

# Minutes

## Upper Thames River Conservation Authority (UTRCA)

### Board of Directors Meeting

#### Tuesday, October 31, 2023

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Brian Petrie, UTRCA Board Chair, called the meeting to order at 9:30am.

#### Members Present:

|                           |                        |
|---------------------------|------------------------|
| Jim Craigmile             | Hugh McDermid - Online |
| Peter Cuddy - Online      | Paul Mitchell          |
| Skylar Franke - Online    | Brian Petrie – Chair   |
| Tom Heeman                | Mark Schadenberg       |
| Debbie Heffernan – Online | Dean Trentowsky        |
| Anna Hopkins              | George Way             |
| Sandy Levin               | Scotty Zehr            |

Regrets: Harj Nijjar

Solicitor: Grant Inglis

#### Staff Present:

|                      |                               |
|----------------------|-------------------------------|
| Jenna Allain         | Mike Knox                     |
| Tracy Annett         | Tatianna Lozier               |
| Erin Carroll         | Stef Pratt                    |
| Emily Chandler       | Christine Saracino            |
| Ben Dafoe – online   | Chris Tasker                  |
| Brad Glasman         | Brent Verscheure              |
| Dave Griffin         | Michelle Viglianti – Recorder |
| Justin Henry         | Brandon Williamson            |
| Teresa Hollingsworth |                               |

## 1. Territorial Acknowledgement

The Chair read the territorial acknowledgement.

## 2. Modifications to the Agenda

There were no modifications to the agenda.

### 3. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest.

### 4. Delegations/Presentations

There were no delegations or presentations.

### 5. Administrative Business

#### **5.1. Approval of Minutes of Previous Meeting: September 26, 2023**

Mover: P.Cuddy

Seconder: G.Way

THAT that the Upper Thames River Conservation Authority Board of Directors approve the Board of Directors' minutes dated September 26, 2023, including any closed session minutes, as posted on the Upper Thames River Conservation Authority website.

Carried.

#### **5.2. Business Arising from the Minutes**

There was no business arising from the minutes.

#### **5.3. Correspondence**

There was no correspondence.

### 6. Reports – For Consideration

#### **6.1. 2024 Draft Budget for Circulation**

(Report attached)

Staff provided an overview presentation of the 2024 draft Budget.

Members inquired whether there had been any discussion with Members of Provincial Parliament (MPPs) around Provincial compensation to address the increases caused by the new legislative requirements. Staff confirmed Conservation Ontario has been advocating to MPPs on behalf of all Conservation Authorities. Some members felt there would be a better chance of the Province listening to the concerns if they came from our Municipal partners.

Staff and members reported that the UTRCA is in negotiations on a new Memorandum of Understanding with the City of London for development applications. A consultant will be engaged to undertake a review of the UTRCA's planning and regulations processes.

Members suggested an updated Organizational Chart with the proposed Full Time Equivalent positions included to highlight the changes and see the dynamics of the proposed staffing changes and impacts across the organization. They also suggested a report back on the deliverables at the end of the year to show Municipalities where the money was spent and the results from each department to show the areas that were stronger and areas that continued improvement would be needed.

Staff confirmed the draft budget package that will be circulated to Municipalities will include an offer to have the General Manager give budget presentations to Councils, in an effort to help the Municipalities better understand the budget and the legislative changes driving the budget increase.

Staff confirmed the UTRCA has cyber insurance and it was noted that the Finance and Audit Committee has directed staff to provide a report on cyber security following the audit.

A member voiced their disappointment that the draft budget did not include possible options for service level decisions and struggled with the approach of adding more staff to complete the mandatory changes by the province. Other members felt some options had already been reviewed, in terms of staffing, and the conclusion was the UTRCA did not have the existing staff capacity to complete the work.

Concerns were raised around the Full Time Equivalent (FTE) positions extending beyond 2024. Staff noted the FTEs would be needed beyond 2024 in order to formally implement the strategies and to meet timelines for planning and development. They confirmed the contracts would be reviewed after 2024 and those not required to carry on into the implementation stages of the strategies would not be renewed.

A member felt that the unified message across Conservation Authorities and Municipalities to the Province should be to un-freeze the fees, feeling that development should pay for development.

Mover: S.Zehr

Seconder: A.Hopkins

THAT the Board of Directors approves the attached UTRCA 2024 Draft Budget for discussion with member municipalities. Final Budget approval will be considered at the Board's Annual General Meeting in February 2024.

Carried.

The Chair called for a short recess at 11:35am.

The Chair called the meeting back to order at 11:45am.

## **6.2. Upper Thames Barrier Position Paper - Revised**

(Report attached)

As directed by the Board in October, the proposed position was reviewed by legal counsel and a slight adjustment was made.

Mover: S.Levin

Seconder: G.Way

THAT the Board of Directors adopts the following position for the Upper Thames River Conservation Authority;

"It is the position of the Upper Thames River Conservation Authority (UTRCA) that a free-flowing river offers the healthiest environmental condition. Therefore, on watercourses within the UTRCA watershed, constructed barriers such as weirs and dams should be considered for decommissioning whenever possible, to improve watercourse health and reduce flood risks."

Carried.

## **6.3. Provincial Offences Act Officer Designation – Dave Griffin**

Mover: A.Hopkins

Seconder: T.Heeman

THAT the Board of Directors designate Dave Griffin as a Provincial Offences Act Officer pursuant to Section 28 of the *Conservation Authorities Act* for the purpose of administering and enforcing the Ontario Regulation 157/06, Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation.

Carried.

## **7. Reports – In-Camera**

Mover: P.Mitchell

Seconder: D.Trentowsky

THAT the Board of Directors go in camera.

Carried.

### **7.1. Position, Plan and Instruction to be Applied to Negotiation – Land Lease Program**

The Committee rose from closed session at 12:19pm and passed the following motion.

Mover: P.Mitchell

Secunder: M.Shadenberg

THAT the Board of Directors receive the report for information.

Carried.

## 8. Reports – For Information

### **8.1. Administration and Enforcement – Section 28 Status Report**

(Report attached)

The mover proposed an amendment to the motion, asking staff to provide a review of the 2023 violations at the January Board of Directors meeting. The seconder agreed to the amendment.

Mover: S.Levin

Secunder: G.Way

THAT the Board of Directors receive the report for information and THAT staff provide a review of the violations that occurred in 2023 at the January Board of Directors meeting.

Carried.

### **8.2. Project Status Updates**

(Report attached)

Mover: J.Craigmile

Secunder: S.Zehr

THAT the Board of Directors receive the report for information.

Carried.

### **8.3. Watershed-based Management Strategy**

(Report attached)

Mover: A.Hopkins

Secunder: T.Heeman

THAT the Board of Directors receive the report for information.

Carried.

### **8.4. UTRCA Rental House Rates**

(Report attached)

Mover: G.Way

Secunder: S.Zehr

THAT the Board of Directors receive the report for information.

Carried.

### **8.5. October For Your Information Report**

The October For Your Information Report was presented for the member's information.

Mover: S.Levin

Secunder: T.Heeman

THAT the Board of Directors accept the report for information.

Carried.

## **9. Reports – Committee Updates**

### **9.1. Finance and Audit Committee – September 26, 2023 Meeting Motions**

Mover: T.Heeman

Secunder: P.Mitchell

THAT the Board of Directors accept the report for information.

Carried.

### **9.2. Hearing Committee**

There was no Hearing Committee report.

## **10. Notices of Motion for November 28, 2023**

There were no notices of motion.

## **11. Chair's Comments**

The Chair thanked the Board members for the great budget discussion and all their work as their first year as a new Board comes to a close. The Chair also thanked staff for all their work this year.

## 12. Member's Comments

There were no comments from members.

## 13. General Manager's Comments

The General Manager thanked the members for their budget comments.

The General Manager advised the Board since it has now almost been a year since their appointments, one on one check in meetings may be scheduled in the near future.

## 14. Adjournment

There being no further business, the meeting was adjourned at 12:28pm on a motion by T.Heeman.

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.