

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, NOVEMBER 28, 2017

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

M.Blackie called the meeting to order and asked the Board to review the proposed additions to the agenda.

1. Approval of Agenda

G.Way moved – A.Hopkins seconded:-

“RESOLVED that the UTRCA Board of Directors approve the agenda as amended.”

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.

4. Minutes of the Previous Meeting
October 24, 2017

N.Manning moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated October 24, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes

(a) Levy Error Disclosure

C.Saracino notified the Board that a couple of errors in the draft Budget levy distribution sheet were found by the City of London and Perth South. I.Wilcox apologized for the errors and ensured the Board that staff are working to correct them and the errors will be disclosed to the Municipalities and a revised Levy sheet provided. The draft Budget will be revisited again in January by the Board.

6. Business for Approval

(a) Conservation Area 2018 Proposed Fee Schedule
(Reports attached)

J.Howley introduced the three park Superintendents to the Board. Conservation Areas staff are trying to simplify the fee schedule and take into account customers’ comments. The biggest change this year is the proposed one seasonal pass for both bikes and cars. There was a discussion around promoting and encouraging customers to bike in to the parks, possibly by imposing a parking fee and going to the City regarding bike lanes on Clarke Road.

Upon request, J.Howley reviewed some of the park’s statistics with the Board. There was a suggestion to compare the number of passes sold at the end of 2018 to the number of passes sold in 2017 to determine the change’s impact.

I.Wilcox advised the Board that the rest of the fees will be brought forward for approval at the January meeting. The suggestions to consider a long term fee schedule plan will be discussed by the Managers.

Board members raised concerns around bikers who do not pay to use the trails at Wildwood. Staff clarified that there is enforcement on the trails and the majority do enter through the front gates. There was a discussion around the negative impact bikes have on the trails. Staff acknowledged that there is wear and tear to the trails, particularly at Fanshawe, but the paths are monitored for erosion hazards and for safety, and there are no immediate concerns.

There was a suggestion to create an educational piece to inform people what their fees go towards.

S.Levin moved – T.Jackson seconded:

“RESOLVED that the Board of Directors accept the 2018 proposed fee schedule for the Conservation Areas.”

CARRIED.

- (b) Finance & Audit Committee Update and Approvals
(Report attached)

S.Levin, Chair of the Finance & Audit Committee, introduced the recommendations presented in the report and updated the Board on the status of the long term investment investigations.

T.Jackson moved – M.Ryan seconded:

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

CARRIED.

B.Petrie moved – T.Jackson seconded:

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

CARRIED.

Concerns were raised by Board members about the money being invested in long term investments instead of using it to lower the levy. I.Wilcox explained where the money being invested is coming from, that long term investments are being pursued based on a recommendation from the Board, and that any returns on investments could be used towards lowering the levy.

The Committee has met with the Auditors regarding the audit plan. The Auditors will be presenting to the Board in April.

- (c) 2018 Board of Directors Meeting Dates
(Report attached)

The dates in the report will be corrected to read 2018. Members disclosed conflicts with two proposed meeting dates but no action was taken.

H.McDermid moved – G.Way seconded:

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

CARRIED.

(d) City Hall Invitation

A.Hopkins explained the reasoning behind the invitation to the UTRCA to host Board meetings at City Hall. The Board agreed that this was not a viable option for the UTRCA, but it opened a discussion around the accessibility and transparency of Board meetings. Staff will consider options for a new room layout for Board meetings and investigate live streaming Board meetings. There was discussion regarding advertising Board meetings.

S.Levin moved – B.Petrie seconded:-

“RESOLVED that the Board of Directors direct staff to decline the invitation from the City of London, but to inform them the Board has taken their suggestions for increased transparency. Staff are directed to investigate options for recording Board meetings, and to extend invitations to member Municipal Councils to attend UTRCA Board meetings.”

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) Summary of Statement of Claim
(Report attached)

Legal matters relating to statements of claim were discussed.

A.Murray moved – B.Petrie seconded:-

“RESOLVED that the Board of Directors receive the report as detailed in the Closed Session minutes.”

CARRIED.

- (b) A Property Matter pertaining to Pittock CA
(Report attached)

Property matters relating to Pittock Conservation Area were discussed.

B.Petrie moved – A.Hopkins seconded:-

“RESOLVED that the Board of Directors approve Recommendation one as outlined in the Closed Session Report.”

CARRIED.

S.Levin moved – G.Way seconded:-

“RESOLVED that the Board of Directors approve Recommendation two as outlined in the Closed Session Report.”

CARRIED.

S.Levin moved – N.Manning seconded:-

“RESOLVED that the Board of Directors approve Recommendation three as outlined in the Closed Session Report.”

CARRIED.

- (c) Glengowan Update
(Verbal update)

Property matters relating to the Glengowan lands were discussed.

- (d) PenEquity Update
(Report attached)

Legal matters relating to PenEquity were discussed.

B.Petrie moved – G.Way seconded:-

“RESOLVED that the Board of Directors receive the report as detailed in the Closed Session minutes.”

CARRIED.

(e) Landlord Tennant Board Update

Legal and property matters related to the Pittock Cottages Landlord Tennant Board hearing were discussed.

8. Business for Information

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

T.Jackson moved – M.Ryan seconded:-

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

CARRIED.

(b) Fanshawe Pioneer Village Update
(Report attached)

T.Jackson moved – H.McDermid seconded:-

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

CARRIED.

Board members who attended recent events at the Fanshawe Pioneer village shared their experiences and congratulated S.Dunlop on the excellent events.

(c) January Election Preparations
(Report attached)

M.Blackie and N.Manning declared that they will both let their names stand for the positions of Chair and Vice-Chair respectively. I.Wilcox asked that anyone who has an interest in any elected position contact himself or M.Viglianti, and talk to the other Board members to secure nominations.

T.Jackson moved – A.Hopkins seconded:-

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

CARRIED.

9. Communications

(a) Letter from the Harrington and Area Community Association

T.Jackson moved – B.Petrie seconded:-

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

CARRIED.

10. November FYI
(Attached)

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

11. Other Business

M.Snowsell shared photos of the Blackfriar’s bridge removal with the Board, gave an overview of the project, and outlined the UTRCA’s involvement.

The Board was reminded there is no December meeting.

The webinar that I.Wilcox and C.Harrington hosted through Conservation Ontario regarding the Targets was one of the best received webinars Conservation Ontario has hosted, with sixty three Conservation Authority staff members across the province participating.

I.Wilcox reported that the Conservation Authorities (CA) Act update received 3rd reading with very little debate. Any changes brought by the new CA Act would most likely impact the next Board more than the current one.

The UTRCA draft Budget was presented to the City of London yesterday. There were nothing but positive comments and the proposed budget was passed unanimously.

M.Blackie and N.Manning shared the highlights of the 2017 Latornell conference where the theme was succession.

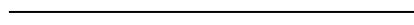
Murray reminded Board members to send regrets to M.Viglianti if they are not able to attend a meeting.

12. Adjournment

There being no further business the meeting was adjourned at 11:32 a.m. on a motion by B.Petrie.



Ian Wilcox
General Manager
Att.


M.Blackie, Authority Chair