

March 17, 2016

**REVISED  
NOTICE OF  
BOARD OF DIRECTORS' MEETING**

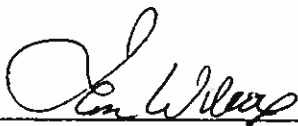
**DATE:** TUESDAY, MARCH 22, 2016

**TIME:** 9:30 A.M. – 11:30 A.M.

**LOCATION:** WATERSHED CONSERVATION CENTRE  
BOARDROOM

<b>AGENDA:</b>	<b>TIME</b>
1. Approval of Agenda	9:30am
2. Declaration of Conflicts of Interest	
3. Confirmation of Payment as Required Through Statutory Obligations	
4. Minutes of the Previous Meeting - Thursday, February 25, 2016	
5. Business Arising from the Minutes	
6. Delegation – None	
7. Closed Session – In Camera	9:35am
(a) Property matters relating to Fanshawe and Wildwood cottages (Verbal)(10 minutes)	
* (b) <b>Property matter within the Township of Strathory-Caradoc (A.Shivas/C.Harrington/ S.Gillingwater)(Report attached) (Document #Lands and Facilities 2298) (15 minutes)</b>	<b>9:45am</b>
8. Progress Reported	
9. Presentation	
(a) Health and Safety Training (C.Ramsey)(15 minutes)	10:00am
10. (a) For Your Information Report (March FYI attached) (I.Wilcox)(5 minutes)	10:15am
(b) Fanshawe Pioneer Village Report (S.Johnson)(Verbal)(5 minutes)	10:20am

11. Business for Approval 10:25am
- (a) Use of Capital Maintenance Reserve  
(B.Glasman/A.Shivas)(Report attached)  
(Document #Lands and Facilities 1780)(15 minutes)
- (b) Province of Ontario Grant Funding Agreement Approval (T.Hollingsworth)  
(Report attached)(Document #HR5336)  
(5 minutes) 10:40am
12. Business for Information
- (a) Administration and Enforcement- Section 28  
(M.Snowsell/K.Winfield)(Report attached)  
(Document #ENVP3276)(5 minutes) 10:45am
- (b) Springbank Dam Update (C.Tasker)  
(Verbal)(15 minutes) 10:50am
- (c) CA Unit Seasonal Staff Orientation  
(J. Howley) Report attached  
Document #CA's2237) (5 minutes) 11:05am
13. Other Business (Including Chair and General Manager's Comments) 11:10am
- April meeting
  - Correspondence from Dick Hibma, Chair CO  
(15 minutes)
14. Adjournment 11:25am



Ian Wilcox, General Manager

c.c. Chair and Members of the Board of Directors

I. Wilcox	T.Hollingsworth	T.Annett	
S.Shivas	A.Shivas	S.Johnson	
C.Tasker	L.Trottier	G.Inglis	London Free Press
B.Glasman	K.Winfield	M.Snowsell	Stratford Beacon Herald
C.Harrington	J.Howley		Woodstock Sentinel Review

MINUTES  
BOARD OF DIRECTORS' MEETING  
TUESDAY, MARCH 22, 2016

M.Blackie, Chair of the Upper Thames River Conservation Authority called the Board of Directors' meeting to order at 9:30 a.m. in the Watershed Conservation Centre Boardroom. The following members and staff were in attendance:

Members Present:	M.Blackie		H. McDermid	
	M. Blosch		J. McKelvie	
	R. Chowen		A.Murray	
	A. Hopkins		K. Van Kooten-Bossence	
	S.Levin		G. Way	
Regrets:	T.Birtch	M.Campbell	T.Jackson	N.Manning M.Ryan
Solicitor:	G. Inglis			
Staff:	T. Annett		A.Shivas	
	B.Glasman		S.Shivas	
	C.Harrington		M.Snowsell	
	T.Hollingsworth		C.Tasker	
	J.Howley		I.Wilcox	
	S.Johnson		K.Winfield	
	B. Mackie			

The Chair introduced a new member to the Board, Councillor Annamarie Murray representing the Municipality of West Perth. He noted Joe Klumper's one year term expired at the end of 2015. The Municipal Council appointed Ms. Murray also for a one year term. The members and staff introduced themselves to Ms. Murray.

The Chair also introduced a guest attending the meeting, Mr. Peter Huitema and noted he is a past Chair of the Authority and represented the Municipality of West Perth.

1. Approval of Agenda

H.McDermid moved – G. Way seconded:-

“RESOLVED that the UTRCA Board of Directors  
approve the agenda as posted on the members' web-site”

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 Meetings  
- February 25, 2016

S.Levin moved G.Way seconded:-

"RESOLVED that the UTRCA Board of Directors approve the minutes of the Board of Directors' meeting dated February 25, 2016 as posted on the members' web-site."

CARRIED.

5. Business Arising from the Minutes - There was no business to discuss.

6. Delegations – There were no delegations.

7. Closed Session - In Camera

There being property matters to discuss.

S.Levin moved – H.McDermid seconded:-

"RESOLVED that the Board of Directors adjourn to Closed Session – In Camera."

CARRIED.

8. Progress Reported

(a) A property matter relating to the Cottage Program Lease negotiations was discussed.

(b) A property matter within the Township of Strathroy-Caradoc was discussed.

S.Levin moved – J.McKelvie seconded:-

"RESOLVED that the Board of Directors deny the proponent's request as outlined in the Closed Session – In Camera minutes."

CARRIED.

9. Presentation

(a) Health and Safety Training  
(C.Ramsey)

C.Ramsey made a presentation outlining the work that is undertaken to ensure the Authority staff has the required Health and Safety Training and also to advise the Board of Directors of its responsibilities in this regard.

The presentation is posted on the members secure web-site for further review and information.

10. (a) For Your Information

The report was presented for the members' information.

(b) Fanshawe Pioneer Village Update

I.Wilcox advised the members this will be S.Johnson's last Board meeting. She has accepted a position with Long Point Region Conservation Authority as curator of Backus Heritage Village effective April 4, 2016.

S.Johnson stated the London and Middlesex Heritage Museum Board of Directors has formed a hiring Committee and hope to have a new Executive Director recruited and in position by June, 2016.

In the interim the Board has appointed Shannon Dunlop as the Acting Executive Director until the permanent position has been filled.

S.Johnston stated in preparation for her departure, she has set-up the 2016 Budget, confirmed operating funding from the City of London for 2016 and has set up all major policy and procedures needed for the 2016 season and finalized the 2015 audit.

She wished the Board all the best and knows that with the continuing support of the UTRCA, Fanshawe Pioneer Village will continue to do great things.

11. Business for Approval

(a) Use of Capital Maintenance Reserve  
(Report attached)(Document #Lands and Facilities 1780)

The above noted report was presented to the members for consideration. S.Shivas requested for clarity the motion be amended to include, "and that the project be funded through the Capital Maintenance Reserve.

S.Levin moved – J.McKelvie seconded:-

"RESOLVED that the motion be amended to include "and that the project be funded through the Capital Maintenance Reserve."

CARRIED.

J.McKelvie moved – G.Way seconded:-

"RESOLVED that the Board of Directors approve the construction/addition of a Cold Storage Facility to the north end of the existing storage shed at Fanshawe Conservation Area, and that the project be funded through the Capital Maintenance Reserve."

CARRIED.

(b) Province of Ontario Grant Funding Agreement Approval  
(Report attached)(Document #HR5336)

The report was presented to the members for consideration.

K.Van Kooten-Bossence moved – S.Levin seconded:-

“RESOLVED that the UTRCA Board of Directors authorizes the Authority to enter into grant funding Agreements with the Province of Ontario.”

CARRIED.

12. Business for Information

(a) Administration and Enforcement – Section 28  
(Report attached)(Document #ENVP 3276)

The report was presented for the members' information.

S.Levin moved – G.Way seconded:-

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

CARRIED.

(b) Springbank Dam Update

C.Tasker presented a verbal update on the status of Springbank Dam. He noted the first public input session was held on March 8<sup>th</sup>. It was very well attended, with over 20 presentations and many other submissions. The public is very focused on repair or not to repair the dam.

He noted that S. Gillingwater's executive summary has been circulated. Authority staff provided the summary to City staff and it was expected it would be part of the report going to Council on March 22, 2016. However a media outlet chose to post it along with some of S. Gillingwater excerpts from emails. It is unfortunate this occurred, as it appears that S.Gillingwater posted it himself, but that is not the case. The information will be presented to Council this evening.

He referred to the Council meeting scheduled for the evening of March 22<sup>nd</sup> and stated the recommendation remains, one river Environmental Assessment. He noted it has been slightly amended to allow Spring bank Dam to be separated until after the Master Plan EA has been completed. The report to Council provides a great deal of information relating to the Environment Assessment process.

He advised the members the Authority's web-site regarding this matter has remained status quo for some time. The Authority staff will now start adding information to allow the general public to gather information from the UTRCA versus third parties.

The members entered into a brief discussion regarding this matter. C.Tasker stated he would provide further updates at future meetings.

(c) Conservation Areas Unit Seasonal Staff Orientation Day  
(Report attached)(Document #CA2237)

J.Howley presented the attached report for the members' information and noted the conservation areas open for the 2016 season on April 22, 2016. She outlined the location of the Seasonal Staff

Orientation Days and extended an invitation to the members. She requested them to contact her prior to March 29<sup>th</sup> if interested in attending one or more of the sessions.

### 13. Adjournment

(a) The Chair advised the members that he, Chris Tasker and Ian Wilcox attended Queens Park Day on March 10<sup>th</sup>. He noted that although the day was successful, he felt it might be prudent for the Authority to consider meeting with the watershed MPP's locally.

(b) The Chair suggested cancelling the April Board of Directors and outlined the rationale for this recommendation.

I.Wilcox stated although there may not be a meeting in April the Board can expect to receive information relating to WECI approvals that may require an email vote. He noted the members may have questions regarding the recommendation that will require staff input.

K.Van Kooten-Bossence requested all questions and replies be communicated through an email "reply to all" so all members can see the concerns and responses. I.Wilcox agreed this could be accomplished and another solution could be to schedule a conference call to discuss any issues at hand.

Following a further discussion the members **agreed with the recommendation to cancel** the Board of Director's meeting scheduled for April 26<sup>th</sup>.

(c) The Chair wished the members and staff a Happy World Water Day and noted to commemorate the day the Children's Water Festival was launched at the Emily Carr Public School. He noted the Festival is scheduled from May 17 to 20 at Fanshawe Conservation Area.

(b) The Chair referred to the letter from the Ministry of Natural Resources and Forestry addressed to Mr. Dick Hibma, Chair, Conservation Ontario in response to his letter regarding phragmites.

S.Levin moved – A.Hopkins seconded:-

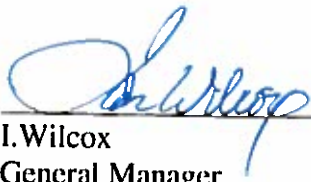
"RESOLVED that the Board of Directors direct Authority staff to forward the above noted letter to its member municipalities for their information.

CARRIED.

Members also suggested the Board members discuss this matter with municipal partners whenever possible.

I.Wilcox advised the members this will be the last Board of Directors that Lou Trottier, Susan Shivas and Sheila Johnson will attend. On behalf of the Board, I.Wilcox wished the three staff all the best in their retirement and future endeavours.

There being no further business to discuss the meeting was adjourned on a motion by S.Levin at 11:20 a.m.



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I. Wilcox  
General Manager  
/ses  
March 24, 2016  
Att.

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M. Blackie  
Chair





The turnout was good for the "fat bike" demo day.

### Fat Bike Demo Day at Wildwood CA

Wildwood Staff teamed up with Totally Spoke'd on a Fat Bike Demo day held at the Conservation Area on February 20. More than 60 riders were on hand to try out the 13 bikes made available by Totally Spoke'd, a local bike shop in Stratford. Fat bikes have been around for a while, but have grown in popularity over the last few years. Fat biking is off-road bicycling with over-sized tires and larger rims so you can ride on soft, unstable ground such as snow or mud. The bikes turn heads of those that they pass by and turn adults into children after a short ride. They are the monster trucks of the mountain bike sport.

Staff spent time grooming snow covered trails in the days leading up to the event with a groomer towed behind a snowmobile. The

groomer was manufactured by and borrowed from the Woodstock Cycling Club who have just started grooming the trails in "The Pines" at Pittock CA. Unfortunately, the warm weather the night before and on the day of the event melted most of the snow, but that didn't discourage people from trying the bikes out and all that did came back with big smiles.

Fat bikes can extend the season for the mountain bike enthusiast to almost a year round sport. Often bikers put their bikes away at the hint of the first snow fall. Wildwood staff are closely watching the growth of this new sport and looking at options for the future to provide users with a potential four season biking option.

Contact: Paul Switzer, Superintendent, Wildwood Conservation Area

### Stream of Dreams on the move!

With spring around the corner, Community Education and Community Partnerships staff are diving back into the Stream of Dreams program. This time, they're going to a school named for a nearby stream: Oxbow Public School.

Through this program, every student will learn the value of taking care of their local streams and how they can play a role in protecting fish habitat. Each student will also paint a wooden fish that will be part of a huge mural on the school yard fence. This colourful mural will be a reminder to students and the local community that this school cares about their environment and so should everyone else.

Contact: Julie Welker, Community Partnership Specialist



Cyclists enjoyed testing out the fat bikes on the groomed trail.

### Promoting LID at the Municipal Level

A survey conducted by the UTRCA of local municipalities, consultants and developers identified several technical, physical and institutional barriers that hinder the implementation of low impact development (LID). LID is a stormwater management approach that manages runoff close to its source through retention, infiltration and filtration. In order to begin overcoming these barriers, UTRCA staff have been meeting with municipalities to talk with planning, engineering and public works staff about LID. They address common concerns about LID and discuss opportunities for each municipality to implement LID and include it in their planning and approvals process.

UTRCA will host a symposium on April 6 targeted to municipalities to help motivate the adoption of LID practices throughout the watershed.

Contact: Alison Regehr, Conservation Services Technician



With Fanshawe Dam and Reservoir as the backdrop, Geoff Coulson talked about the science of predicting flash floods.

### *Flood Coordinator's Meeting*

Flood control staff held a meeting for municipal flood coordinators, focusing on the UTRCA's flood contingency plan. Presentations included flood management in Ontario, the UTRCA flood control program, both structural and non-structural methods, and communications during a flood. Staff reviewed types of flood bulletins, and looked at each agency's role in the event of a flood. Geoff Coulson, Warning Preparedness Meteorologist with Environment and Climate Change Canada, gave a guest presentation on the state of the science of flash flood prediction.

Contact: Mark Helsten, Senior Water Resources Engineer



Close to 30 flood coordinators from watershed municipalities and counties, as well as emergency services personnel, attended the meeting.

### *Earth Day London moves to St. Julien Park*

Londoners are invited to join us on Sunday, April 24, from 11 am to 3 pm, for the 23rd annual Earth Day London. This year's Earth Day will take place at St. Julien Park, which is a new location for this event.

The event focuses on planting native trees and wildlife shrubs in the City of London. It is made possible through the generous support of the City of London, Dillon Consulting, Middlesex Stewardship Council, John Zubick Limited, and many community volunteers.

St. Julien Park is located just north of the Thames River, east of St. Julien Street and west of Highbury Avenue North. Parking is available along side streets.

Contact: Steve Sauder, Marketing Specialist

### *On the Agenda*

The next UTRCA Board of Directors meeting will be March 22, 2016. Agendas and approved board meeting minutes are posted at [www.thamesriver.on.ca](http://www.thamesriver.on.ca); click on "Publications."

- Health and Safety Training
- Fanshawe Pioneer Village Report
- Use of Capital Maintenance Reserve
- Province of Ontario Grant Funding Agreement Approval
- Administration and Enforcement – Section 28
- Springbank Dam Update
- CA Unit Seasonal Staff Orientation

Contact: Susan Shivas, Executive Assistant



[www.thamesriver.on.ca](http://www.thamesriver.on.ca)  
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**To:** UTRCA Board of Directors

**From:** Alex B. Shivas, Manager, Lands & Facilities  
Brad Glasman, Manager, Conservation Services

**Date:** March 2016 **Agenda #:** 11(a)

**Subject:** 2016 Capital Maintenance Levy Projects **Filename:** ::ODM\GRPWISE\UT\_MAIN.UT  
Summary & Recommendation RCA\_PO.Lands and  
Facilities:1780.1

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## Recommendations

That the Board of Directors approve the construction/ addition of a Cold Storage Facility to the north end of existing storage shed at Fanshawe Conservation Area.

## Report:

At the August 2005 Board of Directors meeting, the following guidelines were approved regarding the use of the Capital Maintenance Levy for Authority projects:

### Capital Maintenance Levy Guidelines:

- The capital maintenance levy will be used for priority Authority capital projects as identified by the Infrastructure Management Plan (or existing capital list until plan completion),
- The Board of Directors will approve all capital projects as a component of the UTRCA Budget at a Board of Directors meeting,
- Projects that support the broader Authority mandated programs are eligible for capital maintenance levy,
- The capital maintenance levy may be used exclusively or in combination with other funding sources to meet project costs,
- Staff wages are an eligible expense (design, tendering, project management, labour, motor pool).

Staff are recommending the following project to be implemented/funded through the capital maintenance levy.

### Project Description:

A new storage shed was constructed at Fanshawe Conservation Area in 2005 to provide secure storage and safe work areas for Unit staff. The building consists of 7 bays with overhead doors, steel roof and siding, and a concrete floor. The new building replaced a structure constructed in 1963 that had become inadequate and a health and safety issue. A one-bay addition to the storage shed was added in 2011 to accommodate the equipment used by the Fanshawe Community Education Program.

An additional cold storage bay is now being proposed. The Conservation Services Unit has experienced increased demand for trees and shrubs over the past few years. As the UTRCA works to increase natural cover across the watershed at a greater rate, it is anticipated that tree and shrub planting numbers will continue to rise, and the need for cold storage space with it.

Presently, the UTRCA rents cold storage space at Heeman's Strawberry and Greenhouse Farm in

Thames Centre. With the inconsistent timing associated with tree delivery and planting as a direct result of spring weather patterns, occasional conflicts result when nursery staff requires the same cold storage space. Additionally, the UTRCA has maximized the available cold storage space at Heeman's Farm so our growth options are limited.

Mr. Heeman, has been very gracious to date, even to the point where last season he had to rent a cooling unit to satisfy their farm's growing needs and still accommodate the UTRCA. While this has been a great partnership and relationship, Mr. Heeman has indicated it will end within the next year or two as their farm business and demand for cold storage continues to grow.

Unfortunately, the end may be coming sooner than later. Staff were recently informed by Mr. Heeman that cold storage space may not be available for the UTRCA for 2016. While he is working to accommodate our needs, the UTRCA may be forced to rent cold storage trailers for this year.


A 30 ft. by 30 ft. cold storage bay is proposed. The bay would serve forestry needs during the planting season and provide needed indoor storage for equipment and materials for the remainder of the year. Costs are outlined below.


**Project Financing (estimate):**

Estimated Costs	Percentage	Total Dollars
Contract 30x30 insulated building with energy efficient cooling system		\$94,000
Paving		\$6,000
Wages		\$3,000
Materials		\$2,500
Drawings/permits/fees		\$3,000
Fencing		\$3,000
Contingency	10%	\$11,150
<b>Total</b>		<b>\$122,650</b>
<b>Proposed Revenue</b>		
Capital Maintenance Levy	100%	\$122,650

Current Capital Maintenance Levy Reserve is \$318,371.00.

Prepared & Recommended by:

  
 Alex B. Shivas  
 Manager, Lands & Facilities

  
 Brad Glasman  
 Manager, Conservation Services

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**To:** UTRCA Board of Directors  
**From:** Teresa Hollingsworth, Manager, Community and Corporate Services  
**Date:** March 8, 2016 **Agenda #:** 11(b)  
**Subject:** Province of Ontario Grant Funding Agreement Approval **Filename:** ::ODMA\GRPWISE\UT\_MAIN\UT  
RCA\_PO.HR:5336.1

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**Recommendation:**

The Upper Thames River Conservation Authority Board of Directors authorizes the Authority to enter into grant funding agreements with the Province of Ontario.

**Background:**

The Upper Thames River Conservation Authority regularly enters into grant funding agreements with the Province of Ontario. These agreements allow the Province to provide financial support for programs and activities that support both the Province's and the Authority's objectives. These agreements include specific deliverables, over specified timeframes. For example, the UTRCA has a current agreement with the Ontario Ministry of the Environment and Climate Change (MOECC) to deliver restoration projects within the Thames watershed designed to reduce phosphorous loading to the Thames River. A relatively new funding program of MOECC, the Great Lakes Guardian Community Fund, requires that the Authority provide a copy of the Board of Directors' resolution, authorizing the Authority to enter into a grant funding agreement with the Province of Ontario. A general resolution has been developed that can be provided should a similar request come forward from another provincial ministry.

Prepared and Recommended by:



Teresa Hollingsworth  
Manager, Community and Corporate Services

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**To:** Chair and Members of the UTRCA Board of Directors  
**From:** Tracy Annett, Manager – Environmental Planning and Regulations  
**Date:** March 9, 2016 **Agenda #:** 12 (a)  
**Subject:** Administration and Enforcement – Sect. 28 Status Report – **Filename:** Document  
Development, Interference of Wetlands and Alteration to **ENVP 3276**  
Shorelines and Watercourses Regulation

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This report is provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ont. Reg. 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers the period from January 13 to March 9, 2016.

**Application #208/15**

**Covenant Construction**

**40 Braemar Crescent – London**

- proposed house addition
- staff approved and permit issued January 28, 2016

**Application #5/16**

**Municipality of West Perth**

**Branch H of the Northeast Drain**

- proposed bottom and spot cleanout of 1190 metres of Class F drain
- UTRCA permit, SCR for bottom cleanout, SCR for spot cleanout and signed notification form issued January 7, 2016.

**Application #6/16**

**Township of Perth South**

**Line 14, North of Road 134 – Township of Perth South**

- proposed removal of the existing 'Avonfoot' bridge crossing the Avon River.
- plans prepared by R.J. Burnside and Associates Limited.
- staff approved and permit issued March 3, 2016.

**Application #7/16**

**Township of Perth South**

**Line 12, East of Road 137 – Township of Perth South**

- proposed removal of the existing 'Trafalgar' bridge crossing the North Thames River.
- plans prepared by R.J. Burnside and Associates Limited.
- staff approved and permit issued March 3, 2016.

**Application #8/16**

**City of Stratford**

**Romeo Street North – City of Stratford**

-proposed extension of existing culvert on Romeo Street North crossing the Court Drain and installation of new concrete headwall/retaining wall.

-plans prepared by MTE Engineering and Design Concrete Systems Limited.

-staff approved and permit issued February 8, 2016.

**Application #5/16**

**Township of Perth South**

**Gillard Drain**

-proposed bank stabilization on a Class F drain

- UTRCA permit and signed notification form issued January 11, 2016

**Application #13/16**

**Gunn's Hill Limited Partnership**

**Lot 14, Concession 4 East – Township of Norwich**

-proposed installation of hydro collection system (electrical/cable/conduit installation) undercrossing the Hoggard Municipal Drain associated with the Gunn's Hill Wind Farm project.

-plans prepared by Prowind Canada Inc, Extreme Drilling Inc. and CIMA+ Engineering Company.

-staff approved and permit issued January 14, 2016.

**Application #15/16**

**Ivy Homes Ltd.**

**162 Paul Street – London**

-proposed house addition with West London proposed Special Policy Area (SPA)

-floodproofing drawings prepared by D.C. Buck Engineering

-staff approved and permit issued January 14, 2016

**Application #18/16**

**Chris and Sue Cain**

**22631 Jury Road – Municipality of Middlesex Centre**

-proposed construction of replacement single family residence and demolition of existing residence.

-plans prepared by Strik Baldinelli Moniz (Engineering) Limited and John's Drafting Service.

-staff approved and permit issued January 19, 2016.

**Application #20/16**

**Ivy Homes Ltd.**

**193 Rathowen Street – London**

-approval required for house addition

-plans prepared by D.C. Buck Engineering

-staff approved and permit issued January 28, 2016

**Application #25/16**

**Ivy Homes Ltd.**

**116 Wharncliffe Road South – London**

- permit required for construction of house addition
- drawings prepared by D.C. Buck Engineering
- staff approved and permit issued February 19, 2016

**Application #28/16**

**Leonard Paddick and Lori-Anne Wilson**

**134 Paul Street – London**

- approval required for house addition within West London proposed SPA
- floodproofing drawings prepared by D.C. Buck Engineering
- staff approved and permit issued February 19, 2016

**Application #29/16**

**Sun Canadian Pipeline Company Limited**

**Lot 26, Concession 6 – Municipality of Middlesex Centre/City of London**

- proposed pipeline integrity dig within a wetland at north-west corner of Hyde Park Road and Sunningdale Road West.
- plans prepared by NovaTox Inc. and Alston Associates Inc. Geotechnical Engineers.
- staff approved and permit issued February 12, 2016.

**Application #30/16**

**Stantec Consulting Limited**

**866181 Township Road 10 – Township of Blandford-Blenheim**

- proposed site grading and construction works associated with the expansion of the Union Gas Bright 'C' Compressor Station.
- plans prepared by WSP Engineering (Oil and Gas Division), EXP Services Inc. and Stantec Consulting Limited.
- staff approved and permit issued February 12, 2016.

**Application #31/16**

**John Cossey Investments/Gerald Cappleman**

**9 Griffith Road – City of Stratford**

- proposed building addition, parking lot expansion and construction of new stormwater management facility associated with existing UPS Building.
- plans prepared by Johnson Engineering Consultants.
- staff approved and permit issued February 25, 2016.

**Application #33/16**

**Municipality of Lucan Biddulph**

**Elginfield Drain**

- proposed spot clean outs along 700 metres of Class E drain
- UTRCA permit, SCR for bottom cleanout , SCR for spot clean out and signed notification form issued February 19, 2016



**Application #38/16**

**Town of Ingersoll**

**Ingersoll Cheese Museum, Centennial Park – Town of Ingersoll**

-proposed timber frame community pavilion associated with the Ingersoll Cheese Museum and Centennial Park.

-plans prepared by Building Alternatives Inc.

-staff approved and permit issued February 25, 2016.

**Application #43/16**

**Ivy Homes Ltd.**

**167 Wharncliffe Road North – London**

-proposed house addition within West London proposed SPA

-floodproofing details prepared by D.C. Buck Engineering

-staff approved and permit issued March 3, 2016

**Application #44/16**

**Mary and Ian Ball**

**138 Whiteacres Drive – London**

-proposal to construct a pool in a regulated area

-site plans and related details prepared by Hollandia Pool and Spa

-staff approved and permit issued March 2, 2016

Reviewed by:



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Tracy Annett, MCIP, RPP, Manager  
Environmental Planning and Regulations

Prepared by:



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Karen Winfield  
Land Use Regulations Officer



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Mark Snowsell  
Land Use Regulations Officer



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Cari Ramsey  
Env. Regulations Technician

**To:** UTRCA Board of Directors  
**From:** Jennifer Howley, Manager Conservation Areas  
**Date:** March 8, 2016  
**Subject:** Conservation Areas Unit Seasonal Staff Orientation Days 2016

**Agenda #:** 12(c)  
**Filename:** ::ODM\GRPWISE\UT\_MAIN.UT  
RCA\_PO.CAs:2237.1

The UTRCA hires approximately 60 seasonal staff each year to operate our Conservation Areas. CA Unit staff work closely with Human Resource staff to complete the hiring process starting in late January each year.

Once staff are hired, training begins. This training involves a range of opportunities for seasonal staff to learn about the specific position they were hired for, health and safety issues, and where they fit into the UTRCA as a whole.

The CA Unit has offered Seasonal Staff Orientation Days for more than 20 years. The format and locations have changed but the purpose of offering such a day is constant:

- Provide introduction to the UTRCA and the CA Unit
- Ensure staff know who their supervisors are and how to contact them
- Address administrative human resource requirements
- Ensure staff meet our Health and Safety Specialist, their worker representative specific to their workplace, and complete UTRCA Health and Safety Orientation
- Meet fellow staff and have fun!

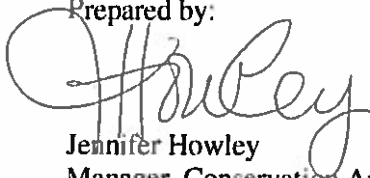
UTRCA Board Members are invited to participate in our three Seasonal Staff Orientation Days for 2016. The follow table summarizes dates, times and locations of our events. We invite the Chair/delegate to bring greetings to our staff and help them understand the role of our Board of Directors.

LOCATION	DATE/TIME/LOCATION	LUNCH
Fanshawe Conservation Area	Friday, April 8, 2016 9:00 am – 4:00 pm*, WCC Boardroom	12:00 – 1:00 pm*
Pittock Conservation Area	Friday, April 15, 2016 9:00 am – 4:00 pm*, PCA Registration Office/Store	12:00 – 1:00 pm*
Wildwood Conservation Area	Friday, April 15, 2016 9:00 am – 4:00 pm*, WCA Visitor Centre	12:00 – 1:00 pm*

\*Agendas are being finalized and times are approximate

You are welcome to come for the full day, a half day, or just for lunch. Please confirm with Jennifer Howley at [howleyj@thamesriver.on.ca](mailto:howleyj@thamesriver.on.ca) by March 29<sup>th</sup> if you are able to attend. Please direct any questions to Jennifer, as well.

Prepared by:



Jennifer Howley  
Manager, Conservation Areas

**Ministry of Natural  
Resources and Forestry**

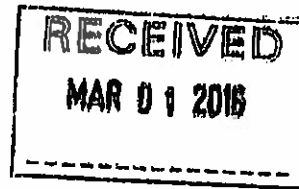
Office of the Minister

Room 8830, Whitney Block  
99 Wellesley Street West  
Toronto ON M7A 1W3  
Tel: 416-314-2301  
Fax: 416-314-2216

**Ministère des Richesses  
naturelles et des Forêts**

Bureau du ministre

Édifice Whitney, bureau 8830  
99, rue Wellesley Ouest  
Toronto (Ontario) M7A 1W3  
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MNR5805MC-2016-93

Mr. Dick Hibma  
Chair  
Conservation Ontario  
120 Bayview Parkway  
Newmarket ON L3Y 3W3

Dear Mr. Hibma:

Premier Kathleen Wynne has shared with me your letter regarding phragmites. I commend the work of Conservation Ontario, and its member Conservation Authorities in the control and management of invasive phragmites across the province. As my ministry is the provincial government lead for invasive species, I would like to take this opportunity to provide you with information.

The Ontario government shares your concerns regarding the threat that phragmites poses to our natural resources, biodiversity and economy of Ontario. In November 2015, our government passed the *Invasive Species Act* and in doing so has taken strong action to combat the ecological and economic threats that invasive species pose to our natural environment.

My ministry is aware that the lack of registered herbicides for the control of phragmites in aquatic environments is a significant impediment to its management. The registration of new pesticide products in Canada is a federal matter and is based on an application by the pesticide manufacturer to Health Canada's Pest Management Regulatory Agency (PMRA).

The Ministry of Natural Resources and Forestry (MNR) is working with the Ministry of the Environment and Climate Change (MOECC), along with a herbicide manufacturer, and several conservation organizations to explore options for the control of phragmites. In January 2016, MNR submitted an emergency use registration application to PMRA to enable the aerial application of a herbicide in shoreline and wetland areas in a pilot project at Long Point and Rondeau Bay. If the application is approved, MNR will develop an implementation plan in consultation with the local community, the MOECC and conservation groups. The pilot project will include an environmental survey to monitor the project, and to help inform future considerations by the regulatory agencies, if an application for a full registration by a herbicide manufacturer is made.

Our government is also taking a number of additional actions through the Ontario's Invasive Species Strategic Plan. Programs like the MNR's Land Stewardship and Habitat Restoration Program and the MOECC's Great Lakes Guardian Community Fund, our government is assisting municipalities and community groups by funding control of invasive plants such as phragmites.


.../2

My ministry also entered into an agreement with the Ontario Invasive Plant Council to help support the development of best management practices for control of phragmites on roadways and to disseminate provincial outreach on prevention and management to ensure consistent and effective control of this invasive plant across Ontario. This collaborative work is being shared with Ontario's inter-ministerial invasive species working group, which includes the MOECC and the Ministry of Transportation, as well as the Ministry of Agriculture, Food and Rural Affairs for their consideration.

If you require additional information, please contact Ala Boyd, Manager, Natural Heritage Section, at (705) 755-5088 or [ala.boyd@ontario.ca](mailto:ala.boyd@ontario.ca).

Thank you for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Mauro", written in a cursive style.

**Bill Mauro**  
Minister of Natural Resources and Forestry

c: Premier Kathleen Wynne  
The Honourable Glen Murray, Minister of the Environment and Climate Change  
The Honourable Steven Del Duca, Minister of Transportation  
The Honourable Jeff Leal, Minister of Agriculture, Food and Rural Affairs  
Ala Boyd, Manager, Natural Heritage Section, MNRF