

**Minutes**  
**Upper Thames River Conservation Authority**  
**Board of Directors Meeting**  
**Tuesday, August 24, 2021**

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Virtual Meeting Due to COVID-19 Pandemic

The UTRCA Board Chair called the meeting to order at 9:35am.

Members Present:

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

Regrets: None

Solicitor: G. Inglis

Staff:

J.Allain	B.Mackie
T.Annett	C.Saracino
B.Dafoe	J.Schnaithmann
B.Glasman	A.Shivas
C.Harrington	C.Tasker
T.Hollingsworth	B.Verscheure
J.Howley	M.Viglianti - Recorder

1. Approval of Agenda

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

Mover: P.Mitchell

Secunder: A.Hopkins

THAT the 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 Meeting – June 22, 2021

A.Murray joined them meeting at 9:40am.

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

Mover: B.Petrie

Secunder: J.Reffle

THAT the UTRCA Board of Directors approve the Board of Directors' minutes dated June 22, 2021, including any closed session minutes, as posted on the Members' web-site.

Carried.

## 4. Business Arising from the Minutes

There was no business arising from the minutes.

## 5. Delegations

There were no delegations.

## 6. Business for Approval

### 6.1. 2021 Mid-Year Financial Update and Revised Budget (Report attached)

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

Staff clarified that DMAF stands for Disaster Mitigation and Adaptation Fund, and NDMP stands for National Disaster Mitigation Program.

Staff confirmed the Authority has received increases in property valuations and rates from the Municipal Property Assessment Corporation (MPAC) and more are expected as they catch up with the last four year cycle. Although the total of the increases are still unknown, staff made an estimate and budgeted accordingly.

Staff confirmed the budgeting process for 2022 was underway and the Board will receive a report at the October Board.

Mover: M.Schadenberg

Seconder: A.Westman

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

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

Municipality	Current Value Assessment (CVA) Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For
South Huron T.Jackson	0.205	0.29	1	0.29	1

\*Based on UTRCA share of assessment

The vote carried with 100 % support of the weighted vote.

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.

## 6.2. Minister's Zoning Orders Preparations (Report attached)

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

The Board discussed the proposed recommendations and suggested amendments. Some felt discretion should be applied when using the proposed communication to the public, not wanting to oppose every Ministerial Zoning Order without consideration.

It was clarified that recommendation number one was meant as a way to alert staff early on potential Ministerial Zoning Orders they may not be aware of yet.

The Board discussed and agreed on two amendments to recommendation number two. That recommendation number two be amended to clarify the communication is for the public, and that the Authority is being asked to go against its legislative mandate. The recommendation now reads:

**2. That the Board approve the following communication to the public when opposing MZOs when they are used to override natural hazard and / or heritage features.**

On [DAY MONTH YEAR], the Ontario government announced a Minister's Zoning Order (MZO) at the request of [Municipality] to expedite construction of [PROJECT]. The Planning Act authorizes the Minister of Municipal Affairs and Housing (MMAH) to issue zoning orders for regulating the use of land and the location, use, height, size, and spacing of buildings and structures. The Upper Thames River Conservation Authority (UTRCA) has no approval authority in the issuance of an MZO. The UTRCA was notified on [DAY MONTH YEAR] that the MZO had been posted on the Ontario government's website.

Consistent with the UTRCA's legislative mandate and Strategic Objective, the UTRCA opposes this project due to [REASON FOR OPPOSITION, e.g., involves development in wetlands, etc.]. Community concerns regarding this MZO should be provided to the Province using the contact information provided by the MMAH.

Mover: M.Blosh

Secunder: A.Hopkins

THAT the Board of Directors approve the recommendation as amended.

Carried.

## 7. Business for Information

- 7.1. Administration and Enforcement - Section 28 Status Report – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (O.Reg157/06)  
(Report attached)

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

The Board raised a question and discussed the permit requirements for playground equipment. Staff provided further explanation detailing the permit considerations for installation of equipment.

Mover: T.Jackson

Secunder: S.Levin

THAT the Board of Directors receives the report as presented.

Carried.

- 7.2. Ministry of Environment, Conservation & Parks Recommendations  
(Report attached)

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

The Board discussed the letter and staff report, with a lengthy discussion on recommendation four. The Board discussed the suggested change in scope to the Dam Safety Review study. It was suggested to separate out the cost of the additional work in the tender and to consider a cost sharing arrangement. Some felt the Standard Operating Procedure should be reviewed as part of recommendation number four. The importance of reaching out to the Town of St. Marys and the golf course for their interpretation of number four before going ahead with any plans was noted.

Mover: M.Lupton

Secunder: N.Manning

THAT the Board of Directors receives the report as presented.

Carried.

7.3. 2021 Agricultural Property Tender Results  
(Report attached)

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

Staff confirmed the agreements would be finalized and sent out to the successful applicants in November.

Mover: H.McDermid

Secunder: P.Mitchell

THAT the Board of Directors receives the report as amended.

Carried.

7.4. Correspondence Requesting Access to the House Located at 1424 Clarke Road, London  
(Report attached)

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

Current photos of the house were shared on screen during the introduction of the report.

After discussion, the Board determined no access should be granted because of the many known and unknown health hazards and safety risks located inside the house.

Staff confirmed they had historical information on file, including interior photos of the house, that could be shared with Maggie Whalley.

The Board identified this as an operational matter and directed staff to respond to Maggie Whalley, offering an opportunity to view the building from the outside, but not the interior. It was suggested that staff acknowledge the Board's discussion in the response letter and advise that the Authority is not in a position to spend any money on restoration. It was also suggest that staff share any historical photos / information with the London Heritage Committee.

Mover: A.Murray

Secunder: B.Petrie

THAT the Board of Directors receives the report and correspondence as presented.

Carried.

7.5. UTRCA and City of London Development Memorandum of Understanding (DMOU)  
(Report 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 receives the report as presented.

Carried.

8. August 2021 For Your Information Report

The August FYI was presented for the member's information.

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

Staff are waiting for updates from the Province on the timeline for the proposed regulations. Any updates will be passed along to the Board as soon as possible.

The Latornell conference will be through webinars again this year, an email will be provided to members.

An update on the demolition of the Blacksmith's shop in Motherwell was provided.

Former Board member Ray Chowen congratulated the Authority, through email, on the Step Into Nature YouTube series.

Chris Harrington, Manager of Watershed Planning, Research and Monitoring will remain, part time, in his position with the UTRCA until the end of the year.

Board members discussed the resolutions being considered by the lower tier Oxford County municipalities clarifying that MOU/agreements would be negotiated at the County level.

10. Closed Session – In Camera

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 adjourn to Closed Session – In Camera, in accordance with Section C.13 of the UTRCA Administrative By-Law, to discuss commercial information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to interfere significantly with the contractual negotiations of an organization and an update on a matter before the local planning appeal tribunal.  
Carried.

### Rise and Report Progress

The Board of Directors rose and reported progress on the closed session items as follows:

- 10.1. Commercial information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to interfere significantly with the contractual negotiations of an organization

The Board approved the recommendation from the Finance & Audit Committee to appoint the Authority's audit firm to being the current fiscal year. Staff were directed to notify the successful and unsuccessful firms of the Board's decision.

Mover: M.Blosh

Secunder: A.Hopkins

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

- 10.2. Update on a Matter Before the Local Planning Appeal Tribunal

The motion was amended to include direction to staff to report back in September or October on options three and five outlined in the closed session report.

Mover: T.Jackson

Secunder: S.Levin

THAT the Board of Directors approve the motion as amended in closed session.  
Carried.

A.Westman left the meeting at 12:18pm.

T.Jackson left the meeting at 12:29pm.



## 11. Adjournment

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 12:33 pm on a motion by H.McDermid.

A handwritten signature in blue ink, appearing to read "Tracy Annett", with a long horizontal flourish extending to the right.

Tracy Annett, General Manager  
Att.