



UPPER THAMES RIVER

CONSERVATION AUTHORITY

August 20, 2019

***AMENDED* NOTICE OF
BOARD OF DIRECTORS' MEETING**

DATE: TUESDAY, AUGUST 27, 2019

TIME: 9:30 A.M – 11:15 A.M

**LOCATION: WATERSHED CONSERVATION CENTRE
BOARDROOM**

AGENDA:	TIME
1. Approval of Agenda	9:30am
2. Declaration of Conflicts of Interest	
3. Minutes of the Previous Meeting: Tuesday June 25, 2019	
4. Business Arising from the Minutes	
*8. Business for Information	9:35am
(c) Bill 108 and Other Provincial Updates (I.Wilcox)(Doc: #121925) (Report attached)(20 minutes)	
(i) Update: Provincial Changes to Conservation Authorities Act (I.Wilcox) (Doc: #121947) (Report attached)	
(b) Mid-Year Financial Update (I.Wilcox/C.Saracino)(Doc: FIN #959) (Report attached)(10 minutes)	
(a) Administration and Enforcement - Section 28 (T. Annett) (Doc: ENVP #8211) (Report attached)(5 minutes)	
5. Board Orientation	10:10am
(a) Community and Corporate Service Unit Orientation (T.Hollingsworth)(Presentation)	

- (20 minutes)
- (b) Finance Training – Depreciation
(C.Saracino)(Presentation)
(10 minutes)
6. Business for Approval 10:40am
- (a) WL Dyke P5/6 Construction Contract Award &
Increase Contract to Full Tender Value in 2019
(C.Tasker/D.Charles/F.Brandon-Sutherland)
(Doc: #121882)(Report attached)(5 minutes)
- (b) Client Services Measures - CA review
and Approval Process Checklist
(T.Annett)(Doc: ENVP #8175)
(Report attached)(5 minutes)
7. Closed Session – In Camera 10:50am
- (a) Property Matter Relating to Fanshawe Cottages
(J.Howley)(15 minutes)
- (b) Proposed Property Disposition – City of London
(A.Shivas)(5 minutes)
9. July For Your Information 11:10am
10. Other Business (Including Chair and General
Manager's Comments)
11. Adjournment 11:15am



Ian Wilcox, General Manager

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

T.Annett	J.Howley	S.Musclow	A.Shivas	B.Verscheure
B.Glasman	G.Inglis	C.Ramsey	J.Skrypnyk	M.Viglianti
C.Harrington	D.Charles	C.Saracino	P.Switzer	I.Wilcox
T.Hollingsworth	B.Mackie	J.Schnaithmann	C.Tasker	K.Winfield

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C.Harrington	D.Charles	C.Saracino	P.Switzer	I.Wilcox
T.Hollingsworth	B.Mackie	J.Schnaithmann	C.Tasker	K.Winfield

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, AUGUST 27, 2019

Members Present:	M.Blosh A.Dale D.Edmiston A.Hopkins T.Jackson S.Levin - Chair N.Manning	P.Mitchell A.Murray B.Petrie J.Reffle J.Salter M.Schadenberg A.Westman
Regrets:	H.McDermid	
Solicitor:	G.Inglis	
Staff:	T.Annett F.Brandon-Sutherland E.Chandler D.Charles M. Fletcher C.Harrington T.Hollingsworth C.Saracino	A.Shivas C.Tasker B.Verscheure S.Viglianti M.Viglianti – Recorder I.Wilcox K.Winfield

1. Approval of Agenda

S.Levin asked that item 8. Business for Information, be moved up to follow item 4. Business Arising, and further, to start with item 8 (c) and the newly added 8 (c) (i), followed by 8 (b) and finally 8 (a).

B.Petrie moved – seconded by A.Hopkins:-

“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. Minutes of the Previous Meeting
June 25, 2019

N.Manning moved – seconded by T.Jackson:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated June 25, 2019 as posted on the Members’ web-site.”

CARRIED.

4. Business Arising from the Minutes

There was no business arising from the minutes.

8. Business for Information

- (c) Bill 108 and Other Provincial Updates & (i) Update: Provincial Changes to the Conservation Authorities Act
(Report attached)

I.Wilcox presented his report and addendum report.

The Board members who attended the Association of Municipalities of Ontario (AMO) meeting discussed the meeting and AMOs position on the changes to the Conservation Authorities act through Bill 108.

Staff clarified that there is no strategy in place yet for approaching Municipalities on the creation of individual contracts as outlined in Conservation Authorities Act, and they are waiting to find out the details of what will be needed exactly in terms of agreements. The managers will start developing a strategy, beginning with making sure Municipalities know the programs and services the UTRCA currently provides. I.Wilcox will be looking to Board members for suggestions on the best strategies for approaching their individual Municipalities.

The mover and seconder of the motion on the floor agreed to include a friendly amendment directing staff to begin discussions with Municipal members on potential service agreements and levy on mandatory programs.

A comment was made regarding a perceived lack of consultation with the Board members before staff went to the media. It was also suggested that the UTRCA let Conservation Ontario lead the Provincial push back, and further, in order to protect the charitable status of the organization, it was felt that in the media and through the solicitation of support, the UTRCA should be careful and diligent to not appear partisan.

The Board asked staff to create a reference sheet that would include the changes to Bill 108 and mandatory vs. non mandatory programs for Board members to use when speaking to Councils and Municipal partners.

There was a suggestion to identify and share the programs at risk of being cut with the Municipalities to garner support for those programs.

The Board noted that our funders and partners need to be educated and notified that the programs they fund are at risk.

A.Westman joined the meeting at 10:12am.

P.Mitchell informed the Board that he drafted a Notice of Motion to present to Zorra Council in support of the UTRCA's programs. He offered to make his draft Notice of Motion available to other members to use as a template.

The Chair suggested that each member do what they feel is most appropriate for their Municipality.

The Board suggested that while staff switch focus from the media to Member municipalities, it is important to keep the media involved so the issue doesn't fade from public view.

The Board suggested staff create three lists of programs; clearly mandatory, clearly non-mandatory, and one for programs that fall in the middle. Staff confirmed they have enough information to create the lists, and they will serve as a starting point for conversations with Municipalities. Conservation Ontario has created lists based on their interpretation of the legislation.

B.Petrie moved – seconded by A.Murray:-

“RESOLVED that the Board of Directors approve the recommendations as presented and add:
3. Staff be asked to begin discussions with Municipal members on potential service agreements and levy on mandatory programs.”

CARRIED.

(b) Mid-Year Financial Update
(Report attached)

C.Saracino introduced her report and clarified that this is a forecast for what the year end may look like. She noted that this forecast includes the result of the cut in Transfer payment from the Province, a contract from the city of London, changes in user fees, amortization, and adjustments to what investment returns may look like at year end.

She added that at this point nothing has been unmanageable in terms of the budget, the cuts were absorbed and managed internally using reserves.

P.Mitchell moved – seconded by A.Westman:-

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

CARRIED.

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

T.Annett noted the missing information for permit application 146/19 and informed the Board that the application was completed on August 7th and the permit issued on August 12th. There was a discussion around the higher than usual number of violations.

It was suggested that the UTRCA better communicate to the public that permits are granted much more often than denied, and going through the proper channels saves time and money in the long run.

N.Manning moved – seconded by M.Schadenberg:-

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

CARRIED.

5. Board Orientation

N.Manning moved – seconded by A.Hopkins:-

“RESOLVED that the Board of Directors defer 5 (a) and (b) to a future meeting.”

CARRIED.

- (a) Community and Corporate Services Unit Orientation

Deferred.

- (b) Finance Training – Depreciation

Deferred.

6. Business for Approval

- (a) WL Dyke P5/6 Construction Contract Award & Increase Contract to Full Tender Value in 2019

(Report attached)

C.Tasker noted that this project is not reflected in the budget update, and it is a multi-year project that goes beyond the 2019 budget.

Concerns were raised that only one tender was submitted for this project. Staff clarified that while they have no way of knowing for sure, the reason may be that the company who submitted the tender is already very familiar with this project, which may have dissuaded other companies from spending the time and money to try and compete.

The Board suggested that staff put tenders out in the spring to attract more bidders and better prices. Staff will do so, but due to the timing of funding announcements it is not always practical or possible.

Staff have no information to share regarding the funding to the Water and Erosion Control Infrastructure (WECI) program for 2020. The Board asked I.Wilcox to pass on their suggestion to K.Gavin of Conservation Ontario to ask about the 2020 WECI funding when she meets with Minister Yurek in September.

B.Petrie moved – seconded by M.Blosh:-

“RESOLVED that the Board of Directors approve the recommendations as presented in the report.”

CARRIED.

(b) Client Services Measures – CA review
(Report attached)

T.Annett introduced her report.

J.Salter moved – seconded by M.Blosh:-

“RESOLVED that the Board of Directors approve the recommendations as presented in the report.”

CARRIED.

7. Closed Session – In Camera

T.Jackson moved – seconded by A.Hopkins:-

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

CARRIED.

Progress Reported

(a) Property Matter Relating to Fanshawe Cottages

B.Petrie moved – seconded by P.Mitchell:-

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

CARRIED.

(b) Proposed Property Disposition – City of London

J.Reffle moved – seconded by N.Manning:-

“RESOLVED that the Board of Directors approve the recommendation as presented in the closed session report.”

CARRIED.

9. July For Your Information

(FYI attached)

The July FYI was presented for the Member’s information. S.Levin encouraged Board members to circulate the monthly FYI to their Municipal councils.

B.Petrie moved – seconded by D.Edmiston:-

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

CARRIED.

Staff clarified that all proper permissions are obtained before photos are published by the UTRCA.

10. Other Business

I.Wilcox informed the Board that a tree will be planted in the member’s grove in memory of Kayla Berger and a small ceremony of dedication will be held for family, staff and Board members following the October Board meeting. In addition to the tree, one of the UTRCA Conservation Awards will be re-named in Kayla’s honour.

I.Wilcox informed the Board that Pat McLean, who worked 29 years in Community Education for the UTRCA has retired.

The Board was reminded that the planned budget workshop for September has been postponed.

S.Levin reported that himself, T.Jackson and I.Wilcox met with the Mayor and senior staff of Perth South in July. Perth South communicated their concerns and struggles with the UTRCA budget.

A.Westman informed the Board he will be hosting another microscope and telescope event at Wildwood on Saturday, August 31st at the beach pavilion.

S.Levin encouraged Board members to explore the Conservation Areas.

P.Mitchell reported that he attended the photo op for the new accessible dock at Wildwood, which was an initiative of Paul Switzer.

M.Schadenberg attended the Toyota funding announcement event where it was announced Toyota was donating \$60,000.00 to the UTRCA for tree planting and education programs in the Woodstock area.

11. Adjournment

There being no further business, the meeting was adjourned at 11:36 am on a motion by N.Manning.



Ian Wilcox
General Manager
Att.

To: UTRCA Board of Directors
From: Chris Tasker, Manager, Water and Information Management
Date: August 27, 2019 **Agenda #:** 6 (a)
Subject: WL Dyke P5/6 Construction Contract Award **Filename:** Doc:
- For Information, #120327::ODMA\GRPWISE
Increase Contract to full tender value in 2019 \UT_MAIN.UTRCA_PO.Fil
- For Approval e_Centre_Library:121882.1

Report Purpose:

- 1) To update the board on the contract award for the West London Dyke Reconstruction Phase 5/6 and,
- 2) Obtain Board approval to increase the contract amount in 2019 to the full value of the tender upon approval by the City of London Council.

Background:

A public tender was issued on July 8, 2019 for the West London Dyke Reconstruction Phase 5/6. The scope includes the reconstruction of ~315 m section of the West London Dyke from Blackfriars Bridge to St. Patrick Street. One bid was received from Ro-Buck Contracting Limited by the tender closing date of July 19, 2019 in the amount of \$5,190,415 + HST, which includes a \$400,000 + HST contingency. The procurement process satisfied the UTRCA purchasing policy and was determined to be good value by the project team. The contract for the West London Dyke Reconstruction Phase 5-6 was subsequently awarded on August 16, 2019 in the amount of \$4,370,813 + HST.

The approved 2019 levy amount for the London Dykes was determined prior to the approval of the UTRCA's application to the Disaster Mitigation and Adaptation Fund (DMAF) for 40% of eligible West London Dyke Reconstruction costs in partnership with the City of London, up to a maximum of \$10 M in federal funding over 10 years. The project team determined that it was best to combine Phases 5 & 6 and construct a longer length of dyke this year in order to maximize construction value and funding dollars by not having to backtrack and install expensive temporary flood protection (etc.) that would have been required in order to create a safe termination point between Phases 5 & 6.

In order to avoid delaying the start of the work and to allow us to award the contract without exceeding the 2019-2020 Flood Control Capital Levy – London Dykes, certain tendered line items were not included in the contract. The items selected to not be included in the contract included potential work that may not be required (Part J Provisional items), work that was not expected to be started until 2020 (Part H Landscaping), and work that could possibly be postponed until 2020 while still being able to construct the dyke to full height (Part E Surface Features & Part G Lighting). The line items not included in the contract have been identified in Table 1 on the following page.

Table 1: Line Items Removed from Contract

Part	Line Items	Amount (HST excl.)
Part E Surface Features	(E1) Supply and place compact asphalt for pathway.	29,000.00
	(E2) Supply, place, and compact granular for pathway.	9,450.00
	(E7) Supply and place asphalt for temporary pedestrian access at St. Patrick Street to Thames Valley Parkway.	5,000.00
	(E8) Supply and place graffiti protection coating.	121,000.00
	(E9 .3)) Supply and install OBC railing c/w installation concrete grouting.	250,000.00
	(E10) Supply and install 1.2 m high black or green chain link fence.	6,250.00
	(E11) Supply and install new decorative street signs along pathway. Signage type to match existing.	500.00
Part G Lighting	(G1 .1), .2), .3)) Supply and install casting place concrete lighting base footing, c/w connectors, base, pole, LED fixtures.	126,000.00
	Supply and install electrical junction boxes, conduits and connections.	45,000.00
Part H Landscaping Items	All aspects associated with supply and installation of benches, trash receptacles, trees, grasses, shrubs, top soil and sod.	162,602.00
Part J Provisional Items	Sub-excavation and disposal of unsuitable material beneath base elevation of new wall.	10,000.00
	Supply, place and compact engineered fill (Granular 'C') where required if stockpiled fill material is deemed unacceptable for re-use on site.	15,000.00
	Supply and place imported topsoil (100mm depth).	2,500.00
	Supply and install new 6' wooden fence.	5,550.00
	Coniferous Trees (incl. topsoil and mulch) .1) Thuja occidentalis 'Nigra', Black Cedar, 150 cm HT, BB.	3,750.00
	Restoration associated with 9 Blackfriars Street / construction site access. (allowance).	5,000.00
	Undertake vegetation removal and disposal along toe of Phase 1 and 3 structures.	2,000.00
	Supply and place water for compaction.	1,000.00
	Excavate below the base of toe elevation and fill void between toe and wall as an erosion protection measure in the vicinity of the Ann Street Weir. (allowance).	20,000.00
Total of Line Items not included in the Contract (excl. HST)		819,602.00
Total of Line Items not included in the Contract (incl. 1.76% HST)		834,027.00

While it would be possible to only complete the existing base contract without adding the line items to the contract until 2020, it is highly recommended to add the line items to Robuck's base contract as soon as possible in 2019. Railings and lighting are a large percentage, dollar-wise, of the scope that was not included in the contract. If these components were to be postponed until 2020, we would at minimum have to install temporary construction fencing which would come at an additional cost. More importantly temporary construction fencing is regularly shoved aside, climbed, or damaged by people looking for a shortcut; this could result in a 315 m stretch of an unlit, unpaved pathway, next to a significant fall hazard (~8 m drop) in a high traffic area. In addition, the cost of the items not included in the contract could increase in price due to scheduling constraints, manpower shortages, resequencing along with a potential increase to material, manpower and overhead costs.

City of London staff requested approval in their Civic Works Committee Report for the full tendered amount of \$5,190,415 + HST as prepared and internally distributed within the City of London on July 22, 2019. On August 12, 2019, the City of London Civic Works Committee endorsed the report and recommended approval for the full tendered amount.

It will go before City Council for final approval on August 27, 2019 where it is expected to be approved without issue.

Recommendation

The Board authorizes staff to add the line items (detailed in Table 1) to the base contract with Ro-Buck Contracting Ltd. as soon as possible once the full tendered amount of \$5,190,415 + HST is approved by the City of London Council.

Please contact staff if there are any questions.

Prepared By:

Fraser Sutherland, P. Eng.
Project Engineer, Water Control Structures

David Charles, P. Eng.
Supervisor, Water Control Structures

Recommended By:

Chris Tasker, P. Eng.
Manager, Water and Information Management

To: UTRCA Board of Directors
From: Tracy Annett
Date: August 19, 2019
Subject: Client Services Measures - CA review and approval process checklist

Agenda #: 6 (b)
Filename: ::ODMA\GRPWISE\U
T_MAIN.UTRCA_PO.
ENVP:8175.1

RECOMMENDATION:

It is recommended that the UTRCA Board of Directors endorse the following:

- a) *Upper Thames River Conservation Authority Client Service Delivery Standard for Plan and Permit Review Program; and*
- b) *Directing staff to post Online Decision Support Tools consistent with the templates provided by Conservation Ontario's client-centric CA review and approval process checklist.*

SUMMARY

In April, staff provided the Board with an overview of the initiatives by Conservation Ontario to improve customer services in the Planning & Regulations program. From these documents a number of on-line support tools are to be developed and made publically available. Conservation Authorities within High Growth areas have been asked to “*Implement a consistent client-centric CA review and approval process checklist that provides transparency of process and rules*” by the end of summer.

At this time, the *Client Service Standards for CA Plan and Permit Review* have been drafted and are attached to this report for endorsement. In addition to a number of on-line decision support tools already posted on our website. Documents outlined in the CA review and approval process checklist will include this Service standard, once approved, on-line screening mapping, complete application checklists and municipal MOU's.

Other Decision Support tools included in the *Client-centric CA review and approval process checklist* include: UTRCA policies, and Fee Schedules. These documents are currently posted on our website.

INTRODUCTION

Conservation Ontario has identified a number of actions to improve customer service and accountability, increase speed of approvals, and reduce “red tape” and regulatory burden with Ontario's CAs. In support of this effort, Conservation Ontario has developed three guidance documents for the CA Planning and Regulations programs:

- the *CA-Municipality MOU Template for Planning and Development*;
- the *Guideline for CA Fee Administration Policies for Plan Review and Permitting*; and
- the *Client Service Standards for CA Plan and Permit Review* to improve client service and accountability across all CAs.

These documents have been circulated to external stakeholders for review, and comments were received from AMO, RESCON, and OHBA. Overall the comments were positive and demonstrated support for the Conservation Ontario Client Service and Streamlining Initiative. Conservation Ontario Council approved the Template Documents on June 24th, 2019.

From the documents above, specific items were included in the *CA review and approval process checklist*. Providing the checklist items on our website as a **first priority**:

- Municipal MOUs or Technical Service Agreements
- Plan Review Advice and Regulation Approvals Policies
- Complete Application Requirements
- Fee Policies and/or Schedules
- Client Service Standards Commitment / Policy
- Online Screening Maps
- Annual report on review timeline

The direction from Conservation Ontario suggests that these items are to be: publicly accessible and in a centralized location; presented as an independent resource (i.e. not embedded within other larger guidance documents or policies); and consistent with the three guidance documents recently developed by Conservation Ontario for the planning and regulations program.

UTRCA status for implementation is also provided. Conservation Ontario identified the UTRCA watershed as a “High Growth Area”. Conservation Authorities within High Growth areas have been asked to “*Implement a consistent client-centric CA review and approval process checklist that provides transparency of process and rules*” by the end of summer.

DISCUSSION

The current status and proposed completion for each item identified in the *Client-centric CA review and approval process checklist* is provided in the table below.

Client centric CA review and approval process checklist items	Current Status	Proposed Completion
Municipal MOUs or Technical Service Agreements	Updated MOU with City of London under review	Historical MOU’s to be posted. As updated MOU’s are finalized they will be posted as well.
Plan Review Advice and Regulation Approvals Policies	Currently posted on-line	n/a
Complete Application Requirements	Draft being finalized	To be posted upon completion
Fee Policies and/or Schedules	Currently posted on-line	n/a
Client Service Standards Commitment / Policy	Draft Provided	To be posted upon endorsement from the Board
Online Screening Maps	Current UTRCA mapping available	To be made publically available through a website portal
Annual report on review timeline	Not currently available	A report will produced for future years

Please note the focus of this exercise is to provide guidance within the planning and regulations program.

To support these specific efforts staff are requesting endorsement of the following priority items:

- a) *Upper Thames River Conservation Authority Client Service Delivery Standard for CA Plan and Permit Review Program*; This has been attached is consistent with the *Client Service Standards for CA Plan and Permit Review* example provided and represents current authority practices.
- b) Posting Online Decision Support Tools to the UTRCA website as they become available.

Staff will continue to work towards ensuring our Planning & Regulations program is consistent with the other template documents provided in the upcoming months. Updates to the Board will be provided.

IMPLICATIONS

Environmental planning, engineering, marketing and communications, and geographic information systems programs support the UTRCA planning and regulations program may be affected by this proposal.

PREPARED BY:

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

RECOMMENDED BY:

Ian Wilcox,
General Manager / Secretary Treasurer

Upper Thames River Conservation Authority

Client Service Delivery Standards for Plan and Permit Review Program

(insert date endorsed by the UTRCA Board of Directors)

At the UTRCA, our staff are well-trained and committed to serving the public and watershed stakeholders. We strive for clear and respectful communications and are committed to providing a high standard of service to all of our clients.

Who are our clients?

- Clients of plan and permit application review program including watershed residents, legal staff, real estate staff, engineering and consultants
- Municipal and provincial governments

Our service commitment to our clients

We will:

- Deliver customer service that is timely, welcoming and helpful
- Provide knowledgeable, professional and courteous service
- Treat all customers with respect, fairness, openness and equality
- Ensure it is easy and convenient to contact us
- Maintain customer confidentiality and abide by all privacy legislation
- Work to provide accessible services consistent with the *Accessibility for Ontarians with Disabilities Act*
- Ensure our customer service locations are safe, convenient, and healthy environments

These commitments mean that we will:

- Answer telephone calls whenever possible during office hours
- Ensure all staff provide a courteous and accurate voicemail greeting indicating when they will be available to respond to messages
- Acknowledge receipt of mail, voicemail and email **within two (2) business days**
- Keep clients informed of timelines and explain if there will be a delay
- When applicable, post notice of service disruptions on website and telephone systems
- Respect our clients time by keeping scheduled appointments
- meet with “walk-in” clients where possible or arrange for follow up if staff are unavailable
- Use plain language wherever possible, and provide more detail or explanation when asked
- **Post information online including UTRCA regulated area and screening maps, policies, procedures and guidelines**

We will strive for continuous process improvements and:

- Ensure that all customers have the opportunity to provide feedback on the service received
- Monitor feedback and review performance regularly
- Review our commitments and standards annually

We ask that our clients:

- Contact our office before starting projects requiring a permit from the UTRCA
- Participate in pre-consultation meetings
- Provide quality technical submissions and complete applications
- Provide requested information or technical resubmissions in a timely fashion
- Be respectful to Authority staff and other clients
- Contact a staff client service facilitator with concerns

To: Chair and Members of the UTRCA Board of Directors

From: Tracy Annett, Manager – Environmental Planning and Regulations

Date: August 20, 2019 **Agenda #:** 8 (a)

Subject: Administration and Enforcement – Sect. 28 Status Report – **Filename:** Document
Development, Interference of Wetlands and Alteration to **ENVP 8211**
Shorelines and Watercourses Regulation

The attached table 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 June 19 to August 19, 2019.

Reviewed by:

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

Prepared by:

Karen Winfield
Land Use Regulations Officer

Brent Verscheure
Land Use Regulations Officer

Jessica Schnaithmann
Land Use Regulations Officer

Cari Ramsey
Env. Regulations Technician

SECTION 28 STATUS REPORT SUMMARY OF APPLICATIONS



DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINE AND WATERCOURSES REGULATION ONTARIO REGULATION 157/09

Period of Report: June 19, 2019 to August 19, 2019

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
17-18	Stratford	Quinlan Street, West of Mornington Street	Municipal Project	Proposed Construction of the Quinlan Sewage Pumping Station and Associated Site Grading	(extension / permit renewal)	29/07/2019	Winfield
12-19	West Perth	Road Allowance between Henry Street and Campbell Drive	Municipal Project	Proposed Construction of New Dual Span Bridge Crossing the North Thames River (to service growth in the Town of Mitchell).	25/06/2019 (*Permit held until pre-con meeting)	25/06/2019	Winfield
26-19	London	Between Oxford Road West and Glendon Drive	Utilities/Services	Proposed installation of HDPE and PVC Conduit	15/04/2019	23/07/2019	Schnaithmann
58-19	Perth South	Road 132	Municipal Project	Proposed repairs to Structure 54 crossing the Skinner Award Drain.	04/05/2019 (*Permit held until pre-con meeting)	18/06/2019	Winfield
59-19	West Perth	Line 46	Municipal Project	Proposed replacment of Structure 51L crossing the Ritz Municipal Drain.	12/06/2019 (*Permit held until pre-con meeting)	18/06/2019	Winfield
64-19	Woodstock	Brink Pond Stormwater Management Facility	Municipal Project	Proposed Removal of Sediment	09/07/2019	12/07/2019	Schnaithmann
65-19	Woodstock	Finch Stormwater Management Facility	Municipal Project	Proposed Removal of Sediment	09/07/2019	12/07/2019	Schnaithmann
66-19	Woodstock	Beards Lane Stormwater Management Facility	Municipal Project	Proposed Removal of Sediment	09/07/2019	12/07/2019	Schnaithmann

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
67-19	London	1746 Hamilton Road	Construct/Reconstruct	Proposed addition to single family residence including new septic	19/06/2019	08/07/2019	Verscheure
68-19	London	Culver Drive undercrossing Walker Drain	Utilities/Services	Proposed HDPE conduit installation	02/05/2019	04/07/2019	Schnaithmann
69-19	London	Victoria on the River SD - Block 153	Construct/Reconstruct	Proposed residential condo development adjacent to ESA/Tributary	11/07/2019	19/07/2019	Verscheure
70-19	London	267,271,275 Ridgwood Avenue	Municipal Project	Proposed slope restoration and improvements	08/08/2019	08/08/2019	Verscheure
72-19	Ingersoll	Bell Street	Municipal Project	Proposed Bell Street Road Reconstruction Works Including Culvert Replacements Crossing Sutherland Creek and Murphy (Baxter) Creek	02/05/2019 (*Permit held until pre-con meeting)	02/07/2019	Winfield
88-19	Middlesex Centre	214 Edgewater Boulevard (Lot 76)	Construct/Reconstruct	Proposed Single Family Residence & Attached Garage adjacent the Thames River	16/07/2019	16/07/2019	Winfield
99-19	Woodstock	Brick Ponds Wetland Complex	Enhancement/Restoration Project	Proposed wetland restoration/creation project	13/05/2019	21/06/2019	Verscheure
103-19	London	2123, 2135 Highbury Avenue North (Lot 9, Concession 5)	Utilities/Services	Proposal to demolish and rebuild existing odourant building and regrade both existing driveways	26/06/2019	26/06/2019	Schnaithmann
109-19	London	3382/3392 Wonderland Road South	Utilities/Services	Proposed servicing upgrades under the Pincombe Drain channel	28/06/2019	02/07/2019	Verscheure
110-19	London	Old Victoria Stormwater Management Facility	Municipal Project	Proposed Removal of Sediment	26/06/2019	27/06/2019	Schnaithmann
111-19	London	Talbot Village Stormwater Management Facility	Municipal Project	Proposed Removal of Sediment	26/06/2019	27/06/2019	Schnaithmann
112-19	London	200 Hill Street	Minor Works	Proposed neighborhood park pathway connection	25/06/2019	27/05/2019	Verscheure
115-19	Ingersoll	37 William Street	Construct/Reconstruct	Proposed Removal/Closing in of Basement Windows and Proposed Interior Renovations to Incorporate Bedroom/Living Space.	12/06/2019	18/06/2019	Winfield
120-19	London	1228 Glenora Drive	Minor Works	Proposed rear yard deck reconstruction	04/06/2019	25/06/2019	Verscheure

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
121-19	Middlesex Centre	198 Edgewater Boulevard (Lot 73)	Construct/Reconstruct	Proposed Single Family Residence & Attached Garage adjacent the Thames River	20/06/2019	12/07/2019	Winfield
122-19	Middlesex Centre	202 Edgewater Boulevard (Lot 74)	Construct/Reconstruct	Proposed Single Family Residence & Attached Garage adjacent the Thames River	20/06/2019	12/07/2019	Winfield
123-19	Middlesex Centre	206 Edgewater Boulevard (Lot 75)	Construct/Reconstruct	Proposed Single Family Residence & Attached Garage adjacent the Thames River	20/06/2019	12/07/2019	Winfield
124-19	Middlesex Centre	146 Edgewater Boulevard (Lot 60)	Construct/Reconstruct	Proposed Single Family Residence & Attached Garage adjacent the Thames River	20/06/2019	20/06/2019	Winfield
127-19	London	Unit 2 - 28810 Sheffield Place	Construct/Reconstruct	Proposed one floor dwelling with walk-out and attached garage	27/06/2019	27/06/2019	Schnaithmann
128-19	Woodstock	351 Masters Drive	Construct/Reconstruct	Proposed single family residence and attached garage adjacent Sally Creek.	11/06/2019	18/06/2019	Winfield
132-19	Zorra	Lot 4, Concession 2	Utilities/Services	Proposed Sun Canadian Pipeline Integrity Dig (Anomaly Investigation) involving the temporary damming and relocation of a watercourse (McKenzie Creek Drain) to access the pipeline beneath it. Following repairs, watercourse is to be restored to preconstruction conditions or better - including contour and gradient.	25/06/2019	28/06/2019	Winfield
135-19	Ingersoll	4 Royland Crescent	Construct/Reconstruct	Proposed inground pool, patio and armoustone retaining wall.	09/07/2019	10/07/2019	Winfield
136-19	London	Westdel Bourne/Kilbourne Road	Municipal Project	Proposed bridge rehabilitation	08/07/2019	08/07/2019	Verscheure
137-19	Ingersoll	Clark Road East	Utilities/Services	High Pressure Directional Drilling (HPDD) for Proposed (3) Fibre Optic Cable Conduit Installations Undercrossing Whiting Creek.	07/07/2019	09/07/2019	Winfield
138-19	Middlesex Centre	Concession 9, Lot 22	Drain Maintenance	750 metre cleanout and culvert extension on the Nixon Drain	14/05/2019	09/07/2019	Ramsey
139-19	Thames Centre	7116 Hamilton Road	Construct/Reconstruct	Proposed in-ground pool installation	18/07/2019	18/07/2019	Schnaithmann

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
140-19	City of London	Lots 11, 12 Cheese Factory Road	Enhancement/Restoration Project	Engineer's report to do a cleanout, to deepen 375 metres and to construct drop structures to reduce velocity of flow. New farm crossing/culvert on Country Paws property.	05/06/2019	31/08/2019	Ramsey
141-19	Woodstock	North side of Dundas Street working in the vicinity of the Thames River	Utilities/Services	Proposed NPS 4" pipeline installation	16/07/2019	16/07/2019	Schnaithmann
144-19	Norwich	Part Lot 16 Concession 4 East	Enhancement/Restoration Project	Proposed wetland enhancement/ restoration	08/08/2019	09/08/2019	Schnaithmann
145-19	London	2036 Sunningdale Road East	Utilities/Services	Proposed SCPL Pipeline Integrity Dig	30/07/2019	31/07/2019	Schnaithmann
146-19	London	70 Essex Street	Construct/Reconstruct	Proposed renovations to existing single family residence plus addition for secondary dwelling unit			
150-19	Middlesex Centre	239 Union Avenue	Construct/Reconstruct	Proposed new home construction adjacent to Oxbow Creek	26/07/2019	09/08/2019	Verscheure
151-19	Zorra	Road 43	Drain Maintenance	Culvert replacement on the Hendry drain	24/07/2019	02/08/2019	Ramsey
153-19	London	33 Mayfair Drive	Construct/Reconstruct	Construction of a new swimming pool, cabana addition and covered walkway and patio	07/08/2019	09/08/2019	Schnaithmann
154-19	London	231 Rathowen Street	Construct/Reconstruct	Construction of two storey addition to rear of existing residence within potential West London SPA	07/08/2019	14/08/2019	Schnaithmann
155-19	London	3953 Bostwick Road	Construct/Reconstruct	Proposed tear down and rebuild of a commercial building on existing foundation	08/08/2019	09/08/2019	Schnaithmann
157-19	London	1877 Sandy Somerville Lane	Construct/Reconstruct	Proposed reconstruction of single family residence	08/08/2019	09/08/2019	Verscheure
158-19	St. Marys	St. Marys Mill Dam	Municipal Project	Proposed Structural Repairs to Crest and Downstream Face of Dam in the North Thames River and Trout Creek.	15/08/2019	15/08/2019	Winfield
159-19	London	North Branch Thames River	Municipal Project	Replacement of approx. 315m of West London Dyke	15/08/2019	19/08/2019	Verscheure

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
Violations - Enforcement							
	Perth South	Line 2		<p>STATUS UPDATE: Following complaints of unauthorized construction works and subsequent flooding on neighbouring properties, UTRCA staff undertook a site visit (June 24, 2019) with one of the landowners, an affected neighbour and a drainage engineer. Drainage engineer was hired by the landowner as this is not a municipal drain. Unauthorized works involved the installation of a new driveway and access culvert over the watercourse as well as realignment of the channel and alteration of the floodplain of the original watercourse. Landowner has advised he is working with the drainage engineer on a remediation plan. UTRCA staff will continue to monitor the progress and liase with the drainage engineer on proposed restoration plans.</p>			Winfield
	Woodstock & South-West Oxford	Highway #59		<p>STATUS UPDATE: Following complaints of active filling in the floodplain of Cedar Creek (on a golf course property) UTRCA staff attended the site (June 20, 2019) and noted recent and unauthorized filling, excavation and site grading activity. Adjacent landowner(s) concerned that works were undertaken on their property as well without their permission. Contractor (who used to own the property) was previously charged by the UTRCA for filling on the same property. UTRCA staff subsequently issued violation letters to both the contractor and the current landowner. UTRCA staff have since been approached by a consultant who is asking for flood modeling data for the site on behalf of the landowner but landowner has refused to meet with our staff to discuss until the fall.</p>			Schnaithmann, Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Thames Centre	Putnam Road		<p>STATUS UPDATE: Enroute to another site visit UTRCA staff observed unauthorized filling and site grading on a trailer park property within the floodplain immediately adjacent a tributary of Reynolds Creek. Landowner of the trailer park had previously been advised (both verbally and in writing) that permission was required to fill at this location but commenced filling without approvals. UTRCA staff arranged a site visit with the landowner (July 10, 2019) who advised he wanted to create a raised road and parking lot. UTRCA staff advised that all fill would have to be removed from the floodplain and landowner advised he would have that done by the end of September. UTRCA staff will continue to monitor the removal and restoration progress.</p>			Schnaithmann, Winfield
	Perth South	Line 9		<p>STATUS UPDATE: Following complaints of tree removal and active filling within a wetland on the property, UTRCA staff attended a site visit and noted a portion of wetland had been cleared and filling and site grading had occurred within the wetland and adjacent a watercourse. Works were being undertaken without any approvals from our office. UTRCA staff subsequently attended a site visit (April 23, 2019) with the landowner, the County Woodlands By-Law Enforcement Officer and Township staff. Landowner agreed to remove the fill and UTRCA staff again visited the site (August 16, 2019) with representative for the landowner to view the removal status. We are requiring that the area be replanted under the guidance of our staff (in the spring of 2020) and will continue to monitor the revegetation process.</p>			Schnaithmann, Verscheure, Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Perth South	Line 29		<p>STATUS UPDATE: Following complaints of active filling within the floodplain of the Avon River and an unnamed small tributary on the property, UTRCA staff attended a site visit (July 5, 2019) and noted unauthorized fill in various regulated areas of the property. Representatives on site were advised to have the landowner call us to discuss. When works continued on the property without contact from the landowner, UTRCA staff again visited the site (July 11, 2019) and observed more filling activity as well as an alteration to a watercourse. UTRCA staff subsequently issued a violation letter to both the landowner and one of the contractors. A joint site visit was then held with the landowners, their legal representative and UTRCA staff (July 19, 2019) where additional filling was again noted within CA Regulated Area of the property. UTRCA staff have discussed permit requirements, restoration requirements and are awaiting details on both from the landowner. We advised the landowners that while there were some works proposed that we may be in a position to approve, there may be some works we would not be able to approve. UTRCA staff will continue to monitor the progress on this site.</p>			Schniathmann, Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Perth South	Line 32		<p>STATUS UPDATE: Following complaints of active filling on the property within the valleylands of the Avon River, UTRCA staff contacted the landowner to discuss. UTRCA staff subsequently attended a site visit to the property (July 19, 2019) with the landowner. UTRCA staff and landowner agreed on areas where fill could stay and those where it had to be pulled back. Landowner was going to implement the agreed upon plan as soon as weather permitted. UTRCA staff will continue to monitor the fill relocation on site.</p>			Schnaithmann, Winfield
	West Perth	Pond Street		<p>STATUS UPDATE: Following a complaint of filling and development in the floodplain on the property adjacent the North Thames River UTRCA staff attended a site visit with municipal staff and the landowner (July 11, 2019). Unauthorized filling had occurred within the regulated area. A patio, stairs, stone retaining wall and covered structure large enough to require a building permit had also been erected within the regulated area and a substantial portion of the work had been constructed on municipal property without approvals from either the UTRCA or the municipality. UTRCA staff, municipal staff and the landowner are actively working towards a resolution.</p>			Schnaithmann, Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Middlesex Centre	Ilderton Road		<p>STATUS UPDATE: UTRCA staff received complaints of a sediment spill from an active subdivision construction site onto an adjacent farm property. We were further advised that water from the subdivision site was associated with erosion over the pipes and easement for the Lake Huron Primary Water Supply System (LHPWSS). UTRCA staff subsequently attended site visits with both the rural landowner to his property (June 3, 2019) and with the developer, the consultant, Municipal staff and staff of the Lake Huron Primary Water Supply System to the subdivision property (July 18, 2019). Substantial amounts of sediment appeared to have left the subdivision property and migrated to the farm parcel. Areas of active erosion were noted over the LHPWSS easement. UTRCA staff advised developer and consultant that current sediment and erosion controls at perimeter of subdivision lots and farm property were ineffective and required upgrading ASAP. Options were discussed with the developer to remediate the loss of sediment (from both the developed and agricultural areas of the property) on both a temporary and permanent basis. We are waiting to hear which preferred option they may be considering moving forward. UTRCA staff will continue to monitor this site.</p>			Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Middlesex Centre	Oxbow Drive		STATUS UPDATE: UTRCA staff received multiple complaints of tree removal on a trailer park property in an area regulated by the Conservation Authority. Given the specifics of the tree removal these complaints were forwarded onto the County Woodlands By-Law Enforcement Officer. No further action by UTRCA staff has been taken.			Winfield
	Middlesex Centre	Glendon Drive		STATUS UPDATE: On-going involvement by UTRCA staff. Following substantial sediment spills (2018) into protected woodland and the main Thames River from an active subdivision development, UTRCA staff have been continuing to monitor this site. Developer is still working to remediate slope failures and to contain sediment and prevent further erosion within natural areas of the floodplain, the valley slopes and small tributaries to the Thames River.			Winfield
	Ingersoll	Victoria Street		STATUS UPDATE: UTRCA staff have attended multiple monitoring visits (July-August 2019) to a municipal bridge replacement project on Sutherland Creek adjacent the South Thames River where inadequate sediment and erosion controls and dewatering installations were employed. UTRCA staff have met with the adjacent landowner, Town staff and the contractors in an effort to have the sediment controls and coffer dams modified to prevent sediment from reaching the river. Sediment and erosion controls and dewatering installations have improved drastically since the initial visit and the site now appears relatively stable. UTRCA staff will continue to monitor this site.			Ramsey, Schnaithmann, Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	London	Travelled Road		STATUS UPDATE: Following complaints of development in a floodplain, UTRCA staff attended a site visit (July 30, 2019) and noted construction occurring in the floodplain of Wabauno Creek. UTRCA staff are working with property owner who is required to make application to UTRCA and City of London for proper permits and approvals. Applicant has engaged a structural engineer with experience in floodproofing and is working with UTRCA staff at this time to resolve outstanding concerns.			Schnaithmann, Verscheure, Winfield
	London	1738, 1742,1752 and 1754 Hamilton Road		STATUS UPDATE: UTRCA staff along with City of London Development Services are working collaboratively in resolving issues with a development site owned by TRIDON Developments - Thames Village Joint Venture whereby the developer has commenced site grading and alteration in advance of receiving UTRCA/City of London approvals. Developer/Consultant have been engaged and are working towards solution, which will include a Section 28 Permit application and approval.			Verscheure

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Middlesex Centre	Eight Mile Road		<p>STATUS UPDATE: Enroute to another site visit UTRCA staff observed active tree removal and clearing within a wetland and woodland. While speaking with the contractor we were advised that the County had given permission to clear the trees in the low (wetland) area with a replant proposed for another higher area on the property. The landowner was planning to accept fill from a City of London project to fill in the wetland area to higher grade. Concerned that the higher area would not allow for the same water storage and flood attenuation of a wetland area we are in discussions with the County of how to better communicate Woodland By-Law Exemption Applications with the UTRCA.</p>			Winfield
	Thames Centre	Fairview Road		<p>STATUS UPDATE: While enroute to another site on Fairview Road (refer to entry below), UTRCA staff observed numerous fill trucks leaving a subdivision in Thorndale and dumping fill within the floodplain of the Government Drain (July 7, 2019) on the property. Through discussions with the contractors and landowner on site they agreed to relocate the fill on the property outside the Regulated Area. During a follow-up site visit (July 9, 2019) most of the fill had already been removed from the floodplain and they were actively working to remove the rest. UTRCA staff are continuing to work with the landowner and monitor the site to ensure that the floodplain fill is removed.</p>			Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Thames Centre	Fairview Road		<p>STATUS UPDATE: Following a complaint of excavation work occurring adjacent Wabauno Creek UTRCA attended the site (August 7, 2019) with the landowner. (Who co-incidentally happened to be the same landowner as the previous Fairview Road violation.) Excavation, filling, site grading and trenching were observed at various locations within the Regulated Area of the property. According to the landowner, when a drainage contractor had to postpone work on this property due to wet soil conditions, the landowner decided to try and undertake some drainage works himself which included trenching drainage swales and attempting to replace (and then sell) black muck by excavating it from the floodplain and replacing it with clay soil. UTRCA stewardship staff have stepped in and have arranged a site visit (August 20, 2019) with landowner to try and assist with some more appropriate drainage plans and site restoration ideas. UTRCA staff will continue to monitor restoration at this site.</p>			Winfield

Permit Application	Municipality	Address/Location	Application Type	Project Description	Application Complete	Permit Issued	Regulations Staff
	Zorra	23rd Line		<p>STATUS UPDATE: While we had previously agreed with a landowner that they could regravell an existing laneway beside the Middle Thames River we received a complaint that other works beyond the scope of laneway upgrades were occurring. UTRCA staff attended the site (August 14, 2019) and observed what appears to be an unauthorized concrete block pad, a septic riser and other miscellaneous development items in the floodplain. UTRCA staff notified Township staff of the potential septic system and have arranged a joint site visit (August 20, 2019) with the landowner to discuss removal of the unauthorized works and restoration of the site.</p>			Winfield

To: UTRCA Board of Directors
From: Ian Wilcox, Christine Saracino
Date: 19 August 2019
Subject: 2019 Mid-year Financial update

Agenda #: 8 (b)
Filename: ::ODMA\GRPWISE\UT_MAIN.UT
RCA_PO.Finances:959.1

For Information:

The following reports on the results to date compared to the approved budget, and offers a forecast of operations to December 2019, the year end.

Operating Results and Forecast:

The summary Statement of Operating Activities indicates that while most of our revenues have now been recorded for the year (\$13.7M of \$15.7M), we expect total revenues to be slightly higher by year end than our initial forecast, this in spite of the provincial reduction announced in April. We have revised some fee revenues, added a contract which was not included in the initial budget and recognized that a significant amount of the investment gains made this year will have to support operating activities.

On the expense side, we have amended some expense lines and included some reorganizational costs in 2019. We are also undertaking internal spending audits in an effort to find new savings. Examples of such reviews include telecommunications and merchant services. As a best practice, we will have another voluntary HST audit in November following full implementation of our electronic purchase order system in order to ensure that we are fully capturing HST credits and rebates.

The new revised forecast indicates a \$29,901 deficit for the year rather than an \$11,541 surplus but this depends to a great extent on the yield of our investments and how much of those returns may be required for operations, or saved in reserves.

Capital Budget Revisions:

Flood control capital budget figures have been updated based on the approved WECI total and allowable DMAF funding. The total for West London Dykes phases 5 and 6 has been set to existing approvals and while there is a request to increase the contract amount to complete more work in 2019, it is believed that that work may be covered by the contingency already contracted. Total costs for that project have therefore not been updated in this forecast.

In addition, there are a number of smaller capital projects of interest:

1. The accessible dock for Wildwood has now been installed and received positive reviews from users. Unfortunately the cost exceeded the approved budget by \$19,000 so the washroom water heater replacement (\$15,000) will not be pursued this year.

2. Two tractors were approved for purchase at \$200,000. After trade-in, the net cost of the purchase was \$129,940. The gain on trade-in is reflected on the operating budget.
3. Rather than purchase new lockers for the change rooms, existing lockers were modified saving \$12,000 of planned capital spending in 2019.
4. It became necessary to replace GPS equipment for our ESA unit. This unbudgeted new equipment cost \$11,500 and is expected to last the team approximately 5 years.
5. It also became necessary to replace the HVAC system in the Wildwood Visitor Centre this year. The existing system is original to the building and therefore almost 40 years old. Park and community education staff use the three offices in the building for park management and program delivery. The new system will be approximately \$17,000 and will include a high efficiency propane furnace with central air. The installation is scheduled for this fall.

While we still forecast a capital spending deficit for the year, we have reduced our need to draw as much from reserves for flood control activities.

Statement of Financial Position:

The comparative balance sheet (Statement of Financial Position and Accumulated Surplus) at the end of July indicates a slightly stronger position even though we continue to wait for reimbursement of NDMP spending now approaching a year outstanding. Net financial assets as a whole have increased marginally.

Short-term investments have decreased in order to fund the long-term pool (PHN portfolio) and because our current account provides a better rate of interest. Our long-term investment pool has a rate of return of 6.7% over 12 months ending June 30th which compares very well to the target return of 5% which the Finance and Audit Committee specified. Costs of operating that portfolio have run 1.57% over the same period. Since inception, the rate of return is 7.95%. The pool has recovered its December 2018 losses and assuming markets do not seriously falter, the pool should end the year in a positive position. The Finance and Audit Committee review this pool of funds regularly.

Recommended by:

Prepared by:

Ian Wilcox,
General Manager

Christine Saracino,
Supervisor, Finance & Accounting

Upper Thames River Conservation Authority

Summary Statement of Operating Activities

For The Period Ending July 31, 2019

	2019 YTD Actual	2019 Budget Approved	2019 Budget Forecast	Variance	Notes
OPERATING ACTIVITIES:					
Levy Funding Current Year					
Municipal Operating Levy	3,963,386	3,963,386	3,963,386	-	
Dam and Flood Control Operations Levy	1,286,282	1,286,282	1,286,282	-	
Operating Reserve Levy	33,048	33,048	33,048	-	
	5,282,716	5,282,716	5,282,716	-	
Government Transfer Payments	-	351,016	181,213	(169,803)	Provincial cut April 2019
Contracts					
Municipal within Watershed	528,836	864,151	975,651	111,500	City of London contract added
Municipal without Watershed	28,076	107,340	107,340	-	
Provincial	618,170	742,759	761,759	19,000	
Federal	413,475	1,326,772	1,367,515	40,743	
All other	1,589,943	1,603,495	1,634,550	31,056	
	3,178,501	4,644,517	4,846,815	202,299	
User Fees					
Conservation Areas	3,057,234	3,646,079	3,664,079	18,000	Revised based on trend in 2019
Planning and Permit Fees	174,715	220,140	275,000	54,860	Revised based on trend in 2019
Education Fees	158,566	145,000	184,500	39,500	
Landowner, tree sales, cost recoveries	162,327	214,800	214,800	-	
	3,552,841	4,226,019	4,338,379	112,360	
Other Revenues					
from deferred revenues	454,947	864,977	762,277	(102,700)	
Donations, interest and gains	714,590	195,450	518,250	322,800	Reflects investments gains thus far in '19
Municipal Operating Levy previous years	445,058	512	512	-	Actual is correction required from 2018
Amortized Flood Control Capital Levy	-	59,755	59,755	-	
Amortized Capital Maintenance Levy	66,005	65,847	65,847	-	
	1,680,600	1,186,541	1,406,641	220,100	
Total Revenues	13,694,658	15,690,808	16,055,764	364,955	
Operating Expenditures:					
Mission Cost Centres					
Community Partnerships	763,235	1,580,567	1,504,513	(76,054)	Reductions in staffing
Water and Information Management	1,617,197	2,732,311	2,738,311	6,000	
Environmental Planning and Regulations	1,127,281	1,902,382	1,866,117	(36,265)	
Conservation Services	934,960	2,182,862	2,182,862	-	
Watershed Planning & Research	623,387	1,057,218	1,065,518	8,300	
Conservation Areas	2,483,600	4,445,099	4,460,724	15,625	
Lands and Facilities Management	851,880	1,562,177	1,681,887	119,710	Includes costs for City contract signed
Service Cost Centres	109,676	96,071	215,153	119,082	Amortization revised; reorg'l costs added
Total Operating Expenditures	8,511,215	15,558,687	15,715,085	156,398	
Surplus (deficit) in Current Operations	5,183,443	132,121	340,679	208,557	
(To) or from Equity [Reserves]	-	(120,580)	(370,580)	(250,000)	Investment returns to reserve if available
Balance of Operating Activities	5,183,443	11,541	(29,901)	(41,443)	
Depreciation	648,761	1,033,045	1,070,227	37,182	
Net Cash Surplus (Deficit)	5,832,204	1,044,586	1,040,326	(4,261)	

Upper Thames River Conservation Authority

Summary Statement of Capital Activities For The Period Ending July 31, 2019

	2019 YTD Actual	2019 Budget Approved	2019 Budget Forecast	Notes
CAPITAL ACTIVITIES:				
Capital Funding for Flood Control				
Flood Control Capital Levy	1,676,757	1,749,604	2,079,604	
Federal - NDMP	1,689,045	1,576,227	76,227	
Provincial - WECl	802,516	827,104	2,137,937	Significant funding was approved
Funding from reserves	-	308,288	168,288	
Total Funding for Flood Control Capital	4,168,318	4,461,223	4,462,056	
Capital Projects				
Multi-Dam Projects	1,182	-	-	
Fanshawe Dam	79,023	20,006	20,006	
Wildwood Dam	88,162	175,022	175,007	
Pittock Dam	313	65,021	115,007	
London Dykes	3,162,192	3,394,754	3,372,249	Does not reflect recent project amendments
St Marys Flood Wall	511,910	444,560	485,515	
RT Orr Dam	-	100,021	100,021	
Mitchell Dam	33,070	30,005	30,005	
Small Dams	1,256	109,561	109,561	
Flood Control Equipment	1,259	135,000	135,000	
Transfer to structure reserves	-	125,000	125,000	
Total Flood Control Capital Spending	3,878,368	4,598,950	4,667,371	
Net Flood Control Capital Spending	289,950	(137,727)	(205,315)	
Other Capital Spending				
Capital Maintenance Levy	-	171,690	171,690	
From other reserves	-	330,259	330,259	
	-	501,949	501,949	
Land	-	104,258	104,258	
Land improvements	55,296	86,000	86,000	Mullock pits completed
Buildings and Building systems	-	60,000	112,000	HVAC to be installed in fall
Infrastructure	95,315	50,000	50,000	Actual includes dock belonging to next line
Furniture and Fixtures	6,832	67,000	87,000	
Vehicles and Equipment	256,796	255,000	255,000	
Technology/Computers	32,025	110,000	90,000	
	446,265	732,258	784,258	
Net Other Capital Spending	(446,265)	(230,309)	(282,309)	
Surplus (deficit) from Capital Activities	(156,315)	(368,036)	(487,624)	

Upper Thames River Conservation Authority
Statement of Financial Position and Accumulated Surplus (unaudited)
as at July 31, 2019

FINANCIAL ASSETS	Current Year	Prior Year	Notes
Cash and equivalents			
Bank Balances	3,708,879	399,782	
Petty Cash, Floats and Advances	7,769	8,302	
Short-term Investments	2,761,466	8,539,486	
PHN Investment Portfolio	4,248,848	2,517,139	Current return 6.7%
	<u>10,726,961</u>	<u>11,464,709</u>	
Restricted Cash			
Source Water Protection Bank Account	17	326,043	Funding received early August
Glengowan Bank Account	-	203,366	
	<u>17</u>	<u>529,410</u>	
Receivable Amounts			
Accounts Receivable	2,094,790	778,678	
Federal Taxes Receivable	52,185	34,549	
Accrued Receivables	2,184,815	608,285	NDMP funding outstanding
	<u>4,331,790</u>	<u>1,421,513</u>	
	<u>15,058,768</u>	<u>13,415,631</u>	
FINANCIAL LIABILITIES			
Accounts Payable and Accrued Liabilities			
Wage-related payables	680,106	625,783	
Federal Taxes Payable	62,952	57,058	
Accounts Payable	242,227	640,207	
Amounts held for other groups	10,773	13,551	
	<u>996,058</u>	<u>1,336,599</u>	
Deferred Revenues			
Funding carried forward temporarily	73,397	24,804	
Customer prepayments	20,825	6,105	
Advanced WECl, SWP, NDMP funding	761,758	603,985	
Deferred and Committed Capital Funding	2,947,168	1,770,522	Current year funding being deferred
	<u>3,803,147</u>	<u>2,405,415</u>	
	<u>4,799,205</u>	<u>3,742,014</u>	
NET FINANCIAL ASSETS	<u>10,259,564</u>	<u>9,673,617</u>	
NON-FINANCIAL ASSETS			
Tangible Capital Assets	62,284,458	61,166,213	
less accumulated amortization	<u>(23,874,714)</u>	<u>(23,378,470)</u>	
Net tangible capital assets	38,409,744	37,787,743	
Capital projects in progress	-	20,866	
Prepaid Expenses, Deposits and Inventories	92,648	87,985	
	<u>48,761,956</u>	<u>47,570,212</u>	
Accumulated Surplus	<u>48,761,956</u>	<u>47,570,212</u>	
Equity in Tangible Capital Assets	38,462,891	39,064,170	
All other Equity	(1,623,827)	(2,225,108)	
Current year Surplus	5,474,752	3,493,281	
Reserves	6,448,140	7,237,868	
Accumulated Surplus	<u>48,761,956</u>	<u>47,570,212</u>	

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: August 19, 2019
Subject: Bill 108 and Other Provincial Updates

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UTRCA Board Members,

The following letter was received by the UTRCA from Mr. Jeff Yurek, Minister of the Environment, Conservation and Parks (MECP) on Friday evening, August 16, 2019. This letter was copied to all municipal mayors in the UTRCA watershed. The news was unexpected and is unwelcome. Specifically Conservation Authorities are being directed to "wind down non-mandatory programs and activities" and to "have no increases to fees or levies while the provincial review is underway." All Conservation Authorities received a version of this letter.

Conservation Ontario is working on our behalf to decipher what this means as it is a clear departure from what was proposed through Bill 108. Despite unanswered questions, the intent of the letter is clear and it will have negative consequences for the UTRCA in terms of a reduced program scope and significant constraints on funding- provincial, municipal and user fees. The Chair has prepared a written response to the Minister (attached) and the UTRCA has issued a media release (also attached) both of which further explain the consequences of these changes.

Verbal updates will be provided at the August 27th Board meeting.

Attachments:

- Letter from Minister Yurek
- Response Letter to Minister Yurek
- UTRCA Media Release

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement,
de la Protection de la nature et des
Parcs



Office of the Minister

Bureau du ministre

777 Bay Street, 5th Floor
Toronto ON M7A 2J3
Tel.: 416-314-6790

777, rue Bay, 5^e étage
Toronto (Ontario) M7A 2J3
Tél.: 416.314.6790

August 16, 2019

To whom it may concern:

As you know, on June 6, 2019, our government passed the *More Homes, More Choice Act, 2019*, which updated the *Conservation Authorities Act*. We made these legislative changes to improve public transparency, consistency, and accountability in conservation authority operations. These changes will give greater control to individual municipalities on conservation authority programs and budgets. These changes will also require conservation authorities to re-focus their efforts on the delivery of programs and services related to their core mandate, such as those related to:

- Risk of natural hazards;
- Conservation and management of CA owned or controlled lands;
- Drinking water source protection;
- Protection of the Lake Simcoe watershed;
- Other programs or services, as prescribed by regulation.

Furthermore, over the coming months, I will be reviewing all of the relevant legislation and regulations that govern Ontario's conservation authorities to explore even more opportunities to re-focus their efforts and to ensure they are best serving the interests of the people of Ontario.

In the meantime, I request that you review and consider your own conservation authority's activities and begin preparations and planning to wind down those activities that fall outside the scope of your core mandate. I also encourage you to refrain from developing new policies that are not aligned with your mandate or with provincial policies. Finally, I ask that while we are undergoing this review and updating the legislation and regulations that you do not proceed with any increases to your fees or levies.

I appreciate the work of conservation authorities and the feedback that was provided on the legislative changes. I look forward to receiving further input and recommendations as we move forward with upcoming regulatory and policy proposals.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Yurek".

Jeff Yurek
Minister of the Environment, Conservation and Parks

August 20, 2019

Ministry of the Environment, Conservation and Parks
5th Floor
777 Bay St.
Toronto, ON M7A 2J3

Attention: Honorable Jeff Yurek

Minister Yurek,

This is to acknowledge receipt of your August 16, 2019 letter regarding Conservation Authorities Act changes. While portions of your letter are consistent with your Ministry's past communications regarding Bill 108, the following paragraph represents a significant departure and, frankly, is inconsistent with current science, public demands for environmental improvements, private sector and farm interests and efforts to build the future prosperity of this province.

"In the meantime, I request that you review and consider your own conservation authority's activities and begin preparations and planning to wind down those activities that fall outside the scope of your core mandate. I also encourage you to refrain from developing new policies that are not aligned with your mandate or with provincial policies. Finally, I ask that while we are undergoing this review and updating the legislation and regulations that you do not proceed with any increases to your fees or levies."

This direction to "wind down" non-mandatory programs contradicts the public's interests as well as previous direction from your Ministry that these efforts could continue through negotiated municipal agreements. If in fact you are suggesting these efforts should end, the following services will be affected in the Upper Thames watershed (noting these all support the Provincial Policy Statements, municipal official plans, and the province does not provide funding for any of these programs as they are supported through municipal levy, special contracts and user fees):

- **All water quality improvement programs** including work with farmers and developers to provide technical assistance and financial incentives to reduce soil erosion, nutrients and toxins from being delivered to water courses. This despite increasing public concerns about blue-green algae blooms in local waters and the Great Lakes, beach closures from high bacteria, and fish kills from degraded conditions. You might remember that I shared an article from the London Free Press on this program when I met with you in your St. Thomas office last month.
- **All tree planting and woodlot management** despite the fact that even with Conservation Authority planting efforts, the Upper Thames Watershed loses 47 hectares per year of natural cover.
- **All water quality monitoring programs**, thereby eliminating decades of science that has guided protection and improvement efforts.
- **Curriculum-based environmental education** programs that help foster science, knowledge, and environmental values and ethics in our future leaders

- **Trail development and outdoor recreation opportunities**, despite increasing demand and growing awareness of the many physical and mental health benefits for watershed residents.
- **Support for community organizations** such as the Friends of Medway, Friends of Stoney Creek and the Upper Avon Conservation Club. These efforts were to help mobilize and organize local environmental interest in action and improvement.

In addition, you have given direction that revenue for the recently cut (50%) Section 39 core program cannot be recovered by increasing user fees or transferring costs to municipalities via the municipal levy. This is unmanageable. Expecting a highly efficient but chronically underfunded program to continue to protect life and property in Ontario with further funding reductions is not possible and increases public risk.

We believe Conservation Authorities bring a unique funding model that assists the public interest with provincial funding supporting 0.9% of program costs, and municipal funding only slightly greater than 30%. These funds are leveraged with private sector funding, other not-for-profit funding and contributions from individuals to ensure the public interest is supported with programs that are far bigger and more effective than would otherwise be the case, with no additional burden on public funds, either provincial or municipal. As an example, three days before your letter was received, the UTRCA was pleased to accept a \$60,000 donation from Toyota Motor Manufacturing Canada in Woodstock for a variety of local community based environmental projects, all of which would be included in your direction to "wind down." Building stronger connections between communities and their local natural spaces benefits everyone. I find it difficult to believe your Ministry's intention is to have us reject efforts to fund and encourage programs that build vibrant local communities but that is the conclusion we draw from your August 16th letter.

I would also point out that your direction to wind down programs will include job losses with severances as mandated by the Employment Standards Act. As not-for-profits we, like other Conservation Authorities, do not budget for significant staff reductions and have no reserves for this purpose. This combined with transfer payment cuts and insufficient time to plan through budgeting creates an unnecessary crisis that will detract from implementation of our core programs.

Conservation Authorities understand your government's financial priorities and have offered many times through individual CAs and Conservation Ontario to do our part to ensure important programs are in place, affordable and provide best value over the long term. The lack of any meaningful communication or consultation has been frustrating and we believe opportunities have been missed to meet provincial objectives while maximizing environmental benefits.

Conservation Authorities are considered world leaders in watershed management with other countries and jurisdictions pointing to Ontario as a place that "got it right" for the past 78 years. Your proposals through Bill 108, under the guise of "focusing on core mandate" in fact guarantees a departure from the watershed management model that has been cornerstone of the province's environmental success.

In summary, we do not believe the strategy you have proposed through your August 16th letter will achieve your intended objectives. If implemented as stated, it is our belief that the Ministry of the Environment, Conservation and Parks will consciously dismantle 78 years of effective watershed management that has

protected environmental and human health, and contributed to the economic prosperity of the province. The result will be future provincial costs that will far exceed current savings.

I urge you to delay implementation of any Bill 108 recommendations until full and meaningful consultation has been completed to ensure your government's decisions are truly in the best interest of the people of Ontario. I am happy to meet with you at your convenience to discuss these concerns further.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Levin". The signature is fluid and cursive, with a large initial "S" and a clear "L" for "Levin".

Sandy Levin
Chair, Upper Thames River Conservation Authority

cc:

Watershed Mayors

Watershed MPPs

Ontario Federation of Agriculture

Christian Farmers Federation of Ontario

UTRCA Board of Directors

August 20, 2019

For Immediate Release

Contact:

Ian Wilcox, General Manager, Upper Thames River Conservation Authority

wilcoxi@thamesriver.on.ca

(519) 451-2800 ext. 259

Cell: [519 777-2712](tel:5197772712)

Conservation Authority Shocked by Letter from Minister Yurek Directing "Wind Down" of Key Environmental Programs

In a surprise letter issued Friday evening, August 16, 2019, Mr. Jeff Yurek, Minister of the Environment, Conservation and Parks (MECP), shocked Upper Thames River Conservation Authority (UTRCA) officials by suggesting that the Conservation Authority begin to "wind down" all programs, except for flood control, drinking water source protection, and management of Authority-owned lands.

The letter goes on to note that the Conservation Authority cannot replace flood protection funds, recently cut by the Province, through additional municipal levies. This is an essential service that protects lives and property, and work that must continue. Who, then, is to pay the bill for a program that ensures people are protected from flooding? How is the UTRCA expected to interpret these contradictory messages?

Without any clarification from the Province, the UTRCA is left wondering what Minister Yurek's letter is actually saying. His directive potentially leaves these programs on the chopping block:

- All water quality monitoring programs, thereby eliminating decades of science that has guided protection and improvement efforts.
- All water quality improvement programs, including work with farmers and developers to provide technical assistance and financial incentives to reduce soil erosion, nutrients and toxins from being delivered to watercourses. This despite increasing public concerns about blue-green algae blooms, beach closures from high bacteria, and fish kills from degraded conditions.
- All tree planting and woodlot management as the UTRCA combats the ongoing loss of 47 hectares (116 acres) of natural cover in the watershed, every year.
- Curriculum-based environmental education programs that arm youth with information to make smart decisions in the face of flooding and climate change impacts.
- Trail development and outdoor recreation opportunities, despite increasing demand and increasing awareness of the many physical and mental health benefits for watershed residents.
- Support for community organizations such as the Friends of Medway, Friends of Stoney Creek and the Upper Avon Conservation Club. These efforts were to simply help mobilize and organize local environmental interest in action and improvement.

It should be noted that the Province does not provide funding for any of these programs as the UTRCA secures support through municipalities, special contracts, user fees, donations, and support from the private sector.

"We question the Province's authority to make this request, in light of the fact that they fund less than 1% of the UTRCA programs," said General Manager Ian Wilcox. "The Province has not consulted with the watershed municipalities that oversee the Conservation Authority and provide 30% of our funding. Our municipal representatives bring the priorities of their watershed communities to the table, to ensure our programs are responsive to local needs."

"We've been frustrated by the lack of communication from the Province," said UTRCA Chair, Mr. Sandy Levin. "The CAs, along with their member municipalities, have made repeated requests for consultation. These provincial announcements have been without warning and, to be blunt, make no sense in terms of public interest and support from private businesses. They jeopardize Ontario's environmental future and economic prosperity. Future costs to restore Ontario's economic and environmental balance will far exceed the cost of the programs that the Ford Government seems intent on eliminating."

"We have to ask who these changes will benefit," said Ian Wilcox, UTRCA General Manager. "Increasing the risk to lives and property is not the appropriate solution to solving the housing crisis. Is this another government that is going to ignore climate change and leave it for future generations to pick up the pieces?"

"We hope that the Province, through Minister Yurek, will reconsider implementation of these changes pending further discussions with the Authority and our member municipalities, but we're concerned decisions have already been made that we know will be regretted in the future."

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: August 26, 2019
Subject: Update: Provincial Changes to the Conservation Authorities Act

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Recommendations:

- 1. That the Board of Directors be prepared to support municipal outreach efforts, both collectively via Board resolutions, and individually through correspondence, meetings, and other means as appropriate to ensure accurate understanding of the role, governance and funding of Conservation Authorities, and that local environmental priorities are supported by programs and services delivered on a watershed basis.**
- 2. That the UTRCA continues to support Conservation Ontario’s efforts to work with the province to ensure the 70 year legacy of successful watershed management in Ontario continues and is adequately and appropriately funded.**

Changes to the Conservation Authorities Act through Bill 108 were discussed during the June Board of Directors Meeting. The following presents new information and direction received since that time:

1. Summer Consultation/ Communications

Bill 108 received Royal Assent June 6, 2019. A part of its implementation, Conservation Authorities anticipated broad consultation during the summer to clarify the distinction between “mandatory” and “non-mandatory” programs. However, no meetings were scheduled and there has been no direct communication between Conservation Ontario and the Minister’s Office, prior to the Minister’s letter received August 16th.

2. August 16th letter from Minister Yurek

The UTRCA interprets the provincial direction included in this letter as a significant change from Bill 108. This includes:

- Direction to “wind down non-mandatory programs,” as opposed to continuing this work through negotiated individual municipal agreements and,
- A requested 2020 budget freeze regarding fee and levy increases. This request, in particular, is troublesome as the province cut UTRCA flood control funding by \$170,000 in April (an identified “core” program) with the UTRCA absorbing this loss for 2019. Expectations were clear that this critical revenue would be funded through the municipal levy starting in 2020. The province’s direction suggests a permanent loss in funding for this core program by preventing the UTRCA from using available funding tools (levy and user fees) to continue this public safety program. Staff are at a loss to understand how a critical program can continue without adequate funding.

3. August 23rd Email Response to Conservation Ontario from Minister Yurek

- a. See attached email to Kim Gavine.

4. UTRCA Concerns

- a. The categorization of CA programs as “**mandatory**” or “**core**” and “**non-mandatory**” is **new language** imposed by this government through Bill 108. For 70+ years “core” programs have been defined, developed and implemented locally through each CA’s Board of Directors. The province’s distinction and direction to “wind down” non-mandatory programs completely discounts the integrated nature of watershed management and over-rides local decision making- both of which are founding principles that have made Conservation Authorities successful and the envy of other jurisdictions for more than 70 years.
- b. Elimination of “non-mandatory” programs will result in **irreversible environmental damages** with examples including further degraded water quality (bacteria, algae blooms, fish kills), accelerated losses of natural cover, increased soil erosion and nutrient delivery, increased threats to species at risk, and more impacts from invasive species. Ironically, these losses will in-turn negatively affect our ability to deliver “core” programs as watersheds cannot be managed on a piecemeal basis.
- c. Provincial direction received through the August 16th letter will not result in provincial cost savings. None of the programs directed to “wind down” receive provincial transfer payment funding. This raises the question of the province’s **legal authority** (and moral authority) to end programs it does not pay for but that are considered important and that are funded locally.
- d. Recent quotes from the Minister of the Environment, Conservation and Parks have suggested that justification for the province’s new direction includes the **need to provide municipalities with control over CA program development and budgets**, with the suggestion that those municipalities have become the CA’s “cash machine.” He has further justified changes by suggesting that CA business has shifted to focus on “ziplines, maple syrup and weddings.” Despite the misleading and uninformed nature of the Minister’s comments, most concerning is that there appears to be no understanding that CA programs and budgets must be approved by the CA’s Board of Directors which is entirely composed of municipal representatives, with the majority of those members sitting councilors. Municipalities govern and fund all Conservation Authorities and have complete control over program development and budgets.
- e. The UTRCA has many **multi-year contractual commitments** for program delivery- programs now deemed unimportant by the province. These include funding contracts with multiple partners: foundations, banks, private businesses, municipalities, the federal government and others. It is unclear how the UTRCA would manage legislative direction to end programs it has legal obligations to honour.
- f. **Employment uncertainty** is already forcing trained and experienced staff to search for positions with other organizations. As we learned during the mid-1990s, the loss of corporate expertise and knowledge compromises program delivery and cannot be reversed with a simple change in policy or funding.
- g. If staff reductions become necessary, **costs** are significant. Human Resources staff used an average of our current staff compliment (status, age, years of service, wage, benefits, vacation, etc.), applied current Employment Standards Act expectations in terms of notice and severance, and has estimated that a loss of 10 (ten) staff would result in \$1.83 million in related expenses. Higher numbers of staff reductions would equate to a proportional increase in these expenses. The UTRCA does not budget for these circumstances, nor do we have reserves available to fund these mandatory costs. Ultimately these costs would have to be transferred to municipal or provincial budgets.

5. UTRCA Media releases and media uptake

- a. See August 22nd media release attached.
- b. Media coverage included the following:

Television

- CTV News

Radio

- CBC London Radio- Afternoon Drive
- AM 980
- 1290 CJBK
- Heart FM
- Global News Radio Toronto

Newspaper

- London Free Press
- Woodstock Sentinel Review
- St. Marys Independent
- North Bay Nugget
- Better Farming
- Ontario Farmer

On-Line

- Council of Canadians
- MSN News
- Yahoo News

6. Conservation Ontario Response and Direction

See Conservation Ontario email, forwarded to the Board Monday, August 26th. Excerpts below:

- CO Chair, Wayne Emmerson has secured a meeting with the Minister's staff for September 9th. At that meeting, time will be spent in educating staff on how the conservation authorities operate, with specific attention to the non-core programs and how they help to fund other critical conservation authority programs, including our core programs. We will also be requesting that the Province consult with CAs and municipalities before going out with a broader consultation including other stakeholders.
- Collect information from CAs regarding self-sustaining, revenue-generating activities that help to support programs related to core mandate. (These have been criticized a lot by Province in media engagement.) Outline what some of the impacts are if these types of programs are not allowed and/or transferred to municipalities.
- Collect from CAs examples of public health and/or environmental risks or liabilities created if programs are not funded adequately.
- Discuss specific next steps with CAs re: communication tactics (more info below).

Conservation Authorities and CA Boards of Directors to shore up local municipal support:

- CA Boards of Directors could write **a letter to the Province or pass a Board resolution** requesting that the Province consult with CAs and municipalities separately and that they would be proceeding with business as usual until they determine (with the Province and CAs) which CA programs should be considered mandatory and non-mandatory.
- Some conservation authorities are having **meetings** with Minister Yurek's staff.
- CA Boards could **request that local municipalities pass resolutions** or write a letter supporting this position. Template resolution could be developed by CO.

- **Meet with local MPPs**, particularly PCs, and provide them with more information about what your CA does and how you are funded.
- **Provide examples to CO of self-generated revenue activities** that are self-sustaining and/or contribute to other CA programs related to core mandate.

7. UTRCA Proposed Response and Strategy

- 1) Letters of support- Staff are contacting local agencies, businesses and environmental leaders to politely request vocal or written support for the future of CAs and watershed management. We have asked that these messages be forwarded to Minister Yurek.
- 2) Much of the past week has been focused on general public messaging through the media. Our attention will now shift to member municipalities. While specific strategy has yet to be finalized, our attention needs to be on ensuring our member municipalities value the range of watershed services offered by the UTRCA, that cost shared funding is appropriate, and that there's agreement these service should continue in the future.
- 3) The UTRCA will continue to actively support Conservation Ontario's efforts direction.

8. Budget Workshop Status

- a. The Municipal Budget Workshop scheduled for Friday, September 6th is being postponed pending further clarification regarding provincial direction.

Attachments:

Minister Yurek's August 23rd email to Conservation Ontario (Kim Gavine)
UTRCA Media Release August 22nd

----- Original message -----

From: "Minister, MECP (MECP)" <Minister.MECP@ontario.ca>

Date: 2019-08-23 8:10 p.m. (GMT-05:00)

To: Kim Gavine <KGavine@conservationontario.ca>

Subject: Improving transparency and accountability

Dear Ms. Kim Gavine,

On Friday August 16th, I sent a letter to conservation authorities and municipalities to reiterate our government's commitment to improve transparency and accountability for conservation authority activities, and to focus on the delivery of programs and services related to their core mandate. Response from municipal leaders was very positive at the Association of Municipalities of Ontario conference this past week.

The changes we are making through Bill 108, the *More Homes, More Choice Act*, to refocus conservation authorities to their core mandate is an opportunity to have them work in a more transparent and open way with municipalities so the public understands what is being paid for. Municipalities contribute a significant amount of money to conservation authorities' annual budgets. Municipal councils, like any level of government, are elected to serve the public and their communities which is why our government clearly specifies in Bill 108 that they have the option to enter into transparent and public funding agreements with conservation authorities for non-core services.

I strongly encourage conservation authorities to proactively formalize these arrangements with their municipal partners. Where agreements already exist, the *Conservation Authorities Act* and upcoming regulations will help streamline these relationships.

I further indicated that conservation authorities should not proceed with any increases to fees or levies while legislation and regulations are put in place unless they are supported by your partner municipalities for 2020 and beyond. Unfortunately, we've heard some conservation authorities with operating budgets of millions of dollars can't find even one per cent of efficiencies.

I appreciate the productive conversations with municipalities and stakeholders at the AMO conference, and I look forward to further discussion and engagement with municipalities, conservation authorities, Indigenous communities, and stakeholders that are involved with the stewardship of our lands on upcoming regulations to ensure that we're moving conservation authorities towards those mandated programs.

I encourage you to share this letter with your membership as a means to clarify how we will be moving forward.

Sincerely,

Jeff Yurek
Minister of the Environment, Conservation and Parks

For Immediate Release
August 22, 2019

Contact: Ian Wilcox, General Manager, Upper Thames River Conservation Authority

[519-451-2800](tel:519-451-2800) ext. 259

Cell: [519-777-2712](tel:519-777-2712)

UTRCA Challenges Minister Yurek's Comments

Mr. Jeff Yurek, Minister of Environment, Conservation and Parks (MECP), referred to the inability of municipalities to "control the spending" of Conservation Authorities, when responding to questions surrounding his letter sent to Conservation Authorities suggesting they "wind down" so called non-core programs.

"Minister Yurek's comments reflect a misunderstanding of the relationship between Conservation Authorities and their member municipalities and, more importantly, how individual municipalities are represented on the Conservation Authority's Board of Directors," said Ian Wilcox, General Manager of the Upper Thames River Conservation Authority (UTRCA).

Each Conservation Authority is governed by a Board of Directors. These Directors are appointed by the watershed municipalities and most are municipal councilors.

"The number of representatives each municipality appoints to the Board reflects the population of that municipality within the watershed," said UTRCA Chairperson, Sandy Levin. "In other words, a municipality with a larger population will have more representatives on the Board of Directors than a municipality with a smaller population. This system is similar to how electoral district boundaries and representation in Ontario are determined."

The Conservation Authority's Board of Directors makes decisions democratically, in just the same way that a municipal council or the provincial government does. Not all decisions are unanimous and, while some municipalities may not agree with the Board's decisions, they have had representation and been involved in the decision making.

"Each Director brings their municipality's concerns and program priorities to the UTRCA Board table," said Mr. Levin. "Decisions, including what we do or don't do in our local communities, as well as the budget and municipal levy, are all made by this municipally appointed Board."

"The Conservation Authority model has worked well for the past 70 years," said Mr. Wilcox. "The Minister's directive goes against the very foundation of Ontario's Conservation Authorities, which were built on three principles: local decision making, watershed boundaries, and shared funding. His argument that this system needs to be overhauled suggests he has either been given poor information or is courting support from specific municipalities."



fyi

July 2019



www.thamesriver.on.ca

Twitter [@UTRCMarketing](https://twitter.com/UTRCMarketing)

Facebook [@UpperThamesRiverConservationAuthority](https://www.facebook.com/UpperThamesRiverConservationAuthority)



New Balance London steps up to help Species at Risk!

We've partnered with New Balance in London! For the month of July, [New Balance London](#) will donate a percentage of sales to the UTRCA's [Species at Risk program](#). Visit them this month and help support our work to protect local Species at Risk!

Contact: *Steve Sauder, Marketing Specialist*

Field Tour Season is Underway

UTRCA Conservation Services staff hosted three tours in the [Upper Medway subwatershed](#) over the last month, showing many people the ongoing work there. The tours ranged in size and included participants with a broad range of interests.

Lucan-Biddulph Township Council and local landowners visited one of the monitoring stations to learn about the project's evolution over the last four years.

The Thames River Phosphorus Reduction Collaborative coordinated a tour of several projects that demonstrate innovative phosphorus removal technologies, including a project that is ready to start in the Upper Medway. Participants were given an overview



UTRCA staff talk to Lucan-Biddulph Township Council members and local landowners about the Upper Medway Project.

of the design and function of a changeable slag cartridge that removes phosphorus through chemical reaction (*see next story*).

The most recent "[tailgate meeting](#)" in the Upper Medway brought landowners out to hear Lawrence Levesque (Spear Seeds) discuss cover crop species selection, benefits, and seeding methods. The meeting host, Paul Hodgins (General Airspray Ltd.), spoke about aerial seeding options for cover crops, and gave a show and tell of the company's airplanes.



Paul Hodgins discusses aerial seeding options with Upper Medway landowners at a "tailgate meeting."

All three tours provided excellent opportunities for tour participants, local landowners, and UTRCA staff to share ideas and information about water quality and best management practices. Staff are now gearing up to cohost a tour with the University of Waterloo at the end of the summer, which will include a stop in the Upper Medway subwatershed.

Contact: *Tatianna Lozier, Agricultural Soil & Water Quality Technician*



UTRCA staff explain the slag filter cartridge demonstration project.

Slag Filter Cartridge Project

A new demonstration project was on display as part of a tour on June 27. The slag filter cartridge project is aimed at reducing soluble reactive phosphorus (SRP) in water from agricultural field tiles. The UTRCA's Mike Funk explained the "slag in a bag" project to a group of 50 people representing the agriculture industry, agencies, academia and conservation authorities.

Working with partners Bluewater Pipe and McCutcheon Farm Drainage, the UTRCA's Brad Glasman designed the system, which uses slag (a byproduct from the steel industry) to remove the SRP in tile water. The system was installed on a farm in the upper Medway watershed.

It is hoped the system will be another tool available for improving water quality in the Thames River watershed, Lake St. Clair and Lake Erie. The project is one of several projects funded by the Thames River Phosphorus Reduction Collaborative, of which the UTRCA is a partner.

Contact: *Craig Merkley, Conservation Services Specialist*

3rd Annual Glen Cairn In Bloom

The Glen Cairn Community Partners announced the winners of the [3rd Annual Glen Cairn In Bloom Competition](#) in July. This friendly competition between local businesses and organizations aims to beautify the southern section of London's Adelaide Street and surrounding area.

The goal of Glen Cairn in Bloom is to inspire the Glen Cairn community to make their neighbourhood and streetscape more visually appealing and environmentally friendly. This year we had a new organization join the competition that came up with a whimsical planter that related to their business, using a wheel chair as a planter.



The big winner this year was the Ukrainian Community Centre, which really stepped up its game from last year and saw their volunteers' hard work pay off. Second place went to Community Living London, and third place went to the Glen Cairn Community Resource Centre.

Contact: *Jessica Penz, Community Education Technician*

Jeanne Sauve School LID

The low impact development (LID) rain garden at Jeanne Sauve school in London underwent retrofit work earlier this spring to modify some design features. With the work completed, students planted perennials from Heeman's Greenhouses in the rain garden. The species planted will be drought tolerant once they are established. In class, the students have learned about stormwater management issues and how LID features improve water quality, reduce erosion, and decrease runoff volume.

Contact: *Karen Pugh, Resources Specialist*



Students plant the LID rain garden at Jeanne Sauve school.



Pittock South Shore Trail Work

The lake shore trail along the south side of [Pittock Lake](#) is a great place to take a walk, ride your bike, and enjoy nature in the City of Woodstock. The trail has been suffering from the impact of bank erosion in recent years and was in need of help.

Over the past few months, the eroded section was stabilized by regrading the slope (photo above) and placing 180 tonnes of stone along the toe (photo below). The work was finished in early June.

Contact: *Craig Merkley, Conservation Services Specialist*



New Lake Patrol Partnership with Stratford Police at Wildwood CA

The UTRCA is partnering with the Stratford Police for lake patrols on Wildwood Reservoir. The lake patrol helps to ensure a safe and relaxing outdoor experience for visitors to [Wildwood Conservation Area \(CA\)](#).

On average, 160 people drown in Ontario each year. With the expansion of the Stratford Police jurisdiction to include Wildwood CA, they are partnering with the UTRCA's Conservation Officers

to enhance safety on the water by increasing their visibility. The police service will focus on proactive, prevention-based lake patrols promoting safety.

Wildwood CA has seen visitor numbers rise in the past several years with camping and lake-based activities increasing in popularity. Staff welcome this opportunity increase safety measures by partnering with the Stratford Police for regular lake patrols.

Wildwood CA offers:

- 431 campsites
- Large lake for swimming, boating, sailing and fishing
- Modern washrooms and laundry facilities
- Canoe and kayak rentals
- Fat bike rentals
- 30 km of biking and hiking trails
- Summer recreation programs
- Peaceful day use area
- Ontario Federation of Anglers and Hunters TackleShare program – fishing gear for everyone!

Contact: *Paul Switzer, Superintendent, Wildwood CA*



UTRCA Community Education Supervisor Vanni Azzano explains the project to the students.

Bedford Public School Transforms Ball Diamond into Wildflower Garden

Stratford became Ontario's second Bee City in 2017. The designation means a greater commitment to protecting pollinators and starting a public dialogue about their importance. This project was initiated by Ethan Elliott, who was a grade 10 student at the time.

In June 2019, Bedford Public School students transplanted more than 300 native wildflowers into a former ball diamond. The site was tilled and prepared well in advance. Eventually the whole area will be filled, with plans underway to plant again in the fall. The school has also planted several native trees. Students and teachers are passionate about turning part of their large yard into a beautiful habitat that birds, butterflies, bees, and neighbours will all enjoy.

Contact: *Karen Pugh, Resources Specialist*



Whirl Watershed Planting

Grade four students from Upper Thames Public School in Mitchell planted almost 1400 wildflowers in the Whirl Creek watershed on June 18. The planting site is next to the West Perth Demonstration Forest. The students had studied soils, plants and ecosystems and were able to observe the soil and plants up close, while getting their hands dirty.



Thank you to TD Friends of the Environment Foundation for funding the project. This support ensured proper site preparation, plants purchased from Verbinen's Nursery in Dundas, and education staff on site during the planting.

Contact: Karen Pugh, Resources Specialist



Members of West Perth Forestry Committee: Jan Elligsen, and Steve and Don Giles.

Thames Watershed Turtles are Nesting

The 2019 turtle nesting season is well underway, after a long delay due to the cool, wet spring. Turtle nesting means you're more likely to encounter turtles along roads, in yards and along driveways. With populations of these reptiles declining across the province, all adult turtles are important to local populations. Some turtles in this region may be close to 100 years old, so you really are encountering a piece of history when you meet a turtle.

Seven of Ontario's eight turtle species are listed as at risk. Even our most common species, the Midland Painted Turtle, is experiencing declines in some areas. Here are a couple ways you can participate in turtle recovery.

Watch for turtles crossing the road and, when it's safe to do so, help them across the road. Place the turtle back in the nearest wetland area (regardless of the direction it was moving). Use care when you lift the animal, keep it low to the ground in case it falls, and keep your hands and arms behind the turtle and away from its head.

If you find a turtle nesting on your property, do not disturb her. Eggs may take 50 to 90 days to hatch and, in some species, hatchlings stay in the nest until the following spring. Avoid stepping or driving on the nest. Many nests are destroyed by predators, but those that survive contribute to increasing or maintaining turtle populations in this area.

We are always interested in sightings of the following species:

- **Spiny Softshell Turtle (Endangered)** - large turtle (females 35-46 cm, males 20-24 cm), green to brown flat, leathery shell, long neck, long snorkel-like snout
- **Spotted Turtle (Endangered)** - small turtle (10-12 cm), black shell with small yellow spots
- **Blanding's Turtle (Threatened)** - medium turtle (18-23 cm), high-domed black shell often flecked with yellow, bright yellow throat

If you see any of these Endangered and Threatened species, please contact **Scott Gillingwater, Species at Risk Biologist**.

The Thames watershed is one of the most diverse rivers in Canada and is home to a wide range of both abundant and endangered species. You can help **support turtle research** and other local environmental projects.



An adult Blanding's Turtle, with its distinctive domed shell and bright yellow throat.

Piloting New STEM Programs

This spring, the UTRCA's Community Education team piloted two new STEM programs (Science, Technology, Engineering, Math) at Thames Valley District School Board (TVDSB) schools. The programs are designed to engage students in learning about flooding - why it occurs, impacts, flood structures, and how natural areas and wetlands help stop it.



Students in the Grade 5 STEM program.

The new Grade 3 program, called Slow the Flow & Stop the Drop, is inspired by the Dr. Seuss children's book, *The Lorax*. The program links themes such as land use, water forces, structures, soil and plants. The students are teams of 'Landscape Engineers' who help the Lorax figure out why flooding and erosion are threatening his home. They work through hands-on engineering design steps to test materials and determine what works best to slow the flow of water and reduce erosion. At the end of the program, students apply what they learned to make landscaping suggestions for the Lorax.

The full day Grade 5 program is called Focus on Flooding. It links curriculum about natural disasters, structures and mechanisms, and forces. Students are hired as innovative 'Water Science and Engineering Teams' to help design flood structures along the



Some of the hands-on learning tools used in the programs were developed with funding from the federal National Disaster Mitigation Program, including the Stormwater Floodplain Simulator (above), the Tilted City Table, and supplies for the soil drainage test and mini model building.

Thames River to manage risks, and protect life and property. Teams use small-scale models to plan, test, and make improvements to demonstrate their understanding of floods. After a series of interactive lessons on watersheds, surfaces, flood management structures, and the topography of the Thames River, students build and test a mini model of a reservoir, dam, and river channel to see if they can manage floods.

Contact: Fiona Navickas, Community Education Specialist

TVDSB Newcomers Programs at Fanshawe CA

Community Education Staff are hosting approximately 250 newcomer students and adults for Environmental Education programming at Fanshawe Conservation Area this summer.



Families enrolled in the Newcomer Summer School Program at Eagle Heights Public School (PS), Louise Arbour French Immersion PS and White Oaks PS will be spending the full day at the park and participating in sensory nature hikes, and pond, field and forest explorations, as well as environmental games.

Contact: Karlee Flear, Community Education Supervisor

Summertime Parks Programs

This summer, Community Education staff are again offering experiential educational programs at Fanshawe, Pittock and Wildwood Conservation Areas. The programs are family-friendly and open to the public. Events such as Night Hikes, Learn to Canoe, and Guided Canoe Paddles have proven to be very popular and filled up weeks in advance! Offering these summer programs at the parks is an ongoing initiative as part of the UTRCA's goal to reach 1 million people each year with conservation messaging.

Contact: Karlee Flear, Community Education Supervisor



Participants in the Guided Canoe Paddle listen to instructions.