

Board of Directors

Upper Thames River Conservation Authority



Upper Thames River Conservation Authority Board of Directors'
Meeting Agenda
Tuesday August 23, 2022 at 9:30 A.M
Virtual Meeting due to COVID-19 Pandemic

1. Territorial Acknowledgement

2. Modifications to the Agenda

3. Declarations of Pecuniary Interest

4. Presentations/Delegations

5. Administrative Business

- 5.1. Approval of Minutes of Previous Meeting: Tuesday June 22, 2022
Mover: A.Murray
Seconder: B.Petrie
THAT that the Upper Thames River Conservation Authority Board of Directors approve the Board of Directors' minutes dated June 22, 2022, including any closed session minutes, as posted on the Upper Thames River Conservation Authority web-site.
- 5.2. Business Arising from Minutes
- 5.3. Correspondence

6. Reports – For Consideration

- 6.1. UTRCA COVID-19 Interim Vaccination Policy – Update
J.Howley - HR #29668
Notice of Motion given on June 20, 2022:
Mover: T.Jackson
Seconder: P.Mitchell
TO suspend the vaccine mandate for staff and new hires effective immediately.

- 6.2. 2022 Mid-Year Financial Report and Budget Revisions
C.Saracino and T.Annett – Finance #1305
Mover: J.Reffle
Seconder: J.Salter
THAT the Board of Directors approve the recommendation as presented in the report.
- 6.3. Review of Mileage Rates
T.Annett – Admin #4573
Mover: M.Schadenberg
Seconder: A.Westman
THAT the Board of Directors approve the recommendations as presented in the report.

7. Reports – For Information

- 7.1. Administration and Enforcement – Section 28 Status Report
J.Allain – ENVP #12260
Mover: M.Blosh
Seconder: A.Hopkins
THAT the Board of Directors receive the report for information.
- 7.2. Celebrating Natural Connections Project
T.Hollingsworth – #125638
Mover: T.Jackson
Seconder: S.Levin
THAT the Board of Directors receive the report for information.
- 7.3. General Manager of Conservation Ontario – Announcement
Mover: M.Lupton
Seconder: N.Manning
THAT the Board of Directors receive the report for information.
- 7.4. August For Your Information Report
Mover: H.McDermid
Seconder: P.Mitchell
THAT the Board of Directors receive the report for information.

8. Notices of Motion

9. Chair's Comments

10. Member's Comments

11. General Manager's Comments

12. Reports – In Camera

Mover: B.Petrie

Seconder: A.Murray

THAT the Board of Directors adjourn to Closed Session – In Camera, in accordance with Section C.13 of the UTRCA Administrative By-Law, to discuss litigation affecting the Authority.

12.1. Litigation Affecting the Authority – Updates on On-Going Cases

Moved by: J.Salter

Seconded by: J.Reffle

THAT the Board of Directors Rise and Report progress.

Mover: A.Westman

Seconder: M.Schadenberg

THAT the Board of Directors receive the report for information.

13. Adjournment

Mover: M.Blosh



Tracy Annett, General Manager

To: UTRCA Board of Directors
From: Jennifer Howley, Health and Safety Specialist, Tracy Annett, General Manager
Date: August 9, 2022
Filename: HR # 29668
Agenda #: 6.1
Subject: UTRCA COVID-19 Interim Vaccination Policy - Update

Motion Regarding Vaccination Policy

Mover: T.Jackson

Seconder: P.Mitchell

TO suspend the vaccine mandate for staff and new hires effective immediately.

Staff Recommendation:

That the following staff report be provided as information in response to the notice of motion to suspend the vaccination policy.

On October 26, 2021, Board of Directors approved the UTRCA COVID-19 Interim Vaccination Policy. The Occupational Health and Safety Act fosters an internal responsibility system, which means all workplace parties have a duty to keep the workplace safe. This duty includes taking every reasonable precaution in the circumstances to protect the worker (OHSA, Section 25(2)(h)).

Throughout the pandemic, the UTRCA has been consistent in adhering to the provincial acts and regulations associated with the pandemic and relying on direction from local public health officials. In March 2022, when the Province began revoking acts and regulations, the UTRCA continued to follow the guidance from our local health units. While some staff, including field staff, reported to the workplace in preparation of the upcoming season, others that were able to continue to work remotely opted to do so. Masking and active screening requirements continued to be in place for all UTRCA workplaces as did occupancy limits on meeting rooms and the lunch room.

On July 4, 2022, the Watershed Conservation Centre reopened and the UTRCA became "mask friendly," giving employees and visitors the option to wear a mask if they chose to do so. The daily active screening requirement was lifted and employees were asked to passively screen themselves prior to attending the workplace, with the key message being, "if you are sick stay home." Occupancy limits for meeting rooms and lunch rooms were also lifted. Staff updates were provided in advance and signs reflecting these changes were posted throughout the workplaces. Finally, employees that had been working remotely were encouraged to return to the workplace.

Currently, the UTRCA COVID-19 Interim Vaccination Policy remains in place. Although the Province has suspended the QR Scanner Service, new staff continue to provide visual proof of vaccination as part of onboarding. Local health units continue to promote vaccination as the strongest defense against COVID-19 and influenza, and Southwest Public Health literature pertaining to workplaces encourages maintaining vaccination policies as a protective strategy to safeguard workplace health and safety. In addition, health units suggest workplaces encourage their staff to stay up to date with COVID-19 booster doses, including fourth doses.

On July 11, 2022, the Joint Health and Safety Committee discussed the COVID-19 Interim Vaccination Policy as part of its regular COVID-19 discussion. Committee members agreed that the vaccination policy should remain in place as per the information shared by the local health units. Although other safety measures are being lifted, the vaccination policy demonstrates that the UTRCA is taking every reasonable precaution to ensure the health and safety of staff. The committee will revisit the policy again at its next meeting, which is scheduled for September, to ensure the policy is still relevant based on updated health unit messaging.

A poll of other conservation authorities that was recently completed found that many still have their vaccination policy in place, including CAs with larger numbers of employees, such as Halton, Hamilton, Niagara Peninsula, Otonabee, and Ganaraska Region CAs. Kettle Creek and Nottawasaga Valley CAs, which both have smaller staffing complements, have revoked their policy.

Although COVID-19 numbers reported by the Ontario Science Table appear to be low at this time, the [wastewater signals in the Southwest](#) are climbing. Last year, transmission was reduced in the summer months but increased in the fall with the return to indoor activities and school. It remains to be seen whether a similar trend occurs this year.

Through discussion with our solicitor, his consultation with others has indicated that larger companies continue to implement vaccine policies to reduce their risk and will be re-evaluating policies in February. The UTRCA has had very limited issues with compliance and our multi-layered approach to protect staff has resulted in no workplace transmissions of COVID-19.

At this time, suspending the vaccine policy is premature. Staff will continue to monitor COVID-19 transmission in the watershed public health regions, and receive input from the UTRCA Joint Health and Safety Committee to determine when suspension of the policy is appropriate.

Recommended by:
Jennifer Howley, Health and Safety Specialist
Tracy Annett, General Manager

To: UTRCA Board of Directors
From: Tracy Annett, General Manager and Christine Saracino, Supervisor, Finance and Accounting
Date: 15 August 2022
Filename: Finance #1305
Agenda #: 6.2
Subject: 2022 Mid-year Finance Report and Budget Revisions for Approval

Recommendation

That the UTRCA Board of Directors approves revisions to the 2022 Budget as presented: projected operating deficit of \$115,626 and projected capital spending deficit of \$127,851.

Financial Results to Date

The statement of Financial Position and Accumulated Surplus (Balance Sheet) at the end of July 2022 reflects net financial assets 25% higher than at the same time last year. “Net financial assets” is the difference between what we have or is owed to us, and what we owe to others, our liabilities.

Our financial assets have increased this year, by comparison to last year, even while the total of liabilities overall is similar. There has been a large change in the deferred committed funding balance between 2021 and today. Recall that deferred committed funding is the amount of revenue we’ve received from levy, from the province and the federal government for flood control capital projects. We continue to set aside, or defer, that revenue to match the cost of those major repair projects which provide benefit in the future. That future cost is depreciation expense. The cash and investments we hold also reflect part of our reserves.

Year End	Cash and investments	Deferred Revenue	Reserves	Percentage of Cash to Deferrals and Reserves
2016	7,404,522	1,918,841	6,647,628	86%
2017	9,437,724	3,717,279	7,181,187	87%
2018	8,842,383	8,181,175	6,443,858	60%
2019	9,179,588	6,397,439	6,843,986	69%
2020	12,012,946	6,560,738	7,160,362	88%
2021	15,024,110	8,623,249	7,539,873	93%

While a 100% target is ideal, it is not expected because not all reserves would be consumed simultaneously and therefore 100% of their value need not necessarily be held in cash or investments.

The 2022 YTD actual figures on the Comparative Operating Statement indicate that the bulk of our annual revenues have now been recorded for the year (\$16M of \$17.7M), but only 54% of our expenses have yet been made at the 58% mark of the year. This spending percentage is identical to last year, however last year's difference was predominantly still due to the effects of Covid, and this year, our compensation change did not take effect until mid-July.

Our financial results to date compare very favourably to past results and our original plans.

Budget Revisions

During 2022 thus far 10% of permanent staff have left or retired and many, many more subsequent staffing changes have occurred. Not all vacant positions have yet been filled. Our budgeted FTE has dropped from 140.29 in the original budget to 133.69 FTE in the revised budget. We have fully incorporated the expected costs of wages due to the compensation review, and we have re-estimated both revenues and expenses to include new contract opportunities awarded since January.

Forecasts for revenues have been revised to include:

- Some levy funding deferred to 2023
- The appropriate part of a multi-year \$238,700 grant for the Commemorate Canada grant from Canadian Heritage
- The appropriate part of a multi-year \$182,300 grant for a Ontario Land Trust Alliance grant for wetlands conservation
- The \$84,000 bonus WSIB rebate we received

An important item to note with regard to budgeted revenues in 2022 is that we have left in the annual transfer payment amount from MNR of \$181K even though we have not yet heard of any 2022 agreement forthcoming from the province.

Forecasts for expenses were edited to accommodate:

- The full change in wage grid due to the compensation review implementation for the remainder of 2022
- Unbudgeted insurance liability costs (\$8,000)
- Purchase of AV equipment for the hybrid meeting rooms (\$35,000)
- Purchase of Questica budget software (\$26,000)
- Costs associated with the two grants noted above

Another important note in the capital spending budget is the value of vehicles approved for purchase in 2022. A delivery date for none of these vehicles is yet anticipated due to supply chain issues but they remain in the revision as required purchases.

The bottom line change to the forecast for 2022 is not large given the sizes of the two budgets, however, there has been a great deal of refinement occurring in each of the Mission Centres. The projected operating deficit approved in February is now forecast to be slightly smaller while a slightly larger deficit in capital spending is expected if vehicles are actually delivered. For this reason we recommend approval of the revisions to our approved 2022 budgets to reflect understanding of the many changes which are incorporated here.

Recommended by: Tracy Annett, General Manager

Prepared by: Christine Saracino, Supervisor, Finance & Accounting

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

FINANCIAL ASSETS	Current Year	Prior Year	Notes
Cash and equivalents			
Bank Balances	3,027,571	3,020,034	
Petty Cash, Floats and Advances	7,100	6,802	
Short-term Investments	8,610,853	5,941,983	We are taking advantage of rising GIC rates
PHN Investment Portfolio at cost	6,226,852	5,667,513	Market value at July 31st is \$6,150,513
	<u>17,872,376</u>	<u>14,636,331</u>	
Restricted Cash			
Source Water Protection Bank Account	-	1	
	<u>-</u>	<u>1</u>	
Receivable Amounts			
Accounts Receivable	2,878,710	3,651,856	
Federal Taxes Receivable	50,705	93,648	
Accrued Receivables	631,099	579,665	This line reduced by \$381k in first week of August from NDMP payment received.
	<u>3,560,514</u>	<u>4,325,168</u>	
	<u>21,432,890</u>	<u>18,961,500</u>	
FINANCIAL LIABILITIES			
Accounts Payable and Accrued Liabilities			
Wage-related payables	1,173,780	945,854	Reflects higher total payroll costs
Federal Taxes Payable	75,729	61,540	
Accounts Payable	467,720	869,475	
Amounts held for other groups	6,088	248,155	
	<u>1,723,317</u>	<u>2,125,024</u>	
Deferred Revenues			
Funding carried forward temporarily	990,383	1,526,602	
Customer prepayments	7,068	1,278	
Advanced WECL, and SWP	119,007	7,051	
Deferred and Committed Capital Funding	5,518,214	4,700,962	Will continue to rise as we continue to make major flood control repairs
	<u>6,634,672</u>	<u>6,235,893</u>	
	<u>8,357,989</u>	<u>8,360,916</u>	
NET FINANCIAL ASSETS	<u>13,074,901</u>	<u>10,600,584</u>	
NON-FINANCIAL ASSETS			
Tangible Capital Assets	67,008,934	65,920,850	
less accumulated amortization	<u>(28,329,887)</u>	<u>(27,616,135)</u>	
Net tangible capital assets	38,679,047	38,304,715	
Capital projects in progress	106,496	7,729	
Prepaid Expenses, Deposits and Inventories	326,163	117,006	
	<u>52,186,607</u>	<u>49,030,034</u>	
Accumulated Surplus	<u>52,186,607</u>	<u>49,030,034</u>	
Equity in Tangible Capital Assets	39,126,507	38,607,512	
All other Equity	(1,054,098)	(697,164)	
Current year Surplus	6,574,325	3,959,324	Surplus expected to become negative by year end
Reserves	7,539,873	7,160,362	
Accumulated Surplus	<u>52,186,607</u>	<u>49,030,034</u>	

Upper Thames River Conservation Authority Comparative Operating Results

	2022 YTD	2022 Budget Approved	2022 Budget Revised	Change from Approved	Notes
REVENUES:					
New Levy Funding					
Municipal General Levy	4,045,897	4,245,898	4,245,898	0.0%	Will defer an additional \$200K for 2023 in YTD
Dam and Flood Control Levies	1,820,695	1,813,592	1,813,592	0.0%	Higher actual revenues in YTD due to London Dykes
Operating Reserve Levy	34,692	34,692	34,692	0.0%	
	5,901,284	6,094,182	6,094,182	0.0%	
Amortized Levy from previous years					
Municipal General Levy	780,626	410,932	493,038	20.0%	
Flood Control Levies	93,198	91,660	91,660	0.0%	
Maintenance Levy	53,505	84,968	86,552	1.9%	
	927,329	587,560	671,250	14.2%	We recorded more than will be required by year end
MNRF Transfer Payment					
	-	181,213	181,213	0.0%	
Contracts and Grants					
Municipal within Watershed	751,380	1,054,028	1,079,292	2.4%	
Municipal outside Watershed	47,126	157,402	157,402	0.0%	
Provincial	758,539	877,636	952,343	8.5%	
Federal	830,759	332,038	754,384	127.2%	NDMP and DFO grants
All Other	1,866,447	1,816,095	1,943,365	7.0%	
	4,254,250	4,237,199	4,886,785	15.3%	
User Fees and Other Revenues					
Conservation Areas	3,631,415	3,873,302	3,876,027	0.1%	
Planning and Permit Fees	322,162	580,000	581,500	0.3%	
Education Fees	136,756	95,000	142,401	49.9%	Conservatively estimated in late 2021
Landowner, tree sales, costs recovery	155,147	228,943	160,500	-29.9%	
	4,245,479	4,777,245	4,760,428	-0.4%	
Other Revenues					
From deferred revenues	376,188	684,873	353,373	-48.4%	End of 2021 figures were not yet known precisely
Donations, interest and gains	286,674	391,520	406,420	3.8%	
	662,861	1,076,393	759,793	-29.4%	
Funding from Reserves					
	-	321,950	338,536	5.2%	
TOTAL REVENUES	15,991,204	17,275,742	17,692,187	2.4%	
EXPENDITURES:					
Mission Cost Centres					
Community Partnerships	790,471	1,534,306	1,674,857	9.2%	Includes most of Commemorate Canada grant
Water and Information Management	1,702,177	3,240,256	3,155,657	-2.6%	
Environmental Planning & Regs	1,318,833	2,521,671	2,559,299	1.5%	
Integrated Watershed Management	1,700,309	3,065,891	2,880,169	-6.1%	Staff replacements still to be made in 2022
Campground Operations	2,481,843	4,348,553	4,477,135	3.0%	These two lines have been defined differently from the original budget and totals adjusted.
Lands, Facilities and Conservation Areas	1,064,371	2,234,100	2,408,376	7.8%	
Service Cost Centres	339,277	467,021	475,920	1.9%	
Program Operating Expenditures	9,397,281	17,411,798	17,631,413	1.3%	
Planned Transfer to Reserves					
	-	28,400	176,400	521.1%	Flood Control intentional deferral for 2023
TOTAL EXPENDITURES	9,397,281	17,440,198	17,807,813	2.1%	
NET SURPLUS (DEFICIT)	6,593,923	(164,456)	(115,626)	0.0%	Projected deficit slightly smaller for operations.
Depreciation Expense	710,308	1,162,263	1,185,665	2.0%	
CASH SURPLUS (DEFICIT)	7,304,230	997,808	1,070,040	7.2%	

UTRCA
2022 - Capital Budget

	2022 Year to Date actuals	Approved 2022 Budget	Proposed Revised Budget	
FLOOD CONTROL				
Capital Funding				
Flood Control Capital levy	1,844,248	730,000	474,500	Effect of West London Dykes carried from 2021 into 2022 actuals
Federal Funding	1,028,976	160,000	40,000	
Provincial - WECl	81,371	277,500	188,177	
Funding deferred	(6,687)	-	-	
Total current year funding	2,947,908	1,167,500	702,677	
Capital Projects				
Fanshawe Dam	40,230	202,232	110,000	
Wildwood Dam	80,319	-	50,000	
Pittock Dam	52,091	105,562	135,769	
London Dykes	2,618,561	449,596	85,105	Costs remaining from 2021 budget
RT Orr Dam	-	125,408	25,000	
Mitchell Dam	36,760	40,000	-	
Small Dams	64,267	79,396	107,949	
Erosion Control Structures	-	300,363	296,332	
Total Spending	2,892,228	1,302,557	810,155	
Surplus (Deficit) from Flood Control Capital	55,680	(135,057)	(107,478)	
Funding Required from reserves	(54,666)	137,000	126,000	from Flood Control reserve
Balance Surplus (Deficit) Capital Flood Activities	1,014	1,943	18,522	
OTHER CAPITAL NEEDS				
Capital Funding				
Current Capital Maintenance Levy	178,626	183,627	183,627	
Land Grant	-	15,000	15,000	Grant received
Capital Expenditures				
Land	-	25,000	-	Land was donated
Infrastructure	194,000	150,000	150,000	ESA order
Vehicles and Equipment	-	195,000	195,000	3 pick ups, tire changer
Technology Equipment	-	70,000	150,000	Computers, Electrofisher, AV Equipment
Total Spending	194,000	440,000	495,000	
Surplus (Deficit) from other Organizational Capital	(15,374)	(241,373)	(296,373)	
Funding Required from reserves	-	150,000	150,000	from Conservation Area reserve
Balance Surplus (Deficit) other Org'l Capital	(15,374)	(91,373)	(146,373)	
Total Capital Budgets Surplus (Deficit)	(14,360)	(89,430)	(127,851)	

To: UTRCA Board of Directors
From: Tracy Annett, General Manager
Date: August 15, 2022
Filename: Admin # 4573
Agenda #: 6.3
Subject: Review of Mileage Rate

Recommendation

THAT the Upper Thames River Conservation Authority increase the mileage rate of reimbursement to staff and board members for approved business use of personal vehicles from \$0.50 to \$0.61 effective for travel after September 3, 2022.

Further THAT the rates for mileage, per diems and honorariums be reviewed annually in preparation of the budget.

Background

The Canada Revenue Agency (CRA) sets a reasonable rate for mileage for use of personal vehicles. At this time, our mileage rate is low and close to what CRA may deem an "unreasonable rate" which would mean that it could become a taxable benefit. It has been several years since the UTRCA mileage rate was updated. A survey of mileage rates was conducted with the following results:

- Provincial mileage rate is \$0.61
- Conservation Authorities' have an average rate of \$0.56 with the most common rate of \$0.61
- Counties of Oxford, Middlesex, Huron, Elgin mileage rate is \$0.61
- Municipalities of Middlesex Centre, Township of East Zorra-Tavistock, Town of St. Marys the rate is \$0.61

Watershed municipalities not listed above have mileage rates in the range of \$0.55 - \$0.59.

The financial impact of implementing the mileage rate is limited, as staff travel in personal vehicles has not returned to pre-pandemic levels.

Summary

Staff recommends that the mileage rate be increased for staff and members that the Per Diem, Honorarium and Mileage Rates be reviewed annually in preparation of the budget.

Recommended by: Tracy Annett, General Manager
Prepared by: Sharon Viglianti, Human Resources/Payroll Administrator

To: UTRCA Board of Directors
From: Jenna Allain, Manager, Environmental Planning and Regulations
Date: August 15, 2022
Filename: ENVP #12260
Agenda #: 7.1
Subject: Administration and Enforcement – Section 28 Status Report – *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (O.Reg.157/06)*

Section 28 Report

The attached tables are provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ontario Regulation 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers permits issued between June 1, 2022 and July 31, 2022.

Recommended by:

Jenna Allain, Manager, Manager, Environmental Planning and Regulations

Prepared by:

Jessica Schnaithmann, Land Use Regulations Officer
Karen Winfield, Land Use Regulations Officer
Ben Dafoe, Land Use Regulations Officer
Cari Ramsey, Land Use Regulations Officer
Mike Funk, Land Use Regulations Officer

SECTION 28 STATUS REPORT
SUMMARY OF APPLICATIONS FOR 2021

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

Report Date: June and July 2022

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

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
94-22	London	2425 Old Victoria Road	Major	Development	Proposed Demolition of Existing Dwelling and Construction of Single Family Dwelling	4-May-2022	16-May-2022	13-Jun-2022	3-Jun-2022	YES	Schnaithmann
100-22	EZ Tavistock	657067 15th Line (Dietrich Drain)	Routine	Utility Corridor	Gas Main Instalation-Extension	4-May-2022	3-Jun-2022	17-Jun-2022	3-Jun-2022	YES	Dafoe
103-22	Thames Centre	17084 Evelyn Drive	Routine	Utility Corridor	Proposed Sun Canadian Pipeline integrity dig	11-Mar-2022	11-Mar-2022	25-Mar-2022	6-Jun-2022	NO	Ramsey
104-22	Middlesex Centre	1739 Sunningdale Road West	Routine	Utility Corridor	Proposed Sun Canadian Pipeline integrity dig	12-May-2022	12-May-2022	26-May-2022	7-Jun-2022	NO	Ramsey
95-22	London	531 Ridout Street North	Routine	Municipal Project	Proposed Installation of a Pre-cast Shed Including Retaining Wall and Service Conduit Installation by Directional Drill	12-May-2022	7-Jun-2022	21-Jun-2022	7-Jun-2022	YES	Schnaithmann
99-22	Stratford	4110 Perth Line 36	Major	Development	Proposed Modifications to Existing Grading with the Flood Plain of the Court Drain	12-May-2022	2-Jun-2022	30-Jun-2022	7-Jun-2022	YES	Schnaithmann
107-22	Middlesex Centre	9703 Glendon Drive	Routine	Utility Corridor	new Enbridge Pipeline, directional drill	21-Apr-2022	3-May-2022	17-May-2022	9-Jun-2022	NO	Ramsey
97-22	London	1801 Hyde Park Road	Major	Development	Proposed Townhouse Development and Dry Low Impact Development Feature	18-Apr-2022	27-May-2022	24-Jun-2022	9-Jun-2022	YES	Schnaithmann

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
63-22	West Perth	97 St. David St. Mitchell	Major	Development	Addition to the Existing Residence	26-May-2022	8-Jun-2022	6-Jul-2022	10-Jun-2022	YES	Dafoe
110-22	Perth South	5233 Line 2	Major	Development	Replacement SFR and Septic	4-Apr-2022	15-Jun-2022	13-Jul-2022	17-Jun-2022	YES	Dafoe
109-22	London	2009 and 2037 Gore Road	Routine	Alterations to Wetlands & Watercourses	Proposed Redevelopment and Improvement of Existing Yard	20-Aug-2021	21-Jun-2022	5-Jul-2022	22-Jun-2022	YES	Schnaithmann
101-22	London	Thames River at the Westerly Extent of Huron Street	Minor	Municipal Project	Proposed Removal of a Decommissioned 600mm Watermain from the Thames River and Subsequent Restoration	3-Mar-2022	16-Mar-2022	6-Apr-2022	24-Jun-2022	NO	Schnaithmann
102-22	London	1985 Gore Road	Major	Complex	Proposed Construction of a New Industrial Building, Associated Parking, Extension to Scanlan Street and Grading	7-Feb-2022	30-May-2022	27-Jun-2022	24-Jun-2022	YES	Schnaithmann
117-22	Ingersoll	14 Henderson Court	Minor	Development	In-Ground Pool	6-Jun-2022	22-Jun-2022	13-Jul-2022	24-Jun-2022	YES	Dafoe
120-22	Middlesex Centre	146 Edgewater Boulevard	Minor	Development	Proposed Construction of New Cabana with Outdoor Kitchen, Proposed Shed, Proposed Retaining Wall and Other Hardened Landscaping Amenities (patio).	27-May-2022	13-Jun-2022	4-Jul-2022	27-Jun-2022	YES	Winfield
116-22	St Marys	469 Queen St. E	Minor	Development	Replacement Shop/Garage	4-May-2022	20-Jun-2022	11-Jul-2022	29-Jun-2022	YES	Dafoe
81-22	St Marys	143 St. Andrew St	Major	Development	Construction of Single Family Residence	20-Apr-2022	22-Jun-2022	20-Jul-2022	30-Jun-2022	YES	Dafoe
128-22	Perth South	BR1467-Hepburn Drain Line 14 and Rd 134	Routine	Municipal Project	Debris Removal from Culvert and Inspection	17-Mar-2022	22-Mar-2022	5-Apr-2022	30-Jun-2022	NO	Dafoe

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
118-22	London	81 Lysanda Crt (Lot 44)	Major	Development	Proposed construction of new house	20-May-2022	31-May-2022	28-Jun-2022	6-Jul-2022	NO	Funk
124-22	London	463 Fanshawe Park Road West (Medway Creek)	Minor	Development	Proposed watermain repairs	24-Jun-2022	4-Jul-2022	25-Jul-2022	6-Jul-2022	YES	Funk
115-22	Zorra	Lot 20, Con 7	Routine	Utility Corridor	Lowering existing Enbridge gas pipeline	15-Jun-2022	30-Jun-2022	14-Jul-2022	8-Jul-2022	YES	Dryburgh
126-22	Thames Centre	2637 Dorchester Road	Minor	Development	Proposed Pool and Shed	20-Jun-2022	20-Jun-2022	11-Jul-2022	12-Jul-2022	NO	Ramsey
135-22	Thames Centre	23960 Valleyview Road	Minor	Development	Proposed Construction of a Single Family Dwelling	29-Jun-2022	29-Jun-2022	20-Jul-2022	12-Jul-2022	YES	Ramsey
90-22	London	54 Price Street	Routine	Municipal Project	Proposed Upgrades to the Vauxhall Wastewater Treatment Plant	14-Mar-2022	12-Jul-2022	26-Jul-2022	13-Jul-2022	YES	Schnaithmann
121-22	London	136 Cavenish Crescent	Routine	Development	Proposed Community Food Hub with Raised Garden Beds and Temporary Office and Storage Trailers	17-May-2022	8-Jul-2022	22-Jul-2022	13-Jul-2022	YES	Schnaithmann
114-22	Thames Centre	237 Mitchell Crt	Minor	Development	Construction of a Pool and Shed (after the fact)	16-Jun-2022	16-Jun-2022	7-Jul-2022	13-Jul-2022	NO	Ramsey
122-22	Perth East	3758 Rd. 110	Minor	Development	Addition to Existing Residence and Septic System Replacement	27-Jun-2022	5-Jul-2022	26-Jul-2022	13-Jul-2022	YES	Dafoe
136-22	Middlesex Centre	10610 Oxbow Dr	Minor	Development	Proposed Construction of a Single Family Dwelling and Garage	15-Jun-2022	13-Jul-2022	3-Aug-2022	13-Jul-2022	YES	Ramsey

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
4-22	Thames Centre	Part Lot 28, Concession 2	Major	Development	Proposed Renovation/Addition to Existing Residence, Proposed Attached Garage, Proposed Installation of New Septic System, Proposed Pool/Patio Installation	4-Jan-2022	12-Jul-2022	9-Aug-2022	14-Jul-2022	YES	Winfield
73-22	Thames Centre	218 Edgewater Boulevard	Major	Development	Proposed Single Family Residence & Attached Garage	21-Mar-2022	14-Jul-2022	11-Aug-2022	14-Jul-2022	YES	Winfield
112-22	London	23 Metamora Crescent (Medway Valley Heritage Forest ESA)	Minor	Municipal Project	Proposed Refurbishment of an Existing Pedestrian Bridge Spanning the Confluence of Bloomfield Creek and Medway Creek	13-Jun-2022	12-Jul-2022	2-Aug-2022	14-Jul-2022	YES	Schnaithmann
96-22	Woodstock	839 Dufferin St.	Minor	Development	Addition to Existing Residence	3-May-2022	4-Jul-2022	25-Jul-2022	14-Jul-2022	YES	Dafoe
106-22	Perth East	260 Huron Rd. Sebringville	Routine	Development	Septic System Replacement	13-Mar-2022	12-Jul-2022	26-Jul-2022	14-Jul-2022	YES	Dafoe
86-22	London	591 Blue Jay Drive	Minor	Municipal Project	Proposed Removal and Replacement of Existing Culvert Crossing at Powell Drain	21-Mar-2022	14-Jul-2022	4-Aug-2022	15-Jul-2022	YES	Schnaithmann
123-22	Middlesex Centr	232 Edgewater Boulevard	Minor	Development	Proposed Construction of New Cabana, Proposed Installation of In-Ground Pool and Associated Pool Deck.	16-Jun-2022	11-Jul-2022	1-Aug-2022	15-Jul-2022	YES	Winfield
141-22	London	25 Wyatt St	Major	Development	Proposed addition to existing house	20-Jun-2022	13-Jul-2022	10-Aug-2022	15-Jul-2022	YES	Funk
125-22	London	3-2810 Sheffield Pl	Routine	Development	Proposed deck	28-Jun-2022	19-Jul-2022	2-Aug-2022	19-Jul-2022	YES	Funk
137-22	Thames Centre	Lot 10, Con 3 NRT - Hunt Drain	Routine	Municipal Drain	Brush Top of Bank, Debris Removal	29-Jun-2022	20-Jul-2022	3-Aug-2022	20-Jul-2022	YES	Dryburgh

Permit #	Municipality	Location/Address	Category	Application Type	Project Description	Application Received	Notification of Complete Application	Permit Required By	Permit Issued On	Comply with Timelines	Staff
138-22	St Marys	Lot 21, Con 17 - James St Drain	Routine	Municipal Drain	Spot Cleanout	6-Jul-2022	20-Jul-2022	3-Aug-2022	20-Jul-2022	YES	Dryburgh
139-22	Middlesex Centre	Lot 22, Con 8 - Holden Drain	Routine	Municipal Drain	Bottom Only Cleanout, Brush Bank Slope	6-Jul-2022	20-Jul-2022	3-Aug-2022	20-Jul-2022	YES	Dryburgh
144-22	London	2898 Woodhull Rd	Minor	Development	Proposed pool and pool house construction	10-Jun-2022	20-Jul-2022	10-Aug-2022	20-Jul-2022	YES	Funk
145-22	Strathroy Caradoc	Lot 18, Con 3 - Waters-Arnold Drain	Routine	Municipal Drain	Brushing Bank Slope, Brushing Top of Bank, Full Cleanout	22-Jun-2022	22-Jul-2022	5-Aug-2022	22-Jul-2022	YES	Dryburgh
146-22	SW Oxford	Lot 20, Con 7 - Mccauley Drain	Routine	Municipal Drain	Brushing Bank Slope, Brushing Top of Bank, Full Cleanout	19-Jul-2022	22-Jul-2022	5-Aug-2022	22-Jul-2022	YES	Dryburgh
147-22	SW Oxford	Lot 22, Con 7 - Burge Drain	Routine	Municipal Drain	Brushing Bank Slope, Brushing Top of Bank, Full Cleanout	19-Jul-2022	22-Jul-2022	5-Aug-2022	22-Jul-2022	YES	Dryburgh
148-22	Middlesex Centre	Lot 15, Con 13 - Brumwell Drain	Routine	Municipal Drain	Full Cleanout	4-May-2022	22-Jul-2022	5-Aug-2022	22-Jul-2022	YES	Dryburgh
131-22	SW Oxford	Lot 13, Con 2	Routine	Utility Corridor	Directional Drill fibre optic cable below drain	5-Jul-2022	20-Jul-2022	3-Aug-2022	27-Jul-2022	YES	Dryburgh
132-22	SW Oxford	Lot 12, Con 3 West and Lot 18, Con 3 West	Minor	Utility Corridor	Directional Drill fibre optic cable below drain	5-Jul-2022	20-Jul-2022	10-Aug-2022	27-Jul-2022	YES	Dryburgh
105-22	Stratford	Countryside Estates (McCarthy Rd)	Major	Development	Cutting and Shaping of Floodplain Corridor McNamara Drain, Construction of Crossing, Instalation of Utilities	19-Apr-2022	28-Jul-2022	25-Aug-2022	29-Jul-2022	YES	Dafoe
153-22	Stratford	3202 Vivian Line 36	Major	Development	Construction of 5 Residential Townhomes	25-Jul-2022	28-Jul-2022	25-Aug-2022	29-Jul-2022	YES	Dafoe

To: UTRCA Board of Directors
From: Teresa Hollingsworth, Manager, Community & Corporate Services
Date: August 11, 2022
Filename: #125638
Agenda #: 7.2
Subject: Celebrating Natural Connections Project

Recommendation

That the report be received for information.

Background

With the support of watershed municipalities and community organizations, the UTRCA was successful in obtaining funding support from the Canadian Heritage Celebration and Commemoration Program Reopening Fund. The UTRCA's project, entitled "Celebrating Natural Connections," is designed to celebrate and commemorate the local natural spaces that became so important for physical and mental health during the pandemic.

Celebrating Natural Connections features a series of events across the Upper Thames watershed, designed to provide residents with an opportunity to explore local natural spaces with experienced environmental education staff and community groups and organizations. Each event will include hikes, displays, and presentations, with the participation of local artists, municipalities, hiking, naturalist, and anglers clubs, wherever possible. At some events, attendees will participate in the installation of a permanent item such as a bench or picnic table, to commemorate the contributions of local front line workers.

Emphasis for participation will be on community members that have been instrumental in helping others through the pandemic: front line workers and local health unit staff. In addition, new Canadians, people living with disabilities, and youth groups such as Girl Guides and Scouts will be targeted to encourage participation.

The project also includes the production of two virtual hikes, one being offered in French.

The proposal was to have seen these events presented over the course of a year but timelines have been compressed and the project must be completed by March 31, 2023.

Staff are working with community partners to organize each individual event. The table below outlines the events planned to date. Each event will run from 10 am to 2 pm.

Date	Location
August 27	Burgess Park, City of Woodstock
September 24	Wildwood Conservation Area
September 25	Dorchester Mill Pond
October 15	Hodges Pond, Oxford County
October 22	Lions Park, Mitchell
October 29	TJ Dolan Natural Area, Stratford
November 5	Fanshawe Conservation Area
Date TBD (January 21, 28, or March 4)	Wildwood Conservation Area
February 20 (Family Day)	Pittock and Fanshawe Conservation Areas
Virtual Hikes	2 (1 in English and 1 in French)

Most events will include greetings and a formal thank you to frontline workers. Member municipal councils and the UTRCA Board members will be approached to help with these remarks.

The project has involved many municipalities and organizations, to varying degrees. Participation ranges from offering letters of support, to providing activities and volunteering at events. Partners that have come forward include:

- City of London, City of Stratford, City of Woodstock, Municipality of Thames Centre, Municipality of West Perth, Bird Friendly London, Cross Cultural Learning Centre, Crunican Orchards, Heeman's, London Arts Council, London Heritage Council, Mill Pond Committee, Mitchell Lions Club, Oxford Coalition for Social Justice, Oxford EarlyON, Patsy Ann Day (Indigenous educator), Stratford Field Naturalists, Southwestern Public Health, Tourism Oxford, Wildlife Gardening, Woodstock Environmental Advisory Committee, Woodstock Field Naturalists, Woodstock Public Library, 5th London Girl Guides, 5th London Pathfinders.

Pending partnerships include:

- Carolinian Canada, Friends of Medway Creek, Future Oxford, Jenn Mezzei (local artist), London Environmental Network, London Public Library, Nature London, Museum of Ontario Archaeology, St. Marys Library, St. Marys Scouts, Thames Talbot Land Trust, Thames Valley District School Board, UWO Environmental Science Association, West Perth Public Library, Woodstock Art Gallery.

Details on this project and the events will be provided on the www.thamesriverevents.ca website.

Recommended by:

Teresa Hollingsworth, Manager, Community of Corporate Services

Prepared by:

Linda Smith, Community Partnerships Specialist

Teresa Hollingsworth, Manager, Community of Corporate Services



Media Release

FOR IMMEDIATE RELEASE

Conservation Ontario Announces New General Manager

Newmarket, Ontario (August 15, 2022) Conservation Ontario's Board of Directors is pleased to announce the appointment of Angela Coleman as the new General Manager, effective September 19, 2022.



"We're very pleased to have Angela join us as the General Manager here at Conservation Ontario," said Alan Revill, Chair of Conservation Ontario's Board of Directors. "Angela brings enthusiasm, creativity, and a wide range of experience to the position of General Manager. She's demonstrated effective and dynamic leadership skills in her previous position and we are confident that she will lead us towards a bright future."

Ms. Coleman comes to Conservation Ontario from the South Nation Conservation Authority in Finch, Ontario where she is the Chief Administrative Officer.

When she initially joined the South Nation Conservation Authority in 2002, Ms. Coleman held various roles ranging from Communications Coordinator to Project Manager. After a brief hiatus working for a Law Firm, in 2011 she rejoined the South Nation Conservation Authority, initially as the Director of Planning and Approvals and most recently as the Chief Administrative Officer.

Ms. Coleman graduated from the Faculty of Law at the University of Ottawa in 2009 and was admitted to the Bar of the Province of Ontario in 2010. She teaches the Municipal Law Program for the Association of Municipal Clerks and Treasurers in Ontario and speaks on a variety of municipal, property, and governance topics to a wide range of audiences.

Ms. Coleman has also been a director and volunteer with many community groups and associations.

Outside of work, Ms. Coleman currently owns and operates Sand Road Maple Farm in Moose Creek Ontario, with her husband, Scott Coleman.

Conservation Ontario's outgoing General Manager, Kim Gavine, retired on June 30, earlier this year. Since then, Bonnie Fox, Director of Planning and Policy, has been acting as GM.

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For more information contact:

Jane Lewington | Manager, Marketing & Communications
Conservation Ontario

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fyi

August 2022



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We're Celebrating Natural Connections!

With the support of municipalities and community organizations, the UTRCA has obtained funding support from the Canadian Heritage Celebration and Commemoration Program Reopening Fund. The funds are being used to host a series of free "Celebrating Natural Connections" public events in natural spaces across the Upper Thames River watershed.

The events include 10 public hikes and two virtual hikes, with activities, displays, and presentations. They are an opportunity to explore the natural spaces that became so

important for our communities' physical and mental health during the pandemic. Local artists and municipalities are involved, as well as hiking, naturalist, and angler clubs.

The UTRCA would especially like to invite all those community members that have been instrumental in helping others through the pandemic. A commemorative item will be installed at many of the event locations to recognize the contributions of local front line workers.

The event dates and locations include:

- Saturday, August 27 at Burgess Park, Woodstock
- Saturday, September 24 at Wildwood Conservation Area
- Sunday, September 25 at Dorchester Mill Pond
- Saturday, October 15 at Hodges Pond, Sweaburg
- Saturday, October 22 at Lion's Park, Mitchell
- Saturday, October 29 at TJ Dolan Natural Area, Stratford
- Monday, February 20, at Fanshawe and Pittock Conservation Areas

Plans are also underway for a winter event at Wildwood Conservation Area and two virtual hikes.

This project is funded in part by the Government of Canada. For more information about Celebrating Natural Connections, please visit www.thamesriverevents.ca. Contact: [Linda Smith](#), Community Partnerships Specialist

Update: Community Precipitation Monitoring Project

Thanks to a grant from the TD Friends of the Environment Foundation, 15 additional rain gauges were added to the UTRCA's [Community Precipitation Monitoring Project](#) network in 2022. Staff have now installed 27 rain gauges across the watershed in the first two years of this project.



Community Precipitation Monitoring Project participants enjoyed a tour of Wildwood Dam in July.

Participants in the project measure and record daily precipitation using the manual rain gauge provided and submit their observations to the Community Collaborative Rain, Hail and Snow Network (CoCoRaHS) platform. Their precipitation data / observations are automatically and continuously downloaded from the CoCoRaHS database into the UTRCA's local flood forecasting and monitoring database to enhance our understanding of the total rainfall received and its spatial distribution.

As part of the project, the UTRCA is providing several educational sessions each year for project participants. On July 12, participants were invited to a lunch and learn at Wildwood Conservation Area. UTRCA staff Laura Flynn and Mark Helsten provided an overview of the flood forecasting program and an overview of how the data is being used. Participants were then taken on a tour of Wildwood Dam and treated to an appreciation lunch for all their data collection efforts.

The Community Precipitation Monitoring Project is a part of a larger Community Science initiative launched by the UTRCA in 2021. Community science engages members of the public in collecting data that can be used to increase scientific knowledge and inform decision making.

Find out more about the [UTRCA's Community Science projects](#). Contact: [Erin Dolmage](#), Community Education Technician

Looking back: Spring Tree Planting

Despite two late snowstorms and several rainy days, the UTRCA's spring tree planting crew persevered and planted approximately 25,000 trees on 50 private rural properties. In addition to our crew's efforts, 80 landowners



Brenda Gallagher managed the hand planting crew. In this photo, they are establishing a buffer for wind erosion control and to shelter farm buildings, reducing heating and cooling costs as well as odour concerns.

planted another 13,000 trees on their own to improve the health of their land.

Planting projects included windbreaks, retiring highly erodible land, and treed buffer strips along watercourses. The Conservation Authority was able to help most of the property owners receive grants to help reduce their costs.

Over the last couple of years, the tree planting program has had challenges due to the pandemic. During this time, we were very fortunate to have small but enthusiastic crews who ensured the trees were put into the ground. This year was no exception, and the

planters were excited about the experience they gained while working at the UTRCA. The crew enjoyed being able to connect with nature while they were doing their job. One crew member said, “I felt I was helping to offset the effects of climate change and making a difference to the environment for future generations to appreciate.”

In September, UTRCA forestry staff will start site visits to begin lining up sites for the spring of 2023 tree planting season. We look forward to connecting with new landowners as well as continuing to work with those from the past. Contact: [Brenda Gallagher](#), Forestry Technician



Jay Ebel managed the machine planting crew, planting thousands of seedlings across the watershed. On most properties, Jay will also provide pre- and post-planting tending to help ensure the long-term success of the trees. These projects generally involve the retirement of sensitive lands or field windbreaks.

On the Board Agenda

The next Board of Directors meeting will be held virtually on August 23, 2022. Please visit the “Board Agendas and Minutes” page at www.thamesriver.on.ca for agendas, reports, audio/video links and recordings, and approved minutes.

- UTRCA Interim Vaccination Policy Update
- 2022 Mid-Year Financial Report and Budget Revisions
- Revised Mileage Rates
- Administration and Enforcement – Section 28 Status Report
- Celebrating Natural Connections Project
- General Manager of Conservation Ontario - Announcement

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