

Board of Directors

Upper Thames River Conservation Authority



2022 Festival Hydro Tree Power

Upper Thames River Conservation Authority Board of Directors'
Meeting Agenda
Tuesday April 26, 2022 at *10:00 A.M
Virtual Meeting due to COVID-19 Pandemic

*This time is estimated, the Board of Directors Meeting will begin after a brief Source Protection Authority Meeting

1. Territorial Acknowledgement

2. Modifications to the Agenda

3. Declarations of Pecuniary Interest

4. Presentations/Delegations

5. Administrative Business

5.1. Approval of Minutes of Previous Meeting: Tuesday March 22, 2022

Mover: T.Jackson

Secunder: S.Levin

THAT that the Upper Thames River Conservation Authority Board of Directors approve the Board of Directors' minutes dated March 22, 2022, including any closed session minutes, as posted on the Upper Thames River Conservation Authority web-site.

5.2. Business Arising from Minutes

5.2.1. Species at Risk Stewardship Program Funding Update

T.Annett – Admin #4490

Mover: M.Lupton

Secunder: N.Manning

THAT the report regarding the Species at Risk Stewardship program be received for information.

5.2.2. Workplace Safety and Insurance Board (WSIB) Rebate

T.Hollingsworth – Doc #125377

Mover: P.Mitchell

Secunder: H.McDermid

That the report regarding the Workplace Safety and Insurance Board rebate be received for information.

- 5.2.3. Site Alteration By-Law Report
J.Allain – Environmental Planning #11666
Mover: A.Murray
Seconder: B.Petrie
THAT the report regarding Site Alteration By-Laws be received for information.

5.3. Correspondence

6. Reports – For Consideration

- 6.1. Provincial Offences Act Officer Designation for Aaron Brooker
B.Verscheure – Lands and Facilities #7185
Mover: J.Reffle
Seconder: J.Salter
THAT the Board of Directors approve the recommendation as presented in the report.

7. Reports – For Information

- 7.1. Administration and Enforcement – Section 28 Status Report
J.Allain – Environmental Planning #11665
Mover: M.Schadenberg
Seconder: A.Westman
THAT the Board of Directors receive the report for information.
- 7.2. Water Management Spring Update and Reservoir Status
C.Tasker – Flood Control #2187
Mover:
Seconder:
THAT the Board of Directors receive the report for information.
- 7.3. First Quarter 2022 Financial Update
C.Saracino – Finance #1271
Mover: M.Blosh
Seconder: A.Hopkins
THAT the Board of Directors receives the two financial statements as presented for review and discussion.
- 7.4. April For Your Information Report
Mover: S.Levin
Seconder: T.Jackson
THAT the Board of Directors receive the report for information.

8. Notices of Motion

9. Chair's Comments

10. Members Comments

11. General Manager's Comments

12. Reports – In Camera

Mover: N.Manning

Seconder: M.Lupton

THAT the Board of Directors adjourn to Closed Session – In Camera, in accordance with Section C.13 of the UTRCA Administrative By-Law, to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority.

12.1. Plan and Instruction to be Applied to Negotiations

Moved by: H.McDermid

Seconded by: P.Mitchell

THAT the Board of Directors Rise and Report progress.

Mover: B.Petrie

Seconder: A.Murray

THAT staff be instructed to proceed in accordance with direction issued in closed session.

13. Adjournment

Mover: P.Mitchell



Tracy Annett, General Manager

Minutes

Upper Thames River Conservation Authority (UTRCA)

Board of Directors Meeting

Tuesday, April 26, 2022

Virtual Meeting Due to COVID-19 Pandemic.

Alan Dale, UTRCA Board Chair, called the meeting to order at 9:49am.

Members Present:

M.Blosh	H.McDermid
A.Dale – Chair	P.Mitchell
A.Hopkins	B.Petrie
T.Jackson	J.Reffle
S.Levin	J.Salter
M.Lupton	M.Schadenberg
N.Manning	A.Westman

Regrets: A.Murray

Solicitor: G. Inglis

Staff:

J.Allain	T.Hollingsworth
T.Annett	B.Mackie
J.Bice	C.Saracino
A.Brooker	D.Schofield
E.Chandler	S.Singh
B.Dafoe	C.Tasker
K.Ebel	B.Verscheure
B.Glasman	M.Viglianti – Recorder
M.Helsten	J.Welker

1. Territorial Acknowledgement

The Chair read the territorial acknowledgement.

2. Modifications to the Agenda

The Chair inquired whether the members had any proposed modifications to the agenda. There were none.

3. Declarations of Pecuniary Interest

The Chair inquired whether the members had any Pecuniary Interests to declare. There were none.

4. Delegations/Presentations

There were no delegations or presentations.

5. Administrative Business

5.1. Approval of Minutes of Previous Meeting: March 22, 2022

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: T.Jackson

Secunder: S.Levin

THAT that the Upper Thames River Conservation Authority Board of Directors approve the Board of Directors' minutes dated March 22, 2022, including any closed session minutes, as posted on the Upper Thames River Conservation Authority web-site.

Carried.

5.2 Business Arising from the Minutes

5.2.1 Species at Risk Stewardship Program Funding Update

The Chair confirmed the mover and seconder were willing to let their names stand.

Members thanked the citizens, not for profit organizations, and businesses who donated money to the species at risk stewardship program.

Mover: M.Lupton

Secunder: N.Manning

THAT the report regarding the Species at Risk Stewardship program be received for information.

Carried.

5.2.2 Workplace Safety and Insurance Board (WSIB) Rebate

The Chair confirmed the mover and seconder were willing to let their names stand.

Staff noted that since the writing of the report, the rebate, which is a credit on the UTRCA account, has now been confirmed to be \$83,963.

Staff will look into whether or not the rebate is related to the UTRCA's claim history.

Mover: P.Mitchell

Secunder: H.McDermid

THAT the report regarding the Workplace Safety and Insurance Board rebate be received for information.

Carried.

5.2.3 Site Alteration By-Law Report

The Chair confirmed the mover and seconder were willing to let their names stand.

Staff will be communicating this information and provide a By-Law template to Municipalities, as indicated in the report. A Board member suggested directing staff to reach out to municipalities be added to the motion for discussion and consistency.

It was noted that Lucan-Biddulph also has a Site Alteration By-Law in progress. There was a discussion about staff appearing as a delegation to the member Municipalities without a Site Alteration By-Law to discuss and recommend the development of one.

Mover: A.Westman

Secunder: B.Petrie

THAT the report regarding Site Alteration By-Laws be received for information.

Mover: T.Jackson

Secunder: B.Petrie

THAT the motion be amended to add that staff will reach out to the municipalities identified in the above table that do not currently have a site-alteration by-law to recommend the development of one.

Carried.

THAT the report regarding Site Alteration By-Laws be received for information and that staff reach out to the municipalities identified in the above table that do not currently have a site-alteration by-law to recommend the development of one.

Carried.

5.2. Correspondence

There was no correspondence.

6. Reports – For Consideration

6.1. Provincial Offences Act Officer Designation for Aaron Brooker

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: J.Reffle

Secunder: J.Salter

THAT the Board of Directors approve the recommendation as presented in the report.
Carried.

7. Reports – For Information

7.1. Administration and Enforcement – Section 28 Status Report

(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

There was a discussion on communicating the information in the monthly section 28 status reports to Municipal Councils and partners in the industry in light of ongoing criticisms regarding permit delays. It was suggested that staff reach out to home builders associations and the London Development Institute to communicate this information and for educational purposes. It was note with new timelines coming through in Bill 109, this will be an important conversation to have across the watershed.

It was suggested that the monthly section 28 status report include the active applications to give the Members a more complete picture of the workload staff are dealing with, which would allow the Board to determine how to best support staff.

Mover: M.Schadenberg

Secunder: A.Westman

THAT the Board of Directors receive the report for information.
Carried.

7.2. Water Management Spring Update and Reservoir Status

Mover: B.Petrie

Seconder: J.Reffle

THAT the Board of Directors receives the report as presented.

Carried.

7.3. First Quarter 2022 Financial Update

The Chair confirmed the mover and seconder were willing to let their names stand.

Staff confirmed the compensation review would be presented at the May Board meeting.

Mover: M.Blosh

Seconder: A.Hopkins

THAT the Board of Directors receives the two financial statements as presented for review and discussion.

Carried.

7.4. April For Your Information Report

The Chair confirmed the mover and seconder were willing to let their names stand.

Members thanked all those who participated in the Thames River cleanup this past weekend.

Mover: S.Levin

Seconder: T.Jackson

THAT the Board of Directors receive the report for information.

Carried.

8. Notices of Motion

The Chair inquired whether any Board members had motions to bring to the floor for a future meeting. There were none.

9. Chair's Comments

The Chair informed the Board that two of the three finalists for the Oxford County Council Stewardship Award are in the UTRCA watershed and one is Scott Gillingwater, who was nominated for the extensive work undertaken on his property.

10. Member's Comments

The Board members congratulated Chair Alan Dale on being elected Vice-Chair of Conservation Ontario.

Members shared their appreciation for the new agenda format, specifically the member's comments section.

11. General Manager's Comments

The General Manager shared the sad news of the passing of Cameron Gorrie, who was a long time employee at Stantec. UTRCA staff are working with the City of London and Ro-Buck to plant a tree at the West London Dykes in his memory.

T.Annett noted the Province had recently released the Phase 2 regulations, which formalized processes that the UTRCA already has in place.

12. Reports – In-Camera

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: N.Manning

Secunder: M.Lupton

THAT the Board of Directors adjourn to Closed Session – In Camera, in accordance with Section C.13 of the UTRCA Administrative By-Law, to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority.

Carried.

12.1 Plan and Instruction to be Applied to Negotiations

The Chair confirmed the mover and seconder were willing to let their names stand.

Moved by: H.McDermid

Seconded by: P.Mitchell

THAT the Board of Directors Rise and Report progress.

Carried.

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: B.Petrie

Secunder: J.Salter

THAT staff be instructed to proceed in accordance with direction issued in closed session.

Carried.

13. Adjournment

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 11:42 am on a motion by P.Mitchell.



Tracy Annett, General Manager

Att.

To: UTRCA Board of Directors
From: Tracy Annett, General Manager
Date: April 19, 2022
Filename: Admin #4490
Agenda #: 5.2.1
Subject: Species at Risk Stewardship Program Funding - Update

Recommendation

The report regarding the Species at Risk Stewardship program update be received for information.

Background

As requested by the Board during the March meeting staff have provided an update on our fundraising efforts in the report below.

Discussion

1.1 Fundraising

As indicated at the March meeting, fundraising efforts and community support for the UTRCA's Species At Risk program have been fantastic.

\$26,900 from individuals and groups

\$56,150 from Not for Profit Groups and Foundations

Total Donations of \$83,050 received to date since January.

Donations raised have exceeded the amounts needed to deliver the Species At Risk Program for 2022 and allows us to also put funds toward the 2023 program. We are now fundraising a year in advance and are currently reaching out to businesses to investigate further funding that can hopefully become a stable funding source in 2023 and beyond. Foundation donations were an absolute lifesaver this year, and have given us the time we need to plan beyond 2022.

1.2 SARP Application

The SARP for 2022 has not been announced by the province at this time. In year's past, the program was announced as early as November or as late as February. Given we are well into April, with the writ to be issued in the next few weeks, we assume that the province will not announce funding until after the election, if at all.

Recommended by: Tracy Annett, General Manager
Prepared by: Scott Gillingwater, Species At Risk Biologist

To: UTRCA Board of Directors
From: Teresa Hollingsworth, Manager, Community and Corporate Services
Date: April 19, 2022
Filename: # 125377
Agenda #: 5.2.2
Subject: Workplace Safety and Insurance Board Rebate

Recommendation

The report regarding the Workplace Safety and Insurance Board rebate update be received for information.

Background

As requested by the Board during the March meeting, staff have provided an update on the UTRCA's Workplace Safety and Insurance Board rebate.

Discussion

Eligible businesses will receive surplus rebates in April 2022, as the Workplace Safety and Insurance Board insurance fund has a surplus greater than the necessary reserve. The rebate to be received by the Upper Thames River Conservation Authority has been estimated at \$67,000.

Prepared by: Teresa Hollingsworth, Manager, Community and Corporate Services

To: UTRCA Board of Directors
From: Jenna Allain, Manager, Environmental Planning and Regulations
Date: April 19, 2022
Filename: ENVP #11666-1
Agenda #: 5.2.3
Subject: Site Alteration By-Law Report

Recommendation

That the report regarding Site Alteration By-Laws be received for information.

Background

During the March 22nd Board of Directors meeting, it was brought to the Board's attention that the Municipality of Thames Centre was in the process of developing a Site Alteration By-Law. Consideration of this type of by-law was recommended by UTRCA Regulations staff, Karen Winfield, after the municipality had become aware of a significant amount of fill that was brought onto a farm property which resulted in a watercourse and wetland being filled in. It was requested that further information be brought back to the Board about site alteration by-laws, and that a recommendation and sample by-law be provided to member municipalities within the UTRCA watershed that were without one.

Discussion

In the not so distant past, soil that was excavated for the foundations of homes or buildings, or removed for roads, highways and the redevelopment of contaminated industrial lands, was disposed of in a haphazard and unregulated manner. It was dumped into old gravel pits, spread onto farm fields, or pushed into wetlands. Growing concerns about the environmental impacts of dumping fill, particularly the impact of contaminated fill on drinking water, has prompted government action in more recent years. Many Ontario municipalities have chosen to enact by-laws that regulate the soil going into site alterations or commercial fill operations. In 2019, the provincial government brought in a new regulation titled On-Site and Excess Soil Management (O.Reg. 406/19) which placed new requirements on the testing of soil, tracking of trucks, and registration of soil movements. This regulation came into effect on January 1, 2021.

Municipal site alteration by-laws are used to prohibit and regulate the placing or dumping of fill, the removal of topsoil and the alteration of the grade of land. The below table identifies the 17 municipalities within the UTRCA watershed and whether or not they have a site alteration by-law.

Municipality	Site Alteration By-Law
City of London	Yes
Municipality of Middlesex Centre	Yes
Municipality of Thames Centre	In Progress
Township of Lucan-Biddulph	No
Township of Blandford-Blenheim	Yes
Township of East-Zorra Tavistock	Yes
Town of Ingersoll	No
Township of Norwich	No
Township of South-West Oxford	No
City of Woodstock	No
Township of Zorra	Yes
Township of Perth East	No
Township of Perth South	No
Town of St. Marys	No
Municipality of South Huron	No
City of Stratford	No
Municipality of West Perth	No

Although many of our watershed municipalities do not have site alteration by-laws, there are several that refer to site alteration as not being permitted within or adjacent to natural heritage features such as woodlands and wetlands within their Official Plans (e.g. the City of Stratford). Most also have a Site Plan Control By-Law requiring any development (which would include the placing or dumping of fill and grade alteration) within a designated site plan control area, to require site plan approval through the municipality. While these measures help to manage the removal and placement of fill and grading of land, UTRCA staff would encourage all of our member municipalities to consider the development of a site alteration by-law, as this gives the municipality the authority to regulate these activities through a stand-alone approval process. Although the placement of fill in a watercourse or wetland is regulated under Section 28 of the *Conservation Authorities Act*, a site alteration by-law can complement the CA's authority by regulating these activities beyond those hazard features that are regulated by CA's.

In 2016, the Ontario Soil Regulation Task Force (OSRTF) developed a model site Alteration By-Law for Ontario Municipalities. This document identifies the follow protections that a municipal site alteration by-law can ensure:

- Existing drainage patterns are maintained and erosion and sedimentation are prevented;
- Changes to drainage or grade are appropriate to protect natural heritage features and archaeological resources;
- Interference and damage to watercourses or water bodies are prevented;
- Groundwater and surface water quality is maintained;
- There is no discharge of a contaminant into the natural environment that causes or may cause an adverse effect and that degradation of the pre-existing soil and groundwater quality at the site and on adjacent properties is prevented;
- Haul routes for the transportation of fill and topsoil authorized for placement, dumping or removal will be designated to and/or from a site by the Director to minimize damage

to the municipality's roads and minimize interference and/or disturbance to the municipality's residents and businesses;

- Disturbance to landform characterizes are kept to a minimum;
- The proponent of the site alteration project pays for its costs; and
- The precautionary principle, as defined by the Bergen Ministerial Declaration on Sustainable Development (1990), is respected and applied to the issue of site alteration within the municipality.

Next Steps

UTRCA staff will reach out to the municipalities identified in the above table that do not currently have a site-alteration by-law to recommend the development of one. Specific examples from the municipalities within the UTRCA watershed that do have a by-law will be provided, along with the model document prepared by the OSRTF.

Recommended and prepared by:

Jenna Allain, Manager, Environmental Planning and Regulations

To: UTRCA Board of Directors
From: Brent Verscheure
Date: April 19, 2022
Filename: Lands and Facilities # 7185
Agenda #: 6.1
**Subject: Provincial Offences Act Officer Designation for Aaron Brooker –
Fanshawe Conservation Area**

Recommendation

That the Board of Directors designate Aaron Brooker as a Provincial Offences Act Officer for the purpose of enforcing the Trespass to Property Act and the Conservation Authority Regulations on UTRCA property, as a requirement of the position of Assistant Superintendent at Fanshawe Conservation Area.

Background

The Board of Directors appoints as Provincial Offences Act (POA) Officers those full time staff whose responsibilities include performing regulatory enforcement duties associated with Ontario Regulation 136: Conservation Areas – Upper Thames River (to be amended to O.Reg. 688/21 once proclaimed) and Ontario Regulation 157/06 made under the Conservation Authorities Act. Prior to the appointment, the individual being considered must provide proof of a clear criminal record (immediately prior to the appointment) as well as proof of prior enforcement officer training (see attached).

Aaron Brooker, Assistant Superintendent – Fanshawe Conservation Area commenced employment with the UTRCA on March 28, 2022. With the Conservation Areas opening on May 1st, it is important for Aaron to receive his designation to fulfill the necessary enforcement duties and requirements.

Aaron received an Honours Bachelor of Arts degree in Sociology from Brock University in 2014, and was on the President's Honour Roll when graduating the Police Foundations program from Niagara College in 2019. Aaron began his career at the UTRCA in 2020 as a Security Officer at Fanshawe CA, and has previous CA experience working for the Grand River CA as a Security Officer and Maintenance labourer. Most recently, Aaron comes to the UTRCA following a successful employment tenure as a Correctional Officer at the Elgin-Middlesex Detention Centre.

Staff have performed a thorough review of the 2021 syllabus for the Level 1 Conservation Authority Compliance training alongside the Certificate of Completion and training requirements required for the provincially recognized Correctional Officer 2 month training program and note the significant overlap in compliance and use of force training. As such, staff feel it appropriate to forego the Level 1 Compliance training program and pursue the Level 2 Compliance Training, when the next session is being offered by Conservation Ontario.

Based on Aaron's education, previous employment experiences and provincial training status and certification, staff would like to welcome Aaron as an asset and addition to the UTRCA POA team, with Board approval.

Prepared and Recommended by:

Brent Verscheure, Manager, Lands Facilities and Conservation Areas

To: UTRCA Board of Directors
From: Jenna Allain, Manager, Environmental Planning and Regulations
Date: April 18, 2022
Filename: ENVP #11665-1
Agenda #: 7.1
Subject: Administration and Enforcement – Section 28 Status Report – *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (O.Reg157/06)*

Section 28 Report

The attached tables are provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ontario Regulation 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers reports for March 1, 2022 to March 31, 2022 but also includes some permits issued in January and February 2022 that were not included in the previous report presented at the March 22nd Board of Directors meeting.

Recommended by:

Jenna Allain, Manager, Manager, Environmental Planning and Regulations

Prepared by:

Jessica Schnaithmann, Land Use Regulations Officer
Karen Winfield, Land Use Regulations Officer
Ben Dafoe, Land Use Regulations Officer
Cari Ramsey, Land Use Regulations Officer
Sarbjit Singh, Environmental Regulations Assistant

SECTION 28 STATUS REPORT
SUMMARY OF APPLICATIONS FOR 2021

DEVELOPMENT, INTERFERENCE WITH WETLANDS AND ALTERATIONS TO SHORELINE AND WATERCOURSES REGULATION
ONTARIO REGULATION 157/06

Report Date: March 2022

[Client Service Standards for Conservation Authority Plan and Permit Review \(CO, Dec 2019\)](#)

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
7-22	South Huron	70196 Sunshine Line	Major	Development	Construction of Chicken Barn	18-Oct-2021	17-Jan-2022	14-Feb-2022	19-Jan-2022	YES	Dafoe
175-21	EZ Tavistock	119 William St/47 Adam St	Major	Development	Subdivision and associated Stormwater and Crossings	11-Nov-2021	21-Jan-2021	18-Feb-2021	26-Jan-2022	NO	Dafoe
13-22	EZ Tavistock	11th Line and Wilker Drain	Routine	Municipal Project	Culvert Replacement	25-Jan-2022	28-Jan-2022	11-Feb-2022	1-Feb-2022	YES	Dafoe
18-22	Woodstock	95 Beards Lane	Major	Development	Stormwater Management Ponds/Transfer Station	1-Nov-2021	2-Feb-2022	2-Mar-2022	3-Feb-2022	YES	Dafoe
167-21	West Perth	216 Ontario Road, Mitchell	Major	Development	Demolition of Existing House and Replacement with New SFR	23-Oct-2021	26-Jan-2022	23-Feb-2022	7-Feb-2022	YES	Dafoe
17-22	Perth South	3180 Perth Rd. 113	Minor	Development	Parking Lot Development	3-Feb-2022	3-Feb-2022	24-Feb-2022	15-Feb-2022	YES	Dafoe
8-22	EZ Tavistock	516202 11th Line	Minor	Development	Replacement of Feed Bunkers and Demolition of Silo	21-Jan-2022	10-Feb-2022	3-Mar-2022	16-Feb-2022	YES	Dafoe
15-22	SW Oxford	373351 Duffy Line	Major	Development	Driveshed/Equipment Storage Shed	26-Jan-2022	16-Feb-2022	16-Mar-2022	17-Feb-2022	YES	Dafoe
22-22	Middlesex Centr	166 Edgewater Boulevard	Major	Development	Proposed Single Family Residence & Attached Garage	19-Nov-2021	22-Feb-2022	22-Mar-2022	4-Mar-2022	YES	Winfield
24-22	Perth East	4853 Line 36	Minor	Restoration/Creation	Wetland Restoration/Creation	27-Jan-2022	15-Feb-2022	8-Mar-2022	4-Mar-2022	YES	Dafoe
32-22	St Marys	Wellington St. N	Minor	Utility Corridor	Enbridge-Gas Line	31-Jan-2022	2-Mar-2022	23-Mar-2022	4-Mar-2022	YES	Dafoe
33-22	Perth East	Rd. 119 (Brunner)	Major	Utility Corridor	Enbridge-Gas Line	17-Jan-2022	4-Mar-2022	1-Apr-2022	4-Mar-2022	YES	Dafoe

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
31-22	London	30 Kensington Avenue	Minor	Development	Construction of Single Storey Addition to Rear of Existing Residence on Piers	10-Feb-2022	1-Mar-2022	22-Mar-2022	8-Mar-2022	YES	Schnaithmann
36-22	Thames Centre	135148 13th Line	Minor	Restoration/Creation	Proposed Wetland Creation with Ducks Unlimited	24-Nov-2021	25-Feb-2022	18-Mar-2022	9-Mar-2022	YES	Ramsey
25-22	London	Victoria on the River Subdivision	Minor	Development	Proposed Construction of Gravity Outlet Pipes	10-Dec-2021	4-Mar-2022	25-Mar-2022	10-Mar-2022	YES	Schnaithmann
38-22	Thames Centre	3950 Cromarty Drive	Major	Utility Corridor	New Pipeline and Abandonment of Old	28-Feb-2022	9-Mar-2022	6-Apr-2022	10-Mar-2022	YES	Ramsey
27-22	London	Victoria Bridge, Ridout Street South	Minor	Utility Corridor	Proposed Conduit Installation Undercrossing the Thames River	27-Jan-2022	10-Mar-2022	31-Mar-2022	15-Mar-2022	YES	Schnaithmann
47-22	West Perth	Perth Rd 150-Structure 010F	Routine	Municipal Project	Culvert Replacement	25-Jan-2022	12-Mar-2022	26-Mar-2022	17-Mar-2022	YES	Dafoe
44-22	Woodstock	Oxford Rd 59/Vansittart Avenue	Routine	Municipal Project	Intersection Improvements	28-Feb-2022	14-Mar-2022	28-Mar-2022	17-Mar-2022	YES	Dafoe
53-22	St Marys	33 Wellington St	Minor	Development	Interior Renovations	17-Feb-2022	17-Mar-2022	7-Apr-2022	18-Mar-2022	YES	Dafoe
46-22	Stratford	170 Matilda St.	Minor	Development	Shed Replacement	7-Feb-2022	17-Mar-2022	7-Apr-2022	18-Mar-2022	YES	Dafoe
12-22	London	Dundas Street, Spruce Street and Burdick Place	Routine	Municipal Project	Road Reconstruction of Dundas Street, Spruce Street and Burdick Place	5-Jan-2022	26-Jan-2022	9-Feb-2022	25-Mar-2022	NO	Schnaithmann
26-22	London	West Limit of Victoria Street	Minor	Municipal Project	Installation of a New Sanitary Pumping Station	24-Jan-2022	22-Feb-2022	15-Mar-2022	25-Mar-2022	NO	Schnaithmann
14-22	Ingersoll	402 King St. W	Major	Development	Garage Tear Down and Replacement	13-Jan-2022	21-Mar-2022	18-Apr-2022	25-Mar-2022	YES	Dafoe
58-22	Perth South	4421 Line 29	Major	Development	Home Build	28-Oct-2021	28-Mar-2022	25-Apr-2022	30-Mar-2022	YES	Dafoe
64-22	Woodstock	944 James St.	Major	Municipal Project	Building Extension/Parking/SWM	2-Dec-2021	25-Mar-2022	22-Apr-2022	30-Mar-2022	YES	Dafoe

To: UTRCA Board of Directors
From: Chris Tasker, Manager, Water and Information Management
Date: April 12, 2022
Filename: FC #2187
Agenda #: 7.2
Subject: 2022 Spring Water Management Update

Recommendation

It is recommended that the UTRCA Board of Directors receives this report for information.

Background

UTRCA operates and maintains multipurpose dams/reservoirs. All of the dams and reservoirs have recreational use, while some have flood control capabilities and others also have flow augmentation capabilities. Multi-use dams/reservoirs always need to balance the often competing operational needs of all the purposes. The balancing of these operational needs are addressed by operational plans which were developed as part of the design of the dams and reservoirs. Operating the structures requires constant assessment of the current conditions and the use of professional judgement.

Fanshawe Dam and Reservoir are operated for flood control and remain at or near its sill most of the time. When runoff events occur water is taken into storage, reducing discharge downstream. The stored water is then slowly released after the peak passes. Fanshawe Dam is designed to allow water to flow over its spillway sill and gates are used to further control discharges during these flood events. No augmentation storage is designed into the dam and reservoir. As a result it is not seasonally filled or drawn down.

Wildwood and Pittock Dams and Reservoirs are also operated for flood control and provide storage for reducing flood flows downstream both during the spring freshet and filling phase as well as during summer and fall runoff events. They also provide flow augmentation storage which is filled with spring runoff when flows are higher and released slowly over the summer when flows are lower and the river can benefit from this additional augmentation flow.

RT Orr and Mitchell Dams are operated only for recreational purposes. Their operation allows water to pass through the dams such that it does not result in upstream flooding, but they do not have adequate flood storage to be able to reduce flood flows downstream. Nor are they designed for any flow augmentation. It is necessary to draw these reservoirs down in the winter to ensure adequate discharge through the structures through the winter and spring and to ensure that their safe operation is not impacted by winter ice.

Spring freshets have typically been the largest annual event in the Upper Thames. Snow courses are monitored to determine the water equivalent stored in the snowpack and how readily it can ripen and contribute to runoff during spring freshets. This information augments weather forecasts and watershed condition information to help forecast flooding during this period. Ice breakup and jams also contributes to flood risks in some watersheds, however historically this has not been much of a problem in the Upper Thames. Although, with the loss of the snowpack and drying out of the watershed, the spring freshet is now over, there remains a constant flood risk of summer/fall runoff events and low water (drought) conditions. These summer and fall events, as well as mid-winter events seem to be more and more prevalent, especially at a local scale where intense rainfall any time of the year can often exceed the capacities of the local drainage systems. This requires constant monitoring and attention in operating the structures, and providing flood forecasting and warning, and low water response services to our member municipalities.

More information on our Water Control Structures is available on various pages on our web site, including:

- [Flood Control Structures](#)
- [Low Flow Augmentation](#)
- [Recreational Dams](#)
- [Low Water Response](#)

Current Reservoir Status

Generally, because of elevated baseflow and relative runoff this spring, reservoirs are in good shape this year, in terms of meeting summer water level targets. This is in contrast to the challenges at Wildwood and Mitchell last year. Each reservoir which is seasonally filled is described in the sections below.

Pittock

Pittock Reservoir is at a seasonable level for early April, and is slowly being filled over the coming weeks. One moderate event of 20-30 mm in one day is generally enough to fill Pittock Reservoir, once the process has been started. Meeting the Summer target by early May should not be a problem.

Wildwood

Wildwood Reservoir is at a seasonable level for this time of year, and should be on target to meet its summer level sometime in May. Last year with drought conditions of the later spring, Wildwood was unable to meet its target level, with drawdown beginning about 1.0 m below where it normally would. We note that we are already about 0.5 m above the highest level reached last year.

RT Orr

Lake Victoria was kept lower over this past winter to facilitate a City of Stratford sewer construction project. It was filled at the end of March, as normal, without any difficulty. Once Lake Victoria is filled to summer level it is automatically operated, allowing it to be filled a few weeks sooner while baseflows and runoff potential is higher.

Mitchell

Mitchell Reservoir is currently (as of April 12) being filled slowly with elevated baseflow, and is expected to meet its target summer level in the next couple of weeks as normal.

Spring 2022 Summary

The period from January 01 to March 31, 2022 was slightly drier than the 20 year average measured at the London Airport. In the 2022 period, about 190 mm of total precipitation was measured, compared to 210 mm over the 20 year average. In comparison, the same period in 2021 was considerably drier, with only 130 mm measured over the same time span.

While the total precipitation received in 2022 was lower than average, a wet fall, with about 35% more precipitation than average, left the ground saturated going into January, and making the watershed more vulnerable to runoff. As the spring progressed, we did not experience enough extended melting periods, or the right conditions, to entirely melt the snowpack at once. As a result we had several smaller, less noteworthy events between the middle of February and the middle of March, with some modest snow water equivalent accumulating between melts. The snowpack throughout the winter and into early spring was below the historical long term average water content.

Recommended by: Chris Tasker, Manager, Water and Information Management

Prepared by: Mark Helsten, Senior Water Resources Engineer

To: UTRCA Board of Directors
From: Tracy Annett, General Manager
Date: April 12, 2022
Filename: Finance # 1271
Agenda #: 7.3
Subject: First Quarter 2022 Financial Update

Recommendation

THAT the Board of Directors receives the two financial statements as presented for review and discussion.

For Information

The statement of Comparative Operating Results presents some differences between 2022 and 2021 primarily due to timing. We have attempted to recognize as much deferred revenues as possible save those which may be required to support the implementation of the compensation review later in 2022 and those deferred amounts committed for long-term use. Two units in particular reflect greater revenue activity to date than from 2021 - Environmental Planning & Regulations and the Community Partnership programs. The slight decrease in reservation revenues in the parks is due largely to a delayed implementation early in 2022 of a revamped reservation system.

Expense levels are as expected with 20% of our expense budget used to date. The change to the wage grid did not take place until March and hiring is underway. The greatest variance from 2021 appears in the timing of amounts disbursed for several grant programs managed by our newly merged Integrated Watershed Planning unit.

The statement of Financial Position (aka Balance Sheet) evidences changes between years as well, though some seem to reflect more normal balances from early in 2020. Cash holdings have decreased in this low interest rate environment as we have preferred the slightly higher rates GICs offer. Accounts receivable are higher too but analysis of those reflects exactly the same 90% proportion as current (under 30 days outstanding) compared to last year. And while our liabilities are higher still, that increase is due to committed deferred amounts set aside for long-term use.

Overall, net financial assets are higher as a result of the surplus in 2021. In summary, there is nothing unexpected in year-to-date operations which will not smooth over the remainder of 2022.

Recommended by:
Tracy Annett, General Manager
Christine Saracino, Supervisor, Finance

Upper Thames River Conservation Authority Comparative Operating Results

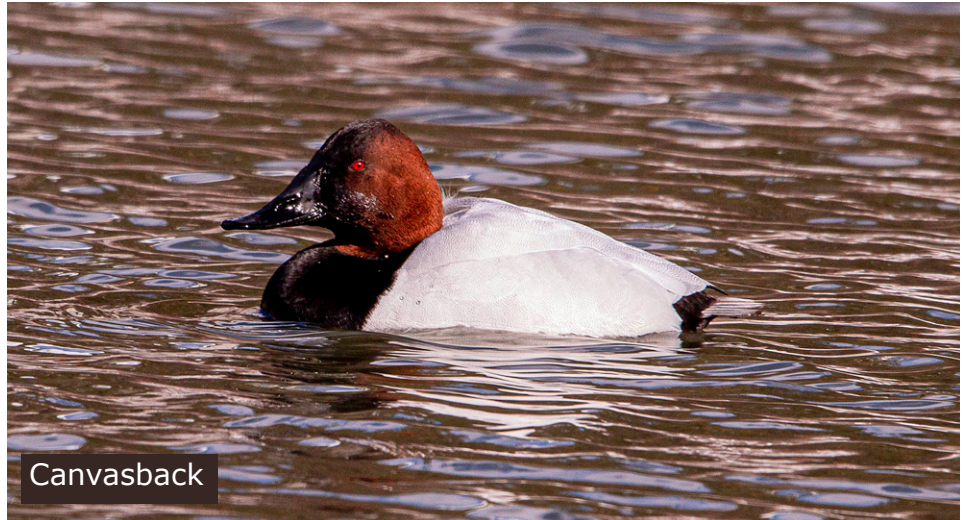
	2022 YTD	2022 Budget Approved	2021 YTD	Year over Year change	Notes
REVENUES:					
New Levy Funding					
Municipal General Levy	4,245,897	4,245,898	3,221,489	31.8%	Earlier recognition of levies in 2022 than 2021
Dam and Flood Control Levies	1,820,695	1,813,592	1,658,086	9.8%	
Operating Reserve Levy	34,692	34,692	34,014	2.0%	
	6,101,284	6,094,182	4,913,589	24.2%	
Amortized Levy from previous years					
Municipal General Levy	713,170	410,932	477,917	49.2%	More deferred revenues available from YE 2021
Flood Control Levies	93,198	91,660	-	0.0%	
Maintenance Levy	48,084	84,968	52,944	-9.2%	
	854,452	587,560	530,861	61.0%	
MNRF Transfer Payment					
	-	181,213	-	0.0%	
Contracts and Grants					
Municipal within Watershed	296,425	1,054,028	185,264	60.0%	
Municipal outside Watershed	-	157,402	-	0.0%	
Provincial	422,647	877,636	540,056	-21.7%	
Federal	391,836	332,038	83,874	367.2%	
All Other	1,368,258	1,816,095	902,764	51.6%	
	2,479,167	4,237,199	1,711,958	44.8%	
User Fees and Other Revenues					
Conservation Areas	259,944	3,873,302	317,977	-18.3%	Delayed start in new reservation system
Planning and Permit Fees	143,545	580,000	74,985	91.4%	Greater levels of activity in 2022
Education Fees	57,418	95,000	14,933	284.5%	
Landowner, tree sales, cost recoveries	153,996	228,943	150,853	2.1%	
	614,904	4,777,245	558,747	10.1%	
Other Revenues					
From deferred revenues	376,188	684,873	68,373	450.2%	
Donations, interest and gains	25,548	391,520	(11,909)	0.0%	
	401,735	1,076,393	56,464	611.5%	
Funding from Reserves					
	-	321,950	-	0.0%	
TOTAL REVENUES	10,451,544	17,275,742	7,771,619	34.5%	Overall earlier recognition of revenues in 2022
EXPENDITURES:					
Mission Cost Centres					
Community Partnerships	298,050	1,534,306	342,562	-13.0%	
Water and Information Management	762,759	3,240,256	762,640	0.0%	
Environmental Planning & Regs	534,111	2,521,671	559,408	-4.5%	
Conservation Services	522,552	1,915,209	334,883	56.0%	Timing difference in program grants issued
Watershed Planning & Research	214,906	1,150,682	253,517	-15.2%	
Conservation Areas	677,357	4,712,154	731,544	-7.4%	
Lands and Facilities Management	362,161	1,870,499	365,686	-1.0%	
Service Cost Centres	122,864	467,021	10,634	1055.4%	
Program Operating Expenditures	3,494,760	17,411,798	3,360,873	4.0%	
Desired Transfer to Reserves					
	-	28,400	-	0.0%	
TOTAL EXPENDITURES	3,494,760	17,440,198	3,360,873	4.0%	
NET SURPLUS (DEFICIT)	6,956,784	(164,456)	4,410,746	57.7%	Reflects almost all deferred and levies for 2022
Depreciation Expense	302,476	1,162,263	285,852	5.8%	
CASH SURPLUS (DEFICIT)	7,259,259	997,808	4,696,597	54.6%	

Upper Thames River Conservation Authority
Statement of Financial Position and Accumulated Surplus (unaudited)
as at March 31, 2022

FINANCIAL ASSETS	Current Year	Prior Year	Notes
Cash and equivalents			
Bank Balances	1,854,298	5,127,679	Balances purposefully reduced
Petty Cash, Floats and Advances	3,102	3,237	
Short-term Investments	6,953,429	4,630,460	
PHN Investment Portfolio at cost	6,188,938	5,682,845	Market value \$6.717M
	<u>14,999,767</u>	<u>15,444,221</u>	
Restricted Cash			
Source Water Protection Bank Account	1	1	Account closed Apr 2022
	<u>1</u>	<u>1</u>	
Receivable Amounts			
Accounts Receivable	5,589,953	3,420,981	
Federal Taxes Receivable	26,264	40,844	
Accrued Receivables	629,888	978,304	Some 2019 NDMP funding outstanding still
	<u>6,246,106</u>	<u>4,440,129</u>	
	<u>21,245,873</u>	<u>19,884,351</u>	
FINANCIAL LIABILITIES			
Accounts Payable and Accrued Liabilities			
Wage-related payables	846,585	668,548	
Federal Taxes Payable	19,764	38,556	
Accounts Payable	388,403	889,095	
Amounts held for other groups	81,538	1,578,482	Balance more consistent with 2020
	<u>1,336,291</u>	<u>3,174,681</u>	
Deferred Revenues			
Funding carried forward temporarily	857,351	1,578,035	Balance more consistent with 2020
Customer prepayments	7,068	1,278	
Advanced WECl, and SWP	59,007	(25,824)	
Deferred and Committed Capital Funding	5,523,635	4,055,208	
	<u>6,447,060</u>	<u>5,608,697</u>	
	<u>7,783,352</u>	<u>8,783,378</u>	
NET FINANCIAL ASSETS	<u>13,462,521</u>	<u>11,100,973</u>	
NON-FINANCIAL ASSETS			
Tangible Capital Assets	66,818,341	65,625,836	
less accumulated amortization	<u>(27,942,200)</u>	<u>(27,251,609)</u>	
Net tangible capital assets	38,876,141	38,374,227	
Capital projects in progress	106,496	60,920	
Prepaid Expenses, Deposits and Inventories	140,917	34,831	
	<u>52,586,075</u>	<u>49,570,950</u>	
Accumulated Surplus	<u>52,586,075</u>	<u>49,570,950</u>	
Equity in Tangible Capital Assets	39,126,507	38,607,512	
All other Equity	(1,054,098)	(697,164)	
Current year Surplus	6,973,793	4,500,240	
Reserves	7,539,873	7,160,362	
Accumulated Surplus	<u>52,586,075</u>	<u>49,570,950</u>	

fyi

April 2022



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



Thames River Clean Up Returns!

After a two-year break due to COVID-19, the [Thames River Clean Up](http://www.thamesrivercleanup.ca) is a go for 2022! Everyone is encouraged to join in on Saturday, April 23, to clean up along streams and rivers throughout the Thames watershed.

New participants are welcome throughout the watershed. Local clean up coordinators are needed in Embro, Tavistock, Innerkip, Fullarton, Avonton, Muncey, Middlemiss, Wardsville, and Louisville. Gloves and garbage bags will be available and students can earn community service hours.

Participants can enter a draw to win a new canoe donated by Nova Craft Canoe, or a pair of Muskoka chairs donated by CR Plastics of Stratford. These chairs are made from 100% recycled plastic, reflecting the most

common material that volunteers find.

Todd Sleeper is the Coordinator of the Thames River Clean Up. This year marks the 21st year that Todd has organized the event, which he began in 2000 when the Thames was designated as a [Canadian Heritage River](https://www.parks.ca.gov/?page_id=2400). Since then, Todd has organized thousands of people up and down the Thames for an annual spring clean up around Earth Day.

In 2019, [Todd received the UTRCA's Community Conservation Award](https://www.thamesrivercleanup.ca) for his years of dedication to improving the health of the Thames River.

Visit www.thamesrivercleanup.ca for more information and to register.

Festival Hydro Tree Power Program

The second year of offering native trees to Festival Hydro customers was a success! On a snowy, cold Saturday, April 9, tree planting was not top of mind but community members were happy to receive the trees they had ordered on-line in March. There were 300 trees available, including native red maple, serviceberry, hackberry, river birch, paper birch, red oak, ironwood, and "autumn fantasy" maple.



The crew ready to hand out trees.

The trees will help to moderate local climate by providing shade in the hot summer months, eventually reducing energy consumption. The trees are also a source of food and habitat for birds, and help to mitigate climate change by storing carbon.

Thank you to Festival Hydro for supporting the Tree Power program, and to the volunteers from Stratford’s Energy and Environment Committee. Three students also gained volunteer hours. We hope to continue the program in 2023.

Contact: [Karen Pugh](#), Resource Specialist

Bioengineering Workshop

In March, UTRCA Conservation Services staff spent a day with Signal Boost - Reforest London, teaching their staff and members of the public the in’s-and-out’s of a bioengineering technique called live staking.

Bioengineering is a restoration approach that uses living and dead materials to protect and restore disturbed and eroded landscapes. Eroded stream banks and bare steep slopes are areas where bioengineering methods may be a preferred, more natural solution, rather than hard revetment, such as concrete, gabion baskets, or cap rock.

On this day, volunteers collected cuttings (stakes) from dormant red



Volunteers collect red osier dogwood cuttings from Parkwood Hospital grounds.



UTRCA’s Jay Ebel sharpens an axe and instructs community volunteers how to live stake this Dingman Creek corridor property.

osier dogwood shrubs and transported them to City of London lands along Dingman Creek. Once at the “planting” site, participants were shown how to sharpen the end of the dormant stakes and drive them into the soil.

All-in-all it was a very good day as about 25 people braved the cool weather to help restore this property while learning a new way to do so.

Contact: [Brad Glasman](#), Manager, Integrated Watershed Management

Friends of Stoney Creek 30th Anniversary Events

2022 marks the Friends of Stoney Creek's (FOSC) 30th anniversary of doing amazing work in the Stoney Creek watershed! You're invited to join the Friends at this year's events, to celebrate Stoney Creek and increase awareness of this community treasure:

- April 24 - Thames River Clean Up
- May 28 - Community Pollinator Garden Planting
- June 26 - Barn Swallow Birding Hikes
- October 15 - Get To Know Your Creek Family Event

Please check out the [FOSC Facebook page](#) for locations, times, and details.



Community volunteers at the 2017 FOSC Spring Clean Up.

Contact: [Linda Smith](#), Community Partnerships Specialist

There's a List for That!

Are you wondering which locally native flowers, grasses, or trees to plant, or which ones are invasive, non-native species? We've got a list for that! The [UTRCA website](#) has several helpful and informative lists to assist homeowners, landowners, community groups, consultants, and others in choosing the best species to plant (or avoid).

In 2010, staff compiled the first list of [recommended native trees and shrubs](#)

for the watershed (Middlesex, Oxford, and Perth Counties). Due to popular demand, we expanded this information into a series of lists to include:

- [Recommended native wildflowers and grasses for naturalization projects](#),
- [Tallgrass prairie plants native to Middlesex, Oxford, and Perth Counties](#),
- [Invasive non-native plants to avoid](#), and
- [Southwestern Ontario nurseries that sell native plants](#).

In 2021, staff updated these lists, and added three more to assist [Environmental Education programs](#):

- [Exotic \(non-native\) wildlife](#),
- [Species at Risk](#), and
- [Butterfly larvae host food plants](#).



The lists are in print-ready pdf format, making it easy to spread the word about the importance of native plants and animals in our watershed.

Contact: [Cathy Quinlan](#), Terrestrial Biologist

OMAFRA/COA Project Wraps Up

The UTRCA has maintained a long-standing tradition of working with agricultural partners including farmers, agency staff, and industry. For a number of years, we have been working under the auspices of the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) to help deliver the Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health (COA). COA is an agreement between the Government of Canada and Province of Ontario to restore, protect, and conserve Great Lakes water quality and ecosystem health.

The past couple of years have seen a number of very positive and innovative projects stemming from this relationship. Among them are:

- Cover crop demonstrations including studying their effectiveness and identifying cover crops through satellite imagery, as well as beginning work around profitability;
- Rural green infrastructure, such as the use of water control structures along municipal drainage systems and wetlands, to help offset high flow events and improve water quality;



UTRCA staff present project information to staff from OMAFRA's Environmental Management Branch in 2017.

- Promoting best management practices;
- Saturated buffer demonstrations that continue to monitor a 2018 installation in partnership with Western University and a new 2021 installation on UTRCA lands;
- UTRCA Demonstration Farm where OMAFRA is supporting many of the activities such as pollinator gardens, a blind inlet, and knowledge transfer opportunities.

UTRCA staff continue to work with OMAFRA management and field staff at the local level to share technical expertise, demonstrate and test new ideas, and deliver stewardship advice to area farmers. It is a win-win for all.

Contact: [Brad Glasman](#), Manager, Integrated Watershed Management

Stream of Dreams

As April draws to a close, so, too, do the 2021-2022 Stream of Dreams in-school programs. With support from the Thames Valley District School Board, UTRCA staff were excited to involve seven schools and teach more than 3,000 students how to better protect our waterways!





Stream of Dreams murals will be installed in April and May at AJ Baker, Byron Southwood, Cedar Hollow, Cleardale, Lord Nelson, Tecumseh, and West Oaks Public Schools. Many thanks to all the wonderful school communities that welcomed us and provided support for their students to participate.

Contact: [Linda Smith](#), Community Partnerships Specialist



Stream of Dreams students painting their Dream Fish, which will be installed in a mural on their schoolyard fence.

On the Board Agenda

The next Board of Directors meeting will be held virtually on April 26, 2022. The following items are on the draft agenda:

- Species at Risk Stewardship Program Funding Update
- Workplace Safety and Insurance Board Rebate
- Site Alteration By-Law Report
- Provincial Offences Act Officer Designation for Aaron Brooker
- Administration and Enforcement - Section 28 Status Report
- Water Management Spring Update and Reservoir Status
- First Quarter 2022 Financial Update

Visit the "Board Agendas & Minutes" page at www.thamesriver.on.ca for agendas, reports, audio/video links and recordings, and approved minutes.

Contact: [Michelle Viglianti](#), Administrative Assistant

