

February 3, 2011

NOTICE OF MEETING
UTRCA 64th ANNUAL GENERAL MEETING

In conformity with the Conservation Authorities Act, RSO, 1990, Chapter 27, Regulation 17(1), the Chair of the Upper Thames River Conservation Authority has designated the 2011 Annual General Meeting to be held as follows:

DATE: TUESDAY, FEBRUARY 15, 2011

TIME: 9:30 A.M. - COFFEE/REFRESHMENTS

10:00 A.M. - MEETING WILL COMMENCE

LOCATION: FOREST CITY NATIONAL GOLF CLUB
16540 ROBINS HILL ROAD, LONDON (Map attached)

- AGENDA:**
1. Approval of Agenda
 2. Declaration of Conflicts of Interest
 3. Confirmation of Payment as Required through Statutory Obligations
 4. Minutes of the Previous Meeting
- Tuesday, January 25, 2011
 5. Business Arising from the Minutes
 - (a) Conservation Authority Per Capita Levy
(I.Wilcox)(Document #91227)
 6. Introduction of New Board
 7. Elections - Grant Inglis
(Report attached)(Document #91157)
 - (a) Election of UTRCA Chair for 2011
 - (b) Election of UTRCA Vice-Chair for 2011
 - (c) Appointment of Hearings and Personnel Committee – 2011
 8. Business for Approval
 - (a) Adoption of 2011 Preliminary Budget and

Municipal Levy
(I.Wilcox)(Budget and Report Attached)(Document #91145)

- (b) Schedule of 2011 Board of Directors and Hearings and Personnel Meetings
(Report attached)(Document #82420)

9. Standing Committees

- (a) Building Committee Update
 - Administration Building Presentation (A.Shivas)
 - Winner of the New Administration Building Name Contest (I.Wilcox)

15 Minute Break

- 10. Business for Information
- 11. Presentation - Four Years in Review
- 12. Presentation of Service Awards
- 13. Outgoing Members Farewell
- 14. Chair and General Manager's Concluding Comments
- 15. Other Business
- 16. Adjournment
- 17. Photo Opportunity and Lunch

Ian Wilcox, General Manager

Board of Directors

I.Wilcox

M.Snowsell

T. Hollingsworth

J.Howley

C.Harrington

B.Glasman

A.Shivas

J.Brick

S.Johnson

C.Tasker

L.Trottier

S.Shivas

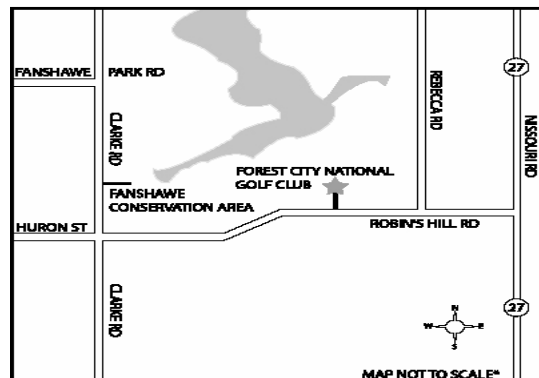
G.Inglis

Dave Marr, TD Bank

London Free Press

Stratford Beacon Herald

Woodstock Sentinel Review



MINUTES
UTRCA ANNUAL MEETING
FOREST CITY NATIONAL GOLF CLUB
TUESDAY, FEBRUARY 15, 2011

J.Baechler, Chair of the Upper Thames River Conservation Authority called the 64th Annual General Meeting to order at 10:05 a.m., Tuesday, February 15, 2011 at the Forest City National Golf Club. The following members were present:

Current	J.Baechler	P.Huitema
Members:	A.Bannister	E.Hunt
	M.Blackie	T.Jackson
	J.Boyce	C.Lauder
	J.Brown	G.Marr
	J.Bryant	D.Mayberry
	S.Clark	H.McDermid
		M.Wearn

Incoming	R.Chowen	C.Mott
Members:	R.Forbes	J.Northcott
	B.French	A.Ralph
	D.Lazenby	G.Way

Solicitor: G. Inglis

Guest: D.Marr, Relationship Manager, TD Commercial Banking

Authority Staff

J.Baechler welcomed the members, staff and guests to the 64th UTRCA Annual General Meeting.

1. Approval of Agenda

J.Boyce moved – D.Mayberry seconded:-

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

CARRIED.

2. Declaration of Conflicts of Interest

J.Baechler 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 General Manager replied affirmative.

4. Minutes of the Previous Meeting
- Tuesday, January 25, 2011

A.Bannister moved – T.Jackson seconded:-

“RESOLVED that the minutes of the UTRCA Board of Directors’ meeting held Tuesday, January 25, 2011 be approved as presented.”

CARRIED.

5. Business Arising from the Minutes

- (a) Conservation Authority Per Capita Levy

I.Wilcox reminded the members that the report was requested at the previous meeting. He outlined the report noting that the UTRCA is ranked as having the 27th lowest per capita levy rate out of 36 Conservation Authorities. He cautioned the members that this information is not used to determine the Authority’s levy; it is strictly a tool that staff uses for comparison purposes only.

T.Jackson moved – P.Huitema seconded:-

“RESOLVED that the report be received for information.”

CARRIED.

The Chair stated this concludes the formal business for the current Board of Directors and thanked them for their participation. The outgoing and incoming members made the required transition.

6. Introduction of New Board Members

I. Wilcox welcomed the new members and stated that although they attended the January, 2011 Board of Directors’ meeting this is their first official meeting. He introduced the members and highlighted the municipality they represent.

Member	Representing
Ray Chowen	Townships of Thames Centre and Lucan Biddulph
Councillor Ron Forbes	Township of Zorra
Deputy Mayor Bill French	Township West Perth
Councillor Don Lazenby	Townships of Blandford-Blenheim and East Zorra-Tavistock
Councillor Cathy Mott	Town of Ingersoll
Councillor Jim Northcott	City of Woodstock
Allan Ralph	City of London
Councillor George Way	Townships of Norwich and South-West Oxford

I.Wilcox introduced the returning members, outlining the municipality they represent and the number of years they have been a member of the Board of Directors.

Member	Representing	Number of Years on Board
Albert Bannister	Municipality of Middlesex Centre	19 years
Councillor Joni Baechler	City of London	7 years
Murray Blackie	City of London	4 years
Jane Boyce	City of Stratford	4 years
Stephen Clark	City of London	7 years
Tony Jackson	Township of Perth South,	4 years

	Municipality of South Huron and the Town of St. Marys	
Councillor Hugh McDermid	Township of Perth East	4 years

7. Elections

J.Baechler requested a motion to nominate Grant Inglis as interim chair for the purpose of conducting the elections for the Authority Chair and Vice-Chair for 2011.

J.Boyce moved – S.Clark seconded:-

“RESOLVED that Grant Inglis be nominated as interim Chair for the purpose of conducting the elections for the Authority’s Chair and Vice-Chair for 2011.”

CARRIED.

G.Inglis outlined the procedures for electing the Authority’s Chair and Vice-Chair as specified in the Conservation Authorities Act and the UTRCA Administration Guidelines, Procedures and Rules of Order.

In the event an election is required he requested Eleanor Heagy and Susan Shivas to be the scrutineers.

(c) Election of UTRCA Chair

G.Inglis called for nominations for the position of Chair of the UTRCA for 2011.

J.Boyce nominated J.Baechler for the position of Chair.

G.Inglis called twice for further nominations.

There being no further nominations, G. Inglis inquired whether J.Baechler was willing to accept her nomination. J.Baechler replied affirmative. G.Inglis declared J.Baechler as Chair of the UTRCA for 2011 by acclamation.

J.Baechler stated she would speak to her nomination during the Chair’s closing remarks.

(b) Election of UTRCA Vice-Chair

G.Inglis called for nominations for the position of Vice-Chair of the UTRCA for 2011.

J.Bannister nominated J.Boyce for the position of Vice-Chair of the UTRCA for 2011.

G.Inglis called twice for further nominations.

There being no further nominations, G.Inglis inquired whether J.Boyce was willing to accept her nomination. J.Boyce replied affirmative. G.Inglis declared J.Boyce as Vice-Chair of the UTRCA for 2011 by acclamation.

J.Boyce thanked A.Bannister for nominating her. She stated that being a Board member for the past four years has been a tremendous learning experience and has given her the opportunity of familiarizing herself with the Authority staff. She thanked George Marr for all of his work as the past Vice-Chair and noted she will strive to continue to work in the best interests of the Authority.

G.Inglis congratulated the Chair and Vice-Chair on their elections, and relinquished the Chair to J.Baechler.

(c) Appointment of the Hearings and Personnel Committee

J.Baechler noted the Hearings and Personnel Committee consists of the Authority Chair, Vice Chair, past Chair and two additional members. In that she is the Chair and past Chair, there will be three positions required.

The Chair called for nominations

S.Clark nominated M.Blackie to be a member of the Hearings and Personnel Committee for 2011.

H.McDermid nominated T.Jackson to be a member of the Hearings and Personnel Committee for 2011.

J.Boyce nominated D.Lazenby to be a member of the Hearings and Personnel Committee for 2011.

M.Blackie nominated A.Bannister to be a member of the Hearings and Personnel Committee for 2011.

There were no further nominations.

J.Baechler inquired if the nominees would accept their nominations. They all concurred.

The Chair advised the Board that a vote would be conducted to elect the three positions.

The scrutineers distributed, collected and tallied the ballots. The Chair advised the members there was a tie and therefore a second election would be conducted. The scrutineers proceeded with the same process.

Following the second vote the Chair advised the members that the 2011 Hearings and Personnel Committee will consist of J.Baechler, J.Boyce, T.Jackson, A.Bannister and M.Blackie.

R.Chowen moved – H.McDermid seconded:-

“RESOLVED that the ballots be destroyed.”

CARRIED.

8. Business for Approval

(a) 2011 Preliminary Operating Budget and Municipal Levy
(Report attached)(Document #91145)

I.Wilcox highlighted the 2011 Draft Budget fact sheet that had been previously circulated to the members. He also outlined the above noted report and advised the members that three votes will be required. He outlined the process required to conduct a weighted vote.

The General Manager advised the members that the first weighted/recorded vote will be conducted to approve the Authority's Preliminary 2011 Operating Budget in the amount of \$12,801,818 with a 4.2% increase in the municipal levy.

The General Manager advised the members that the second weighted/recorded vote will be conducted to approve the Authority's 2011 Flood Control Capital Levy with a 0% levy increase in the flood control capital levy.

He further advised the members that the third vote is not a weighted and will be conducted to approve Recommendation 3 as outlined in the report, "that the Authority will work with the City of London early in 2011 to establish an agreement that respects the Authority's jurisdiction and seeks to accommodate London's concerns around financing. If no mutual agreement can be reached, the UTRCA reserves the right to issue the Flood Control Capital Levy notice to ensure projects proceed and matching provincial funding is not lost."

(i) Authority's Preliminary 2011 Operating Budget

Following a brief discussion,

A.Bannister moved – T.Jackson seconded:-

"RESOLVED that the UTRCA Board of Directors approve the Preliminary 2011 Operating Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$12,801,818 and that staff be directed to distribute the Approved Budget to member municipalities as part of the required 30 day review period. The levy component of the Operating Budget will be apportioned to member municipalities based on the 2011 General Levy Formula as developed by the Ontario Ministry of Natural Resources using Current Value Assessment data from the Municipal Property Assessment Corporation."

CARRIED.

Recorded Vote:

UTRCA Weighted Vote: 2011 Preliminary Operating Budget

Municipality	CVA Apportionment Percentage	Voting Weight	Number of Members	Weight Per member	For	Against	Absent
Cty of Oxford	16.1059%	23.72	5	4.74	23.72		
City of London	66.0520%	50.00	4	12.50	50.00		
Lucan-Biddulph	0.2569%	0.38	1	0.38	0.38		
Thames Centre	2.9001%	4.27	1	4.27	4.27		
Middlesex Centre	2.1394%	3.15	1	3.15	3.15		
Stratford	7.3161%	10.78	1	10.78	10.78		

Municipality	CVA Apportionment Percentage	Voting Weight	Number of Members	Weight Per member	For	Against	Absent
Perth East	1.1939%	1.76	1	1.76	1.76		
West Perth	1.2626%	1.86	1	1.86	1.86		
St. Marys	1.6407%	2.42	1	2.42		2.42	
Perth South	0.9421%	1.39	1	1.39	1.39		
South Huron	0.1912%	0.28	1	0.28	0.28		
Result	100.00%	100.00	15		97.59	2.42	0

CARRIED BY 97.59 % OF THE WEIGHTED VOTE IN ATTENDANCE

* 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.

(ii) 2011 Flood Control Capital Levy

T.Jackson moved – Jane seconded:-

“RESOLVED that the UTRCA Board of Directors approve the 2011 Flood Control Capital Levy under Section 24 of the *Conservation Authorities Act* in the amount of \$1,165,000 to support the Authority’s 20 Year Flood Control Capital Plan. Apportionment of this levy based on Special Benefiting Percentages, by structure, as presented in the 2011 Preliminary 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 matching provincial funding contribution through the Water and Erosion Control Infrastructure Program (WECI).

CARRIED.

Recorded Vote:

UTRCA Weighted Vote: 2011 Flood Control Capital Levy

Municipality	CVA Apportionment Percentage	Voting Weight	Number of Members	Weight Per member	For	Against	Absent
Cty of Oxford	16.1059%	23.72	5	4.74	23.72		
City of London	66.0520%	50.00	4	12.50	50.00		
Lucan-Biddulph	0.2569%	0.38	1	0.38	0.38		
Thames Centre	2.9001%	4.27	1	4.27	4.27		
Middlesex Centre	2.1394%	3.15	1	3.15	3.15		
Stratford	7.3161%	10.78	1	10.78	10.78		
Perth East	1.1939%	1.76	1	1.76	1.76		
West Perth	1.2626%	1.86	1	1.86	1.86		
St. Marys	1.6407%	2.42	1	2.42		2.42	
Perth South	0.9421%	1.39	1	1.39	1.39		
South Huron	0.1912%	0.28	1	0.28	0.28		
Result	100.00%	100.00	15		97.59%	2.42	00

CARRIED BY 97.59% OF THE WEIGHTED VOTE IN ATTENDANCE

* 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.

(iii) T.Jackson moved – A.Bannister seconded:-

‘RESOLVED that the UTRCA will work with the City of London in 2011 to establish an agreement that respects the Authority’s jurisdiction and seeks to accommodate London’s concerns around financing. If no mutual acceptable agreement can be reached, the UTRCA reserves the right to issue the Flood Control Capital Levy notice to ensure projects proceed and matching provincial funding is not lost.’

CARRIED.

- (b) Schedule of 2011 Board of Directors and Hearings and Personnel Meetings
(Report attached)(Document #82420)

The attached report was presented to the members for consideration.

R.Chowen moved – J.Northcott seconded:-

“RESOLVED that the UTRCA Board of Directors approve the schedule of the 2011 Board of Directors and Hearings and Personnel Committee meetings as outlined in the attached report.”

CARRIED.

9. Standing Committee Updates

(a) Building Committee Update

A.Shivas made a presentation outlining the history of the UTRCA Administration office since 1967. He provided an overview of the path the Authority took to arrive at the decision to construct a new Administration Office for a total cost of \$12 million and highlighted the milestones along the way. The presentation is available upon request.

I.Wilcox advised the members that in October, 2010 the Authority staff were requested to participate in a contest to develop a new name for the UTRCA Administration Office. There were a total of 54 submissions.

The General Manager thanked S.Sauder, E.Heagy and R.McNaughton for their assistance in reviewing the submissions and presenting a recommendation to the Management Team. The Management team approved the recommendation unanimously.

I.Wilcox congratulated the contest winners, Karen Maaskant and Cathy Quinlan who together submitted the winning recommendation.

The new name for the Administration Office is, “**WATERSHED CONSERVATION CENTRE**”.

The Chair recommended the meeting be recessed for 15 minutes.

The meeting reconvened at 11:40 a.m.

10. Business for Information

There was no business for information to present.

11. Presentation – Four Years In Review

The General Manager advised the members that typically at the Annual General Meeting he presents a “Year in Review” to celebrate the accomplishments of the past year. However, it seemed appropriate this year with such a large turn over of Authority members to highlight the accomplishments of the past four years. He also noted that the presentation will serve as orientation for the news members.

The presentation highlighted projects and services for each of the Authority's mission centres. It also highlighted the Board of Directors participation in many of the Authority programs and their attendance at several community and special events. The presentation is available upon request.

I. Wilcox advised the members the new Watershed Conservation Centre is the largest capital project the Authority has ever undertaken in terms of cost. He outlined the efforts of the Board of Directors and the Building Committee to secure the required approvals to construct the office and to secure municipal funding. He credited the Board with making many difficult decisions and resolutions to ensure the project proceeded.

12. Presentation of Service Awards

The Chair and General Manager presented the awards as follows:

Ten Year Service Awards to Steve Musclow, Craig Machan, Mike Knox and Jack MacMullin.

Fifteen Year Service Awards to Terry Chapman and Karen Wilkie.

Twenty Year Service Awards to Mark Snowsell, Jeff Brick and Peter Huitema.

Thirty Year Service Awards to Sharon Viglianti and Rick Goldt.

Grant Inglis, Authority solicitor was presented with a plaque and Authority briefcase in recognition of thirty years of service with the UTRCA.

13. Outgoing Members' Farewell

The Chair stated the Authority would like to recognize the contributions of the eight outgoing members that collectively equal 73 years of Board experience.

She advised the members that following the completion of the Watershed Conservation Centre and as part of the landscaping plan a "Members' Grove" will be developed. A tree will be planted for each member recognizing their contribution to the UTRCA. The project will continue into the future to serve as a legacy to the Board members. She also noted that each member will receive a "Life Time Pass" to the three conservation areas and a leather UTRCA brief case.

She called upon the following outgoing members,

- Jeff Brown representing the Township of Zorra for the past four years.
- Connie Lauder representing the City of Woodstock for the past four years.
- Judy Bryant representing the City of London for the past seven years.
- Marion Wearn representing the Townships of Blandford-Blenheim and East Zorra-Tavistock for the past seven years.
- George Marr representing the Townships of Thames Centre and Lucan-Biddulph. for the past seven years, and has served as the Building Committee Chair and Authority Vice-Chair,
- David Mayberry representing the Townships of Norwich and South-West Oxford for the past 10 years.
- Ernie Hunt representing the Town of Ingersoll for the past 13 years, and has served as both Authority Chair and Vice-Chair, and
- Peter Huitema representing the Municipality of West Perth for the past 21 years and has served as both Authority Chair and Vice-Chair.

Each outgoing member took the opportunity to say a few words outlining their experience with the Authority and as a member of the Board of Directors.

14. Chair and General Manager's Concluding Comments

The Chair welcomed the new members and individually thanked the outgoing members for their service and dedication to the Authority, and thanked Grant Inglis for his wise counsel.

She congratulated I. Wilcox on his leadership, integrity, dedication and leadership.

She complimented the staff on their accomplishments and their ability to work together as a team. She looks forward to another great year.

I. Wilcox advised the members that the Kelly Mohring Memorial Golf Tournament will be hosted at the Forest City National Golf Course in August, 2011.

In conclusion he extended a heartfelt thank you to the outgoing Board of Directors for their efforts and support provided to the staff and the organization. He is very confident that the incoming Board will continue this tradition of excellence and leadership.

15. Other Business

No further business to discuss.

16. Adjournment

There being no further business to discuss the meeting was adjourned on a motion by T. Jackson at 12:50 p.m.

17. Photo Opportunity and Lunch

Photographs were taken of the former and new Board of Directors followed by lunch.

Ian Wilcox, General Manager
Feb 24, 2011
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Joni Baechler, Chair

To: UTRCA Board of Directors

From: Ian Wilcox
General Manager

Date: January 31, 2011

Subject: Board of Directors' Elections

Agenda #:

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Elections for the positions of Chair, Vice-Chair and the five appointments for the Hearings and Personnel Committee are conducted at the Annual General Meeting.

Responsibilities of the **Chair** include chairing all UTRCA Board of Directors' meetings, serving as a Member of the Board for the London Middlesex Heritage Museum (Fanshawe Pioneer Village), and representing the UTRCA at Conservation Ontario meetings. The Chair may also serve as host for special functions which may be organized during the year. Administrative duties include direct liaison with the General Manager, coordinating the General Managers' annual performance appraisal and serving as signing authority for a range of contracts and administrative documents as required.

The **Vice-Chair** typically replaces the Chair in any or all of their responsibilities in the event of the Chair's absence.

The **Hearings and Personnel Committee** is made up of the Chair, Vice-Chair, Past-Chair and two additional members of the Board for a total of five. Responsibilities include review and approval of all personnel matters as well as fulfilling the role of a Hearing Board as required under Section 28 of the *Conservation Authorities Act*. This committee meets four times per year. For 2011 there will be no Past-Chair so three members of the Board will be appointed to join the Chair and Vice-Chair on this committee.

All elected offices are for a term of one year. The UTRCA does not have a policy limiting reappointment however common practice for the past twenty years has for appointments to be honoured for two year terms.

Members interested in any of the available positions are encouraged to contact and discuss options with their peers on the Board in advance of the Annual General Meeting.

Prepared by:

Ian Wilcox

To: UTRCA Board of Directors
From: Ian Wilcox
General Manager
Date: January 31, 2011
Subject: 2011 Preliminary Budget: For Approval

Agenda #:
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Recommendations:

1. That the UTRCA Board of Directors approve the Preliminary 2011 Operating Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$12,801,818 and that staff be directed to distribute the Approved Budget to member municipalities as part of the required 30 day review period. Please note the levy component of the Operating Budget will be apportioned to member municipalities based on the 2011 General Levy Formula as developed by the Ontario Ministry of Natural Resources using Current Value Assessment data from the Municipal Property Assessment Corporation.
2. That the UTRCA Board of Directors approve the 2011 Flood Control Capital Levy under Section 24 of the *Conservation Authorities Act* in the amount of \$1,165,000 to support the Authority's 20 year Flood Control Capital Plan. Apportionment of this levy is based on Special Benefiting Percentages, by structure, as presented in the 2011 Preliminary 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 matching provincial funding contribution through the Water and Erosion Control Infrastructure Program (WECI).
3. The UTRCA will work with the City of London early in 2011 to establish an agreement that respects the Authority's jurisdiction and seeks to accommodate London's concerns around financing. If no mutually acceptable agreement can be reached, the UTRCA reserves the right to issue the Flood Control Capital Levy notice to ensure projects proceed and matching provincial funding is not lost.

Background

Attached please find a copy of the Upper Thames River Conservation Authority's 2011 Preliminary Budget which is comprised of 1) an Operating Budget and 2) a Flood Control Capital Levy. You will note that the bulk of the attached Preliminary Budget document discusses the Operating Budget. The last page of the document describes the Flood Control Capital Levy.

Total expenditures for 2011 are estimated at \$12,801,818 for the Operating Budget, and \$1,165,000 for the Flood Control Capital Levy. A 4.2% increase is proposed for the municipal levy component of the Operating Budget, and a 0% levy increase for the Flood Control Capital Levy.

The Preliminary Budget was circulated to member municipalities in November, 2010 and included an offer for staff to attend any council meeting to discuss the budget, at the municipality's request. As of the end of January, council presentations are scheduled with Stratford, Perth South and London, all

during February. No other specific comments have been received by staff to date.

Voting Procedure

All Conservation Authority budgets are subject to a weighted voting procedure. All votes are weighted according to the relative value of property assessment in the municipality. Fundamentally, this means those who pay more, have more influence in the budget vote. Members representing more than one municipality will have multiple votes. The following table provides the relative weighting for the 2011 Budget vote.

Municipality	2011 Weight (%)
London	50 (12.5% per member)
Oxford County	23.72 (4.74% per member)
Stratford	10.78
Thames Centre	4.27
Middlesex Centre	3.15
St. Marys	2.42
West Perth	1.86
Perth East	1.76
Perth South	1.39
Lucan/ Biddulph	0.38
South Huron	0.28

A budget will be approved if greater than 50% of the weighted vote of those members in attendance is cast in favour of the budget. Please note that if a member is unable to attend the Annual General Meeting, they are not able to vote by proxy and their vote is lost. In that case, each remaining member's weighting remains the same but a new 50% value is calculated based on only those members in attendance.

The Budget is a recorded vote. Each municipality will be called in turn and the representative of that municipality will be asked to either support or object to the budget. Those members representing more than one municipality will have to vote separately for each municipality.

Please note **two recorded votes will be conducted for the 2011 Preliminary Budget**. The first will be for approval of the Operating Budget under Section 27 of the *Conservation Authorities Act*, the second for the Flood Control Capital Levy under Section 26 of the *Conservation Authorities Act*. **A third vote will also be conducted** (unweighted) that considers recommendation 3.

Should you have questions regarding the draft budget or the voting procedure in advance of the AGM, please contact Ian Wilcox directly at (519) 451-2800 ext. 259.

Prepared and Recommended by:

Ian Wilcox

To: UTRCA Chair and Members of the UTRCA Board of Directors
From: Ian Wilcox
Date: December 13, 2010
Subject: Proposed 2011 Board of Directors and Hearings and Personnel Committee Meetings

Agenda #:
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It is proposed the 2011 Board of Directors' meetings commence at 1:30 p.m. as follows:

January 25th	June 28th
February 15th	August 23rd
March 22nd	September 27th
April 26 th (Note: Day after Easter weekend)	October 25th
May 24 th (Note: Day after May 24 th weekend)	November 22nd

It is proposed the 2010 Hearings and Personnel Committee meetings commence at 11:30 a.m. (unless otherwise noted) on the following dates:

March 22nd	September 27th
June 28th	November 22nd

Recommended by:

Prepared by:

Ian Wilcox, General Manager

Susan Shivas, Executive Assistant