UPPER THAMES RIVER
CONSERVATION AUTHORITY

November 27, 2018

NOTICE OF
BOARD OF DIRECTORS' MEETING

DATE: **TUESDAY, NOVEMBER 27, 2018**

TIME: **9:50 A.M – 11:35 A.M**

LOCATION: **WATERSHED CONSERVATION CENTRE BOARDROOM**

****There will be a brief Source Protection Authority meeting at 9:30am preceding the Board of Directors meeting****

AGENDA: **TIME**

1. Approval of Agenda 9:50am

2. Declaration of Conflicts of Interest

3. Minutes of the Previous Meeting:
Tuesday October 23, 2018

*8. (c) Dingman Creek Hazard Mapping Update
(T.Annett)(Doc: ENVP #6861)
(Report attached)(5 minutes)

4. Delegation 9:55am
(a) Area Landowners
(15 minutes)

(b) London Development Institute &
London Homebuilders Association
(15 minutes)

5. Business Arising from the Minutes 10:25am
(a) Hunting on UTRCA Lands
(A.Shivas/M.Knox) (Doc: #120703)
(Report attached)(5 minutes)

(b) Revised Draft Budget
(I.Wilcox)(Doc: ADMIN#3170)
(Report attached)(5 minutes)

6. Business for Approval 10:35am

(a) 2019 Authority Fee Schedule
(T.Annett/J.Howley/)(Doc: CA #5029)
(Report attached) (10 minutes)

7. Closed Session – In Camera 10:45am

(a) Summary of Statement of Claim
(A.Shivas/J.Howley/T.Annett)(Doc: L&F #)
(Report attached)(5 minutes)

(b) Fanshawe Cottages Update
(J.Howley)(Verbal)(5 minutes)

8. Business for Information 10:55am

(a) Administration and Enforcement - Section 28
(T. Annett) (Doc: ENVP #6807)
(Report attached)(5 minutes)

(b) Fanshawe Pioneer Village Update
(S.Dunlop)(Report attached)(5 minutes)

*(c) Item moved to after approval of minutes

(d) Disaster Mitigation and Adaptation Fund
Full Application for West London Dyke Rehabilitation
(E.Lounsbury/C.Tasker)(Doc: FC #1385)
(Report attached)(5 minutes)

(e) Staff Succession Planning
(I.Wilcox)(Doc: #120586)
(Report attached)(5 minutes)

(f) 2018 New Portable Pass Update
(J.Howley)(Doc: CA #5201)
(Report attached)(5 minutes)

(g) Board Membership Transition and January 2019 Board Orientation Plans
(I.Wilcox)(Doc: #120708)
(Report attached)(5 minutes)

9. November FYI 11:30am

10. Other Business (Including Chair and General Manager's Comments)

11. Adjournment 11:35am

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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	E.Lounsbury			

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Alex B. Shivas** **Manager, Lands & Facilities**		
Date:	**November 15, 2018**	**Agenda #:**	**5 (a)**
Subject:	**Hunting on UTRCA Lands(Criteria)** -For Information	**Filename:**	**::ODMA\GRPWISE\UT_MAIN.UTRCA_PO.File_Centre_Library:120703.1**

At the October 2018 Board of Directors meeting, approval was granted for recreational hunting during the first week of December at the Cade Tract located at 4695 Line 5, Twp. of Perth South in WMU 86B. The Board requested staff to provide for information at the November meeting, the criteria and evaluation method used to determine if a property could be open for hunting and for what types of hunting.

The Property Specific Criteria determines if there are any potential risks to neighbours or other users of the UTRCA property that is being considered for permitting hunting. This information is ranked through a point system and weighted. The score determines if the property qualifies for the different types of hunting. A questionnaire is then sent to adjacent landowners and the local Municipality for input. It should be noted that in evaluating the Cade Tract, the criteria exercise showed that all types of hunting successfully passed the evaluation.

During the development of the Cade Tract Management Plan, staff looked at balancing the wishes of the previous landowner with other potential uses of the property such as hiking and bird watching. The Cade Tract is a newly acquired property and public input on future uses of the property will be monitored and changes will be implemented as required.

Prepared by:

Alex B. Shivas
Manager, Lands & Facilities

Bill Mackie
Lands & Facilities Supervisor

Hunting Criteria Check List

Staff Name:	
Site Visit Date:	
Property Name:	
Significance: (Cultural, Ecological, etc.)	
Municipal Address (911 or Lots & Concessions):	
Roll Number:	
MNR Wildlife Management Unit (WMU) No.	
UTRCA Total Area (Acreage)	
Is there a Fall Turkey Hunt within this WMU?	Y / N
Is there a Spring Turkey Hunt within this WMU?	Y / N

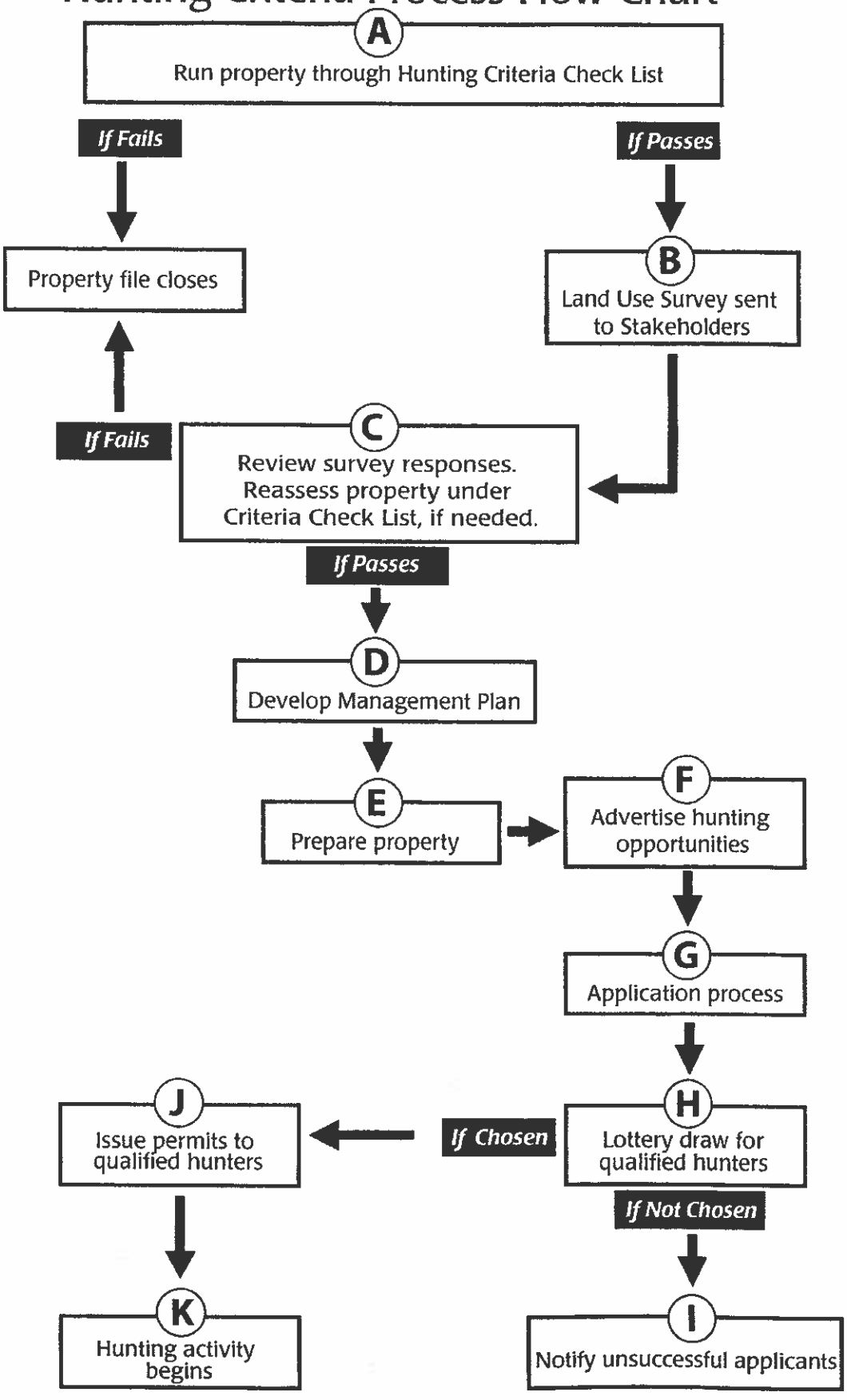
Notes:_____
_____
_____
_____
_____
_____

Property Specific Criteria

Key to Point Allocation: (2 Point System)	0 = High
>15 points: YES - Hunting on property will be considered	1 = Medium
<14 points: NO - Hunting on property will not be considered	2 = Low

Notes: *** See the Key above for point allocation.**	**Points Accumulated for Archery Firearm**	**Points Accumulated for possible Shot /Muzzle Loading Firearm**
Risk to Neighbours adjacent to UTRCA Property: a) No risk to neighbor(s) (houses, drive shed, etc.) b) No risk to agricultural practices (livestock, access points, ponds, crop harvest times, crop damage by species etc.) c) No risk to adjacent public uses (public golf course, sports fields, clubs, existing UTRCA land leases, etc.) d) No risk to vehicle – wildlife collisions	a) b) c) d) **Total**	a) b) c) d) **Total**
Risk to Other Users of UTRCA Property: a) No risk to UTRCA Trails b) No risk to Camping c) No risk to Outdoor Education Sites d) No risk to UTRCA Land Lease Uses e) No risk to Other Uses Investigated (Easement, Ecological Donation Restriction etc.)	a) b) c) d) e) **Total**	a) b) c) d) e) **Total**
Operation Concerns (Implementation): a) Proper signage in place ➔ **1 point** b) Proper access available including Parking ➔ **1 point** c) Proper boundary marking, fence, gates or natural barriers ➔ **1 points**	a) b) c) **Total**	a) b) c) **Total**
TOTAL SCORES	**/21**	**/21**

Hunting Criteria Process Flow Chart



UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Ian Wilcox, General Manager**		
Date:	**Tuesday, November 20, 2018**	**Agenda #:**	**5 (b)**
Subject:	**Revised 2019 Draft Budget**	**Filename:**	**::ODMA\GRPWISE\UT_MAIN.UTRCA_PO.Administration:3170.1**

Please find attached the Revised 2019 Draft Budget, as circulated to the member Municipalities on November 8th, 2018.

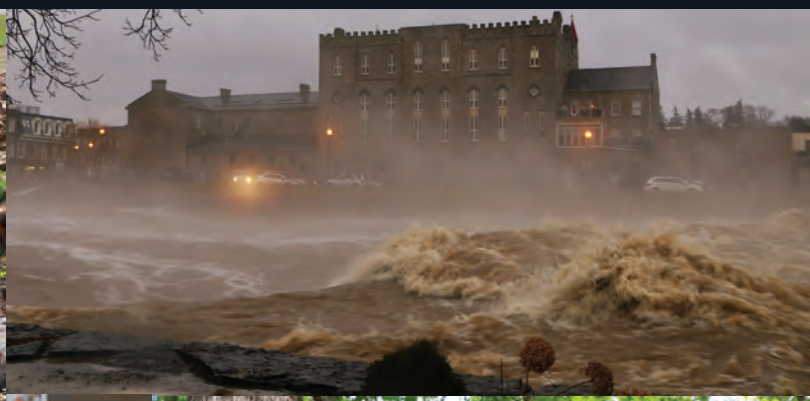
Prepared by:

Ian Wilcox,
General Manager

UPPER THAMES RIVER
CONSERVATION AUTHORITY

2019
DRAFT BUDGET
November 2018

Upper Thames River Conservation Authority



1424 Clarke Road, London, ON N5V 5B9 / 519-451-2800 / infoline@thamesriver.on.ca / www.thamesriver.on.ca

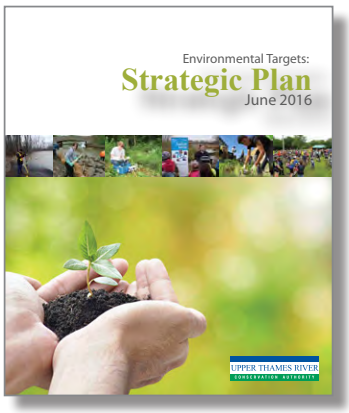
2019 UTRCA Draft Budget

November 2018

The Upper Thames River Conservation Authority (UTRCA) 2019 Draft Budget (expenditures) is forecast at $20,272,503. This total is split between operating expenses ($15,266,199) and capital ($5,006,304).

Key influences on the 2019 Budget include:

1. Continued Implementation of the UTRCA's Environmental Targets Strategic Plan



The Board of Directors approved a new Environmental Targets Strategic Plan in June 2016. The Plan represents the most significant programming change in the UTRCA's nearly 70 year history and is designed to ensure measurable improvements in watershed health by setting Watershed Targets.

These Targets are designed to advance achievement of the UTRCA's Ends:

1. Protecting people and their property from flooding and erosion,
2. Protecting and improving water quality,
3. Managing and expanding natural areas, and
4. Providing outdoor recreation/education opportunities.

Monitoring data has clearly shown that progress in achieving these Ends has plateaued during the past 20 years. That is not to suggest current conservation efforts have been ineffective. In fact, maintaining these measures as status quo is a form of success, in a landscape facing increasing stressors such as development, population growth, climate change and invasive species. However, the UTRCA has a responsibility to do more than simply "maintain." The Environmental Targets represent an organizational commitment to achieve measurable improvements in our watershed's health. This in turn supports economic development, human health, and makes the watershed more attractive and resilient. The Environmental Targets are aggressive but realistic. The UTRCA has the tools, experience, expertise and relationships to achieve these Targets. Funding needed to support this work is also significant; however, given partner support and a phased approach to implementation, the plan is practical and achievable.

For 2019, a total of $288,130 in new levy funding has been included for this, the third year of the proposed four year funding phase-in. This new revenue is needed to support water quality improvements and the expansion of natural cover in the watershed. Note that new funding from senior levels of government as well as user fees are also being requested to help support the plan's implementation.

2. Inflation

An inflationary increase of 2.1% (April 2017- April 2018 Consumer Price Index for Ontario) has been applied to the 2019 budget.

3. Finance System Modernization

The UTRCA continues to revise its internal systems to improve budgeting accuracy. More comprehensive planning on the part of management, a clear separation of operating and capital expenditures, and realistic projections of capital costs have led to much more realistic budgeting. Comparisons of the 2019 Draft Budget with past years suggests rapid organizational growth and, while there has certainly been an element of growth, better and more accurate budgeting accounts for a significant portion of what appears to be an increased total budget. As the new system becomes normalized, more accurate comparisons, projections and reporting will result.

2019 Draft Budget

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Flood & Erosion Hazard Protection

Program Examples

- Operation and maintenance of dams and dykes
- Floodplain and hazard regulations
- Flood forecasting and warning
- Plan review
- River Safety education program
- Fanshawe Dam education program

Flood / Water & Erosion Control

(Water & Information Management Unit budget)

What we do:

- Reduce the risk of property damage and loss of lives due to flooding by providing flood forecasting and warning programs
- Operate and maintain water control structures to control flood flows and augment stream flow during dry periods
- Operate and maintain recreational water control structures on behalf of municipalities

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Examples:

- Providing and maintaining flood situation emergency plans and a flood warning system
- Continually monitoring stream flow, reservoirs and watershed conditions, and forecasting floods
- Collecting and maintaining flood damage information and historical flooding data
- Maintaining and expanding stream gauge network in order to improve stream flow, climatic and water quality monitoring
- Improving and calibrating flood forecasting models
- Coordinating, maintaining, and improving stream flow through flow augmentation reservoirs
- Coordinating the upper Thames River watershed's Low Water Response Team, which is planning for drought response to meet the needs of watershed residents and business, while protecting natural systems and human health
- Operating, inspecting, and maintaining flood control dams, dyke systems, channels, and erosion control structures, constructed in partnership with municipalities
- Operating, inspecting, and maintaining medium sized municipal recreation dams and Conservation Area dams
- Undertaking major maintenance projects on water and erosion control structures, and assessing municipal erosion control works
- Undertaking dam safety studies, and improving public safety around dams
- Updating operation and maintenance manuals
- Securing capital maintenance funding for water and erosion control infrastructure
- Providing technical expertise to identify natural hazards (such as floodplains and steep slopes) with the goal of protecting people and property from these natural hazards
- Providing, interpreting and maintaining floodplain mapping
- Updating hazard modelling and mapping in support of Environmental Planning & Regulations unit
- Securing senior government funding support for flood hazard mitigation

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Why:

- Reduce property damage, injury and loss of life
- Comply with legislative requirements and guidelines at the local level
- Maintain public investment in infrastructure to prevent catastrophic loss
- Improve water quality and stream flow
- Key component of a comprehensive floodplain management program
- Provide park land and recreational opportunities

Who benefits/ participates:

- Municipalities
- Watershed residents and businesses potentially affected by flooding or drought
- Conservation area users
- Province (through reduced flood damages)

Environmental Planning & Regulations

(Environmental Planning & Regulations Unit budget)

What we do:

- Administer the Conservation Authorities Act related to the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations
- Assist municipalities with fulfilling their Planning Act responsibilities by identifying natural hazard areas and natural heritage features, and providing policy support
- Respond to Planning Act and Conservation Authorities Act inquiries
- Provide municipalities with access to policy and technical experts in various disciplines including hydrology, hydrogeology, ecology, fisheries, bioengineering, engineering, stream morphology and land use planning
- Perform a planning advisory role to municipalities which may include, but is not limited to, matters related to the assessment or analysis of environmental impacts associated with activities near or in the vicinity of sensitive natural features such as wetlands, river and stream valleys, fish habitat and significant woodlands; hydrogeology; and stormwater management studies

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Examples:

- Providing comments to assist municipalities with processing Official Plan and zoning by-law amendments, severances, variances and plans of subdivision
- Answering questions from the public on the environmental aspects of land use planning
- Responding to property inquiries (legal, real estate, and general information)
- Providing resource mapping as well as technical reviews and clearances
- Administering approvals and investigating violations related to regulations made pursuant to the Conservation Authorities Act
- Screening and commenting on mitigation related to projects requiring federal Fisheries Act review or approval
- Liaising between municipalities and other government agencies

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Why:

- Reduce the risk to life and property from natural hazards such as flooding and unstable slopes
- Conservation Authorities have delegated responsibilities to represent provincial interests regarding natural hazards encompassed by Section 3.1 of the Provincial Policy Statement, 2014 (MMAH, 2014). These delegated responsibilities require CAs to review and provide comments on policy documents (Official Plans and comprehensive zoning by-laws) and applications submitted pursuant to the Planning Act as part of the Provincial One-Window Plan Review Service.
- Promote the maintenance and enhancement of natural heritage features and areas such as woodlands, wetlands and threatened species
- Protect and promote the wise use of groundwater resources
- Complement other UTRCA mission centres such as Water & Information Management, Watershed Planning, Research & Monitoring, and Conservation Services
- Comply with legislative requirements

Who benefits/ participates:

- Municipal decision makers (planning committee, committee of adjustment, and council)
- General public
- Ratepayers associations and other special interest groups
- Landowners, developers, private planning and engineering consultants, lawyers, real estate agents
- Municipal planners, building officials, engineers, parks and recreation services staff
- Provincial ministries, Local Planning Appeal Tribunal, and Mining and Lands Tribunal
- Academic community

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Water Quality Protection & Improvement

Program Examples

- Clean Water Program
- Drinking Water Source Protection Planning
- Provincial Water Quality Monitoring Network
- Provincial Groundwater Monitoring Network
- Benthic monitoring program
- Thames River Clear Water Revival
- Watershed Report Cards
- Watershed Report Card education program
- Developing and implementing community-based watershed strategies
- Environmental education programs for 20,000 students annually at Fanshawe and Wildwood Conservation Areas
- Children's Water Festival

Environmental Monitoring

(Watershed Planning, Research & Monitoring Unit budget)

What we do:

- Provide watershed scale environmental monitoring, summarized every 5 years in a comprehensive Watershed Report Card document, to understand current health and emerging trends as a basis for setting environmental management priorities and tracking progress on Environmental Targets

Examples:

- Working in partnership with the Ontario Ministry of the Environment, Conservation & Parks (MECP) and municipal Health Units to collect and analyze surface water samples at 24 sites as part of the Provincial Water Quality Monitoring Network (PWQMN)
- Working in partnership with the MECP to collect and analyze groundwater samples at 24 sites as part of the Provincial Groundwater Monitoring Information System
- Undertaking expanded water quality and stream health monitoring, in support of efforts identified in the Environmental Targets Strategic Plan, at 13 additional sites to fill gaps in data collection
- Working in partnership with member municipalities to undertake detailed local water quality studies to better understand local water quality issues identified in Watershed Report Cards
- Compiling water quality and aquatic community health data in a comprehensive and standardized time series database that is integrated with water quantity and available to watershed partners
- Monitoring aquatic community health including benthic invertebrates at approximately 100 sites annually and fisheries as an indicator of environmental health
- Monitoring aquatic species at risk, including fish, reptiles and freshwater mussels, to identify priority areas for implementation of best management practices and stewardship aimed at improving habitat
- Continuing a monitoring program in Wildwood, Pittock and Fanshawe Reservoirs for parameters such as dissolved oxygen, to ensure operations of the structures do not negatively impact water quality
- Developing interactive GIS tools for use by UTRCA staff to track project work and progress towards achieving Environmental Targets
- Developing UTRCA Watershed Report Cards to summarize and report all monitoring data and trends

Why:

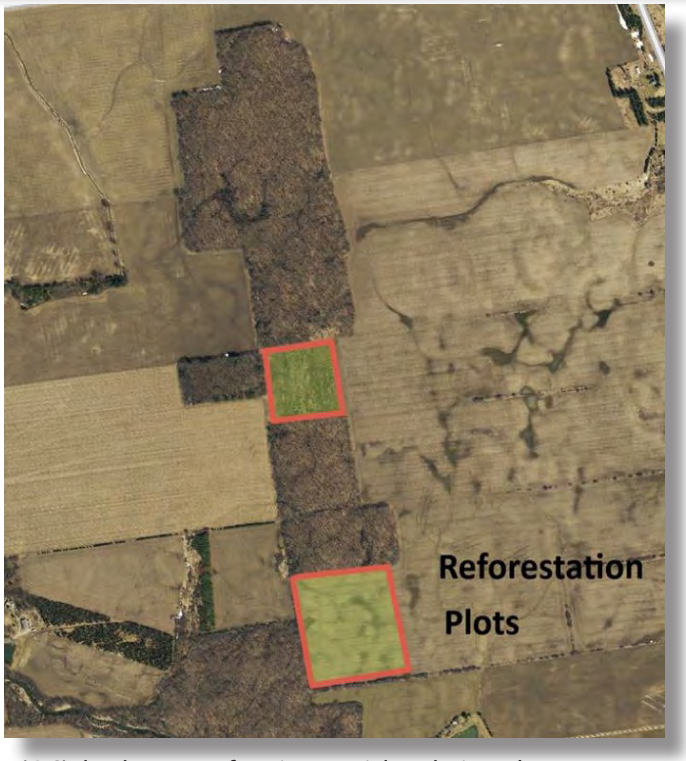
- To gather long term data and create information to measure outcomes related to the UTRCA Environmental Targets Strategic Plan
- Changes in environmental health must be monitored and understood to help guide the conservation authority, municipalities, government agencies and community groups in implementing restoration and rededication programs
- Monitoring can detect problems before serious damage occurs and result in considerable cost saving and improved environmental health in the watershed

Who benefits/ participates:

- Watershed residents
- Municipalities
- Agencies
- Schools, universities

Watershed Planning

(Watershed Planning, Research & Monitoring Unit budget)



What we do:

- Develop and maintain watershed, subwatershed and property specific management plans in cooperation with government agencies, municipalities and community groups

Examples:

- Supporting the development of natural heritage targets for the watershed and participating in property assessment and acquisition projects in partnership with other UTRCA units in order to characterize, protect and rehabilitate natural features and systems
- Participating in the ongoing implementation of recovery strategies for aquatic and terrestrial species at risk
- Developing and maintaining Geographic Information System (GIS) databases, performing spatial analysis and producing mapping and GIS tools to support watershed planning initiatives, assist in property management and support regulatory activities
- Developing and maintaining Internet-based GIS mapping tools to support UTRCA staff
- Developing land management plans for UTRCA properties, such as the Lowthian Flats and Fullaraton area lands, in partnership with the Conservation Areas and Lands & Facilities units
- Presenting findings on environmental conditions in the watershed's 28 subwatersheds through watershed report cards
- Providing technical support and review for applications related to planning advisory services for the Environmental Planning & Regulations unit
- Facilitating the development of an updated Water Management Plan for the Thames River watershed that serves to refine water management objectives, in collaboration with a broad group of stakeholders
- Participate in senior government working groups related to development of a Domestic Action Plan to reduce phosphorus loads to Lake Erie

Why:

- Solving environmental problems and implementing plans to improve watershed health requires a broad geographic perspective and knowledge of current resources, research and implementation practices
- Private landowners ultimately manage the majority of lands and, therefore, need to help determine the future of these properties; we provide the forum for the community to work collectively toward a common vision for the watershed

Who benefits/ participates:

- Watershed residents
- Community groups
- Municipalities
- Agencies

Research

(Watershed Planning, Research & Monitoring Unit budget)

What we do:

- Implement research studies to fill resource information gaps and develop innovative methods of protecting and enhancing watershed resources

Examples:

- Developing an assessment of water quality in the Thames River watershed based on analysis of existing data, modeling and long term trends
- Studying threatened and endangered wildlife species and their habitat requirements (such as the spiny softshell turtle, queen snake, black redhorse fish and freshwater mussels) that are indicators of watershed health
- Participating in multi-agency research projects, such as Conservation Ontario's Provincial Information Technology Forum, Conservation Authorities Aquatics Group, Lake St. Clair Management Plan, and Lake Erie Lakewide Action & Management Plan
- Providing technical lead in the development of natural heritage system studies and models for determining natural heritage system significance (such as the Perth and Elgin County Natural Heritage System Studies)
- Spatially quantifying natural heritage feature gains and losses to identify areas of concern and guide our advocacy for protection/restoration

Why:

- New information and solutions are required for existing environmental problems to ensure we can live in healthy communities
- To advocate for natural heritage feature protection and restoration in the watershed as identified in UTRCA Environmental Targets
- Provide clean water for community use and for the enjoyment of future generations
- Decrease the health risk to humans and animals
- Improve habitat for fish and wildlife

Who benefits/ participates:

- Private landowners, the local community and municipal partners
- Industry gains new technology and products
- Individuals and agencies share new ideas and expertise
- Landowners, community groups and municipalities benefit from funding that they could not access on their own

Soil Conservation

(Conservation Services budget)

What we do:

- Provide comprehensive in-field and in-stream conservation planning services to address soil and water quality concerns

Examples:

- Working under the auspices of Environment & Climate Change Canada (ECCC) to deliver the Medway Creek Watershed Phosphorus Reduction Initiative
- Working under auspices of the Agricultural Adaptation Council to deliver the Medway Creek Watershed Demonstration Project for Phosphorus Reduction
- Working under the auspices of ECCC to gather background water quality data from agriculture-based selected Thames River subwaterheds
- Managing demonstration and research efforts, including: controlled drainage, engineered vegetated filter strips, saturated buffers, constructed wetlands, and surface inlet effectiveness, with the Ontario Ministry of Agriculture, Food & Rural Affairs (OMAFRA)
- Managing biofilter demonstration and research efforts with the Universities of Waterloo and Guelph
- Partnering with Agriculture & Agri-Food Canada on edge-of-field research efforts to monitor phosphorus movement on agricultural cropland
- Continuing with monitoring of several demonstration projects implemented through the Ministry of the Environment, Conservation & Parks's Showcasing Water Innovation program, including on-farm stormwater management, the use of slag filters for phosphorus removal in barnyard and silage leachate runoff, wetland restoration, and sub-irrigation/drainage projects
- Working with local communities and agency funders to improve the overall watershed health of the Avon River, as well as Cedar, Halls and Stoney Creeks
- Focusing efforts to restore natural stream flow and structure in Medway Creek in order to improve the stream's aquatic health
- Working with the community to implement a low impact development program across the watershed
- Working with OMAFRA on the Soil Health Project to determine the state of agricultural soils in Ontario and demonstrate methods for improvement
- Implementing practical, cost-effective alternatives for landowners and other agency staff with water quality concerns, such as bioengineering to control streambank erosion and slope instability, natural channel design in disturbed watercourses and drainage systems, and constructed wetlands to treat industrial, septic and agricultural wastewater
- Working with the Great Lakes and St. Lawrence Cities Initiative on the Thames River Phosphorus Reduction Collaborative to reduce phosphorus input to the Thames River

Why:

- Reduce watercourse pollution and maintenance costs by keeping soil on the land
- Stabilize streams experiencing pressure from surrounding land uses
- Improve water quality and habitat for fish and wildlife
- Reestablish natural aquatic linkages
- Protect topsoil for agriculture

Who benefits/ participates:

- Groups and individuals in the participating communities
- Private landowners and the local community can sustain crop yields, avoid costly drain maintenance and keep local water resources clean
- Local contractors carry out much of the work
- Industry gains new technology and products
- Agencies and individuals share new ideas and expertise

Clean Water Program

(Conservation Services budget)

What we do:

- Provide technical assistance and financial incentives to rural landowners for implementing measures that improve surface water and groundwater quality and contribute to sustainable agriculture operations. CWP is funded by the Counties of Oxford, Middlesex and Perth, the Town of St. Marys and the Cities of Stratford and London. Additional funding is provided by Environment & Climate Change Canada's Habitat Stewardship Program. The program is delivered by the Ausable Bayfield, Catfish Creek, Grand River, Kettle Creek, Long Point Region, Maitland Valley, St. Clair Region, and Upper Thames River Conservation Authorities.
- Provide technical delivery of Agriculture & Agri-Food Canada's Greencover Program
- Deliver the Ontario Drinking Water Stewardship Program to eligible landowners throughout the Thames-Sydenham and Region Source Protection Region

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Examples:

- Eligible projects include the following:
  - milkhouse washwater disposal
  - clean water diversion
  - livestock access restriction to watercourses
  - nutrient management plans
  - wellhead protection
  - decommissioning unused wells
  - fertilizer, chemical and fuel storage or handling
  - septic systems
  - erosion control structures
  - fragile land retirement
  - woodlot and wetland enhancement

Why:

- To address locally identified priority water quality impairment issues
- To maintain working relationships between various municipalities, local farm groups, government agencies and interested groups or associations that have a direct stake in the issue of agriculture, water quality and future health of our watersheds
- To protect municipal drinking water sources

Who benefits/ participates:

- Landowners within the Counties of Oxford, Perth and Middlesex, the Cities of Stratford and London and the Town of St. Marys
- Municipalities, by joining together, enjoy environmental programs and services that would otherwise be too costly for individual municipalities
- Everyone benefits from improved environmental health

Source Water Protection

(Environmental Planning & Regulations Unit budget)

What we do:

- Work with our partners to develop and implement a Source Protection Plan that will:
  - protect human health, and
  - protect present and future municipal drinking water sources (quality and quantity)
- The Upper Thames River, Lower Thames Valley, and St. Clair Region Conservation Authorities are working together in a partnership with the Province and our member municipalities
- The UTRCA, as the lead CA, is responsible for the overall project administration

Examples:

- Provide risk management services to regulate identified risks to drinking water sources
- Support municipalities in the implementation of the Source Protection Plan
- Provide education and outreach related to the Source Protection Plan
- Monitor and report on implementation progress
- Support the Source Protection Committee
- Ensure transparent, multi-stakeholder involvement
- Provide technical information and resources
- Integrate drinking water source protection into other program areas
- Update technical information in Assessment Reports
- Develop a water budget
- Manage and maintain data

Why:

- The Walkerton Inquiry recommended a multi-barrier approach to protecting drinking water, with drinking water source protection as the first barrier
- Protecting our surface water and groundwater from becoming contaminated or overused will ensure that we have a sufficient supply of clean, safe drinking water now and for the future
- Clean and sustainable drinking water sources are critical to healthy and economically sustainable communities
- Protecting drinking water sources is more cost-effective than remediating water quantity and/or quality, if remediation is even possible
- Required by the Clean Water Act

Who benefits/ participates:

- Province
- Conservation authorities
- Municipalities
- Stakeholders
- Water users

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Natural Areas Protection & Expansion

Program Examples

- Private land tree planting
- Communities for Nature program
- Tree Power program
- Various management plans (Ellice, Sifton)
- Watershed Report Cards
- Property management
- Wetlands education program
- Developing and implementing community-based watershed strategies
- Creating value for the UTRCA and the environment by linking the Authority and its information with the watershed residents and their ability to take action

Forestry

(Conservation Services budget)

What we do:

- Offer a range of tree planting and woodlot management services to improve the health of the local environment and provide a learning experience

Examples:

- Providing a wide range of forestry services including tree planting plans (including technical assistance, planting or supplying appropriate stock, and maintenance assistance), woodlot management, non-native vegetation control (with the EZJect system and other herbicide and manual methods), and planning and auditing for the Managed Forest Tax Incentive Program
- Initiating inventories and management plans for UTRCA-owned plantations and other wooded areas
- Carrying out controlled burns to sustain Communities for Nature native grass and wildflower plantings, with the UTRCA's Environmentally Significant Areas team
- Planning and implementing naturalization projects through the Communities for Nature program, which gives 4,000 people each year a hands-on educational experience enhancing their local environment, through community forestry, wildflower and aquatic planting, and provides local businesses with an opportunity to provide lands and/or financial support
- Coordinating the George Furtney, Woodstock, Zorra, Thames Centre, and St. Marys Area Memorial Forests, to improve the local environment while commemorating people or events
- Partnering with the Canadian Forestry Service on Emerald Ash Borer (EAB) parasitoid research for control of EAB
- Partnering with the Forest Gene Conservation Association to establish a Southwest Ontario Butternut Tree Archive site at Pittock Conservation Area, to help preserve the genetics of this endangered species
- Providing tree marking and woodlot management advice for private landowners
- Providing technical assistance to the London airport tree trimming project

Why:

- Improve crop yields and water quality by reducing soil erosion
- Provide habitat for wildlife
- Improve air quality
- Shade and protect buildings, reducing heating and cooling costs
- Reduce snow drifting and snow removal costs
- Provide timber products
- Provide recreational opportunities and aesthetics

Who participates/ benefits:

- Farmers and rural landowners
- Students, non-profit groups, service clubs and community associations
- General public
- Municipalities
- Private tree nurseries
- Funeral homes
- Corporations/ businesses

Lands & Facilities

(Lands & Facilities Unit budget)

What we do:

- Work in partnership with the community to ensure the long-term protection of natural areas, such as woodlands and wetlands, and provide a variety of recreational opportunities on UTRCA-owned/ managed lands
- Lease structures and properties to clubs and community groups, individuals and municipalities for activities that complement the UTRCA's programs and services

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Examples:

- Providing passive day-use recreational opportunities on 1900 hectares of rural properties, including woodlands, wetlands, agreement forests and 7 rural conservation areas
- Initiating asset management plan as per the UTRCA Strategic Plan
- Initiating or assisting with capital development projects
- Managing UTRCA fleet vehicles and equipment system
- Working with the local community to implement the Ellice and Gads Hill Swamps Management Strategy
- Performing comprehensive risk management and safety inspections on UTRCA-owned properties
- Assessing hunting opportunities on UTRCA-owned properties and, where appropriate, implementing a controlled hunting program
- Responding to infringement and encroachment related issues on UTRCA-owned properties
- Leasing 24 UTRCA-owned agricultural properties totalling approximately 475 hectares
- Leasing 5 residential homes and managing/maintaining 7 storage buildings located throughout the watershed
- Maintaining lease agreements with 7 community-based groups for the management and maintenance of our rural conservation areas
- Maintaining lease agreements with more than 20 clubs for recreational opportunities within Fanshawe, Wildwood and Pittock Conservation Areas
- Maintaining lease agreements for 80 cottages at two locations
- Maintaining leases with groups and individuals for a variety of activities at properties throughout the watershed

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Why:

- Natural areas are highly valued by the community
- Wetlands provide storage for flood waters, help reduce the impacts of drought, and improve water quality by trapping sediments and storing nutrients
- Natural areas provide habitat to a variety of plants and animals
- We provide safe access to UTRCA owned/managed lands for permitted activities
- When acquiring lands for the development of the reservoirs, the UTRCA was obliged to purchase entire holdings (farms); some of these lands are not needed to support the flood management and recreational programs of the UTRCA and have been made available to the community

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Who benefits/ participates:

- Local communities enjoy access to day-use opportunities in nearby parks and natural areas
- Local economies benefit from tourism
- Tenants, club members, cottagers, outdoor enthusiasts

Environmentally Significant Areas

(Lands & Facilities Unit budget)

What we do:

- As of January 2019, the UTRCA is in an agreement with the City of London to manage 11 Environmentally Significant Areas (ESAs) covering 735.6 hectares: the Coves, Kains Woods, Kelly Stanton, Kilally Meadows, Lower Dingman, Meadowlily Woods, Medway Valley, Pottersburg Valley, Sifton Bog, Warbler Woods, and Westminster Ponds/Pond Mills Conservation Area
- Our management goals are to protect the ESAs, encourage partnership and education, ensure public safety, and promote and enforce proper use

Examples:

- Working with the local community to implement ESA Conservation Master Plans, in partnership with the City of London
- Implementing site planning and trail design, and installing signs and trail markers
- Maintaining and constructing bridges, boardwalks, staircases, railings, barricades and other trail structures
- Working with the City of London to develop and implement an encroachment management strategy
- Implementing management strategies for wildlife (e.g. coyote, beaver, Species at Risk) in partnership with agencies, the City of London and stakeholders
- Undertaking tree risk assessment and hazard tree mitigation on ESA trails and boundaries
- Restricting unofficial access points by installing barricades to protect sensitive vegetation
- Enforcing rules to protect vegetation, wildlife and people under the Provincial Offences Act and the City of London's Parks & Recreation By-law
- Working with local interest groups and schools to build valuable partnerships and provide education
- Implementing invasive species management programs, including inventory, removal and monitoring, using the most current Best Management Practices
- Developing and implementing restoration projects including tree, shrub and wildflower planting, bioengineering and erosion control
- Providing co-op students, volunteers and summer students with placement opportunities where they enhance their skills and knowledge and make career decisions to work in the environmental/ conservation field

Why:

- ESAs provide excellent examples of a variety of natural habitats, including upland forests, wetlands, meadows, ponds and river corridors
- ESAs are highly valued by the community, enhance quality of life and provide educational opportunities for students and the public

Who benefits/ participates:

- All City of London and area residents and visitors

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Provide Outdoor Recreation & Education Opportunities

Program Examples

- Camping
- Day use, hiking, biking
- Boating, fishing, hunting
- Pavilion rentals, special events
- Cottages
- Environmental education programs for 20,000 students annually at Fanshawe & Wildwood Conservation Areas

Conservation Areas

(Conservation Areas Unit budget)

What we do:

- Provide a variety of recreational and educational opportunities and facilities on 3200 hectares of conservation lands at Fanshawe, Wildwood and Pittock Conservation Areas. Our target is to reach 1M annual visitors to our conservation areas by 2037 and ensure their experience includes a conservation message to take with them.

Examples:

- Over 1300 seasonal and nightly camping sites, including new back country camp sites
- Over 50 km of trail systems for biking, hiking and nature watching
- Water-based recreational opportunities including rental equipment
- Variety of special events and programs in partnership with local organizations for all ages to enjoy, including:
  - bike workshops and races
  - dragon boat festivals
  - cross country run events
  - reptile shows
  - campfire programs
  - trail days
- Day use opportunities including picnic areas, pavilion rentals, disc golf, geocaching, sand volleyball, yoga classes
- Cottage program
- Hunting program
- Assisting other UTRCA units with a range of activities and programs, including:
  - flood control operations and snow course readings
  - risk management for community education program areas
  - grounds maintenance of the Watershed Conservation Centre
  - tree storage and pick up locations for tree planting programs
  - Memorial Forests and dedication services
- Land Management Agreement with the City of Woodstock for portions of the north shore and the entire south shore of Pittock Reservoir
- Using our conservation areas as demonstration sites for environmental projects completed by other Units (e.g., rain garden, fish habitat creation, shoreline erosion solutions)
- Ensuring conservation area lands comply with applicable legislation and associations including but not limited to the Conservation Authorities Act, Safe Drinking Water Act, Electrical Safety Authority, Swimming Pool Safety Act, and Occupational Health and Safety Act
- Setting annual goals and implementing strategies to continue to improve the current services and investigate opportunities for new ones

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Why:

- Lands that were acquired for the development of flood control reservoirs also serve as multi-purpose recreational facilities
- Create value for the environment by providing outdoor recreational opportunities
- Provide safe access to UTRCA-owned lands and permitted activities

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Who benefits/ participates:

- 500,000 people visit Fanshawe, Pittock and Wildwood CAs annually, mostly from local communities
- 22 non-profit organizations are based on UTRCA properties
- Local economies benefit from tourism
- Local communities enjoy access to day use opportunities in nearby parks
- Visitors can step into nature without traveling far
- Opportunity to work in partnership with local businesses and agencies to promote an outdoor experience

Community Partnerships

(Community Partnerships Unit budget)

What we do:

- Motivate watershed residents to adopt stewardship (behaviours that protect and restore the environment) by facilitating access to environmental and conservation information, and involvement in stewardship activities

Examples:

- Coordinating community involvement in planning and implementing environmental restoration, information sharing and education projects in the Trout, Medway, South Thames, Cedar Creek, Stoney and Forks watersheds and the Dorchester Mill Pond
- Providing environmental education programs and hands-on resource management opportunities in local natural areas and in class, to students and community groups (e.g., stream health monitoring, stream rehabilitation, Watershed Report Card and Wetlands Education programs)
- Building partnerships with First Nation communities
- Delivering a "Focus on Flooding" awareness and education program to help communities recognize flood prone areas and minimize their risk
- Continuing to assist communities in learning about and implementing Low Impact Development (LID) for stormwater projects, including hosting professional development and training sessions and the Stream of Dreams (Fish on Fences) community art program
- Continuing GREEN education program partnership with GM Canada to foster environmental youth leadership
- Working with corporate partners to naturalize industrial properties (GM Canada - Ingersoll, Toyota - Woodstock)
- Partnering with the City of Woodstock to re-naturalize Burgess Park and restore the Brick Ponds Wetland Complex
- Facilitating involvement of the community, industry and corporations in environmental clean up and community events
- Assisting, as a member of the Oxford County Trails Council, with development and promotion of trails throughout Oxford County, and protection and enhancement of natural heritage within trail corridors
- Creating opportunities for Specialist High Skills Major students to obtain environmental and leadership accreditations
- Partnering with Cargill Cares and Ontario Power Generation to deliver the Watershed Report Card education program and the Sifton Bog Wetland education program
- Introducing student use of and accreditation for new environmental technologies (GPS)
- Coordinating the 2019 London Middlesex Children's Water Festival and planning for a Perth County Children's Water Festival in 2020

Why:

- Create value for a healthy environment by providing opportunities to experience and learn about conservation
- Accrue future benefits for the environment from citizens with an environmental stewardship ethic
- Provide hands-on learning opportunities to help the environment
- Empower people to take action in their local community
- Help people make informed environmental decisions

Who benefits/ participates:

- 20,000 students from regional boards of education visit our two outdoor education centres each year
- Landowners, community groups and municipalities benefit from funding that they could not otherwise access
- Watershed residents participate in restoration projects in their local communities
- Municipalities benefit by having an involved and informed constituency

Corporate & Support Services
(Service Cost Centres budget)

What we do:
- Support the Conservation Authority's staff, members of the Board of Directors, and programs

Examples:
- Corporate and strategic planning, governance policy development, and implementation
- Financial control support including development of procedures, systems integration and efficiency projects
- Continue efforts to develop the General Ledger for management reporting purposes
- Adopting new accountings standards
- Developing the treasury function including investment programs
- Implementing an acquisition policy and automated system
- Human resources administration, benefits administration
- Payroll and health and safety initiatives
- Engaging communities of interest through interactive social media channels
- Assessing community needs and opportunities through communications and marketing
- Administrative, clerical, systems, communications and graphic design support
- Providing information products including printed materials, GIS mapping and Geoportal, and websites to watershed residents, the Board of Directors and staff
- Professional development opportunities
- Coordinating community volunteers

Why:
- Ensure programs are consistent with watershed resources, management needs, community values, and political and financial realities
- Ensure accountability to the community, partners, and municipal and senior government
- Inform staff, members, stakeholders and the public of the UTRCA's programs and policies
- Provide programs that are cost-effective
- Maintain competent, highly trained, safe and motivated staff to implement the UTRCA's programs
- Maintain efficient systems and equipment to support the organization

Who benefits/ participates:
- Municipalities benefit from targeted programs tailored to their specific environmental needs and economic realities
- Taxpayers receive the most value for their dollars
- UTRCA suppliers and customers
- UTRCA staff and members
- Community volunteers such as students

Who pays:
- All Corporate & Support Services costs are allocated among the programs of the UTRCA

Operating Budget 2019

	2018 YTD Actual	2018 Budget	2019 Budget	% Incr (decr)	Notes
REVENUES:					
Levy Funding					
2019 Municipal General Levy	3,696,564	3,605,251	3,963,386	9.9%	
Dam and Flood Control Levy	1,351,126	1,351,126	1,311,279	-2.9%	
Deferred Dam and Flood Control Levy	27,083	-	59,755	100.0%	Levied in 2018 but deferred for use in 2019
Operating Reserve Levy	32,400	32,400	33,048	2.0%	
	5,107,173	4,988,777	5,367,468		
MNRF Transfer Payment	351,020	351,020	351,016	-0.0%	
Contracts and Grants					
Municipal within UTR watershed	745,808	812,337	714,151	-12.1%	
Municipal outside of UTR watershed	12,920	75,840	107,340	41.5%	Work for other CAs, WISKI, LSWIMS
Provincial	919,334	930,411	715,813	-23.1%	Anticipated drop in funding
Federal	440,418	993,815	1,284,860	29.3%	Continuing project funding until 2020
All Other	1,937,715	1,636,069	1,588,139	-2.9%	
	4,056,194	4,448,472	4,410,303	-0.9%	
User Fees and Other Revenues					
Conservation Areas	3,599,004	3,559,859	3,670,699	3.1%	
Planning and Permit Fees	186,802	195,000	205,000	5.1%	
Education Fees	142,111	129,700	145,000	11.8%	
	3,927,917	3,884,559	4,020,699	3.5%	
Other Revenues	2,170,871	2,132,186	1,100,525	-48.4%	Less carryforward into 2019 than into 2018
Funding from Reserves	-	1,491,366	54,662	-96.3%	
TOTAL REVENUES	**15,613,176**	**17,296,380**	**15,304,673**	**-11.5%**	
EXPENDITURES:					
Mission Cost Centres					
Community Partnerships	1,152,113	1,448,396	1,256,726	-13.2%	
Water and Information Management	2,077,000	2,686,574	2,647,246	-1.5%	
Environmental Planning & Regulations	1,392,338	1,858,588	1,841,717	-0.9%	
Conservation Services	1,240,593	1,689,792	2,110,647	24.9%	Expanded ECCC program
Watershed Planning, Research & Monitoring	879,793	1,036,483	1,017,022	-1.9%	
Conservation Areas	3,550,638	4,544,804	4,643,524	2.2%	
Lands and Facilities Management	3,105,054	3,641,273	1,455,942	-60.0%	Skewed from land transactions in 2018
Service Cost Centres	263,618	104,368	183,139	75.5%	Change in allocations
Program Operating Expenditures	13,661,147	17,010,278	15,155,963	-10.9%	
Desired Transfer to Reserves	52,400	165,407	110,236	-33.4%	
TOTAL EXPENDITURES	**13,713,547**	**17,175,685**	**15,266,199**	**-11.1%**	
NET SURPLUS (DEFICIT)	1,899,629	120,695	38,474		
Depreciation Expense	748,738	828,446	1,029,482	24.3%	
CASH SURPLUS (DEFICIT)	2,648,367	949,141	1,067,956	12.5%	

Capital Budget 2019

	2018 YTD Actual	2018 Budget	2019 Budget	% Incr (decr)
Capital Funding for Flood Control				
Flood Control Capital Levy	707,907	2,189,754	1,774,604	-19.0%
Federal - NDMP	135,657	1,874,231	1,576,227	-15.9%
Provincial - WECI	313,825	1,401,535	827,104	-41.0%
Funding from reserves	-	217,255	283,288	30.4%
Total funding for Flood Control Capital	1,157,389	5,682,775	4,461,223	-21.5%
Capital Projects				
Fanshawe Dam	658,999	1,139,866	20,017	-98.2%
Wildwood Dam	1,910	220,685	175,124	-20.6%
Pittock Dam	-	41,339	65,040	57.3%
London Dykes	1,079,292	3,195,600	3,394,901	6.2%
St Marys Floodwall	575,837	738,513	444,558	-39.8%
RT Orr Dam	968	14,284	100,025	600.3%
Mitchell Dam	110	30,000	30,021	0.1%
Small Dams	1,354	6,127	109,618	1689.1%
Transfer to structure reserves	-	225,000	125,000	
Total Flood Control Capital Spending	2,318,469	5,611,414	4,464,304	
Net Flood Control Capital Budget	**(1,161,080)**	**71,360**	**(3,081)**	
Capital Funding for Other Capital needs				
Capital Maintenance Reserve	27,312	168,324	171,690	2.0%
	27,312	168,324	171,690	2.0%
Land Improvements	108,400	176,000	50,000	-71.6%
Buildings and Building Systems	-	50,000	20,000	-60.0%
Infrastructure	50,406	70,000	50,000	-28.6%
Furniture and Fixtures	7,876	50,000	67,000	34.0%
Vehicles and Equipment	131,323	104,500	255,000	144.0%
Technology Equipment	78,712	110,000	100,000	-9.1%
	376,717	560,500	542,000	-3.3%
Net Other Capital Budget	**(349,405)**	**(392,176)**	**(370,310)**	
Surplus (Deficit) in Capital Spending Activities	(1,510,486)	(320,816)	(373,391)	0.0%

Water & Information Management - All Activities Except Capital

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	1,651,905	1,624,822	1,662,203	2.2%	
Government Transfer Payments	322,068	322,068	322,064	-0.0%	
Contracts	186,095	565,700	768,800	35.9%	
User Fees	150	-	60,000	100.0%	New services agreement arranged
All Others incl deferred amounts	45,629	180,400	54,662	-69.7%	
Total Revenues	**2,205,847**	**2,692,990**	**2,867,729**	**6.5%**	
Operating Expenditures					
Wages, Benefits, Per Diems	1,089,070	1,393,766	1,271,368	-8.8%	
Training	6,915	26,350	4,900	-81.4%	Reflects actuals better
Legal, Audit, Insurance	28,683	32,366	23,000	-28.9%	Apportionment changed
Services	35,568	55,000	57,000	3.6%	
Computers, Property and Utilities	188,264	210,607	214,725	2.0%	
Supplies	27,047	140,350	87,550	-37.6%	
Depreciation Expenses	267,683	248,009	457,461	84.5%	Recent works at Fanshawe and other
Allocated Costs	433,771	580,126	531,242	-8.4%	dams
Total Operating Expenditures	**2,077,000**	**2,686,574**	**2,647,246**	**-1.5%**	
Capital Expenditures	60,323	-	-	0.0%	
Desired Transfers to Reserves	-	113,007	57,836	-48.8%	
Surplus (deficit)	**68,525**	**(106,591)**	**162,647**	**-252.6%**	

Water & Information Management - Capital Activities Only

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	707,907	2,189,754	1,774,604	-23.4%	Reflects change in capital projects
Contracts	470,251	3,275,766	2,403,331	-26.6%	
All Others incl deferred amounts	(88,109)	217,255	283,288	30.4%	
Total Revenues	**1,090,049**	**5,682,775**	**4,461,223**	**-21.5%**	
Operating Expenditures					
Wages, Benefits, Per Diems	131,381	188,921	257,879	36.5%	
Services	484,787	4,327,219	3,575,275	-17.4%	Water & Erosion Control Infrastructure
Computers, Property and Utilities	1,804,410	824,014	473,964	-42.5%	projects for contractors
Supplies	(102,109)	46,260	32,186	-30.4%	
Total Operating Expenditures	**2,318,469**	**5,386,414**	**4,339,304**	**-19.4%**	
Desired Transfers to Reserves	-	225,000	125,000	-44.4%	
Surplus (deficit)	**(1,228,420)**	**71,360**	**(3,081)**	**-104.3%**	

Lands & Facilities

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	591,579	591,579	589,479	-0.4%	
Contracts	863,722	913,243	801,045	-12.3%	
User Fees	4,571	2,100	2,000	-4.8%	
All Others incl deferred amounts	986,679	1,982,000	-	-100.0%	2018 skewed by major land transaction
Total Revenues	**2,446,551**	**3,488,922**	**1,392,524**	**-60.1%**	
Operating Expenditures					
Wages, Benefits, Per Diems	705,596	942,748	890,698	-5.5%	
Training	5,562	8,850	9,100	2.8%	
Legal, Audit, Insurance	11,232	32,575	12,900	-60.4%	Planned reduced need for land legal work
Services	1,914,015	1,969,200	35,000	-98.2%	
Computers, Property and Utilities	72,700	124,986	77,200	-38.2%	
Supplies	47,070	98,400	42,800	-56.5%	
Flow Through Expenses	-	9,000	8,000	-11.1%	
Depreciation Expenses	14,643	17,572	17,572	0.0%	
Allocated Costs	334,237	437,942	362,672	-17.2%	
Total Operating Expenditures	**3,105,054**	**3,641,273**	**1,455,942**	**-60.0%**	
Surplus (deficit)	**(658,503)**	**(152,351)**	**(63,418)**	**-58.4%**	

Conservation Areas

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	202,087	109,830	112,027	2.0%	
Contracts	743,247	703,287	828,119	17.7%	Includes new Woodstock management agreement
User Fees	3,596,608	3,557,759	3,668,699	3.1%	Estimate only - 2019 fees not set yet
All Others incl deferred amounts	300	88,000	150,000	70.5%	Funding user survey and capacity needs
Total Revenues	**4,542,242**	**4,458,876**	**4,758,845**	**6.7%**	
Operating Expenditures					
Wages, Benefits, Per Diems	1,728,836	1,986,878	2,020,429	1.7%	
Training	12,032	17,250	16,200	-6.1%	Staff training still to be finalized
Legal, Audit, Insurance	72,382	107,250	107,000	-0.2%	
Services	139,226	308,111	161,000	-47.7%	Refining plans for contract services
Computers, Property and Utilities	696,641	886,200	924,120	4.3%	
Supplies	230,578	376,907	360,700	-4.3%	
Depreciation Expenses	65,694	76,301	76,373	0.1%	
Allocated Costs	605,548	785,907	977,702	24.4%	
Total Operating Expenditures	**3,550,937**	**4,544,804**	**4,643,524**	**2.2%**	
Capital Expenditures	**158,806**	**296,000**	**150,000**	**-49.3%**	
Surplus (deficit)	**832,500**	**(381,928)**	**(34,679)**	**-90.9%**	

Environmental Planning & Regulations

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	710,000	710,000	871,839	18.6%	
Government Transfer Payments	28,952	28,952	28,952	0.0%	
Contracts	471,597	717,497	795,359	10.9%	Includes Source Water Protection program
User Fees	186,802	195,000	205,000	5.1%	
All Others incl deferred amounts	305,266	303,278	85,381	-71.8%	Risk Management Services reducing carryforwards
Total Revenues	**1,702,617**	**1,954,727**	**1,986,531**	**1.6%**	
Operating Expenditures					
Wages, Benefits, Per Diems	899,744	1,198,710	1,212,880	1.2%	
Training	4,087	10,600	13,500	27.4%	New staff training needs
Legal, Audit, Insurance	9,860	22,000	27,000	22.7%	Legal fees for appeals increasing
Services	137,942	185,975	171,500	-7.8%	
Computers, Property and Utilities	19,785	25,400	27,750	9.3%	
Supplies	7,428	7,750	8,400	8.4%	
Allocated Costs	313,491	408,153	380,687	-6.7%	
Total Operating Expenditures	**1,392,338**	**1,858,588**	**1,841,717**	**-0.9%**	
Surplus (deficit)	**310,279**	**96,139**	**144,814**	**50.6%**	

Watershed Planning, Research & Monitoring

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	696,142	695,408	697,997	0.4%	
Contracts	229,056	174,875	130,800	-25.2%	Uncertainty surrounding available provincial contracts
User Fees	40	-	-	0.0%	
All Others incl deferred amounts	19,007	10,941	10,000	-8.6%	
Total Revenues	**944,245**	**881,224**	**838,797**	**-4.8%**	
Operating Expenditures					
Wages, Benefits, Per Diems	567,526	715,363	706,348	-1.3%	
Training	1,308	5,250	5,250	0.0%	
Services	89,482	23,000	18,000	-21.7%	Reduction in services from reduction in grants
Computers, Property and Utilities	6,473	10,500	8,500	-19.0%	
Supplies	13,187	15,001	16,000	6.7%	
Depreciation Expenses	1,813	2,176	2,176	0.0%	
Allocated Costs	200,004	265,193	260,748	-1.7%	
Total Operating Expenditures	**879,793**	**1,036,483**	**1,017,022**	**-1.9%**	
Surplus (deficit)	**64,452**	**(155,259)**	**(178,225)**	**14.8%**	

Conservation Services

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	614,538	614,538	740,102	17.0%	Considerable Targets funding here
Contracts	1,047,609	774,040	819,750	5.9%	
User Fees	129,221	130,000	151,500	16.5%	Increasing landowner fees due to tree price increases
All Others incl deferred amounts	569,875	794,698	414,744	-47.8%	
Total Revenues	**2,361,243**	**2,313,276**	**2,126,096**	**-8.1%**	
Operating Expenditures					
Wages, Benefits, Per Diems	587,309	750,378	795,536	6.0%	
Training	1,044	1,000	9,000	800.0%	New staff training required
Services	12,668	62,800	40,700	-35.2%	
Computers, Property and Utilities	56,530	50,675	187,603	270.2%	
Supplies	204,693	291,130	423,133	45.3%	
Flow Through Expenses	25,363	73,500	243,361	231.1%	Landowner incentives from Environment & Climate
Depreciation Expenses	2,002	2,403	2,403	0.0%	Change Canada programs
Allocated Costs	350,984	457,906	408,911	-10.7%	
Total Operating Expenditures	**1,240,593**	**1,689,792**	**2,110,647**	**24.9%**	
Capital Expenditures	**10,000**	**-**	**-**	**0.0%**	
Surplus (deficit)	**1,110,651**	**623,484**	**15,449**	**-97.5%**	

Community Partnerships

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	610,200	610,200	660,773	7.7%	
Contracts	513,494	599,830	264,930	-55.8%	Uncertainty on many provincial contracts
User Fees	142,111	129,700	145,000	11.8%	
All Others incl deferred amounts	7,992	8,935	98,500	1002.4%	
Total Revenues	**1,273,797**	**1,348,665**	**1,169,203**	**-13.3%**	
Operating Expenditures					
Wages, Benefits, Per Diems	613,251	815,513	692,664	-15.1%	Staff hours to be reduced
Training	3,342	4,200	4,100	-2.4%	
Services	19,415	28,250	14,150	-49.9%	Fewer and smaller programs undertaken
Computers, Property and Utilities	102,898	71,520	47,220	-34.0%	
Supplies	77,084	111,430	118,120	6.0%	
Flow Through Expenses	30,783	9,350	31,700	239.0%	
Depreciation Expenses	1,202	1,442	1,442	0.0%	
Allocated Costs	304,138	406,691	347,330	-14.6%	
Total Operating Expenditures	**1,152,113**	**1,448,396**	**1,256,726**	**-13.2%**	
Surplus (deficit)	**121,683**	**(99,731)**	**(87,523)**	**-12.2%**	

Service Cost Centres

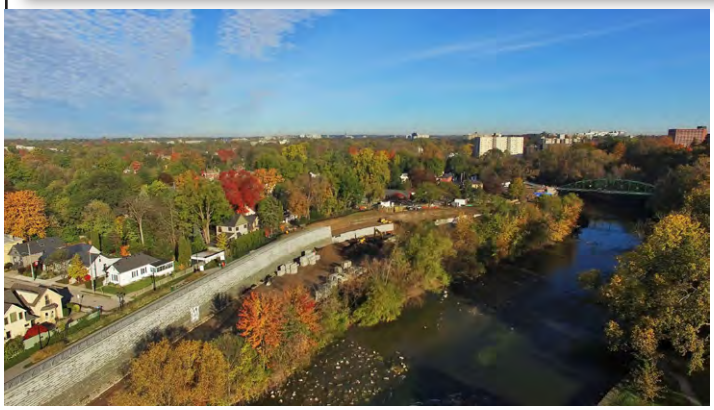
	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	58,034	200,724	204,738	2.0%	
Contracts	1,374	-	1,500	100.0%	Rental revenue for WCC meeting space
User Fees	3,668	3,300	3,300	0.0%	
All Others incl deferred amounts	100,868	122,000	127,100	4.2%	
Total Revenues	**163,944**	**326,024**	**336,638**	**3.3%**	
Operating Expenditures					
Wages, Benefits, Per Diems	1,615,093	2,066,300	2,067,331	0.0%	
Training	19,091	40,900	39,300	-3.9%	More accurately reflects actuals
Legal, Audit, Insurance	207,110	205,851	205,394	-0.2%	
Services	39,491	32,250	47,000	45.7%	Added investment management fees
Computers, Property and Utilities	376,248	444,975	441,000	-0.9%	
Supplies	153,054	188,500	180,350	-4.3%	
Depreciation Expenses	395,702	480,543	472,055	-1.8%	
Allocated Costs	(2,542,172)	(3,354,951)	(3,269,291)	-2.6%	
Total Operating Expenditures	**263,618**	**104,368**	**183,139**	**75.5%**	
Capital Expenditures	**147,588**	**264,500**	**392,000**	**48.2%**	
Desired Transfers to Reserves	52,400	52,400	52,400	0.0%	
Surplus (deficit)	**(299,662)**	**(95,244)**	**(290,901)**	**205.4%**	

All Units, All Activities

	2018 YTD Total	2018 Budget	2019 Budget	Change from last year	Notes
Revenues					
Municipal Levies	5,842,392	7,346,855	7,313,762	-0.5%	
Government Transfer Payments	351,020	351,020	351,016	-0.0%	Assumes MNRF transfer payment continues
Contracts	4,526,446	7,724,238	6,813,634	-11.8%	Other provincial grants expected to decline
User Fees	4,063,171	4,017,859	4,235,499	5.4%	
All Others incl deferred amounts	1,947,507	3,707,507	1,223,675	-67.0%	Less use of reserves planned for 2019
Total Revenues	**16,730,536**	**23,147,479**	**19,937,586**	**-13.9%**	
Operating Expenditures					
Wages, Benefits, Per Diems	7,937,807	10,058,577	9,915,133	-1.4%	Reflects planned staff reductions
Training	53,381	114,400	101,350	-11.4%	
Legal, Audit, Insurance	329,267	400,042	375,294	-6.2%	
Services	2,872,594	6,991,805	4,119,625	-41.1%	All flood control capital contracts are here
Computers, Property and Utilities	3,323,949	2,648,877	2,402,082	-9.3%	
Supplies	658,032	1,275,728	1,269,239	-0.5%	
Flow Through Expenses	56,146	91,850	283,061	208.2%	New landowner incentive programs in 2019
Depreciation Expenses	748,738	828,446	1,029,482	24.3%	
Allocated Costs	-	(13,033)	1	-100.0%	
Total Operating Expenditures	**15,979,915**	**22,396,692**	**19,495,267**	**-13.0%**	
Capital Expenditures	**376,717**	**560,500**	**542,000**	**-3.3%**	These are not flood control related
Desired Transfers to Reserves	52,400	390,407	235,236	-39.7%	
Surplus (deficit)	**321,505**	**(200,121)**	**(334,917)**	**67.4%**	

2019 Draft Flood Control Capital Levy

November 2018



The UTRCA operates and manages a number of water and erosion control structures on behalf of its member municipalities. The operation and maintenance costs for these structures are apportioned to municipalities on a beneficiary pays basis. The UTRCA also maintains and operates a number of recreation dams on behalf of member municipalities. The benefiting municipality for these recreational structures is the municipality within which they are located. Capital maintenance of all of these structures is funded in the same proportions as operating, as shown in the table below.

The UTRCA Board of Directors has approved a 20 Year Capital Maintenance Plan for Water and Erosion Control Structures. This long term plan has been developed to coordinate the timing and financing of major capital repairs to the water and erosion control structures. The plan is reviewed and updated annually, to maintain a rolling 20 year estimate for planning and financing purposes.

With the plan in place, the UTRCA is able to leverage the municipal contributions to pursue senior government funding support for specific projects. The long term cost projections are also used to lobby senior levels of government to continue providing major capital repair grant programs, such as Ontario's Water and Erosion Control Infrastructure program. In 2019, the UTRCA has again obtained funding from the National Disaster Mitigation Program for Major Capital Maintenance Projects.

The amounts for the annual fixed contributions from the affected municipalities have been calculated based on long term flood control capital repair estimates. The 20 Year Capital Maintenance Plan includes provisions for reviews and for the adjustment of the municipal contributions, depending on updated studies and cost estimates. The 2019 Draft Flood Control Capital Levy is described in the following table.

Flood Control Capital Levy Summary

Municipality	Structure	Apportionment	2019 FC Capital Levy Total
Oxford County	Wildwood Dam	0.97%	$125,000
	Pittock Dam	62.07%	
	Ingersoll Channel	100.00%	
City of London	Fanshawe Dam	100.00%	$1,486,104
	Wildwood Dam	83.96%	
	Pittock Dam	36.86%	
	London Dykes & Erosion Control Structures	100.00%	
	Springbank Dam	100.00%	
Town of St. Marys	St. Marys Floodwall	100.00%	$102,000
	Wildwood Dam	14.10%	
City of Stratford	RT Orr Dam & Channel	100.00%	$50,000
Municipality of West Perth	Fullarton Dam	100.00%	$5,000
Township of Zorra	Embro Dam	100.00%	$1,500
	Harrington Dam	100.00%	$5,000
Total Flood Control Capital Levy			**$1,774,604**

2019 UTRCA Draft Budget: Municipal Levy

November 2018

			Current Year Operations													Capital Investments									2019 Totals			
			General Levy		Operating Reserve Levy		Dam and Flood Control Levy *(see table below for details)*		Specific Project Funding		Env Targets Year 3 of 4	Total Municipal Operational Funding		Year over Year Increase		Capital Maintenance		Flood Control Capital Levy			Total Municipal Capital Funding		Year over Year Increase		Total Municipal Funding for Operations and Capital		Year over Year Increase	
Municipality	2018 CVA	2019 CVA	2018	2019	2018	2019	2018	2019	2018	2019	2019	2018	2019	$	%	2018	2019	Structure	2018	2019	2018	2019	$	%	2018	2019	$	%
Oxford County	16.373	16.551	573,096	590,927	5,305	5,470	194,300	185,042			47,690	772,701	829,129	56,428	7.3%	27,560	28,111	WWD & PTTK Dams	124,407	125,000	151,967	153,111	1,144	0.8%	924,668	982,240	57,572	6.2%
London	65.045	64.698	2,276,729	2,309,891	21,075	21,382	854,866	857,719	105,000	105,000	186,415	3,257,670	3,480,407	222,737	6.8%	109,485	111,675	Total Structures[1]	1,906,526	1,486,104	2,016,011	1,597,779	(418,232)	-20.7%	5,273,681	5,078,186	(195,495)	-3.7%
Lucan/Biddulph	0.309	0.318	10,827	11,350	100	105	2,176	2,018			916	13,103	14,388	1,285	9.8%	521	531				521	531	10	2.0%	13,624	14,920	1,296	9.5%
Thames Centre	3.157	3.217	110,499	114,848	1,023	1,063	27,272	25,585			9,269	138,794	150,764	11,970	8.6%	5,314	5,420				5,314	5,420	106	2.0%	144,108	156,185	12,077	8.4%
Middlesex Centre	2.287	2.287	80,051	81,637	741	756	16,068	14,501			6,588	96,860	103,483	6,623	6.8%	3,850	3,927				3,850	3,927	77	2.0%	100,710	107,410	6,700	6.7%
Stratford	7.322	7.285	256,292	260,097	2,372	2,408	125,219	121,533			20,991	383,883	405,028	21,144	5.5%	12,325	12,572	RT Orr Dam		50,000	12,325	62,572	50,247	407.7%	396,208	467,599	71,391	18.0%
Perth East	1.326	1.373	46,402	49,012	430	454	11,861	11,298			3,955	58,693	64,720	6,027	10.3%	2,231	2,276				2,231	2,276	45	2.0%	60,924	66,996	6,072	10.0%
West Perth	1.365	1.419	47,769	50,651	442	469	47,956	43,583			4,088	96,167	98,791	2,624	2.7%	2,297	2,343	Fullarton Dam		5,000	2,297	7,343	5,046	219.7%	98,464	106,134	7,670	7.8%
St. Marys	1.532	1.509	53,632	53,882	496	499	41,792	27,396			4,348	95,920	86,125	(9,795)	-10.2%	2,579	2,631	St. Marys Floodwall	100,000	102,000	102,579	104,631	2,052	2.0%	198,499	190,756	(7,744)	-3.9%
Perth South	1.087	1.143	38,037	40,812	352	378	7,622	7,229			3,294	46,011	51,712	5,701	12.4%	1,829	1,866				1,829	1,866	37	2.0%	47,840	53,577	5,737	12.0%
S Huron/Usborne	0.198	0.200	6,917	7,148	64	66	1,384	1,265			577	8,365	9,056	691	8.3%	333	340				333	340	7	2.0%	8,698	9,396	698	8.0%
Zorra		0		-	-	-	15,000	8,500			-	15,000	8,500	(6,500)	-43.3%		-	Harrington $5,000 Embro $1,500		6,500	-	6,500	6,500		15,000	15,000	-	0.0%
SW Oxford				-	-	-	5,610	5,610			-	5,610	5,610	-	0.0%		-				-	-	-		5,610	5,610	-	0.0%
Total	**100**	**100**	**3,500,251**	**3,570,256**	**32,400**	**33,048**	**1,351,126**	**1,311,279**	**105,000**	**105,000**	**288,130**	**4,988,777**	**5,307,713**	**318,936**	**6.4%**	**168,324**	**171,690**		**2,130,933**	**1,774,604**	**2,299,257**	**1,946,294**	**(352,963)**	**-15.4%**	**7,288,034**	**7,254,008**	**(34,026)**	**-0.5%**

[1]Total City of London Structures (Flood Control Capital Levy)

Fanshawe Dam	10,000
Wildwood & Pittock Dams	120,000
London Dykes	1,356,104
Total London Structures	**1,486,104**

2019 UTRCA Draft Budget: Dam & Flood Control Levy - Details

Municipality	2018 CVA	2019 CVA	Flood Forecasting	Plan & Tech Studies	Small Holdings	Wildwood Dam		Pittock Dam		100% Structures		2018	2019
			$	$	$	%	$	%	$	Structure	$		
Oxford County	16.373	16.551	94,896	6,835	1,134	0.97	1,095	62.07	58,582	Ingersoll Channel	22,500	194,300	185,042
London	65.045	64.698	370,940	26,718	4,432	83.91	94,757	36.81	34,741	Total Structures[2]	326,131	854,866	857,719
Lucan/Biddulph	0.309	0.318	1,823	131	22	0.02	23	0.02	19			2,176	2,018
Thames Centre	3.157	3.217	18,443	1,328	220	0.19	215	0.19	179	Dorchester Mill Pond Dam & Dorchester CA Dam ($2,600 ea)	5,200	27,272	25,585
Middlesex Centre	2.287	2.287	13,110	944	157	0.14	158	0.14	132			16,068	14,501
Stratford	7.322	7.285	41,768	3,009	499	0.44	497	0.44	415	RT Orr Dam & Channel	75,345	125,219	121,533
Perth East	1.326	1.373	7,871	567	94	0.08	90	0.08	76	Shakespeare Dam	2,600	11,861	11,298
West Perth	1.365	1.419	8,134	586	97	0.08	90	0.08	76	Mitchell Dam ($32,000) & Fullarton Dam ($2,600)	34,600	47,956	43,583
St. Marys	1.532	1.509	8,653	623	103	14.10	15,923	0.10	94	St. Marys Floodwall	2,000	41,792	27,396
Perth South	1.087	1.143	6,554	472	78	0.06	68	0.06	57			7,622	7,229
South Huron/Usborne	0.198	0.200	1,148	83	14	0.01	11	0.01	9			1,384	1,265
Zorra							-			Harrington Dam & Embro Dam	8,500	15,000	8,500
South West Oxford							-			Centreville Dam	5,610	5,610	5,610
Total Member Municipalities	**100.00**	**100.00**	**573,340**	**41,296**	**6,850**	**100.00**	**112,927**	**100.00**	**94,380**		**482,486**	**1,351,126**	**1,311,279**

[2]Total City of London Structures (Dam & Flood Control Levy)

Fanshawe Dam	300,825
Springbank Dam	14,616
London Dykes/Erosion Control	10,690
Total London Structures	**326,131**

2019 Draft Budget
November 2018

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To: **UTRCA Board of Directors**

From: **Ian Wilcox**

Date: **November 20, 2018** **Agenda #:** **6 (a)**

Subject: **Fee Schedule** **Filename:** **::ODMA\GRPWISE\UT_MAIN.UTRCA_PO.ENVP:5367.1**

RECOMMENDATION
THAT the proposed 2019 Fee Schedules be approved by the UTRCA Board of Directors.

BACKGROUND
Under section 21 (1)(m.1) of the Conservation Authorities Act (1990), for the purpose of achieving its objects, a Conservation Authority (CA) may charge fees for services which are approved by the Minister.

In keeping with Board direction, UTRCA charges fees for its services based on a cost-recovery basis and the benefit received by the applicant from specific types of services. The UTRCA monitors and reviews its fees on an ongoing basis, considering costs to deliver the program or provide the service, a competitive analysis where similar services are provided locally (education programs, camping etc.); and peer analysis, considering fee schedules for similar sized/focused Conservation Authorities and municipal fee schedules.

Section 5.5 of the "*Policies and Procedures for the charging of Conservation Authority Fees*" chapter states that:

"When developing fee schedules, Conservation Authorities should consider:

- *The fees of neighbouring Conservation Authorities to promote consistency*
- *The nature and level of fees charged by local municipalities, and other agencies and ministries for related services to prevent duplicative fee structures and to promote consistency in fee schedules*
- *Setting fees dependent on the complexity of applications and the level of effort required to administer the applications"*

These factors are used to inform annual reviews to the UTRCA Fee Schedule.

Fees Schedules
In general, the fees for all programs and services have increased with the exception of Community Education Programs. In general, a cost of living adjustment has been applied to all fees. Forestry Services prices are based on tree supplier, planting materials and UTRCA costs, and a review of other nearby Conservation Authority pricing. The increases to fees applied to forestry services reflex a 10-15% increases on nursery stock from some nurseries due to the minimum wage increase.

RECOMMENDATION
THAT the Board of Directors approves the fee schedules as attached.

PREPARED BY:
Tracy Annett, MCIP, RPP, Manager
Environmental Planning and Regulations

RECOMMENDED BY:
Ian Wilcox,
General Manager

ATTACHMENTS:
UTRCA Fee Schedules

Fee Schedules

Schedule 1: Planning & Regulations Fees; Includes UTRCA Section 28 Permit Fees, Plan Review Fees and Technical Review Fees

Schedule 2: UTRCA Conservation Areas Fees

Schedule 3: UTRCA Forestry Services Fees

Schedule 4: UTRCA Environmental Education Program Fees

Schedule 5: UTRCA Lands & Facilities and Conservation Areas Hunting Fee

Schedule 1: Planning & Regulations Fees; Includes UTRCA Section 28 Permit Fees, Plan Review Fees and Technical Review Fees

SECTION 28 PERMIT FEES

		2018 Fee	Proposed 2019 Fee
MINOR WORKS	Minor Works (decks, above ground pools etc.)	$150.00	$175.00
FILL OR ALTER WATERWAY	Standard - (no engineering drawings)	$425.00	$450.00
	Intermediate - (engineering drawings required)	$550.00	$575.00
	Major - involves comprehensive review by various technical staff	$800.00	$850.00
TO CONSTRUCT OR RECONSTRUCT	Structures <500 sq.ft.	$425.00	$450.00
	Structures >500 sq.ft.	$800.00	$850.00
CONSTRUCT OR FILL	Multi-lot developments (per lot affected)	$275.00	$275.00
	Golf course development	$2,150.00	$2,200.00
	Large Fill volumes > 1000 m^3	$5,370.00	$5,500.00
	Renewable Energy Projects	$1,075.0	$1,100.00
	Related site survey and inspection per hour (2 hr min)	$150.00	$175.00
MUNICIPAL PROJECT REVIEW	Municipal drain review (minor)	$150.00	$175.00
	Municipal drain review (major)	$500.00	$550.00
	Major Municipal project	$2,150.00	$2,200.00
OTHER APPLICABLE LEGISLATION	Aggregate Resources Act review	$2,150.00	$2,200.00
	Environmental Assessment Act (minor)	$2,150.00	$2,200.00
	Environmental Assessment Act (major)	$5,370.00	$5,500.00
VIOLATION	work commenced prior to approval – 100% surcharge for first occasion; 200% for second occasion		
CLEARANCE	Verification letter (Hazards or Areas of Interference)	$150.00	$175.00

Notes:

1. The permit fee generally includes the cost of technical report reviews. The UTRCA reserves the right to

charge technical report review fees over and above the permit fees for complex projects which involve a detailed technical report or reports covering one or more issues.

2. Large fill projects involve proposals for fill which exceed greater than 1000 m3. Smaller fill projects will be covered under other sections of the fee schedule.

3. Large renewable energy projects are defined as:

i. Class 3 solar facilities with a nameplate capacity greater than 10 kW.
ii. Class 3, 4 or 5 wind facilities equal to or greater than 50 kW.
iii. Any waterpower project involving construction of a new dam or retrofit of an existing dam.
iv. Any bio-fuel project (anaerobic digestion, biofuel, biogas or thermal treatment facility) that would not fall under our general categories for buildings or building additions as outlined in the table above.

4. Major municipal projects – Projects that have generally come forward following a Class Environmental Assessment, where input from the UTRCA has been solicited and the need for Section 28 approval has been acknowledged. UTRCA costs are related to multiple technical report reviews, preparation of correspondence, attendance at pre-consultation meetings and site inspections. Estimated total project costs generally exceed $1 million. Staff reserve the right to charge additional fees for significant technical report review.
5. For Environmental Assessments undertaken by private proponents (i.e., non-municipal EAs), minor and major categories are distinguished by the anticipated amount of staff time required for reviews. For the purposes of the fee schedule, major will be defined as projects with estimated cumulative staff review time requirements of greater than 25 hours. The UTRCA reserves the right to charge additional fees if peer review requirements warrant additional cost-recovery.

Please contact Section 28 staff at 519-451-2800 for more explanation of fee categories.

Plan Review Fees

		2018 Fee	Proposed 2019 Fee
Inquiry or Release of Agreements	Written response provided	$150.00	$175.00
Maps	Standard legal sized hardcopy	$20.00	$25.00
	Contact GIS for exact prices	$40.00	$50.00
Application Review Fees	Official Plan Amendment (Minor- single family residence)	$250.00	$275.00
	Official Plan Amendment (Major - Industrial, Commercial, Institutional, Subdivisions etc.)	$600.00	$650.00
	Zoning By-law Amendment	$250.00	$275.00
	Consent (severance)	$250.00	$275.00
	Variance	$125.00	$150.00
	Site Plan	$250.00	$275.00
	Draft Plan of Subdivision or Condo	$100.00	

	per Lot to a Maximum of $5000	$100.00 per Lot to a Maximum of $5150
Processing Fee	$150.00	$175

Notes:
1. The UTRCA reserves the right to waive the application fee or reduce the fee on a case by case basis.

2. Official Plan Amendment (Major) – Official Plan Amendments which include complex Natural Hazard and Natural Heritage issues involving multiple peer reviews to be completed by the UTRCA and/or other qualified professionals. The UTRCA reserves the right to determine what is considered to be a Official Plan Amendment (Major) on a case by case basis.

3. Fees for multiple applications made for the same parcel within one year will be discounted as follows:
– First application – full fee per lot/application
– Additional applications – 50% of full fee per lot/application

4. The processing fee is charged in the following cases:
– Provision of a clearance letter for any application approved prior to March 29, 2006
– Provision of an extension letter
– Provision of a letter for a Draft Plan of Condominium for those proposals that are limited to conversion of existing buildings with no new construction or as long as the design complies with criteria established through a previous circulation (e.g. Subdivision or Site Plan)

TECHNICAL REVIEW FEES

(to support Section 28 and Plan Review Services)

	2018 Fee	**Proposed 2019 Fee**
Scoped Environmental Impact Studies	$410.00	$425.00
Comprehensive Environmental Impact Studies	$1025.00	$1050.00
Stormwater Management Studies	$1025.00	$1050.00
Sediment and Erosion Control Plan	$205.00	$225.00
Hydrogeology Assessments	$1025.00	$1050.00
Subwatershed Study/Master Drain or Tributary Study	$515.00	$525.00

Notes:

1. It is strongly recommended that the proponent pre-consult with the UTRCA and the municipality prior to preparation of a detailed technical report.

2. For the purpose of this fee schedule, Scoped Studies are generally recommended in situations where the nature of the natural heritage feature or hazard is well documented, similar development has been previously proposed, modelled and analyzed, impacts are not anticipated due to the location or nature of a proposed development, and mitigation options have been developed.

3. For the purpose of this fee schedule, Comprehensive Studies are generally recommended in situations which are more complex, where information is lacking, or where the risk or significance of the impact is high.

4. Where a Section 28 permit approval is required in addition to the Planning Act approval, the fee for the Conservation Authority permit may be discounted.

5. The fees for technical report review include one comprehensive report review and one revised report review. The UTRCA reserves the right to charge a processing fee or additional technical report fees for additional reviews.

Schedule 2 – Conservation Area Fee Schedule

All Fees Effective January 1, 2019

	2019 Fees
Day Use Revenue Centres	
DAY USE FEES	
Vehicle day pass	$ 14.00
Adult Day Pass	$ 8.00
Child Day Pass	$ 4.00
Seasons Pass	$ 125.00
Seasons Pass 1/2 price (Sept 1st)	No longer offered
Bus Day	$ 120.00
WATERCRAFT FEES	
Motor/sail boat day	$ 15.00
Motor/sail boat seasons pass	$ 115.00
Motor/sail boat seasons pass 1/2 price (Sept 1st)	no longer offered
Wet dock seasonal	$ 400.00
Wet dock monthly	$ 175.00
Wet dock weekly	$ 125.00
Wet dock daily	$ 25.00
Dry dock seasonal	$ 175.00
Dry dock monthly	$ 100.00
Dry dock daily	$ 15.00
PAVILION RENTALS	
Watson Porter Weddings	$ 2,200.00
Watson Porter Inclusive	$ 1,000.00
Watson Porter	$ 385.00
Lakeview Pavilion Weddings	$ 875.00
Lakeview Pavilion Inclusive	$ 650.00
Lakeview Pavilion	$ 255.00
Shelter Day Use	$ 90.00

Campground Revenue Centres

NIGHTLY CAMPING FEES		
Reservation Fee - Call Centre	$	13.00
Reservation Fee - Internet	$	13.00
Reservation Fee - Campground	$	13.00
Change Fee	$	15.00
Cancelation Fee	$	20.00
Daily electricity - 15 amp	$	49.00
Daily electricity - 30 amp	$	49.00
Daily electricity - 50amp	$	55.00
Daily without electricity	$	39.00
Back Country Non Electric	$	39.00
Weekly electricity 15amp	$	322.00
Weekly electricity 30amp	$	322.00
Weekly electricity 50amp	$	358.00
Weekly without electricity	$	256.00
Back Country Non Electric Weekly	$	256.00
Additional Vehicle Pass	$	14.00
SEASONAL CAMPING FEES		
Seasonal 30amp	$	2,700.00
Seasonal 30amp - Waterfront	$	2,965.00
Seasonal 30 amp Premium	$	3,665.00
Seasonal 15amp	$	2,600.00
Seasonal Non Electric	$	1,900.00
Seasonal Non-Electric - Waterfront	$	1,975.00
Swipe Card Seasons Vehicle Pass	$	120.00
Swipe Card Seasons Vehicle Pass 1/2 Price	No longer offered	
Seasonal Site Administration Fee	$	200.00
STORAGE FEES		
Trailer storage	$	285.00
Shed / Deck only	$	150.00
Boat Storage	$	175.00
SEWAGE FEES		
Sewage disposal - weekly	$	610.00
Sewage disposal - bi-weekly	$	305.00
Sewage disposal - single	$	50.00
Sewage disposal - unscheduled request	$	100.00
Sewage disposal - non camper	$	50.00

Schedule 3 - Community Education Programs

Fee Schedule effective September to align with the School Year

		2019 Fee's	
Conservation Education on site program, $120 minimum per group		per person	$7.00
In classroom and off-site programs, per group (sponsored)			$150.00 to $300.00
Outdoor School - Wildwood		Per person Per day	$14.00
Specialist High Skills Major			
	GPS, $400 minimum – full day	per person	$20.00
	Project WILD & Below Zero Certificates	per person	$60.00
	Intro to Stream Assessment Protocol, $200 minimum	per person	$10.00
	Watershed Management, $200 minimum	per person	$10.00
	Species Identification, $200 minimum	per person	$10.00
ICE Training – fully facilitated Co-facilitated		per day	$400.00 $200.00

* In some instances educational program fees are supported by a sponsor or grant.

Schedule 4 - UTRCA Forestry Services

			2018	2019
Trees				
	Coniferous (45-60 cm balled & burlap)	from	$7.50	$10.07
	price dependent on species	to	$12.50	$13.56
	UTRCA Planting Coniferous (plus cost of tree)	per tree	$13.56	$13.56
	includes 2 applications of herbicide			
	Deciduous (175-200 cm bare root)	from	$25.00	$28.25
	price dependent on species	to	$27.00	$33.90
	UTRCA Planting Deciduous (plus cost of tree)		$25.00	$30.00
	includes stakes, guards and 2 applications of herbicide			
	Landowner planting (minimum 25 tree purchase)			
Seedlings				
	Coniferous seedlings (18-40 cm)	from	$.60	$.79
	price dependent on species, minimum of 50	to	$1.30	$1.24
	Deciduous seedlings (26-90 cm)	from	$.96	$.96
	price dependent on species, minimum of 50	to	$1.80	$2.03
	UTRCA Planting with 2 applications of herbicide, plus cost of seedlings	each	$.96	$.96
	minimum of 250 seedlings			
	Landowner planting, admin fee		$33.90	$33.90
	seedlings purchased in lots of 50			
Shrubs				
	Wildlife Shrubs (20 - 35 cm)	from	$1.10	$1.07
	dependent on species	to	$1.35	$1.24

**prices are based on tree supplier, planting materials and UTRCA costs, and a review of other nearby Conservation Authority pricing.*

Schedule 5 – UTRCA Lands & Facilities and Conservation Areas Hunting Fee

Lands & Facilities and Conservation Area Revenue Centres	**2019 Fees**
HUNTING FEE	
Hunting Permission (Permit)	$ 65.00

**Hunting fees will be reviewed in the Fall of 2018 and new fees will come into effect January 1, 2019*

**Fees are to cover cost of administering the program*

**Annual minimum fee increase will reflect COL increase*

UPPER THAMES RIVER CONSERVATION AUTHORITY

MEMO

To: **Chair and Members of the UTRCA Board of Directors**

From: **Tracy Annett, Manager – Environmental Planning and Regulations**

Date: **November 16, 2018** **Agenda #:** **8 (a)**

Subject: **Administration and Enforcement – Sect. 28 Status Report – Development, Interference of Wetlands and Alteration to Shorelines and Watercourses Regulation** **Filename:** **Document ENVP 6807**

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 October 13, 2018 to November 16, 2018.

Application #210/17
Paul Titus – City of London
Jackson Road/Darnley Blvd – City of London
-proposed construction of a new Stormwater Management Facility and Trunk Storm Sewer Outlet adjacent to Hampton-Scott Drain & Golder
-plans prepared by Ryan Hern, Development Engineering & Golder Associates
-staff approved and permit issued November 5, 2018

Application #74/18
Robin Luo
149 Walnut Street - City of London
-proposed construction of two storey single family residence within potential West London SPA
-plans prepared by D.C. Buck Engineering
-staff approved and permit issued October 19, 2018

Application #154/18
Uri Hecht
855 Trafalgar Street - City of London
-proposed construction of 8 Unit stacked Townhouse Complex
-plans prepared by Strik, Baldinelli, Moniz Engineering Limited
-staff approved and permit issued November 9, 2018

Application #165/18
Steve Byberg – WSP
Brick Ponds Sanitary Sewer Rehabilitation – City of Woodstock
-proposed rehabilitation/lining of existing 750mm CSP Sanitary Sewer in Brick Ponds Wetland Complex
-plans prepared by WSP
-staff approved and permit issued October 17, 2018.

Application #176/18

Trevalli Homes Ltd.
Lot 16 (#361) Masters Drive – City of Woodstock
-proposed single family residence and attached garage adjacent Sally Creek.
-site plans prepared by Van Harten Surveying Inc. in accordance with approved subdivision plan.
-staff approved and permit issued October 17, 2018.

Application #178/18
Matthew Thompson
22388 Valleyview Road – Thames Centre
-proposed single family residence and detached garage, with associated septic system
-site plan prepared by smpl Design Studio and septic system designed by Dynamic Fusion
-staff approved and permit issued October 18, 2018

Application #179/18
Allan Cole
23 Gower Street - City of London
-proposed re-build of an accessory structure on existing foundation within potential West London SPA
-plans prepared by Allan Cole
-staff approved and permit issued October 23, 2018

Application #180/18
Municipality of Thames Centre
Storey Drive, west of Fairview Road – Municipality of Thames Centre
-proposed construction of approximately 175 metres of an extension to Storey Drive west of Fairview Road to allow for development of existing riverfront lots.
-plans prepared by Spriet Associates London Limited.
-staff approved and permit issued October 29, 2018.

Application #181/18
Stephen Szucs c/o R.W. Stratford Consulting Inc.
2603 Dorchester Road (Part Lot 18, Concession B) – Municipality of Thames Centre
-proposed preliminary topsoil stripping associated with the future Szucs – Boardwalk at Mill Pond Subdivision.
-site plans and sediment and erosion control plans prepared by MTE Consultants Inc.
-staff approved and permit issued October 29, 2018.

Application #182/18
Hamza Srour – Moonhill Homes Ltd.
195 Union Avenue, Komoka – Municipality of Middlesex Centre
-proposed construction of two storey single family residence with three car garage adjacent to flood plain of Oxbow Creek
-plans prepared by Meagher's Drafting and Design Service and sealed/signed by Strik, Baldinelli, Moniz Engineering Ltd.
-staff approved and permit issued November 9, 2018

Application #185/18
Scott Coles – CNC Homes Ltd
189 Rathnally Street - City of London
-proposed construction of second storey dormer and installation of egress window in existing opening of lower level of single family residence within potential West London SPA
-plans prepared by D.C. Buck Engineering
-staff approved and permit issued November 9, 2018

Application #186/18

Trevalli Homes Ltd.
Lot 8 (#329) Masters Drive – City of Woodstock
-proposed single family residence and attached garage adjacent Sally Creek.
-site plans prepared by Van Harten Surveying Inc. in accordance with approved subdivision plan.
-staff approved and permit issued November 6, 2018.

Application #187/18
Trevalli Homes Ltd.
Lot 6 (#321) Masters Drive – City of Woodstock
-proposed single family residence and attached garage adjacent Sally Creek.
-site plans prepared by Van Harten Surveying Inc. in accordance with approved subdivision plan.
-staff approved and permit issued November 6, 2018.

Application #188/18
Wildwood Conservation Area
Part Lot 23, Concession 11 Gore – Township of Perth South
-proposed removal of underground marina fuel tank, 34 metres of buried fuel lines and associated dispenser system.
-plans prepared by P. Switzer of the UTRCA.
-staff approved and permit issued November 6, 2018.

Application #190/18
J. & R. Paul
319 Wellington Street – Town of Ingersoll
-proposed replacement of existing deck within the floodplain of Halls Creek.
-plans prepared by J. & R. Paul.
-staff approved and permit issued November 9, 2018.

Reviewed by:

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

Prepared by:

Karen Winfield
Land Use Regulations Officer

Mark Snowsell
Land Use Regulations Officer

Brent Verscheure
Land Use Regulations Officer

Cari Ramsey
Env. Regulations Technician

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Shanna Dunlop, Executive Director, Fanshawe Pioneer Village**		
Date:	**November 19, 2018**	**Agenda #:**	8(b)
Subject:	**Fanshawe Pioneer Village Report**	**Filename:**	

Current Focus:

The late fall season at Fanshawe Pioneer Village continues with our Christmas Education Program booked 98% full, with approximately 2,600 students attending throughout November and December. Attention is now focused on the delivery of our Christmas events. A new event "The Christmas Truce of 1914" was presented in partnership with the History Matters Association during the evenings of November 16th and 17th to commemorate the 100th anniversary of the armistice. Visitors learned about this significant historical moment and the First World War through a theatrical presentation at our replica trench and educational displays. Our Dickens' Dinner Theatre event begins November 23rd and runs for three weekends to December 8th. Our "Visit with St. Nicholas" family outing is the last event of the season and runs the first two weekends in December. The heritage Village is now in the process of being winterized and seasonal buildings shutdown. The last day of programming for the 2018 season at FPV is December 21st. The Administration Office will close on December 22nd and re-open on January 14th, 2019.

2018 Season Initiatives Reporting:

The change to the Pioneer Café business operating model was a success with revenues above target. Our Thanksgiving Buffet continues to be a sell-out success. The Manager of Visitor Services projects that, with some additional adjustments to staffing strategies and expenditures, this business will perform at a break-even basis in 2019. Overall attendance continues to track below targets for the season. As previously reported, over half of our summer events were affected by severe weather resulting in lower event and casual visitation. Additionally, our October Midnight Village event attendance and revenues were also lower than projected. While weather certainly affects this outdoor ghost walk, there has also been a marked increase in similar themed events being offered by other museums and organizations in the downtown core, which may be a factor in our reduced numbers this year. Feedback from participants was very positive, and this year's theatrical production was often noted as a favorite by returning guests. This event, as one of the Pioneer Village's signature offerings, is currently being evaluated for improvement and revitalization in 2019 as well as identifying strategies that can be used to attract new audiences.

2019 Planning:

Fanshawe Pioneer Village will celebrate its 60th Anniversary season in 2019. Special events and marketing are currently being planned by programming staff to mark this milestone, raise awareness of our organization and involve our diverse community.

Prepared by:

Shanna Dunlop
Executive Director
Fanshawe Pioneer Village

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Tracy Annett & Chris Tasker**		
Date:	**November 15, 2018**	**Agenda #:**	**8 (c)**
Subject:	**Dingman Creek Hazard Mapping Update**	**Filename:**	**::ODMA\GRPWISE\UT_MAIN .UTRCA_PO.ENVP:6861.1**

SUMMARY
The purpose of this report is to provide the Board of Directors with the status of the Dingman Creek Hazard Mapping update.

BACKGROUND
As a result of efforts to fulfill Strategic Plan Target #3 (Reduce flood and erosion risk by updating flood models and hazard mapping for all UTRCA subwatersheds by 2020**)**, substantial amounts of improved information is being generated to inform hazard limits. One of the early steps in updating the Regulation Limit mapping is the flood modelling which is currently underway for many parts of the UTRCA. Once the models have been developed and peer reviewed, the process of updating the hazard mapping can begin. Public engagement and consultation will occur before updated hazard mapping is finalized.

The UTRCA has been working with the City of London on the Dingman Creek Stormwater Servicing Class Environmental Assessment (Dingman EA). The City requested that the UTRCA, as part of the Dingman EA process, update hazard mapping. The ongoing EA also offers an opportunity to engage the public in the updates to the hazard mapping. As a result, updating the Dingman modelling became one of the early priorities in meeting the Strategic Plan Target.

Through discussions with the City of London Stormwater, Planning and Development Services departments, it was identified that a 'Screening Map' was an appropriate mechanism to ensure the UTRCA is circulated development proposals in these areas, some of which may be beyond the areas shown in current regulation limit mapping. The screening area encompasses all UTRCA's regulated areas in the Dingman watershed, together with the current results from the ongoing modelling. The purpose of the screening mapping is to identify current development applications which will need to consider information provided through the ongoing assessment of the flood hazard. The screening map will allow the City to engage the UTRCA early in planning for proposed development in these areas.

Planning and Environment Committee (PEC) Meeting
The City of London staff from both Planning and Stormwater Management Departments collaborated with UTRCA staff to provide the attached report. The report was provided to the Planning and Environment Committee (PEC) on November 14, 2018 as an information item. Appendix A of the report contains a map reflecting a combination of existing erosion and wetland hazard information (which are part of current Regulation Limit mapping) and recent results from the modelling underway. This area had been identified as a "screening area".

Further review and refinement of natural hazard areas included in this screening map will continue as options for engineered flood mitigation and policy solutions are assessed through a subsequent phase of the Dingman EA. It is important to remember that following completion of the EA and implementation of viable mitigation works, there may be further changes to the UTRCA's Regulatory Floodplain limits.

PEC Meeting Discussion

Christine Creighton and Tracy Annett attended the November 14 PEC meeting. Questions were raised by Board member and Councilor, Anna Hopkins. Anna acknowledged that she was aware that UTRCA staff and city staff worked together to produce the report. She asked city staff to provide an update on the process moving forward as she was aware of the letters received regarding concerns about the screening process.

Scott Mathers, City of London Director, Water and Wastewater responded that the EA process is being phased, expecting to go to the public in early 2019. He explained that a copy of the UTRCA model would be provided to the City and a peer review would be undertaken, and noted that the UTRCA fully supports this approach. A follow-up question regarding the timeline was asked by Councilor Hopkins. It was clarified that Phase 1 has been ongoing and it will be back to the public in 2019.

Following the PEC meeting, the president of the London Development Institute contacted staff to reiterate concerns provided in correspondence to the PEC committee. Staff confirmed that the screening map is not new floodplain mapping but that we are still early in the process of updating hazard mapping. The screening map is necessary as it has become evident that the current floodplain mapping does not adequately represent the hazard lands. It is intended as a screening tool that allows areas outside of the screening area to proceed as usual. Those with development plans within the area shown would be directed to discuss their plans with the UTRCA, to determine how the updated flooding hazard information might impact their plans.

NEXT STEPS

UTRCA and City of London staff are discussing options for peer review of the modelling results. Public consultation will be undertaken which follows the guidance "Procedure for Updating Section 28 Mapping: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulations" (endorsed by Conservation Authority Council April 2018). In areas such as Dingman Creek where comprehensive hazard mapping has been updated as part of an EA, the EA consultation may satisfy the public consultation needs.

CONCLUSION

As the UTRCA continues the significant task of completing updates to flood models and hazard mapping across the watershed, Environmental Planning and Regulations staff continue to rely on the best available information in their review of development proposals coming forward through *Planning Act* and *Conservation Authorities Act* applications. Subsequent reports will be provided to the Board as Target #3 work progresses.

PREPARED BY:

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

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

Mark Shifflett, P.Eng.
Senior Water Resources Engineer

RECOMMENDED BY:

Ian Wilcox,
General Manager

Attachments:
November 12, 2018 Report to Planning and Environment Committee, Upper Thames River Conservation Authority Dingman Creek Subwatershed Screening Area Mapping
Appendix A – Dingman Subwatershed Screening Area
Appendix B – Dingman Creek Municipal Class Environmental Assessment – Proposed Phase 1 Catchment Area

Report to Planning and Environment Committee

To: **Chair and Members**
Planning & Environment Committee
From: **John Fleming, MCIP, RPP**
Managing Director, Planning & City Planner
George Kotsifas P. Eng.,
Managing Director, Development and Compliance Services & Chief Building Official
Subject: **Upper Thames River Conservation Authority Dingman Creek Subwatershed Screening Area Mapping**
Meeting on: **November 12, 2018**

Recommendation

That, on the recommendation of the Managing Director, Planning & City Planner and Managing Director, Development and Compliance Services & Chief Building Official the following report **BE RECEIVED** for information.

Executive Summary

Purpose and the Effect of Recommended Action

This report provides a status update regarding the Upper Thames River Conservation Authority's (UTRCA) Regulatory Floodplain for the Dingman Creek Subwatershed

Previous Reports Pertinent to this Matter

Civic Works Committee, October 6, 2015: "Dingman Creek Subwatershed: Stormwater Servicing Strategy Schedule C Municipal Class Environmental Assessment."

Civic Works Committee, February 3, 2013: "Contract Award T13-89 Dingman Creek Stormwater Management Erosion Control Wetland (ES2682)."

Municipal Council, November 20, 2012: "A by-law to amend the Official Plan for the City of London, 1989 relating to lands located in the southwest quadrant of the City, generally bounded by Southdale Road West, White Oak Road, Exeter Road, Wellington Road South, Green Valley Road, and the Urban Growth Boundary."

Analysis

1.0 Context

1.1 Dingman Creek Subwatershed

The Dingman Creek subwatershed (17,200 hectares) includes 74% of its drainage area within the City of London and the entire planning area of the Southwest Area Secondary Plan (SWAP). In October 2015, the City initiated the Dingman Creek Subwatershed: Stormwater Servicing Municipal Class Environmental Assessment (Dingman EA). The Dingman EA is reviewing previously recommended works in the context of current stormwater management practices, including Low Impact Development (LID), and natural channel design. In tandem, the UTRCA has undertaken a comprehensive review of the floodplain hazards adjacent to the Dingman Creek. Both of these initiatives are intended to inform the review of future development applications for lands located within the Dingman Creek Subwatershed.

1.2 UTRCA Regulatory Floodplain Update

The main objectives of the Regulation made under the Conservation Authorities Act are to ensure public safety and protect property with respect to natural hazards. The *Upper Thames River Conservation Authority: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses* (Ontario Regulation 157/06) establishes Regulated Areas where development could be subject to flooding, erosion or where interference with wetlands and alterations to shorelines and watercourses may have an adverse effect on those environmental features.

Watercourses and the associated regulated floodplains are one of the natural hazards that are components of the UTRCA's Regulation Limit. Regulation Limit Mapping is a tool used to identify and communicate where Natural Hazards are located. The methodologies followed and assumptions used in Regulation Limit Mapping development are based on provincial guidance prepared by the Ministry of Natural Resources and Forestry (MNRF). As such, the UTRCA have the jurisdiction to regulate Natural Hazard areas (including the floodplain) in the Dingman Creek subwatershed. It should be noted that where there is a discrepancy between the mapping and the text of the Regulation, the text prevails. In addition, the Regulation applies to all areas described by the text of the Regulation, whether mapped or not.

The draft results of the UTRCA's updated flood modelling/mapping exercise have generally shown an increase in the regulatory floodplain limits across the Dingman Creek Subwatershed. UTRCA has a documented *Regulation Mapping Update Process* to guide transition for utilizing such updated information. The transition guidance includes:

- When making decisions regarding hazard lands, the Conservation Authority shall utilize the most recent and best available information including recent updates to floodplain modelling, watercourse, and wetland mapping – recognizing the Regulation continues to be 'text based'.
- When the available information is deemed insufficient to make decisions regarding hazard lands, the CA shall require the applicant to collect information, undertake calculations/modeling, produce mapping, etc., to allow an informed decision to be made regarding the hazard lands.
- Where the 'Principle of Development' has been established under the Planning Act, the Authority will work with the proponent and the municipality to pursue a resolution where possible.

Appendix A contains a map reflecting a combination of existing erosion and wetland hazard information (which are part of current Regulation Limit mapping) and the updated floodplain information.

In addition to the regulatory requirements under the *Conservation Authorities Act* regulations, Conservation Authorities have delegated responsibilities to represent provincial interests regarding natural hazards as outlined in Section 3.1 of the Provincial Policy Statement. These delegated responsibilities require Conservation Authorities to review and provide comments on official plans and comprehensive zoning by-laws and applications made under the *Planning Act*. As such, the Appendix A map information will also be utilized to inform *Planning Act* applications.

2.0 Key Issues and Considerations

2.1 Process for Screening Planning and Development Applications

The UTRCA Regulatory Floodplain Update is expected to have implications on the limits of the floodplain and the planning and development applications and land uses within the floodplain area determined through the update.

The UTRCA has provided mapping to City Staff that reflects the preliminary results of updated floodplain modelling. The City has also been advised that the updated UTRCA mapping will be presented to the UTRCA Board at its next meeting, on November 27,

2018. It is expected that the existing UTRCA transition guidance described above will be utilized moving forward with respect to the updated floodplain and natural hazard information.

The mapping identifies a “screening area”, where further review and refinement will continue as options for engineered flood mitigation and/or policy solutions are assessed through a subsequent phase of the Dingman EA. Following completion of the EA study and/or implementation of viable mitigation works, there may be changes to the UTRCA’s Regulatory Floodplain limits which can be incorporated through future amendments to The London Plan and the 1989 Official Plan.

In the interim, the City intends to use the “screening area” for planning and development applications and building permit applications as the engineering study continues. The City anticipates the UTRCA will request applicants obtain confirmation and approval from the UTRCA before any City approval of a planning, development or building application within this “screening area” of London. The UTRCA approval will ensure that the lands have appropriate access, minimize risk to public health and safety and not create new or aggravate existing hazards. The UTRCA’s Board will also be informed of this approach.

The City expects to continue coordinating with the UTRCA on the review of planning, development, and building permit applications utilizing the new “Screening Area” mapping.

2.2 Dingman Environmental Assessment Implications

The objectives of the Dingman EA study are to develop stormwater servicing solutions for lands that are scheduled for development. As a result, the UTRCA floodplain update has triggered the recommendation for the EA to be phased into two components (See Appendix B for Phase 1 lands):

- *Phase 1* will address stormwater servicing requirements for select lands under the original EA scope of work. Phase 1 will only recommend municipal infrastructure for new development within tributaries outside of the area of influence of the updated Dingman Creek hazard lands.

- *Phase 2* will be a continuation of the Master Plan EA process but will include a new or expanded problem statement to analyze potential engineering infrastructure for Dingman Creek (and tributaries not included in Phase 1) to mitigate flooding on impacted lands (as well as to improve access), all in consideration of the updated hazard information. During this time, the UTRCA will continue to confirm the extents of the natural hazards that are components of the UTRCA’s Regulation Limits.

Phase 1 is targeted to be completed by mid-2019. This will recommend stormwater servicing for a study area of approximately 530 hectares. Phase 2 is targeted to be completed by end of 2021. An estimated cost of $500,000 has been added to the 2019 Development Charges Update to complete this phase of the study. Phase 2 will recommend infrastructure for all Dingman lands within the City’s Urban Growth Boundary, including the remainder of the SWAP lands. The benefit of phasing the Dingman EA is to allow for development within the 0-5 year period to proceed wherever possible in accordance with the City’s Growth Management Implementation Strategy. A subsequent report to Civic Works Committee will outline the scope of Phase 2 in more detail.

2.3 Approach to Planning Studies Currently Underway

The screening area approach will also be applied to any Secondary Plan, Master Plan, or other planning study that is currently under review. A forthcoming report will identify the issues of this floodplain modelling as it relates to the planning process for the White Oak-Dingman Secondary Plan; however, it should be recognized that the screening area implications are significant for this secondary plan area.

2.4 Next Steps

The UTRCA will provide Planning Services, Environmental and Engineering Services, Development and Compliance Services, and other City Service Area staff a digital mapping file for identifying the lands within the screening area. Staff would then request the applicable development or building permit applicant in or near the screening area to contact the UTRCA for more information.

Following the November 27, 2018, report to the UTRCA Board, and confirmation of the City's proposed "screening area" approach, the City will return to Council with a report identifying additional considerations related to various types of land use categories within the "screening area", which may include developed versus undeveloped areas.

3.0 Conclusion

The City will continue to work and assist the UTRCA in implementing their floodplain regulation mandate. The City will continue to evaluate stormwater servicing solutions within the Dingman EA for lands identified as Phase 1. A subsequent Phase 2 of the Dingman EA will be presented at the Civic Works Committee to identify potential options to mitigate the increased hazard limits for the balance of the lands within the City boundary.

Staff will return to PEC and Council with a report identifying additional considerations related to various types of land use categories within the "screening area", which may include developed versus undeveloped areas following further direction from the UTRCA after its Board meeting on November 27, 2018.

Submitted by:	**Gregg Barrett, AICP** **Manager, Long Range Planning & Research**
Submitted by:	**Shawna Chambers, P.Eng.** **Division Manager, Stormwater Engineering**

Recommended by:	**George Kotsifas, P.Eng.** **Managing Director, Development and Compliance Services & Chief Building Official**
Recommended by:	**John Fleming, MCIP, RPP** **Managing Director, Planning & City Planner**

Note: The opinions contained herein are offered by a person or persons qualified to provide expert opinion. Further detail with respect to qualifications can be obtained from Planning Services

November 20, 2018
GB\SC\tm

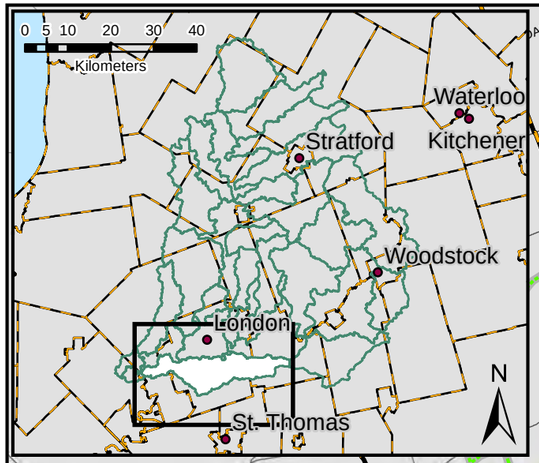
Appendix A - Dingman Subwatershed Screening Area Mapping
Appendix B – Location Map: Dingman Creek EA Proposed Phase 1 Catchment Area

CC: Kelly Scherr, Managing Director, Environmental and Engineering Services & City Engineer
Scott Mathers, Director, Water and Wastewater
Paul Yeoman, Director, Development Services
Peter Kokkoros, Deputy Chief Building Official

Y:\Shared\policy\Dingman Creek - 2018\2018-Nov-12 PEC-UTRCA Draft Floodplain Update.docx

Appendix A – Dingman Subwatershed Screening Area Mapping

Appendix B – Location Map: Dingman Creek EA Proposed Phase 1 Catchment Area



DINGMAN SUBWATERSHED SCREENING AREA

NATURAL HAZARDS (FLOODING, EROSION, WETLANDS)

UPPER THAMES RIVER CONSERVATION AUTHORITY

Legend

- River
- Roads
- Municipalities
- Dingman Subwatershed
- Urban Growth Boundary
- Screening Area
- Dingman Creek EA Proposed Phase 1 Area

Map Created by UTRCA
October 31, 2018

N

0 2.5 5 7.5
Kilometers

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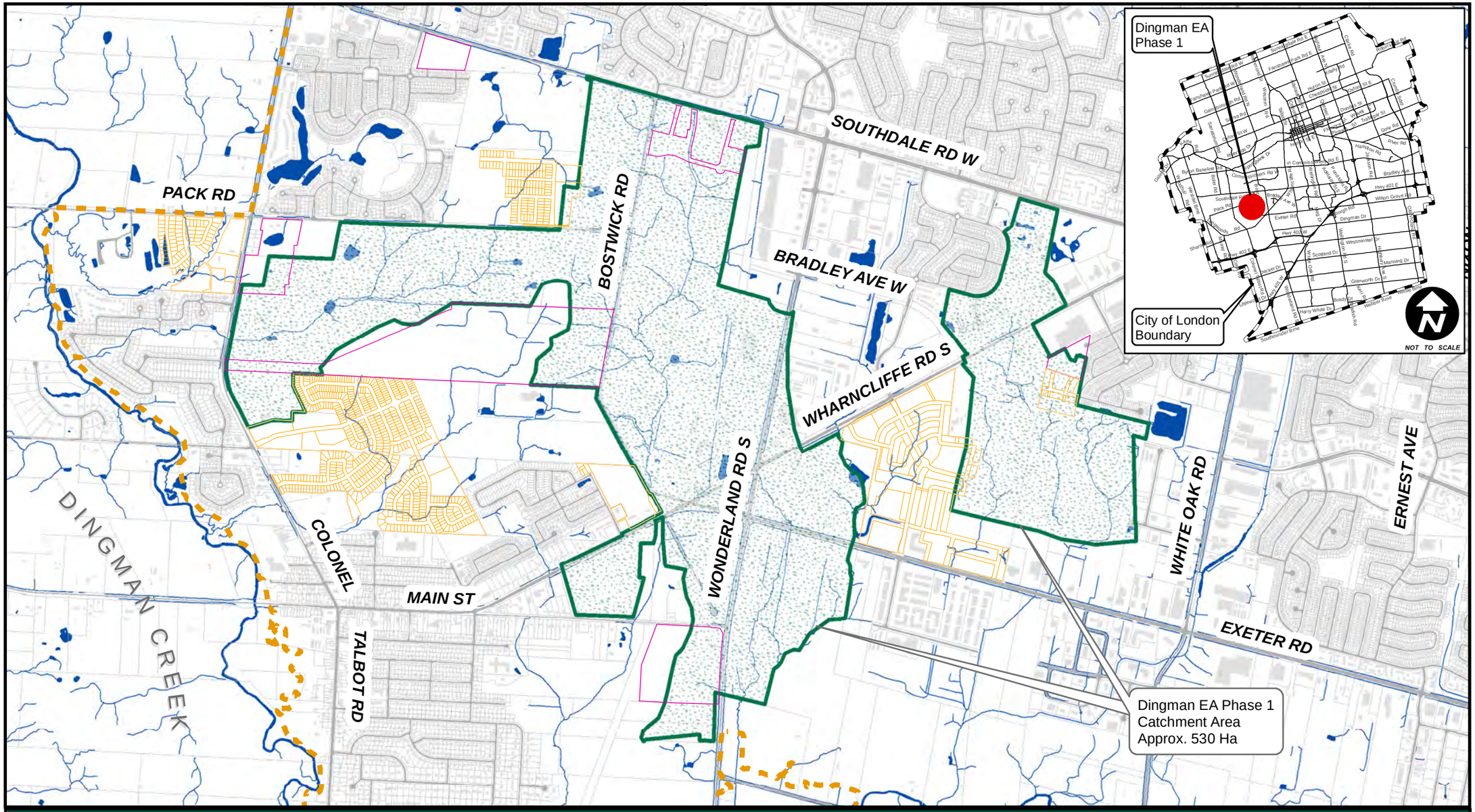
The UTRCA assumes no liabililty for any errors, omissions or inaccuracies in the information provided herein and furthe assumes no liability for any decisions made or actions taken or not taken by any person in reliance upon the information and data furnished hereunder.

This map is not a substitute for professional advice. Please contact UTRCA staff for any changes, updates and amendments to the information provided.

This document is not a Plan of Survey.

Data Sources:
2018 Watercourse, Oct. 2018 Section 28 Screening Area

2018 Roads, 2013 Municipal Boundary



APPENDIX 'B' - LOCATION MAP - DINGMAN CREEK, MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT - PROPOSED PHASE 1 CATCHMENT AREA

0 237.5 475 950
Meters

Legend:

- Dingman Creek, EA Proposed Phase 1 Catchment Area
- Draft Plan (DP) Approved
- DP Under Review
- Land Parcel
- Road
- Urban Growth Boundary
- Railroad
- Water Body

Map Produced by Stormwater Engineering
300 Dufferin Avenue,
PO Box 5035
London, Ontario
N6A 4L9
www.London.ca

London CANADA

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Chris Tasker, Manager, Water & Information Management**		
Date:	**November 27, 2018**	**Agenda #:**	**8 (d)**
Subject:	**Disaster Mitigation and Adaptation Fund Full Application for West London Dyke Rehabilitation**	**Filename:**	**FC# 1385**

Background:
The Disaster Mitigation and Adaptation Fund (DMAF) is a new federal funding program that supports large-scale infrastructure projects or bundled groups of projects aimed at increasing community resilience to natural hazards and extreme weather events. Funded projects have until 2028 to be completed and must have a minimum of $20M in eligible expenditures.

The first stage of the application to the DMAF program was submission of an Expression of Interest (EOI). At the June 2018 Board of Directors meeting the board provided support for submission of EOIs to the program. At that time, various projects were being considered as information about the new program and project eligibility was still being released.

Discussion:
After reviewing the eligibility requirements for the program, staff determined the only project that was sufficiently developed at the time of application and met all requirements for funding was the West London Dyke Reconstruction Project. An EOI for this project was submitted on July 31, 2018 to be considered for the program.

The proposed project is for the detailed design and construction of remaining phases (Phase 5 - 13) of the West London Dyke Reconstruction as identified in the West London Dyke Master Repair Plan EA. The approximate cost is $25,000,000. If approved, the project will receive 40% funding from the federal DMAF program. The local share of the funding would come from Flood Control Capital Levy (City of London), unless alternative funding sources are secured. Design would commence in 2019 followed by construction in phases until 2028.

The EOI was reviewed by the DMAF team and on October 12, 2018 staff received notice that the EOI was successful and the project was invited to proceed to the full application stage. Staff are currently reviewing the full application requirements and have begun the work to complete the application, due January 11, 2019. Results of the full application submission are expected in March 2019.

Recommended by:

Chris Tasker, Manager
Water & Information Management

Prepared by:

Emma Lounsbury
Water Control Structures Technologist

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Ian Wilcox, General Manager**		
Date:	**October 28, 2018**	**Agenda #:**	**8 (e)**
Subject:	**Succession Planning- For Information**	**Filename:**	**::ODMA\GRPWISE\UT_MAIN.UTRCA_PO.File_Centre_Library:120586.1**

Discussion

Staff at the UTRCA can be characterized by a host of positive qualities: passion for the environment and the programs they offer, exceptional technical skills and experience, respect for the individuals and partners they work with, humility in terms of individual recognition, and long term commitment to the organization. Many employees spend their entire careers at the UTRCA despite the fact they could pursue more financially lucrative opportunities elsewhere. This has resulted in a positive work culture, an incredible wealth of knowledge and experience, community credibility, and examples of servant leadership throughout the organization.

Retaining these positive attributes is a priority, however, staff turn-over is unavoidable especially with a significant demographic bulge approaching retirement. Given the typically long tenure of staff, replacing their expertise and experience can present a challenge as the organization strives to minimize disruption. With this in mind, questions have been raised by some Board Members regarding the UTRCA's **succession planning** practices. Several senior staff members are, or will soon be eligible for retirement and there have been questions regarding plans for that change. The concept of "Succession Planning" is often viewed as the means to minimize disruption during these staff transitions.

The following discusses the role of succession planning at the UTRCA, but also links that concept to staff retention policies, growing concerns regarding the UTRCA's salary grid and current organizational structure, and concludes with thoughts regarding future actions to ensure turn-over is managed to the extent possible with the goal of continuing to employ exemplary staff.

1.Succession Planning:

Succession planning typically includes the pre-selection and grooming of a qualified staff member to replace another member of staff at some point in the future. Given the lack of redundancy in the UTRCA's staff positions, budget constraints, and an obligation to fair and open hiring practices, this form of succession planning is not practical at the UTRCA. However, there are elements of succession planning that can be utilized to better prepare the organization for expected changes. These include:

a) Identification of Critical Job Positions
"Critical" can be defined in different ways but is <u>not</u> intended as a measure of value of the position to the organization. Rather, it refers to a blend of the position's complexity, level of (or lack of) redundancy, its role in key decision making, legislative responsibilities, its importance to emergency response, budgeting and staff reliance. Ultimately it is a <u>subjective measure of risk</u> to the organization if the position is suddenly vacated. While turn-over in every position involves

some level of transition planning and disruption, the following positions have been flagged as critical:

- General Manager
- Unit Managers (All)
- Supervisor, Finance and Accounting
- Human Resources/ Payroll Administrator
- Senior Water Resources Engineers (2)
- Supervisor, Water Control Structures
- Water Resources Technician
- Land Use Regulations Officers (3)
- Land Use Planners (2)
- Conservation Area Superintendents
- Systems Specialist
- Dam Maintenance Mechanics (2)

While identification of critical positions doesn't prevent disruption, it does direct Management to pay special attention to these positions and to plan and invest appropriately to best manage any staff change (e.g., ensuring and funding an adequate overlap transition/ training period, considering the need for future redundancy through new additional positions, and ensuring practical experience through "acting manager" roles).

b) Anticipating Retirement or Staff Turn-Over
With the elimination of a mandatory retirement age, predicting general staff turn-over due to retirement has become more difficult. Many staff are choosing to work well beyond their eligible retirement date and the employer cannot require employees to confirm a retirement date if they're not prepared to do so. Despite this, managers do review future work plans with staff and, for the most part, staff are open about retirement plans although they may be vague, at best. The UTRCA's performance appraisal system includes opportunities to discuss future plans, including retirement, and allows management to plan appropriately.

Staff leaving to pursue other career opportunities or due to changing family situations, remains an issue that can only be dealt with case-by-case.

c) Staff Training to Prepare for Senior Management Roles:
Management has a responsibility to make training opportunities available for all staff, but also specifically to ensure there are qualified internal candidates to compete for any senior management vacancy. To that end, Conservation Ontario has taken a leadership role in developing and offering a *Conservation Authorities University (CAU) Executive Training Program*. This program was developed in response to broad Conservation Authority demands for a succession planning tool.

CAU is an eight day program offered in four two-day blocks, over the course of one year. It was designed by professional educators to prepare interested Conservation Authority staff to compete for senior management roles. It is specific to Conservation Authority business and, as such, should be/ is given considerable weight during the hiring process. The UTRCA is an active participant in the CAU program with the General Manager having served as "faculty" since its inception as well as being a member of the organizing committee. To date two UTRCA staff have completed the program with three more scheduled to finish the program in early December, 2018. The UTRCA will continue to enroll staff in this executive training program to ensure a pool of qualified staff exists to compete for and effectively fill senior management vacancies that are anticipated in the next few years.

Succession planning alone cannot ensure a stable work force and is, in a sense, reactive. Over the years the UTRCA has focused on developing more proactive policies under the general approach of "staff retention." Retaining qualified and experienced staff as long as possible helps to minimize disruption from turn-over. It also maximizes the return on investment associated with staff training and development. The following lists some of the UTRCA's staff retention policies.

Staff Retention

1. Flex Time, Flex Place
2. Wellness focus (wellness room, wellness events and activities)
3. Defined Benefit Pension Plan
4. Generous Group Insurance Package- Employee Assistance Program
5. Positive work environment - corporate culture
6. Generous vacation
7. Encouragement of professional development
8. Unlimited sick days
9. Interest free loans - computer & fitness
10. Strong health & safety program
11. Attractive physical work environment (Watershed Conservation Centre and the three Conservation Areas)
12. Decision making often done by staff teams rather than exclusively by management
13. An internal job posting policy to allow current staff the first opportunity to fill vacancies

Feedback from staff has reinforced the value of these policies and programs in making the UTRCA an attractive place to build a career. These policies and programs will continue to be monitored and improved to ensure the UTRCA remains competitive in terms of "total compensation" to its employees.

Emerging Issues

Despite this success, there are two emerging areas of concern that will require attention; these include 1) a review and probable adjustment to the UTRCA's salary grid, and 2) a review and reconfiguring of the UTRCA's organizational structure to better distribute responsibilities, enable more effective staff management practices, better align with our Environmental Targets Strategic Plan, and provide career growth opportunities. These issues are briefly discussed below:

1) Salary Grid Review
   The UTRCA last participated in a staff compensation survey in 2017. Results from that survey suggested that the top third of positions on our salary grid are paid significantly lower than similar positons at other large Conservation Authorities. Despite these less than competitive wages for senior staff wages, we have not yet observed recruitment or staff retention problems. However, we do believe this issue has to be addressed in the near future as there is a tendency for wage gaps to widen with time when driven by cost-of-living percentage increases.

2) Organizational Structure Review
   Career advancement limitations at the UTRCA can be directly attributed to our organizational structure. The current organizational structure was implemented in 1995 in anticipation of significant funding and staff cuts. The structure was intentionally "flat" (fewer "middle" managers, managers retained project file responsibilities (i.e., not pure managers), with fewer hierarchical distinctions among technical staff). While this model served the needs of the organization well at the time, the UTRCA has grown from ~60 staff to over 90, and now requires

more dedicated staff management, the technical work and expertise needed has become more complex, public demands for information have grown including requests for faster responses, public participation in decision making has increased, and legislative demands have increased. All of these changes place additional demands on management level staff. From a staff retention perspective, opportunities for career advancement are limited to the seven manager positions and the general manager. Many long term staff have outgrown their positions in terms of experience and expertise and are looking for additional challenges that are not typically available at the UTRCA.

Anticipated Future Actions:
It is anticipated that staff will conduct an organizational structure review and staff compensation review starting in 2020 with implementation planned for 2021. This delay is driven by budget pressures; our Environmental Targets Strategic Plan remains the fiscal priority up to and including 2020. It is expected a new organizational structure and compensation recommendations will need to be funded. The first realistic opportunity for funding will be during 2021. A report to the Board recommending these efforts will be prepared for approval closer to that date.

Prepared by:

Ian Wilcox
General Manager

UPPER THAMES RIVER CONSERVATION AUTHORITY

MEMO

To: **UTRCA Board of Directors**

From: **Jennifer Howley – Manager, Conservation Areas**

Date: **November 14, 2018** **Agenda #:** **8 (f)**

Subject: **2018 Portable Season Permit Update** **Filename:** **C:\Users\howleyj\Documents\GroupWise\5201-1.doc**

At the November 2018 Board of Directors meeting, staff introduced a new portable season permit for the conservation areas. The switch from window stickers to the new rearview mirror hangers was in response to high demand from the public. Members of the Board were supportive of the new pass and requested that we provide a report following the 2018 season with respect to their success.

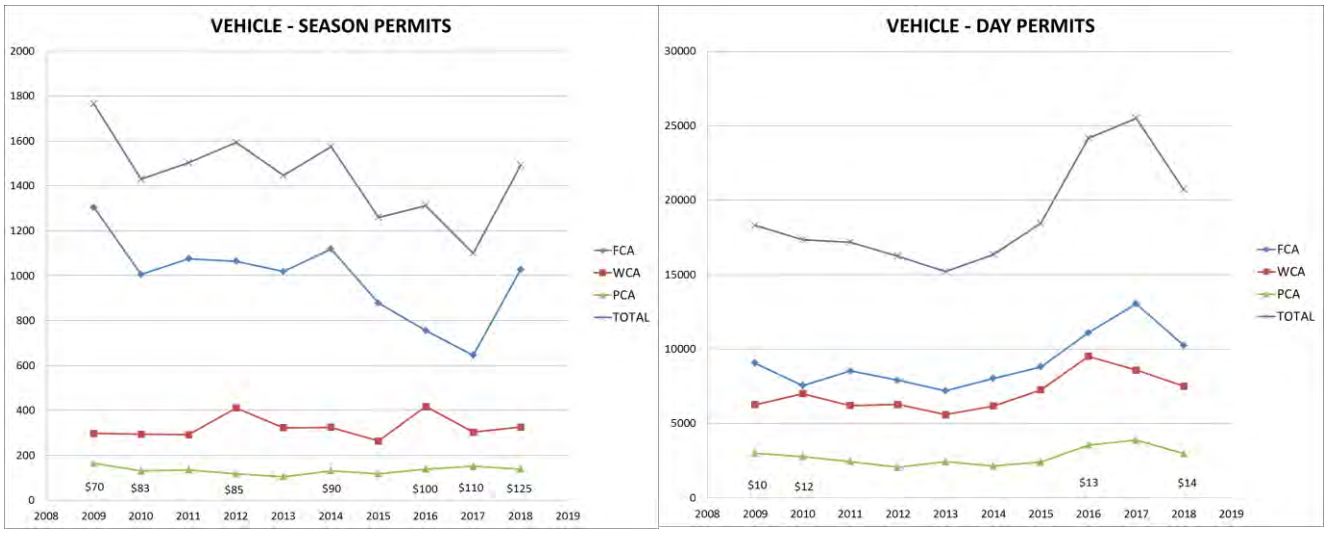
Target #4: *Reach 1 million people annually with conservation messages through access to UTRCA and demonstration of green infrastructure, by the year 2037.*

The impact on visitation of the switch from a sticker version season permit to a portable version cannot be fully assessed based solely on the number of passes sold. It is estimated that the average vehicle carries 3.5 visitors to our areas, regardless of whether they purchase a day permit or a season permit. Currently, we do not track how many times a season vehicle permit is used throughout the season. Obviously, if a season permit is purchased, the visitor expects to make multiple visits but the frequency is not known. Staff continue to work on improving the accuracy of visitation monitoring.

Marketing and Promotions

Following Board approval, staff promoted the new permit format during the Christmas season as well as in the spring before the parks opened. Promotions included radio advertisements and a strong social media campaign. We were able to reach 3155 people through the ads on Facebook, Twitter and Instagram. Staff will continue to promote the portable season pass with similar methods for 2019 and are considering other incentives to encourage visitors to see the added value.

Permits Sold - Season vs Day



When evaluating the number of season permits sold ("Vehicle – Season Permit" graph), 1492 of the new mirror hanger permits were sold at all three conservation areas in 2018, as compared to 1100 window stickers sold in 2017, which is an increase of 392 permits.

The graph clearly indicates that Fanshawe CA saw the largest increase in the number of units sold. This increase was anticipated because a majority of the passes are sold at Fanshawe, due to its size and location in London, and because Fanshawe customers had initially requested the change from a sticker to a portable pass. It should be noted that the total number of season passes sold in 2018 was directly in line with the 10 year average.

When considering individual day permit sales ("Vehicle – Day Permit" graph), there is an obvious drop in sales for 2018. In 2017, 25,503 vehicle day permits were sold; in 2018, 20,708 day permits were sold – a difference of 4,795. Staff did anticipate this decline but, unfortunately, we do not know how many of the 392 additional season permits sold in 2018 were first time season permit purchasers. This information would have assisted in analyzing the activity. Staff are preparing to do this commencing with the 2019 operating season. Staff did note that the number of 2018 day permits sold exceeded the 10 year average.

Financial Benefits/Implications

As noted, without some very specific data pertaining to the actual sale of the season pass, it is difficult to clearly identify any financial benefits or implications the portable pass may have generated. However, two different extreme scenarios can be considered.

Scenario 1 – 4,795 of the 25,503 day permits sold in 2017 were not sold in 2018, because those same people purchased 392 season permits instead.

Permit Type	# permits sold at 2017 rate	# permits sold at 2018 rate	Difference
Day Permit	25,503 permits at $13 $331,539	20,708 permits at $14 $290,192	4,795 permits at $13 ($41,347)
Season Permit	1100 permits at $110 $121,000	1492 permits at $125 $186,500	392 permits at $15 $5880
Overall Revenue Impact			**($35,467)**

Scenario 2 – 392 additional season permits were sold to first time pass purchasers, and the day permit sales dropped by 4,795 regardless.

Permit Type	# permits sold at 2017 rate	# permits sold at 2018 rate	Revenue (surplus or deficit)
Day Permit	25,503 permits at $13 $331,539	20,708 permits at $14 $290,192	4,795 permits at $13 ($41,347)
Season Permit	1100 permits at $110 $121,000	1492 permits at $125 $186,500	392 permits at $125 $49,000
Overall Revenue Impact			**$7,653**

These are two very different outcomes and although staff do not believe either of them to be 100% correct, it provides some perspective on the financial aspect. It also reaffirms the need to collect more data to make correct assumptions.

Customer Feedback

As already mentioned, the change from a sticker season pass to a portable season pass was very much a customer driven decision. Upon review of the 2018 operating season, CA Unit staff reported they had received very positive feedback from our customers.

Trends and Conclusions

While the two graphs provided in this report do not represent all the Conservation Areas' programs and services and, therefore, do not represent the entire story of visitation numbers, they do appear to offer support for the portable season permit services. A variety of other influencing factors such as weather, gas prices, group bookings, etc. can impact the numbers.

When looking at the "Vehicle – Season Permit" graph, it is clear that there was a downward trend in people purchasing such passes over the past 10 years. At the same time, there was a steady increase in day permit numbers until 2018. As discussed, we believe that the non-transferable sticker version of the season permit prior to 2018 deterred customers from purchasing, leading to the decline in investment. While that may be a broad statement with only one year of sales to compare to, it seems reasonable.

The portable pass enables the purchaser to share it with someone else. Staff expected day permit sales to drop with the hope that some of these extra visitors would see the financial benefit of the experience and purchase their own season permit in the future. This approach may be counter intuitive from the financial perspective; however, staff believe that the Target of reaching 1M visitors by 2037 is achievable, with continued monitoring of the trends.

Prepared by:
Jennifer Howley
Manager, Conservation Areas

UPPER THAMES RIVER
CONSERVATION AUTHORITY

MEMO

To:	**UTRCA Board of Directors**		
From:	**Ian Wilcox, General Manager**		
Date:	**November 16, 2018**	**Agenda #:**	**8 (g)**
Subject:	**Board Membership Transition and January 2019 Board Orientation Plans**	**Filename:**	**::ODMA\GRPWISE\UT_MAIN.UTRCA_PO.File_Centre_Library:120708.1**

The 17 member municipalities of the Upper Thames River Conservation Authority (UTRCA) are now in the process of appointing/ reappointing membership to the Board of Directors for the 2019-2022 term. Appointments are typically confirmed early in the new year. This period of transition can cause some confusion regarding the current Board's status. The following is intended to clarify how the transition will occur, including future meetings leading up to the February 2019 Annual General Meeting.

Member's Term:
While municipalities often provide letters of appointment to board members with terms that coincide with those of Council, terms are actually determined via the Conservation Authorities Act which states:

> Term
>
> (4.1) A member shall be appointed for a term of up to four years, as may be determined by the council that appoints the member. 2017, c. 23, Sched. 4, s. 12 (2).
>
> Same
>
> (4.2) A member's term begins at the first meeting of the authority after his or her appointment and ***expires immediately before the first meeting of the authority after the appointment of his or her replacement.*** 2017, c. 23, Sched. 4, s. 12 (2).
>
> *(Note- emphasis added)*

Several of you may have received letters suggesting your Board term ends this November or December. **Given the above, Member's terms will actually carry forward to the February 2019 Annual General Meeting** which will be the next meeting of the Board following municipal appointments. (January's regular meeting has been replaced with an orientation session).

January Orientation:
The regularly scheduled January 2019 Board of Directors' meeting will be replaced by an orientation session designed to:

- allow new members to meet their co-directors,
- introduce members to the UTRCA's programs and services,
- provide an overview of the Environmental Targets Strategic Plan, and

- prepare new members to make decisions at their first meeting which will include voting for officers and approving a budget.

Ideally returning, retiring and new board members will attend the January orientation session to assist with the transition.

2019 Annual General Meeting
Current and new Board members will be invited to the February 2019 Annual General Meeting (AGM). The current Board will start the meeting with agenda approval and approval of the past meeting minutes. At this point the official transition will take place with new members assuming their places and the meeting continuing with the election of officers and budget approval. As usual, staff will be invited to the AGM, a guest speaker will be included, and the meeting will finish with a social lunch and the opportunity to view program posters and displays throughout the Watershed Conservation Centre. Meeting details will be finalized in the New Year and will be circulated with the agenda.

If you have questions concerning this report please contact Ian Wilcox at ext. 259 or wilcoxi@thamesriver.on.ca.

UPPER THAMES RIVER
CONSERVATION AUTHORITY

FYI

www.thamesriver.on.ca

November 2018

Stream of Dreams

It's been a record fall for the Stream of Dreams program at local schools! We delivered the program to more than 1,900 students across the watershed, bringing awareness about stream health and stormwater impacts. Partnerships and education staff visited six schools, including Kensal Park French Immersion, Delaware Central, St. Anne's, Lord Elgin, Antler River, and Victoria.

The program is funded through a combination of school, school board and grant funding secured by the UTRCA.

For an oppor-*tuna*-ty to follow our *fin* adventures, our o-*fish*-ial Twitter handle is @FishontheFence.

Contact: Linda Smith, Community Partnerships Specialist

Bringing Together Western & Traditional Teachings on Water Health

Representatives from Chippewas of the Thames First Nation (COTTFN) asked UTRCA staff to help deliver the Stream of Dreams program to the students at Antler River Elementary School. The school is located on the banks of the Thames River, downstream of London.

UTRCA staff co-facilitated the program with First Nations educators, to deliver both First Nations and non-indigenous perspectives on taking care of our shared waters. The partners that came together to make this happen included Antler River Elementary School, the COTTFN Treaties, Lands and Environment Department and Justice Department, and the UTRCA.

Contact: Julie Welker, Community Partnerships Specialist

New Funding to Test Cover Crops

Most of the phosphorus loading into the Thames River from agricultural land occurs during the non-growing season. Phosphorus inputs to Lake Erie at this time of year are a key cause of algae blooms in the lake. Implementing best management practices that can reduce phosphorus losses during this period is crucial for improving water quality in Lake Erie.

UTRCA staff set up a new water quality monitoring station

Cover crops, which are grown in rotation between cash crops, can protect the soil against erosion, improve soil health, and retain nutrients to supply subsequent crops. Data collected from agricultural plot research has indicated that cover crops may reduce winter and spring nutrient loss in runoff. This encouraging result has led to a new project to test the impact of cover crops on water quality at the subwatershed scale. The upper Medway Creek watershed will host this exciting project over the next three years. UTRCA staff will work with farmers in the western part of the study area to plant cover crops on approximately 2000 acres of farmland. Water quality data will be collected to determine the impact of cover crops on annual phosphorus loads. This project builds on previous stewardship work in the upper Medway watershed and results may have broader application across the Great Lakes basin.

This project is funded in part through the Canadian Agricultural Partnership, a federal-provincial-territorial initiative. The Agricultural Adaptation Council assists in the delivery of the Partnership in Ontario.

Contact: Tatianna Lozier, Agricultural Soil & Water Quality Technician

Community Education Updates

It has been a busy fall for Community Education staff at Wildwood and Fanshawe Conservation Areas. Here's a look at some of the special projects they've been working on.

Watershed Report Card Program, supported by Cargill Cares

This fall, Community Education and Partnerships received a generous donation of $2,000 from the Cargill Cares Committee to provide the Watershed Report Card Program to local high school students. This program is an integrated hands-on learning experience that teaches students about the health of their local stream, sources of potential pollution, and how they can help shape the health of their local waterways and environment.

Students go on a field trip to conduct an in-stream assessment, using techniques similar to how UTRCA water quality technicians collect data for the UTRCA Watershed Report Cards. Back in the classroom, students then get to 'unpack' the data that was collected on their field trip and analyze how their results compare to the official UTRCA report card for that stream. From there, students explore local actions that could be taken to directly impact the health of that local stream.

Cargill Cares has been a strong support of the program throughout the years. This year, students from Sir Fredrick Banting Secondary, Medway High and A.B Lucas Secondary Schools benefited from the Cargill Cares donation.

Contact: Karlee Flear, Community Education Supervisor

Wetlands Education Program, supported by Ontario Power Generation

In early September, students from West Oaks Public School and Marie Curie French Immersion kicked off their school year through a "nature lens" with a Wetlands Education Program field trip to the Sifton Bog. This two hour program includes an interpretive hike, plant scavenger hunt, pond exploration, and a "run-off" race, all linked to the Ontario curriculum.

During the interpretive hike, students learn about the bog's natural history and the wetland community found there. The plant scavenger hunt has students identify common bog plants. Students then use dip nets to inventory the aquatic wildlife in

the bog during the pond exploration. Finally, students participate in the run-off race which teaches them about the importance of wetlands in reducing flooding, helping in times of drought, improving water quality and preventing erosion.

Funding for the Wetlands Education Program was provided by Ontario Power Generation, which has sponsored six classes in the program each year over the past three years.

Contact: Karlee Flear, Community Education Supervisor

Wildwood Outdoor School

This year, 35 classes from three school boards are participating in Wildwood Outdoor School. This multi-visit, scaffolded outdoor experience provides students and staff alike with the opportunity to learn and grow in a natural setting. Throughout the seasons of the school year, participants are given the opportunity to compare, contrast, explore, create and wonder within the Conservation Area. Participants learn about nature through cross-curricular experiences, both planned and incidental. They are also encouraged to think about how to be in nature. This includes routines that encourage participants to come prepared, understand best practices, and respect nature while keeping safety in mind.

In addition to extending the program offering to include Junior grades, we have also developed a Forest Play area. This area is specifically for use by Wildwood Outdoor School students to build, create, imagine and observe using the natural materials around them. Other than safety precautions, students are encouraged to use the area as they see fit. The result is a wonderful array of thoughts, ideas and adventures.

We would like to acknowledge the Conservation Area staff for their continued support with all of our programming and the creation of the Forest Play area.

Contact: Maranda MacKean, Community Education Specialist

Vegetation Management Workshop participants at St. Marys Cement property proposed for planting 2020.

Vegetation Management Workshop

On October 11, the UTRCA and Forests Ontario hosted a Vegetation Management Workshop for delivery agents of the 50 Million Tree Program. The purpose of the workshop was to discuss different methods of vegetation control when reforesting with seedling stock. Vegetation control in the initial years after planting is critical to planting success. About 40 forestry staff from south central Conservation Authorities attended the workshop.

The morning session in the UTRCA boardroom was led by consultant Peter Neave. In the afternoon the group traveled by bus to the St. Marys area to discuss a private land site planted by UTRCA in 2018, and another site proposed for planting in 2020.

Contact: John Enright, Forester

Conservation Area Visitation Survey

In an effort to continually improve our guest experience, as well as reach new visitors, we are currently conducting an online survey. We want to hear from people about what they'd like to see at our three parks, especially people who don't currently visit us! This is one part of the work towards Target #4: Reach 1 million people annually with conservation messages through access to UTRCA lands and demonstration of green infrastructure by the year 2037.

Respondents who complete the short (under 10 minutes) survey before November 30 will be eligible to win 1 of 5 $100 UTRCA gift certificates. Please complete and share the survey here:

https://bit.ly/2Rpur1S

Contact: Emily Chandler

The River Talks: A Gathering at Deshkan Ziibi & the Thames River Student Summit

The River Talks: A Gathering at Deshkan Ziibi was an initiative led by the London Environmental Network and organized by many local partners. Deshkan Ziibi is the name given to the Thames River by the Anishinaabek People, who have lived in the area since before Europeans arrived.

The day before the two-day gathering at the Forks of the Thames in London, more than 100 students took part in the Thames River Student Summit. On Thursday, October 18, in conjunction with the UTRCA, the Middlesex-London Health Unit (MLHU) and the Canadian Raptor Conservancy (CRC), students engaged in experiential learning opportunities to better understand water quality and the impacts of flooding, and gain a greater understanding of native birds that rely on the Thames River.

During the Water Quality workshop, hosted by the UTRCA and MLHU, students learned the impact of stormwater on the health of the Thames River. The Flood Walk taught students about the significance of flooding in the Thames River watershed, major flood events, and the role flood structures play in helping to manage floodwaters. The CRC brought in live local birds to highlight the connection that birds and other animals have to the water and the impact poor water quality can have on local populations.

Students from Laurier, Saunders, Medway, and B Davison Secondary Schools, Antler River Elementary School, and the Thames Valley District School Board Wilderness-based Interdisciplinary Leadership program attended the student summit.
Contact: Karlee Flear, Community Education Supervisor

Sharing Knowledge & Experience

Mai Nguyen is a recent graduate student from the Saitama University in Saitama, Japan and an employee of Indochine Engineering, in Ho Chi Minh City, Vietnam. In June 2018, Mai contacted Imtiaz Shah, Environmental Engineer at the UTRCA, requesting a two weeks volunteer internship. The UTRCA provided similar training to a student from Saitama University last year.

Mai was at the UTRCA from October 22 to November 1, joining various staff to learn about LEED buildings and the incorporation of stormwater low impact development into LEED buildings, including green roofs and rain water harvesting.

Other programs Mai learned about included:

- Flood protection through water control structures,
- Hydrological and hydraulics modelling for flood studies, floodplain mapping and delineation,
- Protecting people and properties by regulating natural hazards and natural heritage,
- Municipal planning and development process,
- The Municipal Class Environmental Assessment process,
- Sustainable building features,
- Climate change and infrastructure resiliency, and
- Sediment and erosion control and afforestation.

Contact: Imtiaz Shah, Environmental Engineer

Model Work

Issam Mohamed, a graduate student at Western University, and Imtiaz Shah, UTRCA Environmental Engineer, have published a paper titled "Suspended Sediment Concentration Modeling using Conventional and Machine Learning Approaches in the Thames River, London, Ontario" in the *Journal of Water Management Modeling* (https://www.chijournal.org/C453).

Issam worked on the project as part of his M.Sc. studies at Western under Imtiaz's supervision. The paper discusses various methods used in developing suspended sediment loading curves for the Thames River. Suspended sediment concentrations are used for water resources management including water quality programs, reservoir operations, and the operation of hydroelectric power stations.

Various soft computing techniques were used to model and predict suspended sediment concentrations in the Thames River. In this study, adaptive neuro-fuzzy inference system (ANFIS) and artificial neural network (ANN) models were compared with conventional Sediment Rating Curve and linear regression methods. Several models were trained using different combinations of observed suspended sediment concentrations, stream discharge, water temperature, and electrical conductivity data, collected at the Thames River Byron monitoring station in London, from 1993 to 2016. Each model was evaluated using mean absolute error, root mean square error and the Nash–Sutcliffe efficiency coefficient.

The results show that the ANN models are more accurate than other modeling approaches for predicting suspended sediment concentration in the Thames River.

Contact: Imtiaz Shah, Environmental Engineer

Focus on Conservation Authorities

Every year the Certified Crop Advisors (CCAs) of Ontario hold a combination of information days and/or field tours to educate their membership on various components within the business of agriculture in Ontario. This year's info day highlighted the work of Conservation Authorities. The UTRCA's Conservation Services Unit, represented by Michael Funk and Craig Merkley, presented updates on the current cover crop work in the Upper Medway watershed as well as special projects such as terracing, low flow channels, saturated buffer strips and windbreak thinning. The event was attended by over 65 CCAs who rated the day as 'excellent.' The UTRCA will host the CCA group in December for a field tour of the featured projects.

Contact: Craig Merkley, Conservation Services Specialist

Congratulations, Spencer, RPP!

Congratulations to Spencer McDonald, one of the UTRCA's Land Use Planners, for becoming a full member of the Ontario Professional Planners Institute (OPPI)!

What does this mean? According to the OPPI website, "Registered Professional Planners (RPPs) in Ontario are members of the OPPI, which is the recognized voice of the planning profession in Ontario. Being a member of the Institute is beneficial for both planners and the communities in which they practice. The Institute has developed and maintains a Professional Code of Practice that all RPPs and Candidate Members are required to follow in the public interest. The Institute also provides member oversight of the Code, through a Discipline Committee."

To become a member, Spencer completed his Masters in Rural Planning at the University of Guelph, as a first step. The certification process began once Spencer began working in the field of planning, gaining experience through his past employment with the Perth County Planning Office and his time at the UTRCA.

On average, a member may take three or more years to become an RPP. OPPI requires RPPs and Candidate Members to engage in a program of "continuous professional learning," to ensure members maintain a current skill set and view of the planning profession. Members of OPPI are also eligible for membership with the Canadian Institute of Planners.

Contact: Tracy Annett, Manager, Environmental Planning & Regulations

Board of Directors – On the Agenda

The next Board of Directors meeting will be November 27, 2018, at the Watershed Conservation Centre, located in Fanshawe Conservation Area. Agendas and approved minutes are posted on our "Publications" page at www.thamesriver.on.ca.

- Delegation - Development & Homebuilders Industry
- Delegation - London Development Institute
- Hunting on UTRCA Lands
- Revised Draft Budget
- 2019 Authority Fee Schedule
- Administration and Enforcement - Section 28
- Fanshawe Pioneer Village Update
- Dingman Creek Hazard Mapping Update
- Disaster Mitigation and Adaptation Fund - Full Application for West London Dyke Rehabilitation
- Staff Succession Planning
- 2018 CA Portable Pass Update
- January 2019 Board Orientation Plans

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