impacts of the COVID-19 pandemic, the budget should be revised with the goal of reducing the levy increase.

T.Jackson moved to defer the motions on the general operating budget and the non flood control capital budget (part b) to the next regular general meeting. The motion was lost due to the lack of a seconder.

Moved: M.Schadenberg

Seconded: A.Westman

That the UTRCA Board of Directors approve the 2021 Draft Operating Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$16,054,952 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 2021 new levy component of the operating budget of \$5,779,537 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: 2021 Draft Operating Budget

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.7232	23.37	5	4.67			
A.Dale					1		
D.Edmiston							1
P.Mitchell					1		
B.Petrie					1		
M.Schadenberg					1		
City of London	64.2138	50.00	4	12.50			
M.Blosh					1		
A.Hopkins					1		
S.Levin					1		
J.Reffle					1		

Lucan-Biddulph A.Westman	0.3434	0.48	1	0.48	1		
Thames Centre A.Westman	3.2227	4.50	1	4.50	1		
Middlesex Centre N.Manning	2.3789	3.32	1	3.32	1		
Stratford J.Salter	7.2867	10.18	1	10.18	1		
Perth East H.McDermid	1.4489	2.02	1	2.02			1
West Perth A.Murray	1.4898	2.08	1	2.08	1		
St. Marys T.Jackson	1.458	2.04	1	2.04		1	
Perth South T.Jackson	1.2295	1.72	1	1.72		1	
South Huron T.Jackson	0.205	0.29	1	0.29		1	

CARRIED WITH 95.33% 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 95.33% of the weighted vote supporting the recommendation.

Adoption of 2021 Flood Control Capital Levy

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: M.Blosh

Secunder: A.Hopkins

That the UTRCA Board of Directors approve the 2021 Capital Budget under Section 26 of the *Conservation Authorities Act* in two parts:

- a) The amount of \$736,851 to support the Authority's 20 year Flood Control Capital Plan. Apportionment of the flood control portion of the 2021 capital levy of \$537,879 is based on Special Benefiting Percentages, by structure, as presented in the 2021 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).

UTRCA Weighted Recorded Vote:

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.7232	23.37	5	4.67			
A.Dale					1		
D.Edmiston							1
P.Mitchell					1		
B.Petrie					1		
M.Schadenberg					1		
City of London	64.2138	50.00	4	12.50			
M.Blosh					1		
A.Hopkins					1		
S.Levin					1		
J.Reffle					1		
Lucan- Biddulph A.Westman	0.3434	0.48	1	0.48	1		
Thames Centre A.Westman	3.2227	4.50	1	4.50	1		
Middlesex Centre N.Manning	2.3789	3.32	1	3.32	1		
Stratford J.Salter	7.2867	10.18	1	10.18	1		
Perth East H.McDermid	1.4489	2.02	1	2.02			1
West Perth A.Murray	1.4898	2.08	1	2.08	1		
St. Marys T.Jackson	1.458	2.04	1	2.04	1		
Perth South T.Jackson	1.2295	1.72	1	1.72	1		
South Huron T.Jackson	0.205	0.29	1	0.29	1		

CARRIED WITH 100% 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 100% of the weighted vote supporting the recommendation.

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: A.Hopkins

Seconded: P.Mitchell

That the UTRCA Board of Directors approve the 2021 Capital Budget under Section 26 of the *Conservation Authorities Act* in two parts:

- b) The amount of \$391,000 to support the Authority's other (non-flood control) capital spending needs. The municipal levy share of this capital amount is \$178,626 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 Recorded Weighted Vote:

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.7232	23.37	5	4.67			
A.Dale					1		
D.Edmiston							1
P.Mitchell					1		
B.Petrie					1		
M.Schadenberg					1		
City of London	64.2138	50.00	4	12.50			
M.Blosh					1		
A.Hopkins					1		
S.Levin					1		
J.Reffle					1		
Lucan- Biddulph A.Westman	0.3434	0.48	1	0.48	1		
Thames Centre A.Westman	3.2227	4.50	1	4.50	1		
Middlesex Centre N.Manning	2.3789	3.32	1	3.32	1		
Stratford J.Salter	7.2867	10.18	1	10.18	1		
Perth East H.McDermid	1.4489	2.02	1	2.02			1
West Perth A.Murray	1.4898	2.08	1	2.08	1		
St. Marys T.Jackson	1.458	2.04	1	2.04		1	
Perth South T.Jackson	1.2295	1.72	1	1.72		1	
South Huron	0.205	0.29	1	0.29		1	

T.Jackson							
CARRIED WITH 95.33% SUPPORT OF THE WEIGHTED VOTE							
<p>*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.</p>							

The motion carries with 95.33% of the weighted vote supporting the recommendation.

6.3 2020 Capital Water and Erosion Control Infrastructure (WECI) Projects
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

T.Jackson left the meeting at 10:25am.

Mover: S.Levin

Secunder: N.Manning

THAT the Board of Directors approve the recommendation as presented in the report.
Carried.

7. Business for Information

7.1 Section 28 Annual Report
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Staff confirmed the information in the report would be available on the UTRCA website.

Mover: M.Blosh

Secunder: P.Mitchell

THAT the Board of Directors receives the report as presented.
Carried.

7.2 Conservation Authorities Act Proclamations
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

The Board reviewed and discussed the proclaimed changes to the Conservation Authorities Act.

Mover: A.Murray

Secunder: B.Petrie

THAT the Board of Directors receives the report as presented.
Carried.

7.3 2021 Service Award Recognition
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

The Chair, on behalf of the Board, congratulated the following staff for their service:

10 Years of Service: Maranda MacKean, Community Education Specialist
Karen Sockett, Conservation Area Clerk

15 Years of Service: Stewart Cahill, Fleet Management Technician
Christine Creighton, Land Use Planner
Debra Kirk, Source Protection Administrative Assistant
Ian Rowbotham, Dam Maintenance Mechanic

20 Years of Service: Scott Gillingwater, Species at Risk Biologist
Mike Knox, Land Management Technician
Steven Musclow, Superintendent, Fanshawe C.A.

25 Years of Service: Terry Chapman, Geographic Information Systems Specialist
Karen Maaskant, Water Quality Specialist
Karen Wilkie, Land Management Technician

The Board directed the recording secretary to send an email of congratulations to staff receiving service awards on behalf of the Board.

Mover: J.Reffle

Secunder: J.Salter

THAT the Board of Directors receives the report as presented.
Carried.

7.4 UTRCA Administrative By-Law Review Deferral
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: M.Schadenberg

Secunder: A.Westman

THAT the Board of Directors receives the report as presented.
Carried.

8. February For Your Information Report
(Report attached)

February FYI was presented to the Board for their information.

9. Presentation – Five Years of Source Protection Plan Implementation - What We've Accomplished and Where We're Going

J.Allain gave a presentation discussing the first five years of Source Protection Plan implementation. Staff clarified that the Province defines all drinking water threats, and the Source Protection Committee lobbies them regarding new and emerging threats. It was suggested that cyber security be added as a new and emerging threat.

10. Presentation – Recognition of Dr. Doug Bocking

At 11:30am the Board took a short break. The Chair reconvened the meeting at 11:38am.

A video was presented in memory of Dr. Douglas Bocking, recognizing his work during and after his time serving on the Board of Directors. Staff reported that a tree will be planted in the members grove in his memory and the canoe launch at Fanshawe Conservation Area will be re-named in his honour.

11. Other Business (Including Chair and General Manager's Concluding Remarks)

It was reported that Deloitte, the audit firm currently contracted by the UTRCA, had sold a part of their business. While there will be no impact to the 2020 audit, going forward Deloitte will no longer be able to handle the UTRCA audit. The Finance & Audit Committee will explore how to move forward and report back to the Board.

12. Closed Session – In Camera

There were no items dealt with in closed session.

13. Adjournment

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 11:54 am on a motion by M.Blosh.



I.Wilcox,
General Manager
Att.