

June 22, 2018

**NOTICE OF  
BOARD OF DIRECTORS' MEETING**

**DATE:** TUESDAY, JUNE 26, 2018

**TIME:** 9:30 A.M – 11:20 A.M

**LOCATION:** WATERSHED CONSERVATION CENTRE  
BOARDROOM

<b>AGENDA:</b>		<b>TIME</b>
1.	Approval of Agenda	9:30am
2.	Declaration of Conflicts of Interest	
3.	Minutes of the Previous Meeting: Tuesday May 22, 2018	
4.	Business Arising from the Minutes	9:35am
	(a) Response letter to St. Marys Council (I.Wilcox)(Doc: #119956 ) (Letter attached)(5 minutes)	
5.	Business for Approval	9:40am
	(a) 2019 Budget Concepts (I.Wilcox)(Doc: #120014) (Report attached)(10 minutes)	
	(b) 20 Year Flood Control Capital Plan (D.Charles)(Doc: FC #1310) (Report attached)(5 minutes)	
	(c) Proposed "Expression of Interest (EOI)" Application for the "Disaster Mitigation & Adaption Fund (DMAF)" (C.Tasker)(Doc: FC #1311) (Report attached)(10 minutes)	
	(d) Board Meeting Transparency Progress Report (I.Wilcox)(Doc: Admin # 2901) (Report attached)(10 minutes)	

6. Closed Session – In Camera 10:15am
- (a) Glengowan Dam Update  
(I. Wilcox)(Doc: #120026)  
(Report attached)(5 minutes)
  - (b) Matter pertaining to FCA Cottage Program  
(J. Howley) (Doc: CA #4591)  
(Report attached)(20 minutes)
  - (c) City of Woodstock/Pittock Day Use Area Update  
(J.Howley)(Doc: CA #4603)  
(Report attached)(5 minutes)
7. Business for Information 10:45am
- (a) Administration and Enforcement - Section 28  
(T. Annett) (Doc: ENVP #6042)  
(Report attached)(5 minutes)
  - (b) Pioneer Village Update  
(S.Dunlop)(Report attached)  
(5 minutes)
  - (c) Oxford County Council Letter Re: Burgess Park  
(B.Hertner)(Doc: #120051)  
(Report attached)(5 minutes)
  - (d) Update for the St. Marys Floodwall Rehabilitation  
Project Phase 2  
(D.Charles)(FC: #1309)  
(Report attached)(5 minutes)
  - (e) West London Dyke/Blackfriars Bridge Pending Issue  
(C.Tasker)(Verbal Report)  
(10 minutes)
8. June FYI 11:15am
9. Other Business (Including Chair and General  
Manager's Comments)
10. Adjournment 11:20am



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Ian Wilcox, General Manager

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

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

MINUTES  
BOARD OF DIRECTORS' MEETING  
TUESDAY, JUNE 26, 2018

Members Present:	M.Blackie	S.McCall-Hanlon
	M.Blosh	H.McDermid
	R.Chowen	A.Murray
	A.Hopkins	M.Ryan
	T.Jackson	J.Salter
	S.Levin	G.Way
	N.Manning	

Regrets:	B.Petrie	T.Birtch
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Solicitor:	G.Kortas
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Staff:	F.Brandon-Sutherland	E.Lounsbury
	D.Charles	B.Mackie
	S.Dunlop	C.Saracino
	C.Harrington	J.Skrypyk
	M.Helsten	C.Tasker
	T.Hollingsworth	K.Winfield

1. Approval of Agenda

T.Jackson moved – M.Ryan seconded:-

“RESOLVED that the UTRCA Board of Directors approve the agenda as posted on the member’s website.”

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  
May 22, 2018

T.Jackson moved – A.Murray seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated May 22, 2018

as posted on the Members' web-site."

CARRIED.

4. Business Arising from the Minutes

- (a) Response letter to St. Marys Council  
(Letter attached)

The letter was circulated to the Board members before being sent to St. Marys. I.Wilcox and C.Tasker will be attending the upcoming St. Marys council meeting in case there are questions.

H.McDermid moved – G.Way seconded:-

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

CARRIED.

5. Business for Approval

- (a) 2019 Budget Concepts  
(Report attached)

Staff explained that due to more detailed budgeting practices it is more difficult to present an accurate percentage levy increase this early. It was clarified that while the City of London's four year budget plan was approved, their Council still approves the budget annually.

S.Levin moved – S.McCall-Hanlon seconded:

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

CARRIED.

- (b) 20 Year Flood Control Capital Plan  
(Report attached)

S.Levin moved – G.Way seconded:

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

CARRIED.

- (c) Proposed “Expression of Interest (EOI)” Application for the “Disaster Mitigation & Adaptation Fund (DMAF)”  
(Report attached)

S.Levin moved – N.Manning seconded:

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

CARRIED.

(d) Board Meeting Transparency Progress Report

S.Levin moved – T.Jackson seconded:

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

CARRIED.

6. Closed Session – In Camera

There being property and legal matters to discuss,

G.Way moved – A.Hopkins seconded:-

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

CARRIED.

Progress Reported

(a) Glengowan Dam Update

H.McDermid moved – A.Hopkins seconded:-

“RESOLVED that the Board of Directors accept the information as presented in the Closed Session – In Camera minutes.”

CARRIED.

(b) Matter Pertaining to FCA Cottage Program

S.Levin moved – A.Hopkins seconded:-

“RESOLVED that the Board of Directors accept the information as presented in the Closed Session – In Camera minutes.”

CARRIED.

(c) City of Woodstock/Pittock Day Use Area Update

H.McDermid moved – G.Way seconded:-

“RESOLVED that the Board of Directors accept the information as presented in the Closed Session – In Camera minutes.”

CARRIED.

M.Ryan left the meeting at 10:43am.

7. Business for Information

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

More information around application 88/18 was requested. The staff involved will be notified and will send the requested information to the Board members.

M.Blosh moved – G.Way seconded:-

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

CARRIED.

(b) Pioneer Village Update  
(Report attached)

S.Dunlop explained that at this time of year, the most important portion of the Administration & Marketing Coordinator position is admin support and finance. A part time book keeper has been hired and the position of Administration & Marketing Coordinator will be re-evaluated in the fall/winter.

H.McDermid moved – M.Blosh seconded:-

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

CARRIED.

(c) Oxford County Council Letter Re: Burgess Park  
(Report attached)

R.Chowen moved – G.Way seconded:-

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

CARRIED.

- (d) Update for the St. Marys Floodwall Rehabilitation Project Phase 2  
(Report attached)

S.Levin moved – M.Blosh seconded:-

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

CARRIED.

- (e) West London Dyke/Blackfriars Bridge Pending Issue

Staff informed the Board that an e-mail vote may be required before the August meeting regarding the complications with the West London Dyke/Blackfriars Bridge project. Staff are working with the City of London to repair a section of West London Dyke while Blackfriar’s Bridge is still under construction under a separate contract with the City. Overlapping work sites may require a unique contract arrangement that could necessitate Board approval. The Board will be informed if an email vote or special meeting is required.

8. June FYI  
(Attached)

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

H.McDermid moved – M.Blosh seconded:-

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

CARRIED.

9. Other Business

The Board was reminded there is no meeting in July. I.Wilcox and M.Blackie attended the Conservation Ontario meeting yesterday. A presentation of the watershed report card program with a provincial snap shot of results was given. The UTRCA was given the credit for starting the program. Board members were asked to advise any Municipalities that may be interested in a presentation on the report card program to contact staff.



There was discussion around the new Provincial Government. The Upper Thames will rely on Conservation Ontario to start the advocacy for our provincially funded programs and contracts. M.Blackie will be sending a letter to the six Members of Provincial Parliament congratulating them and inviting them to visit. Board members asked to be bcc'd on the letters. There was a discussion around the parts of the new Conservation Authorities Act that do not yet have accompanying regulations.

10. Adjournment

There being no further business, the meeting was adjourned at 11:35 p.m on a motion by A.Hopkins.



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Ian Wilcox  
General Manager  
Att.



June 7, 2018

Town of St. Marys  
175 Queen Street East,  
Mail: P.O Box 998,  
St. Marys, ON. N4X 1B6

Attention: Mayor Al Strathdee and Members of St. Marys Town Council

**Re: Response to May 9, 2018 Letter regarding UTRCA Operations and Management Inquiries**

Dear Mayor Strathdee and Members of Council,

The Upper Thames River Conservation Authority Board of Directors has reviewed your May 9, 2018 letter and list of questions and offers the following in response:

**Context**

- Murray Blackie (Chair), Tony Jackson (St. Marys representative), Chris Tasker (Manager, Water and Information Management) and Ian Wilcox (General Manager) offered a presentation to St. Marys Council at their April 17 Strategic Priorities Committee meeting.
- The purpose of the presentation was to provide an overview of the February 21-22 flood event noting the success of flood management efforts by the UTRCA and Town staff in protecting St. Marys from the highest flows ever on record.
- Coincidentally, and in sharp contrast to the UTRCA's presentation, a delegation of two concerned citizens (owners of the St. Marys Golf and Country Club) provided a presentation immediately following which was strongly critical of the UTRCA's flood management program, specifically the operation of Wildwood Dam. Accusations suggested negligence on the part of the UTRCA in the operation of Wildwood Dam such that people and property in St. Marys were at risk.
- At a subsequent meeting, St. Marys Town Council reviewed the information presented by both delegations which resulted in the attached letter and list of questions, dated May 9, 2018.

**Summary of UTRCA's Position**

- The February 2018 Flood Event in St. Marys was handled effectively by the operation of Wildwood Dam and the St. Marys Flood Wall. No significant flood damages were reported despite this being the highest ever recorded flows through the Town. Wildwood Dam has protected the Town of St. Marys from significant Trout Creek flooding for more than 50 years and continues to be maintained and operated to ensure that standard will continue.
- Correspondence shows that for more than 35 years, the St. Marys Golf and Country Club (hereafter referred to as "the golf course") has been critical of the UTRCA, suggesting that the Authority's operation of Wildwood Dam "causes flooding" on their course, impacting playability and revenue.

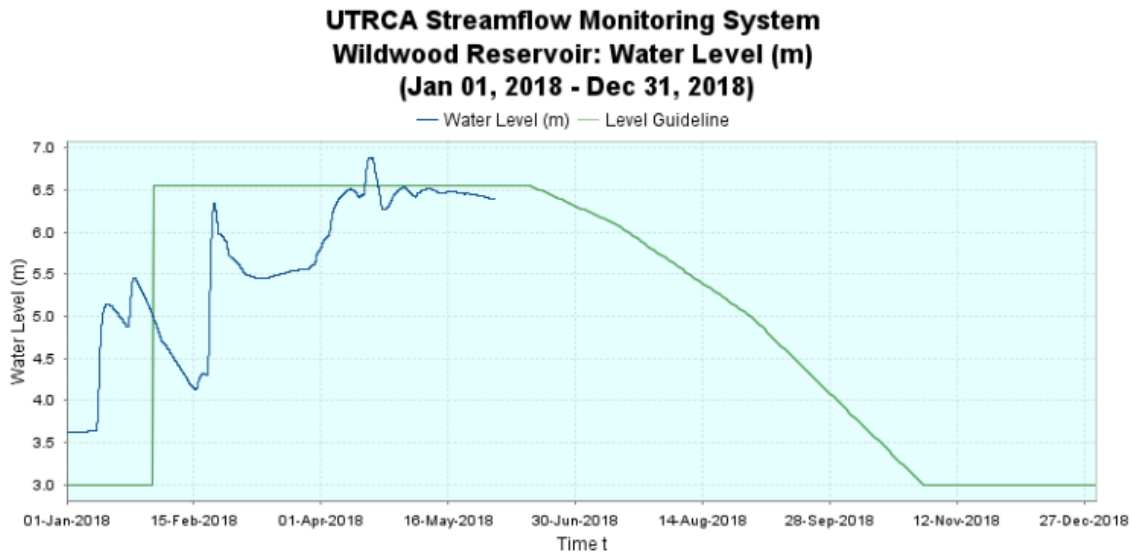
- UTRCA staff have met with the golf course ownership on many occasions to remind them of the consequences of their business decision to locate in the flood plain, explain the dam's operation, provide written summaries as well as stream flow and dam operation data, and provide direct communications during all flood events. Staff have also gone so far as to slightly modify dam discharge practices to benefit the golf course's operations where those minor modifications do not negatively impact our ability to augment flow, manage floods or affect others. Stewardship and engineering staff have been on-site to offer advice regarding possible modifications on their property that could increase the course's resilience to flooding (buffers, grading for improved drainage, bridge re-design, channel modifications, clearing debris, etc.). It is believed few, if any modifications have been made.
- Staff have been clear that floodplains need to convey water. They are part of the flood management system, their inundation is natural, and is NOT considered flooding. Wildwood Dam is not designed to prevent Trout Creek from utilizing its natural floodplain.
- UTRCA staff have also made the golf course ownership aware that in fact the golf course benefits greatly from their location downstream of Wildwood Dam. Staff completed an analysis of stream flows from 1991 to 2016. During that time, if Wildwood Dam had not been in place, the golf course would have "lost" 83 days of golfing due to natural flows inundating parts for the course. With Wildwood Dam in place and attenuating flows, there were only 29 days where flows inundated the floodplain. This represents a 65% reduction in the impacts of high water, a benefit directly attributable to Wildwood Dam's operation. It should also be noted that this benefit received by the golf course is paid for by public funding, not the course itself (84% paid by the City of London, 14% paid by the Town of St. Marys).
- Wildwood Dam continues to be operated as designed and continues to provide exceptional protection for downstream properties on Trout Creek including the Town of St. Marys. The operation of Wildwood Dam significantly reduces the flood risk to life and property.

## Response to Questions:

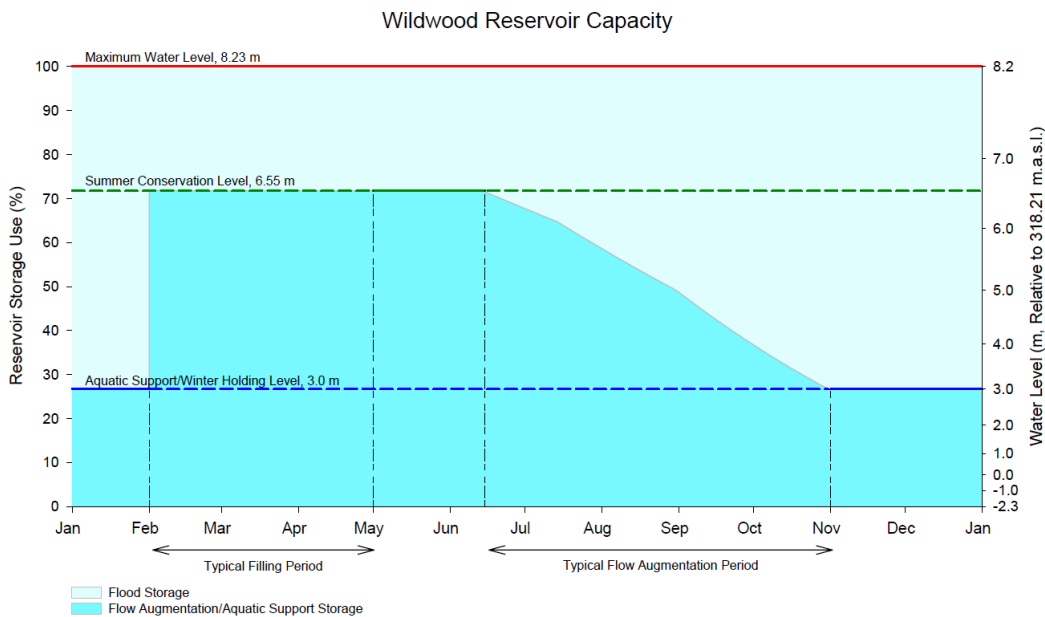
### **1) Please provide an explanation of the upper and lower operating guidelines, and the operating trend line, that is publically posted on the UTRCA reservoir level web page.**

A graph describing real-time water levels for the current year has been publicly available on the UTRCA's web site. Unfortunately, elements of this graph have been misinterpreted. What have been incorrectly described as "upper and lower operating guidelines," are actually curves that were originally developed to illustrate what filling would look like if runoff started Feb 20 (early) or Mar 20 (late). These curves are intended as a guide for UTRCA engineers in planning seasonal filling, based on each year's unique weather conditions. The UTRCA has recently modified this graph to more clearly demonstrate how current water levels fit within the overall design and operating procedures of Wildwood Dam's flood control and flow augmentation functions (Graph 1, below). In addition, a conceptual graph has been developed to better describe reservoir filling and discharge protocols and will be added to the web site shortly (Graph 2, below). To be clear, operating guidance states that "spring runoff is to be captured and the reservoir filled to its conservation level as early as February 1<sup>st</sup>." The actual timing of reservoir filling is completely dependent upon that year's available snowpack (meltwater) and rainfall/ runoff.

**Graph 1: Real-time Wildwood Reservoir Water Levels**



**Graph 2: Reservoir Filling and Discharge Protocols**



**2) Please provide an explanation why the operating trend line for the Wildwood Reservoir would exceed the upper operating guideline. Does the Board find this to be a safe and acceptable operating practice?**

See response to question 1. All operating guidelines are being followed and the UTRCA Board of Directors is completely comfortable that the operation of Wildwood Dam is appropriate, safe and maximizes benefit to the Town of St. Marys.

**3. Please explain if the UTRCA uses weather forecasts to proactively discharge stored water from the Wildwood Reservoir in advance of a large storm event.**

Weather forecasts are considered in all operational decisions, however weather forecasts are rarely accurate enough to allow operators to increase discharge in advance of a runoff event. The considerable uncertainty in rainfall forecasts is further compounded by uncertainty in the intensity and duration of the rainfall which will impact the runoff from the rainfall. A forecast for rain often does not translate into a reliable runoff forecast and ultimately it is runoff that is of critical concern, not rainfall.

Ironically, the potential benefit to the golf course from increasing reservoir discharge before an event to gain flood storage would be off-set by the need to inundate the floodplain through the golf course as part of the early release.

**4. Please identify if the UTRCA conducted a proactive discharge in advance of the February 2018 spring melt and significant weather event that resulted in the highest recorded river flows in St. Marys**

No pre-emptive release of water was made. Water levels in the reservoir were considerably below the target conservation level and the runoff, as per operating guidelines, was to be retained to fill the reservoir to its conservation level. Ample flood storage volume remained and the reservoir never approached full capacity during the entire February event, even with a 68% reduction in Trout Creek flows.

**5. If no proactive discharge was completed, why? Does the Board find this to be a safe and acceptable operating practice?**

See question 4. above. The operations of the reservoir were consistent with the operation procedures for routing floods through Wildwood Dam and Reservoir. These procedures direct that from the beginning of February all runoff be retained in the reservoir to ensure that it is filled to its conservation level by the end of the spring runoff. The Board of Directors is comfortable that appropriate procedures were followed and that staff action minimized flood flows through the Town of St. Marys.

**6. Please explain how the UTRCA has adapted the operating procedures of the Wildwood Reservoir to accommodate for the effects of climate change.**

One of the most significant effects of climate change on reservoir operations has been managing flow augmentation supply in periods of drought, including winter months. Recurring challenges of filling the reservoir with adequate water from snowmelt and spring rains to support flow augmentation through the summer and fall have necessitated a shift to capturing any available snowmelt earlier in the winter, although still following policy to capture runoff any time after February 1st. Current efforts to update watershed hydrology and hydraulic models will allow us to further assess climate change impacts in the future. This work is supported through the UTRCA's Environmental Targets Strategic Plan.

**7. Please confirm that the current operating practices for the Wildwood Reservoir are not placing the Town of St. Marys, and its residents, at risk.**

During the February 2018 flood, Wildwood Dam reduced the Trout Creek flood peak by 68% (from 65m<sup>3</sup>/s to 21 m<sup>3</sup>/s), Pittock Dam in Woodstock reduced flows by 43%, and Fanshawe Dam in London reduced flows by 34%. Wildwood's performance was exceptional. Also note that while flows on Trout Creek peaked at 21 m<sup>3</sup>/s, flows through St. Marys from the North Thames River peaked at 777 m<sup>3</sup>/s. The main flood risk in St. Marys is from the North Thames River which is unaffected by Wildwood Dam.

The St. Marys Flood Wall provides the most significant flood protection for the Town. Flood risk to Town residents is significantly reduced by both Wildwood Dam and the St. Marys Flood Wall, working in concert. Any suggestion that these structures or their current operation somehow increase flood risk is completely false.

**8. While completing its most recent strategic planning exercise, please explain if the Upper Thames River Conservation Authority considered the strategic priorities of the individual member municipalities while crafting the Authority's goals for the future. If not, why?**

The UTRCA was created as a special purpose body under the provincial Conservation Authorities Act. Its purpose is fourfold: 1) to protect life and property from flood and erosion, 2) to protect and improve water quality, 3) to manage and expand natural areas and 4) to provide outdoor recreation and education opportunities. Its jurisdiction is watershed based and its accountability is to its Board of Directors.

The strategic priorities of each of the UTRCA's 17 member municipalities were not individually reviewed. However, staff are familiar with the environmental policies of municipal Official Plans and are comfortable that our own Environmental Targets Strategic Plan is consistent with, and supportive of, those efforts, including adherence to provincial policy. Ultimately, the UTRCA's strategic directions are tailored to further our own areas of public accountability.

**9. Please explain how the UTRCA's current strategic plan supports and/or advances the strategic goals and priorities of the Town of St. Marys (as identified in the Town's strategic plan), in particular those goals for housing and downtown revitalization.**

In reviewing the Strategic Plan for the Town of St. Marys, there appears to be no specific environmental priorities identified that would mesh with the UTRCA's mandate. Housing and downtown revitalization on their own are not within the scope of the UTRCA's legislated mandate, policies or programs. However, we strongly believe that providing effective flood control, ensuring future development in the Town is safe from erosion and flooding hazards, working to improve water quality and natural cover, and the provision of regional outdoor recreation opportunities, are complementary goals that will encourage and attract new development while improving the community's resilience to natural hazards and climate change.

**10. Please explain how the 100-year and 200-year flood levels are determined. Please confirm which flood levels are codified in legislation, and which are applied as a best practice by the UTRCA.**

The provincially approved flood standard for the Upper Thames River Watershed is the observed 1937 flood. This flood event standard is enshrined in Ontario Regulation 157/06 'Upper Thames River Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses'. This flood event is estimated to be equivalent to a 1:250-year return and was approved by the Minister of Natural Resources on February 21, 1989. Prior to that date, a modelled flood standard was used based on Hurricane Hazel. The move from the Hurricane Hazel standard to the observed 1937 flood actually significantly lowered the flood standard for our watershed (made more lands developable). However, provincial guidance is clear that flood standards cannot be established that are lower than an observed event.

The 1:100 year flood standard is only relevant within the area identified as the St. Marys Special Policy Area (SPA) (downtown, adjacent to the river). This provincially approved area allows for a relaxed

flood standard in recognition of the historically existing development and the importance of the area to the Town's social and economic viability. Note the Special Policy Area was approved by the Ministry of Natural Resources and Ministry of Municipal Affairs and Housing in 1997.

**Summary**

The UTRCA has more than 70 years' experience in working to manage flood events to minimize risk to life and property. Our team of experienced, professional technical staff work with the latest in flood monitoring and forecasting technology, maintain and operate more than \$100 million in flood control infrastructure, and communicate regularly with municipal flood coordinators to ensure effective protection. Our system of controls is constantly evaluated, maintained and improved where needed. The UTRCA takes any comments or criticism regarding its flood management role very seriously; however, in this case we believe any criticism is both unfair and unfounded.

I trust this response addresses questions as specified in your May 9, 2018 letter. Staff would be happy to answer any further questions you may have, and/or coordinate a tour of Wildwood Dam for Council. Please contact Ian Wilcox directly if needed ([wilcoxi@thamesriver.on.ca](mailto:wilcoxi@thamesriver.on.ca)).

Sincerely,



Murray Blackie  
Chair, Upper Thames River Conservation Authority

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**To:** UTRCA Board of Directors  
**From:** Ian Wilcox, General Manager  
**Date:** June 5, 2018  
**Subject:** Strategic Directions in Support of the UTRCA's 2019 Budget

**Agenda #:** 5 (a)  
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**Recommendation:** That staff be directed to develop a 2019 Draft Budget incorporating a levy increase of \$288,130 in support of the Environmental Targets Strategic Plan as well as a cost of living increase of 2.1% based on Ontario's Consumer Price Index (April 2017-April 2018).

Work on the 2019 Draft Budget will begin over the summer in anticipation of a fall presentation to the Board and subsequent circulation to member municipalities.

Unique for 2019:

- New budget software and a new budget structure are being implemented as part of our finance modernization plan. Of particular note, there will be a clearer and more distinct separation between operating and capital budgets than we've had in the past.
- The City of London has already approved the UTRCA's levy increase for 2019 as part of their four year budget approval process.
- Municipal elections will take place this coming November with 2019 municipal budgets being approved by the in-coming councils. Typically the budget process for the UTRCA and municipalities is delayed during election years as we wait to receive comments and input from in-coming councils. This may affect the viability of the UTRCA hosting a fall budget workshop similar to last September. Staff will review this option during the summer.
- New appointments and re-appointments to the UTRCA's Board of Directors will be made following the November municipal elections. This appointment process can extend into the new year. The first meeting of the new Board will be at the UTRCA's February Annual General Meeting and their first order of business will be approval of the 2019 budget. This process can be somewhat awkward with the current Board involved in developing the draft budget but the new Board providing approval.
- A change in provincial government could impact the UTRCA's 2019 budget. At best there is a degree of uncertainty regarding continued provincial funding to support operating, capital (WECI), and Source Water Protection as well as some special contracts. Conservation Ontario is working on our behalf to engage the new government and emphasize the value of our work. The UTRCA will forward letters to each MPP in our watershed congratulating them and reminding them of the importance of our local role.

## Strategic Directions

**1. Environmental Targets Strategic Plan:** 2019 will be the third year of a four year municipal levy investment plan supporting the Environmental Targets Strategic Plan. New levy investment of \$288,130 will be requested for 2019. The Board discussed this investment during their May 2018 Board meeting,



and confirmed their commitment to continue with implementation, as planned. The distribution of this levy increase, by municipality, would be as follows:

**2019 Targets Levy Increase by Municipality**

Municipality	CVA	2019 Targets Investment
London	0.65045	\$187,414
Oxford	0.16373	\$47,176
Stratford	0.07322	\$21,097
Thames Centre	0.03157	\$9,096
Middlesex Centre	0.02287	\$6,590
West Perth	0.01365	\$3,933
St. Marys	0.01532	\$4,414
Perth South	0.01087	\$3,132
Perth East	0.01326	\$3,821
Lucan Biddulph	0.00309	\$890
South Huron	0.00198	\$570
<b>Total</b>		<b>\$288,130</b>

**2. Cost of Living:** The Board of Directors has an approved policy directing that the Consumer Price Index (CPI) be used as a guide for annual levy increases. Ontario's CPI for the period April 2017- April 2018 is 2.1%. It is proposed that this rate be applied to the 2019 draft budget. Note salary grid merit increases will have to be considered in addition to a cost of living increase. Merit increases are applied annually for the first five years of employment, contingent upon a positive performance appraisal and supervisor recommendation. At this time, merit increase impacts cannot be predicted since staffing levels for 2019 have not yet been confirmed.

Recommended by:



Ian Wilcox,  
General Manager

**To:** UTRCA Board of Directors  
**From:** Chris Tasker, Manager, Water & Information Management  
**Date:** June 18, 2018 **Agenda #:** 5(b)  
**Subject:** **For Approval:** **Filename:** FC #1310  
1) 2018 20Y Flood Control Capital Repair Plan  
**For Information:**  
2) 2017/18 Final WECI Expenditure Report  
3) 2018/19 Approved WECI Budget

**Recommendation:**

It is recommended that:

1. The Board approves the 20 Year Flood Control Capital Repair Plan dated June 2018.
2. The Board receives the 2017/18 Final WECI Expenditure Report as included in the 2017/18 WECI Year End Report package dated March 27, 2018.
3. The Board receives the 2018/19 Approved WECI Budget as per the Schedule "D" Budget of the Ontario Transfer Payment Agreement dated May 8, 2018.

**Background:**

Since 2008, the Board of Directors has been provided annually with a 20 Year Flood Control Capital Repair Plan for the Water and Erosion Control Structures managed by the UTRCA with the exception of 2017. The 20 Year Plan was developed by UTRCA staff and is updated on an ongoing basis to reflect current and planned projects.

**1) 20 Year Flood Control Capital Repair Plan - For Approval**

The attached summary for the anticipated overall costs indicates \$90,554,298 of estimated expenditures over the next 20 years. In recent years, a number of engineering studies have been conducted to help determine the estimated project costs included in the plan. The estimates are updated as best as possible as to be included in the various funding applications on an ongoing basis.

**2) 2017/18 Final WECI Expenditure Report dated March 21, 2018 - For Information**

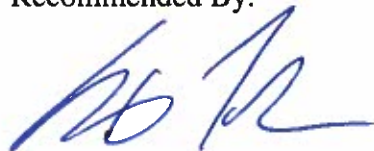
The attached report indicates the total eligible expenditure amount of \$772,338.89 as reimbursed by WECI for the 2017/18 Projects.

**3) 2018/19 Approved WECI Budget dated May 8, 2018 - For Information**

The attached budget outlines the approved WECI funding in the amount of \$1,171,178 for the 2018/19 Projects as per Schedule "D" of the Ontario Transfer Payment Agreement, which is considerably less than the amount of \$2,053,750 included on the 2018/19 WECI Funding Application dated February 12, 2018.

Please don't hesitate to contact Chris Tasker at Ext. 228 or David Charles at Ext. 244 if you have any questions.

Recommended By:



Chris Tasker, Manager  
Water & Information Management

Prepared By:



David Charles, Supervisor  
Water Control Structures

## Attachment 1

### Prepared for the UTRCA Board of Directors 20 Year Flood Control Capital Repair Plan - Summary

(updated June 2018)


<b>Capital Repairs</b>		
<b>Structure</b>	<b>Sum 10 Yrs</b>	<b>Sum 20 Yrs</b>
Totals	<b>\$63,533,153</b>	<b>\$90,554,298</b>
Fanshawe Dam	<b>\$5,257,750</b>	<b>\$10,277,750</b>
London Dykes	<b>\$42,090,000</b>	<b>\$56,295,000</b>
London Erosion Control	<b>\$2,275,000</b>	<b>\$4,021,000</b>
Springbank Dam	<b>\$2,905,000</b>	<b>\$3,731,145</b>
Pittock Dam	<b>\$2,535,000</b>	<b>\$4,660,000</b>
Wildwood Dam	<b>\$2,985,000</b>	<b>\$3,820,000</b>
St Marys Floodwall & Channel	<b>\$1,387,903</b>	<b>\$1,549,903</b>
Stratford Channel	<b>\$265,000</b>	<b>\$365,000</b>
Ingersoll Channel	<b>\$364,000</b>	<b>\$714,000</b>
Mitchell Dam & Channel	<b>\$762,000</b>	<b>\$1,479,000</b>
Orr Dam	<b>\$1,433,000</b>	<b>\$2,336,000</b>
Dorchester Mill Pond Dam	<b>\$99,000</b>	<b>\$123,000</b>
Dorchester C A Dam	<b>\$140,000</b>	<b>\$144,000</b>
Centreville Dam	<b>\$279,000</b>	<b>\$279,000</b>
Shakespeare Dam	<b>\$166,000</b>	<b>\$170,000</b>
Fullarton Dam	<b>\$143,000</b>	<b>\$143,000</b>
Embro Dam	<b>\$165,000</b>	<b>\$165,000</b>
Harrington Dam	<b>\$213,000</b>	<b>\$213,000</b>
Wildwood Ducks Unlimited Dam	<b>\$68,500</b>	<b>\$68,500</b>

**Attachment 2**  
**2017/18 Final WECI Expenditure Report**

WECI Year End Report Template								
Project ID	Project Name and Description	Approved Provincial Transfer Payment	Adjusted Provincial Transfer Payment January	Final Expenditure	Results Achieved	Supporting Documentation	Municipality(ies)	Comments
					<i>Provide high level project outcomes (see comment for examples)</i>	<i>Indicate Report Package includes report, invoices and photos</i>	<i>Funding Partners</i>	<i>(under/over)</i>
R.17.001	Wildwood Drain Valve Actuator, Gate and Valve Pos Sensors	\$20,000.00	\$20,000.00	\$19,787.92	<i>Funding utilized to complete project.</i>	<i>GL Report, Invoices &amp; Report</i>	<i>Town of St. Marys, City of London</i>	<i>\$212.08</i>
R.17.057	Fanshawe Dam Paint and Concrete Repairs Ph4	\$410,000.00	\$395,000.00	\$377,315.55	<i>Funding utilized to complete Phase 4 including concrete repairs and painting.</i>	<i>GL Report, Invoices &amp; Photos</i>	<i>City of London</i>	<i>\$17,684.45</i>
R.17.058a	London Dykes Hazard Trees Removal Ph3	\$10,000.00	\$8,000.00	\$6,500.55	<i>Hazard trees with potential to affect dyke stability removed.</i>	<i>GL Report, Invoices &amp; Photos</i>	<i>City of London</i>	<i>\$1,499.45</i>
R.17.058b	London Dykes Hazard Trees Removal Ph3	\$2,500.00	\$2,000.00	\$1,526.40	<i>Hazard trees with potential to affect dyke stability removed.</i>	<i>GL Report, Invoices &amp; Photos</i>	<i>City of London</i>	<i>\$473.60</i>
R.17.062	Fanshawe Dam Electrical Rewiring	\$50,000.00	\$22,500.00	\$19,676.99	<i>Funding utilized to complete project.</i>	<i>GL Report &amp; Invoices</i>	<i>City of London</i>	<i>\$2,823.01</i>
R.17.063	St Marys Floodwall Repairs Ph1	\$72,500.00	\$42,500.00	\$36,315.49	<i>Preliminary remedial work complete, design prepared for second phase of project.</i>	<i>GL Report, Invoices &amp; Photos</i>	<i>Town of St. Marys, City of London</i>	<i>\$6,184.51</i>
R.17.064	Pittock Dam Control HutWork Extension P12 & Hoist System	\$30,000.00	\$30,000.00	\$32,562.11	<i>Funding utilized to complete construction of new Control Building and Hoist.</i>	<i>GL Report, Invoices &amp; Photos</i>	<i>City of London, Oxford County</i>	<i>-\$2,562.11</i>
R.17.065	Pittock Dam Embankment Restoration Ph1	\$50,000.00	\$6,537.12	\$6,138.77	<i>Funding utilized to complete design.</i>	<i>GL Report &amp; Invoices</i>	<i>City of London, Oxford County</i>	<i>\$398.35</i>
R.17.066	Wildwood Dam Valves Casing Corrosion Protection	\$50,000.00	\$65,027.52	\$57,449.09	<i>Funding utilized to complete project.</i>	<i>GL Report, Invoices &amp; Photos</i>	<i>Town of St. Marys, City of London</i>	<i>\$7,578.43</i>
R.17.067	Wildwood Dam Buildings Masonry Ph2	\$17,500.00	\$16,470.00	\$16,469.78	<i>Funding utilized to complete project.</i>	<i>GL Report &amp; Invoices</i>	<i>Town of St. Marys, City of London</i>	<i>\$0.22</i>
S.17.028	Dam Safety Studies Ph1 - Scoping	\$37,500.00	\$0.00	\$0.00	<i>Project did not commence and has been deferred until 2019/20.</i>	<i>Not Applicable</i>	<i>City of London</i>	<i>\$0.00</i>

WECI Year End Report Template								
Project ID	Project Name and Description	Approved Provincial Transfer Payment	Adjusted Provincial Transfer Payment January	Final Expenditure	Results Achieved	Supporting Documentation	Municipality(ies)	Comments
					<i>Provide high level project outcomes (see comment for examples)</i>	<i>Indicate Report Package includes report, invoices and photos</i>	<i>Funding Partners</i>	<i>(under/over)</i>
S.17.029	West London Dyke Ph 4 Design	\$90,000.00	\$55,000.00	\$99,207.16	<i>Funding utilized to complete Phase 4 design.</i>	<i>GL Report &amp; Invoices</i>	<i>City of London</i>	<i>-\$44,207.16</i>
S.17.030	West London Dyke Erosion Control EA	\$45,000.00	\$46,047.56	\$40,893.71	<i>Funding utilized to complete EA.</i>	<i>GL Report &amp; Invoices</i>	<i>City of London</i>	<i>\$5,153.85</i>
S.17.034	Broughdale Dyke EA	\$50,000.00	\$25,924.55	\$23,157.52	<i>Funding utilized to complete Part 1 of EA.</i>	<i>GL Report &amp; Invoices</i>	<i>City of London</i>	<i>\$2,767.03</i>
S.17.035	Riverview Dyke EA	\$50,000.00	\$25,924.55	\$23,066.13	<i>Funding utilized to complete Part 1 of EA.</i>	<i>GL Report &amp; Invoices</i>	<i>City of London</i>	<i>\$2,858.42</i>
S.17.036	Orr Dam Wingwalls Stability Review	\$20,000.00	\$16,000.00	\$12,271.72	<i>Funding utilized to complete Stability Review.</i>	<i>GL Report, Invoices &amp; Report</i>	<i>City of Stratford</i>	<i>\$3,728.28</i>
<b>Total</b>	<b>Totals</b>	<b>\$1,005,000.00</b>	<b>\$776,931.30</b>	<b>\$772,338.89</b>				<b>\$4,592.41</b>

I hereby certify that all expenditures are made in accordance with the Transfer Payment Agreement between the Province and the Authority, and that complete records have been kept for these program areas.




General Manager/Chief Administrative Officer Date

**Attachment 3**  
**2018/19 Approved WECI Budget dated May 8, 2018**

**SCHEDULE "D"  
BUDGET**

**Repairs**

<b>Project ID</b>	<b>Project Name and Description</b>	<b>Total Cost</b>	<b>Local Share (50%)</b>	<b>Provincial Share (50%)</b>
R.18.011	St Marys Floodwall Repairs Phase 2	\$305,000.00	\$152,500.00	\$152,500.00
R.18.037	Dam Ice Safety Signs	\$5,000.00	\$2,500.00	\$2,500.00
R.18.038	Wildwood Dam Interior Hand Railing Replacement	\$45,000.00	\$22,500.00	\$22,500.00
R.18.039	Fanshawe Dam Hoist Licensing & Refurbishment	\$20,000.00	\$10,000.00	\$10,000.00
R.18.041	Fanshawe Dam Phase 5 Painting and Concrete Repairs	\$1,037,750.00	\$518,875.00	\$518,875.00
R.18.043	Wildwood Dam Electrical Rewiring	\$40,000.00	\$20,000.00	\$20,000.00
R.18.045	Mitchell Dam Exterior Hand Railing & Grating Replacement	\$30,000.00	\$15,000.00	\$15,000.00
R.18.046	Fanshawe Dam Roof Replacement	\$30,000.00	\$15,000.00	\$15,000.00
R.18.082	West London Dyke Phase 4A Reconstruction (Partial Funding)	\$754,606.00	\$377,303.00	\$377,303.00
<b>Totals</b>		<b>\$2,267,356.00</b>	<b>\$1,133,678.00</b>	<b>\$1,133,678.00</b>



## Studies

<b>Project ID</b>	<b>Project Name and Description</b>	<b>Total Cost</b>	<b>Local Share (50%)</b>	<b>Provincial Share (50%)</b>
S.18.022	Riverview EA Part 2	\$37,500.00	\$18,750.00	\$18,750.00
S.18.023	Broughdale EA Part 2	\$37,500.00	\$18,750.00	\$18,750.00
<b>Total</b>		<b>\$75,000.00</b>	<b>\$37,500.00</b>	<b>\$37,500.00</b>

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**To:** UTRCA Board of Directors  
**From:** Chris Tasker, Manager, Water & Information Management  
**Date:** June 18, 2018 **Agenda #:** 5c)  
**Subject:** Application for Disaster Mitigation and Adaptation Fund (DMAF) **Filename:** FC# 1311

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**Recommendation:**

**That the UTRCA Board of Directors support submitting an application or applications to the Disaster Mitigation and Adaptation Fund (DMAF) should staff be able to work out the details of an appropriate project or projects and the local share of the funding.**

**Background:**

UTRCA has been successful at receiving funding through the National Disaster Mitigation Program (NDMP) for various projects which have facilitated:

- Updating hazard mapping and modelling;
- Modernizing the hydrometric network;
- Supporting development of a Southwestern Ontario flood forecasting database;
- Capital maintenance and improvements to West London Dykes and St Marys Floodwall; and
- Education on flooding.

The NDMP program was for smaller projects, providing 50% funding to a limit of \$1.5 M through 2 year projects. No commitments have been made to continue this program past 2019-20.

Staff are currently reviewing the eligibility requirements for the new Disaster Mitigation and Adaptation Fund (DMAF). This program supports larger projects or bundled groups of projects aimed at increasing community resilience to natural hazards and extreme weather events. Projects will have until 2028 to be completed and must have a minimum of \$20M in eligible expenditures. Eligible expenditures includes land acquisition for naturalization projects that reduce flood risk. To be considered, an Expression of Interest (EOI) must be submitted by July 31, 2018 and include a supporting Board resolution. Eligible projects will then be invited to submit a full application.

**Discussion:**

Identified within the 20 Year Flood Control Capital Plan are Water and Erosion Control Structures (WECS) projects with a combined 10 year total that would be sufficient to make them eligible for the DMAF funding program.

- The 20 year capital plan includes \$4-7M in capital projects each year for the next 10 years which either extend the useful life or improve the flood control infrastructure;
- West London Dykes alone has planned capital improvements of more than \$20M over slightly more than the next 10 years;
- Environmental Assessments underway or planned at the other dykes in London may add more than \$10M in possible projects in the same time period;
- Flood Mitigation Plans and other assessments planned or underway are likely to identify other flood mitigation projects.

Staff are developing projects which may be eligible to be combined in a bundled application for this funding program. These projects may include:

- Continued Rehabilitation of West London Dykes;
- Rehabilitation and improvements to London Earth Dykes such as Broughdale Dyke;
- Capital repairs to major flood control structures such as Fanshawe, Wildwood, and Pittock Dams;
- Flood conveyance improvement such as channel or culvert improvements;
- Runoff retention facilities such as LID, wetland restoration, floodplain naturalization.

These projects are consistent with the Authority's *Environmental Targets Strategic Plan* (June 2016), as identified in the actions to achieve the Hazard, Water Quality, and Natural Heritage Targets.

While maintenance and capital repairs of existing WECS is eligible for up to 50% funding from the provincial Water and Erosion Infrastructure Program (WECI), the funding availability is limited and subject to prioritization of projects on an annual basis. A long term program like this allows for long term planning of repairs over the next 10 years and could potentially remove parts of these projects from competing against other eligible WECI projects. Additionally, some of the projects which may be included in this program would not be eligible for funding under WECI.

Collaborative applications are allowed and Conservation Ontario or MNR may consider applying for a collective project under this program.

Prepared and Recommended by:



Chris Tasker, Manager  
Water & Information Management

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**To:** UTRCA Board of Directors  
**From:** Ian Wilcox, General Manager  
**Date:** June 1, 2018  
**Subject:** Board Meeting Transparency  
Progress Report

**Agenda #:** 5 (d)

**Filename:** P:\Users\vigliantim\Documents\GroupWise\2901-1.docx

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**Recommendation:** That, in an effort to make Board meetings more publicly accessible and transparent, the following be considered:

- 1) Staff pursue options to equip the Board room with digital audio recording technology and that these recordings be publicly available via the UTRCA's web site,
- 2) That the current Boardroom layout be maintained as it maximizes Board functionality,
- 3) That a web link to Board agendas be sent to all member municipalities and media when it is posted on the Website at least five to six days prior to all Board meetings.
- 4) That Board reports no longer require signatures which will enable formatting to comply with AODA's accessibility standards.

### Background

In November 2017, the Board of Directors asked staff to look into several suggestions for making Board meetings more open and transparent to the public. The following are the suggestions the Board gave and the progress made by staff.

### Live Streaming or Audio Recording of Board Meetings

Staff have investigated options for both live streaming and audio recording of Board meetings. At this point, it is felt that the time and costs of setting up and maintaining a live stream outweigh the benefits when compared to audio recording only. If public demand for live streaming develops, staff will re-visit the possibility. Logistically and economically audio recording and posting to the UTRCA's web site is a more feasible option.

**Recommendation 1:** Staff pursue options to equip the Board room with audio recording technology and that recording be posted to the UTRCA's web site.

### Reconfiguring the Board Meeting Table Layout

The Boardroom's configuration must support:

- Effective Board discussions (i.e., face-to-face)
- The ability of the recording secretary to see all members during discussions and voting to ensure accurate recording for the minutes
- Ability to see projector screens for presentation of meeting materials
- Location of the lectern for the benefit of presentations and delegations

- Location of staff to be positioned to follow Board deliberations and to participate when information is requested
- Available public and delegate seating with the ability to enter and exit the room without meeting disruption
- Access to refreshments and washrooms for Board members

Staff considered different options but felt the current layout was the best option for Board members, staff, delegations and public visitors.

**Recommendation 2: Staff recommended the current Boardroom layout be maintained as it maximizes Board functionality.**

#### Inviting Municipal Councillors to Board Meetings

Staff felt that through the posting of meeting agendas, partners tours, budget workshops and community events, the UTRCA already publicizes many opportunities for municipal engagement and involvement. The Board may wish to reconsider the structure of the Annual Meeting to gear it towards Councillor attendance as opposed to the meeting's current focus on staff. This option could be explored in terms of additional costs, who specifically attends, and an appropriate venue that could accommodate a larger group.

#### Advertising Board Meetings

Staff have improved the naming and location of the Board of Directors draft and approved packages on the website. The dates, times and locations of the meetings, along with any available meeting materials are now all in one location on the website. Teresa Hollingsworth is working with Eleanor Heagy to draft a statement welcoming the public to attend Board meetings to post on the website. It will give information about accessible parking and washrooms, provide a map, Michelle Viglianti's contact information, and an outline of how the Board works and how decisions are made.

#### Other Ongoing Board Accessibility Related Projects

##### Expanding a current practice

A link to the Agenda package for the upcoming meeting will be sent to the clerks/deputy clerks of all the member municipalities and the media. The current practice of sending a link to the approved minutes and agenda from the previous meeting will continue.

**Recommendation 3: Staff recommend that a web link to Board agendas be sent to all member municipalities and media when it is posted on the Website at least five to six days prior to all Board meetings.**

##### Accessibility

In an ongoing effort to make web content more accessible and to be in compliance with AODA requirements, Board reports will no longer include a staff signature at the end. Removing signatures allows for direct electronic formatting, which enables PDFs to be read by assistive technologies.

**Recommendation 4: Staff recommend that Board reports no longer require signatures which will enable formatting to comply with AODA's accessibility standards.**

Microphone

Presenters and delegations will be encouraged to use the microphone when presenting and answering questions.

Recommended by:



Ian Wilcox

Prepared by:



Michelle Viglianti

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**To:** Chair and Members of the UTRCA Board of Directors  
**From:** Tracy Annett, Manager – Environmental Planning and Regulations  
**Date:** May 14, 2018 **Agenda #:** 7 (a)  
**Subject:** Administration and Enforcement – Sect. 28 Status Report – **Filename:** Document  
Development, Interference of Wetlands and Alteration to **ENVP 6042**  
Shorelines and Watercourses Regulation

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This report is provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ont. Reg. 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers the period from May 15, 2018 to June 15, 2018.

**Application #209/17**

**County of Oxford**

**Oxford Road 16 East of Kintore – Township of Zorra**

- proposed replacement of Bridge No. 843534 crossing the McCall-McCorquodale Municipal Drain.
- plans prepared by R.J. Burnside & Associates Limited.
- staff approved and permit issued June 13, 2018.

**Application #3/18 (AMENDMENT)**

**Glen & Linda McFarland**

**4691 Catherine Street – Municipality of Thames Centre**

- proposed amendment to previously approved permit to accommodate proposed changes to the foundation wall and steps for new single family residence.
- plans prepared by Melabu Design & Drafting and Archibald, Gray & McKay Engineering Limited in accordance with slope stability and geotechnical investigation by exp Services Inc.
- staff approved and permit amendment issued May 15, 2018.

**Application #59/18**

**Wightman Telecom**

**Multiple Locations – North End of City of Stratford**

- proposed high pressure directional drilling installation of fibre optic cable undercrossing multiple watercourse locations to service the majority of north Stratford.
- plans prepared by Wightman Telecom Limited and Avertex Utility Solutions Inc.
- staff approved and permit issued May 11, 2018.

**Application #69/18**

**Epcor Natural Gas L.P.**

**Dereham Line at Mount Elgin Road – Township of South-Wet Oxford**

- proposed 2 inch low pressure natural gas pipeline installation along Dereham Line undercrossing two sections of the Reynolds Creek Municipal Drain.
- plans prepared by Epcor Natural Gas L.P. and ACT Drilling Inc. including hydro-fracture contingency plans as installation will be via high pressure directional drilling.
- staff approved and permit issued May 22, 2018.

**Application #73/18**

**Union Gas Limited**

**Lot 16, Concession 2 – Township of Perth East**

- proposed natural gas pipeline installation along Perth Road 130 at the Ehgoetz Municipal Drain.
- plans prepared by Union Gas Limited.
- staff approved and permit issued May 24, 2018.

**Application #78/18**

**Municipality of West Perth**

**Road 155 at Line 32 – Municipality of West Perth**

- proposed rehabilitation to Bridge/Structure 11F crossing Whirl Creek.
- plans prepared by B.M. Ross and Associates Limited.
- staff approved and permit issued June 11, 2018.

**Application #80/18**

**Lukas Janic**

**147 Empress Avenue – City of London**

- approval required for construction of house addition in proposed West London Special Policy Area (SPA)
- drawings prepared by D.C. Buck Engineering
- staff approved and permit issued May 25, 2018

**Application #84/18**

**David Bell**

**232 Raymond Avenue – City of London**

- proposed main floor addition to an existing single family residence.
- plans prepared by D.C.Buck Engineering
- staff approved and permit amendment issued June 8, 2018.

**Application #86/18**

**City of London**

**60 Evergreen Avenue – City of London**

- proposed development of neighborhood park, including asphalt path, play circle and basketball court in proposed West London Special Policy Area (SPA)
- plans prepared by Environmental and Parks Planning, City of London
- staff approved and permit amendment issued June 11, 2018.

**Application #87/18**

**Distinctive Homes London Ltd. – Steven Underhill**

**12 Fernley Avenue – City of London**

- proposed rear two storey addition to an existing single family residence, without basement in proposed West London Special Policy Area (SPA)
- plans prepared by D.C.Buck Engineering
- staff approved and permit amendment issued June 8, 2018.

**Application #88/18**

**City of London**

**Mud Creek Rehabilitation Project (Borehole Investigations and Waste Removal – City of London**

- proposed borehole investigations and waste removal for the preparation of Phase 1, Mud Creek Rehabilitation Project
- plans prepared by Josef Kardos of JACOBS
- staff approved and permit amendment issued June 11, 2018.



**Application #90/18**

**Richard DeGraaf**

**286 Wonham Street South – Town of Ingersoll**

- proposed demolition of existing single family residence and construction of new single family residence.
- plans prepared by djDesign and Strik Baldinelli Moniz Limited in accordance with survey information and site/grading plan prepared by Kim Husted Surveying Limited.
- staff approved and permit issued June 12, 2018 --- revision on June 15, 2018 to accommodate house relocation to meet municipal zoning setbacks.

Reviewed by:



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

Prepared by:



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Karen Winfield  
Land Use Regulations Officer



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Mark Snowsell  
Land Use Regulations Officer



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Brent Verscheure  
Land Use Regulations Officer



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Cari Ramsey  
Env. Regulations Technician

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**To:** UTRCA Board of Directors  
**From:** Shanna Dunlop, Executive Director, Fanshawe Pioneer Village  
**Date:** June 18, 2018 **Agenda #:** 7(b)  
**Subject:** Fanshawe Pioneer Village Report **Filename:**

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The 2018 season at Fanshawe Pioneer Village is off to strong start with attendance on track or exceeding targets. May and June have been very busy with the delivery of curriculum-based education programs. Interest in and bookings for our new *“Let’s Have Fun with History”* on-site Summer Group Program and off-site outreach offerings are strong throughout July and August. We had a very busy public opening weekend and Queen Victoria’s Birthday event with just over 700 visitors in attendance. Attention now turns to our annual “Dominion Day” event on July 1<sup>st</sup>, which will have enhanced marketing and promotions as well as additional on-site activities supported by a special grant from the London Heritage Council and Heritage Canada. In addition to delivering our signature on-site event, the Fanshawe Pioneer Village Education team will also take part in delivering outreach activities on Canada Day at Harris Park as part of a “London Museum Corner”.

Upcoming, and in partnership with AlvegoRoot Theatre, FPV will present two plays as part of our Summer Theatre Program. “Welcome to Bon Echo” reflects on the life of Ontarian Flora MacDonald Denison, a pioneer in Canada’s suffrage movement. An adaptation of James Reaney’s “The Boy with an ‘R’ in His Hand”, is a family friendly offering, set in William Lyon MacKenzie’s 1826 print shop. 2018 Summer Theatre has been supported by a Community Arts Investment Program grant through the London Heritage Council, and by private/individual sponsors. Plays run both matinees and evenings. July evenings will be busy in the Village this year, as in addition to theatre, we are piloting extended hours on Thursdays, a “History + Paint” night, and the “Ransom” puzzle adventure room.

Within the Visitor Services department, initial feedback from staff, volunteers and customers indicates that the self-serve kiosk style operation is working smoothly and meeting all visitor amenity needs, while still projecting on track to break even. Ongoing evaluation of this operation, as well as all new 2018 program initiatives, will be ongoing throughout the season.

Finally, the position of Administration & Marketing Coordinator became vacant in mid-April, with that staff person leaving to pursue a wonderful new employment opportunity. A temporary Bookkeeper has been brought on to assist the Executive Director with finance and administration functions for the interim.

Prepared by:  
Shanna Dunlop  
Executive Director  
Fanshawe Pioneer Village

**To:** UTRCA Board of Directors

**From:** Brad Hertner

**Date:** June 15, 2018

**Agenda #:** 7c)

**Subject:** Oxford County Council Letter  
**Re:** Burgess Park

**Filename:** P:\Users\vigliantim\Documents\GroupWise\120051-1.doc

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**UTRCA response to a letter from Lori LeBlanc (letter attached) to Oxford County Council related to Burgess Park**

**Background:**

The Burgess and Standard Tube Parks form a 96 ha land parcel in the west end of Woodstock. Roughly half of the park is owned by the UTRCA and half by the City of Woodstock, but the entire park is managed by the City of Woodstock. The property is approximately 80% forest and 20% retired farm fields, which is being turned into forest and prairie. The Thames River flows through the park which has over 9 km of recreational trails, enjoyed by walkers, runners, and cyclists.

Recent years have seen a myriad of pressures affect this park, from extensive ash tree die-off, to urban expansion on adjacent land, to new sewer lines, and expiration of farm leases. These pressures convinced the City of Woodstock & UTRCA of the need for a Master Plan to guide the management of this property, and it began in the spring of 2013. The Master Plan document was developed through 2013 & 14, through consultation with City and CA staff, as well as public input through public meetings, surveys, and input from a Local Advisory Committee made up of Oxford residents. The Master Plan laid out a series of recommendations related to maintenance, trails, naturalization, signage, and amenities for the period of 2014-2024. The Master Plan was adopted by City Council in August of 2014.

**Progress & Issues:**

In the 4 years since adoption, nearly all of the recommendations have been completed. A couple of proposed interpretive elements and a pedestrian bridge are still pending.

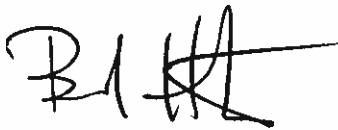
The implementation of the Master Plan (MP) has led to a closer and more coordinated approach to management and enhancement of the Burgess & Standard Tube lands. Naturalization efforts, in partnership with Woodstock and UTRCA have significantly exceeded the efforts outlined in the MP, and more projects are planned. Extensive tree planting, prairie establishment, wetland creation, reptile & amphibian habitat construction, and bird habitat & nest structures have all been completed, or are planned. Hundreds of local students and community volunteers have participated in these efforts, in addition to those who have visited the site on tours and interpretive hikes.

UTRCA staff have spoken to and met with concerned community members several times since the MP's adoption, and heard some of the criticisms expressed in this letter voiced by a few passionate park regulars. On occasion, the concerns raised had enough merit to be passed along to City of Woodstock staff in regular MP implementation meetings. The most consistently voiced concerns deal with the width of the

mowing beside the trail and its impact on trailside plants and habitat, and the scraping of organic matter off the trail and the dumping of the scrapings in sensitive habitat. City Parks staff contend that the mowed width is to maintain sight lines, minimizing cyclist/pedestrian conflict. When concern over dumping of trail scrapings was raised, City staff agreed to alter the location of scraping piles away from the riverbank and wetland pockets.

UTRCA staff have been very pleased with the progress of implementation of the recommendations of the Burgess & Standard Tube Parks Master Plan (2014). Working under the Master Plan (MP) has led to a more coordinated approach, with more regular communication between UTRCA and City of Woodstock Parks staff. Concerns voiced by the community to UTRCA staff have been taken seriously by Woodstock Parks staff, and where appropriate, changes to management practices have been made. Woodstock & UTRCA continue to partner on numerous environmental enhancement projects on the property, expanding on the naturalization recommendations of the MP, while involving and educating the community.

Prepared by:

A handwritten signature in black ink, appearing to read 'B. Hertner', with a long horizontal line extending to the right.

Brad Hertner

Dear County Council Members:

I have been an Oxford County resident for over 25 years. For 18 of those years I had the pleasure of residing on the beautiful Thames River in Woodstock on Tecumseh Street. All those 18 years, I was very concerned and watched over the wetlands and woodlands, specifically beside Tecumseh Street, in Burgess Park, the Standard Tube Trail area. I saw how it was treated and maintained.

As years passed, I saw more and more of this beautiful area being destroyed and wildlife disrespected. It was very disheartening to watch. Myself along with numerous others tried to get the City of Woodstock to understand that this area needed to be treated different from urban parks in the area and how its walking trails are an asset. To this day, the Burgess Trail is still disrespected; turtle nests are blatantly being destroyed. The piling of gravel on the trail and beside it appears to be done with no regard to wildlife, the river, the wetlands or woodlands.

I no longer live at this residence but my heart will always be there especially for the animals and endangered specials of wildlife which should be our duty to preserve.

I believe if this area cannot be respected as a natural feature accessible to people, it should be closed off and let nature rest and rebuild.

I sat on the Upper Thames planning committee that worked very hard to set a plan for these wild life areas and to restore precious habitat. I watched: the whole plan was not followed by the city; instead employees did things in blatant contradiction to the best advice of professionals and the community.

I have long held hopes for this area. As council members, you can see how important this area is to not only Woodstock but to Oxford County. As a result you would want to hold to account the people responsible for maintaining not only relevant bylaws, but also the plan that the City of Woodstock adopted when presented by the Upper Thames Conservation Authority Staff. This area needs more tender care because of the wildlife, birds and endangered species of trees. It deserves different treatment from a sports field and surrounding grasslands.

Regards

Lori LeBlanc

Resident of Oxford County

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**To:** UTRCA Board of Directors  
**From:** Chris Tasker, Manager, Water & Information Management  
**Date:** June 18, 2018 **Agenda #:** 7(d)  
**Subject:** St. Marys Floodwall Rehabilitation Project **Filename:** FC# 1309  
- Tender Award

**Report Purpose:**

This report informs the Board on the tender process completed for the St Marys Floodwall Rehabilitation project. The lowest (and only) bid was accepted by staff in accordance with the purchasing policy.

**Background:**

The overall scope of the project includes repairs to stone masonry, mortar pointing and grout injection of joints, patch repair of concrete, and regrading of settled areas. UTRCA entered into an agreement for professional services with BM Ross & Associates Ltd. for the St. Marys Floodwall Rehabilitation Project in October 2017. A small trial section of wall was repaired by McLean Taylor Construction in November - December 2017 to test methods and products in order to complete the design.

The UTRCA was successful in obtaining both WECEI and NDMP funding for the project, as outlined in the table, resulting in a project budget of \$790,000.

Funding Source		Amount	%
WECEI	17/18	\$36,315.49	24%
	18/19	\$152,500.00	
NDMP	17-19	\$395,000.00	50%
St Marys	Reserve	\$106,184.51	26%
	2018 Levy	\$100,000.00	
Total		\$790,000.00	

**Report on the Tender Process:**

Tenders were released for the St. Marys Floodwall Rehabilitation Project on May 1, 2018. Tenders were advertised in the Daily Commercial News in Ontario. Both UTRCA staff and the consultant contacted potentially interested contractors to notify of the tender advertising.

One tender was received on May 23, 2018 from McLean Taylor Construction Ltd. for \$890,155.51 (including 1.76% non-refundable HST).

The consultant advised that the pre-tender estimate did not have a great deal of reliability because there were so few projects of a similar nature from which to develop benchmark costs, and that the contractor has an excellent reputation, as well as experience from the 2017 trial section.

The tender was set up by the consultant in parts such that some lower priority parts could be deferred or deleted to remain within budget. Staff worked with the consultant to identify the parts that could be left out of the contract to remain in budget and UTRCA staff are in the process of entering into a contract with McLean Taylor Construction for \$638,923.76 (including 1.76% non-refundable HST). Including engineering design and contract administration, 2017 trial repairs, UTRCA project management, and 1.76% non-refundable HST, this results in a total project cost of \$790,302.42.

The contract completion date is September 15, 2019. The contract documents require that the contractor complete \$300,000 value of work by October 31, 2018 to utilize the 2018/19 WECI funding. NDMP funding must be spent by September 30, 2019.

It is the intent of UTRCA staff to apply for additional funding to add the removed parts back into the contract to be completed by McLean Taylor Construction in 2019. The additional funding applications will be:

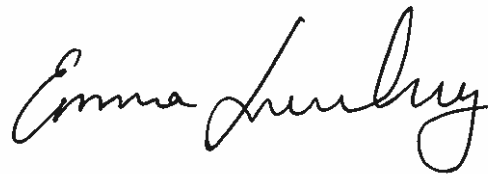
- NDMP Intake 5 - application due in September 2018
- WECI 2019/20 – application due February 2019

Submitted by:

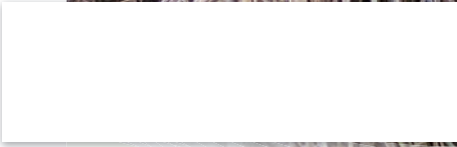


Chris Tasker, Manager  
Water & Information Management

Prepared by:



Emma Lounsbury  
Water Control Structures Technologist



# FYI

June 2018

## Water Monitoring for 2018

The UTRCA's longterm water monitoring programs are well underway for 2018. These programs improve our understanding of stream health and pollution levels, measure progress, and help us target new work in the upper Thames River watershed. The recently published *2017 Upper Thames River Watershed Report Cards* provide a five-year summary of environmental conditions, including monitoring data results in 28 subwatersheds. Following is an overview of some of this year's monitoring programs.

### Stream Water Quality

The UTRCA monitors 28 stream sites monthly for water chemistry (such as nutrients and metals) as part of the Ministry of the Environment and Climate Change's (MOECC) Provincial Water Quality Monitoring Network. Bacteria (*E. coli*) are also monitored at these same locations through a partnership with local Health Units. This monitoring program has run for 50 years and gives a good measure of long term pollutant levels and emerging issues. Additional sampling identified in the UTRCA's *Environmental Targets Strategic Plan* was initiated in 2018 to ensure all 28 sites have similar sampling frequency. Winter sampling was added at five sites to better understand high pollutant levels in runoff during winter months, such as during the major flood event in February of this year.

### Groundwater

The UTRCA has 28 monitoring wells in the MOECC's Provincial Groundwater Monitoring Network. Water levels are



Groundwater is monitored at the PGMN wells across the watershed

monitored continuously and the data is used in-house for the Ontario Low Water Response Program. These wells are also monitored for water quality to understand emerging issues in local groundwater. The UTRCA has an additional 15 monitoring wells that are sampled for water quality, in partnership with the City of London.

### Benthic Invertebrates

Benthic invertebrates are monitored as an indicator of water and aquatic ecosystem quality. Approximately 100 samples will be collected this year. Our first round of benthic monitoring was conducted in May and includes the 28 sites that contribute data to the watershed report cards, as well as a set of reference (least impacted) sites. In September, samples will be collected at additional reference sites, as well as at sites where we are monitoring urban and rural development and remedial projects.



Fish will be sampled using electrofishing, which temporarily stuns fish allowing them to be caught, identified, and released.

### Fish Inventories

Fish sampling this year will be conducted on agricultural drains where fish community data is lacking, as part of a partnership with the Department of Fisheries and Oceans (DFO).

### Mussels

UTRCA staff will be assisting DFO staff while they conduct mussel inventories at four sites within the upper Thames River watershed. Mussel sampling within our watershed has been limited so these surveys will help to fill in data gaps, especially for any of our Species At Risk mussels that might be found.



## Pesticides

The UTRCA continues to monitor for pesticides as part of a Ministry of Agriculture, Food & Rural Affairs Agricultural Pesticide Study that started in 2004. This year, three rural stream locations will be monitored from May to November to assess pesticide levels in these watercourses.

## Reservoir Monitoring

UTRCA reservoirs are monitored for dissolved oxygen and temperature conditions. The data helps inform reservoir management decisions, particularly during warm months when algae blooms can occur, creating low oxygen conditions for fish. Routine monitoring is conducted from June to September at Fanshawe, Wildwood, Pittock, Stratford, and Mitchell reservoirs.



Community Education staff lead a tour group to Wildwood Dam, pictured in the background.



In June, a meter was installed in Trout Creek below Wildwood Dam to take continuous oxygen measurements.

## In-stream Meters

The UTRCA has dissolved oxygen, temperature and conductivity meters that take continuous readings and are used to measure in-stream conditions and the benefits of stream restoration work. This year, natural channel restoration work through a section of Medway Creek will continue to be monitored to show the benefits of this work for aquatic life.

## Other New Monitoring

A new partnership with the local research team at Agriculture and Agri-food Canada (AAFC) has started with a project to test area streams for the presence of veterinary pharmaceutical products. An initial sampling of the 28 stream sites was done in May. A separate study with AAFC to better understand the extent of harmful algae in the Thames watershed will also begin this year. Sampling will be done to measure the algal toxin, microcystin, at stream locations across the Thames watershed.

Contact: Karen Maaskant, Water Quality Specialist, Karla Young, Monitoring Technician, and Michelle Fletcher, Aquatic Biologist

## Wildwood Dam Tours

On Saturday, June 2, UTRCA staff showcased the Wildwood Dam for 70 campers from Wildwood Conservation Area. The tour began with an overview of the workings of a watershed and the function of the dam through a series of displays and the virtual reality sandbox, before walking to the dam. Along the way, tour leaders highlighted the history of Wildwood and how the dam came to be. Inside the dam, participants watched a short video about the structure and visited the control room, generator room, and the tunnel that houses the gate hoists.

The campers had many great questions, which we will incorporate into the next round of tours. The response was very favourable, and everyone appreciated the opportunity to better understand the role of Wildwood Dam in water management.

Contact: Erin Dolmage, Community Education Technician

## Hickson Trail - Grand Opening

Saturday, June 2 marked the official opening of the Hickson Trail, which follows a former railroad line from Woodstock to Hickson. Approximately 100 people attended the opening to take in displays on the history of the trail and enjoy cake and ice cream.



Cutting the ribbon to officially open the Hickson Trail.

Cutting the ribbon were Warden Dave Mayberry and another ex-UTRCA Board member, Don Lazenby, along with other trail club members including East Zorra-Tavistock Deputy Mayor Maureen Ralph. Current UTRCA Board member Shirley McCall-Hanlon was also on hand.

The UTRCA worked with Ross Campbell, a local landowner, and the Hickson Trail group to create two Mud Creek stream crossings utilizing used truck trailer flat beds. This project is an excellent example of a community working together through planning, fund-raising and implementation with one goal in mind, the trail completion.

Contact: Brad Glasman, Manager, Conservation Services

## OMAFRA Engineers Tour

On June 5, a group of about 50 engineers with the Ministry of Agriculture, Food & Rural Affairs (OMAFRA) came from across the province to the upper Thames River watershed for a two-day field tour. The group visited sites in the Upper Medway Priority Subwatershed Project where they heard from a local farmer as well as from Steve Redmond, a partnering Certified Crop Advisor. Both speakers talked about the project's importance and how much of an impact it has had on local farming practices.

While water quality data is being collected from the creek, farmers are also implementing conservation practices on farms within the drainage basin. The project has gained interest from different agencies and can serve as a demonstration subwatershed for sustainable practices.

Data being collected at the creek shows that the majority of phosphorus losses occur during the non-growing season, particularly from January to March. Cover crops and reduced tillage show promise for improving water quality. The UTRCA will measure the impact in the creek while promoting these practices, which are most effective during the winter and spring months.

The bus tour also visited sites near Wildwood Reservoir to see past erosion control projects, how they have been maintained, and how they are functioning today.

Contact: Mike Funk, Agricultural Soil & Water Quality Technician



Imtiaz with his hosts (above) and presenting at Sinotech Minerals Exploration Co. (below).



## Promoting LID in China

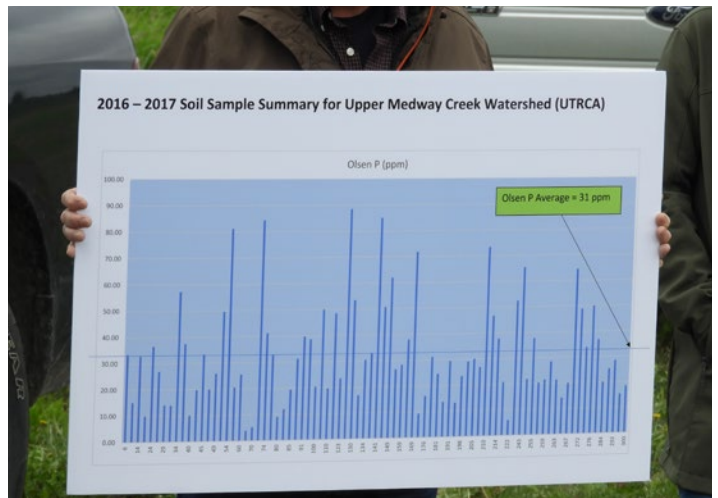
The UTRCA's Environmental Engineer, Imtiaz Shah, went to China in April at the invitation of the China Institute of Water Resources and Hydropower Research, and Sinotech Minerals Exploration Co., Ltd. China. Imtiaz gave a presentation at Sinotech on April 19 on the topic of Mining and Sustainable Stormwater Management using Low Impact Development (LID).

A sincere thank you goes to Dr. Jingbin Wang, Chairman and President of the Beijing Institute of Geology for Minerals Resources, and to Miss Xing Chai for hosting Imtiaz.

Contact: Imtiaz Shah, Environmental Engineer



Steve Redmond discusses soil sampling in the Upper Medway.





This marsh collects water flowing overland from a wooded area. A shallow scrape creates open water. A standpipe inlet and overland swale provide a safe outlet for large runoff events. Trees and shrubs were planted this spring to further enhance the new wetland.

## Wetland Restoration & Creation Success

During the past year, UTRCA staff assisted watershed landowners in establishing eight new wetlands. In total, 4.5 hectares of marsh and swamp habitat were created and more than 30 ha of total land base naturalized - almost 4 ha per wetland site!

The overall cost to carry out these projects was \$120,430, and \$38,000 in cost-sharing was provided. The County of Oxford, Canada-Ontario Agreement, and Ontario Power Generation were the principal funders in these projects. The Clean Water Program provided on-the-ground technical assistance.

Contact: Brad Glasman, Manager, Conservation Services



Working within an old gravel pit and an early succession wooded area allowed for a swamp to be created on this property. The new wetland will offer immediate habitat for wood ducks and amphibians.



Some projects are on a much larger scale. On this farm, tractors, excavators, bulldozers and other equipment worked for days to create this deep water marsh and prairie area. The landowner felt that this site was best suited as a natural area, as it was continually wet and somewhat cut-off from most of the farm by the Thames River.

## Slugs & Bugs

Staff joined Ross Wilson from the Ausable Bayfield Conservation Authority to organize a slug workshop for area farmers in June. The meeting featured a webinar with Dr. John Tooker from Penn State University. Dr. Tooker talked about his research and how to manage slug populations, with a focus on promoting predator species that control slugs. Another management option discussed was to grow cover crops between the rows of crops, leaving an alternative food source for the slugs to keep them from damaging the crop plants.

Following the training session, the group traveled to a nearby field farmed by Doug Patterson in the Wellburn area. Various field conditions were scouted for slugs and their predator populations. Boards on the ground provided the cool, moist conditions for the nocturnal slugs to be found after dark.

Cover crops and conservation tillage are promoted as Best Management Practices for farmers for soil health and water quality. This workshop addressed some of the issues that may be encountered when adopting these practices.

Contact: Mike Funk, Agricultural Soil & Water Quality Technician



Farmers hunt for slugs and predatory beetles after dark in a field near Wellburn.

## Board of Directors – On the Agenda

The next Board of Directors meeting will be June 26, 2018, at the Watershed Conservation Centre. Agendas and approved minutes are posted on our “Publications” page at [www.thamesriver.on.ca](http://www.thamesriver.on.ca).

- Response letter to St. Marys Council
- 2019 Budget Concepts
- 20 Year Flood Control Capital Plan
- Proposed Expression of Interest Application for the Disaster Mitigation and Adaption Fund
- Boards Transparency Recommendations
- Administration and Enforcement - Section 28
- Pioneer Village Update
- Oxford County Letter
- Update for the St. Marys Floodwall Rehabilitation Project Phase 2

Contact: Michelle Viglianti, Administrative Assistant