

November 25, 2016

**NOTICE OF  
BOARD OF DIRECTORS' MEETING**

**DATE:** THURSDAY, December 8, 2016


**TIME:** 9:30 A.M. – 10:55 A.M.

**LOCATION:** WATERSHED CONSERVATION CENTRE  
BOARDROOM

**AGENDA:**

- |  | <b>TIME</b> |
|--|-------------|
| 1. Approval of Agenda  | 9:30am      |
| 2. Declaration of Conflicts of Interest  |             |
| 3. Confirmation of Payment as Required Through Statutory Obligations   |             |
| 4. Minutes of the Previous Meeting:<br>Tuesday November 22, 2016   |             |
| 5. Business Arising from the Minutes   |             |
| 6. Closed Session – In Camera  |             |
| 7. Business for Approval   | 9:35am      |
| (a) Conservation Area Annual Fee Schedule<br>(J.Howley)(Report attached)<br>(Document: CA #2820)(10 minutes)   |             |
| (b) 2017 Draft Budget for Approval<br>(30 minutes)   |             |
| (c) 2017 Board of Directors Meeting Dates<br>(I.Wilcox)(Report attached)<br>(Document: Admin #1842)(5 minutes) |             |

8. Business for Information 10:20am
- (a) Harrington Dam EA Update (C.Tasker)  
(Report attached)(Document: FC #877)  
(20 minutes)
- (b) Strathroy Caradoc Membership/ Watershed  
Boundary Adjustment Request (T.Annett)  
(Document: ENVP #4104)(10 minutes)
9. Other Business (Including Chair and  
General Manager's Comments) 10:50am
10. Adjournment 10:55am



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Ian Wilcox, General Manager

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

|            |                 |            |               |          |
|------------|-----------------|------------|---------------|----------|
| I.Wilcox   | T.Hollingsworth | J.Howley   | C.Ramsey      | B.Mackie |
| C.Saracino | A.Shivas        | C.Tasker   | P. Switzer    | C.Merkly |
| G.Inglis   | B.Glasman       | M.Snowsell | K.Winfield    | R.Goldt  |
| T.Annett   | C.Harrington    | S. Musclow | B. Verscheure |          |

MINUTES  
BOARD OF DIRECTORS' MEETING  
THURSDAY, DECEMBER 8, 2016

|                  |   |  |
|------------------|---|--|
| Members Present: | T.Birtch<br>M.Blackie<br>M.Blosh<br>R.Chowen<br>A.Hopkins<br>T.Jackson<br>S.Levin | N.Manning<br>S.McCall-Hanlon<br>H.McDermid<br>B. Petrie<br>M.Ryan<br>J.Salter<br>G.Way |
| Regrets:         | A.Murray  |  |
| Solicitor:       | G.Inglis  |  |
| Staff:           | T.Annett<br>B.Glasman<br>C.Harrington<br>T.Hollingsworth<br>J.Howley<br>R.Goldt   | B.Mackie<br>C.Saracino<br>A.Shivas<br>C.Tasker<br>I.Wilcox<br>M.Viglianti              |

1. Approval of Agenda

The Chair introduced new Board Member Joe Salter who will be representing Stratford.

B.Petrie moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors  
approve the agenda as posted on the Members’ web-site.”

CARRIED.

2. Declaration of Conflicts of Interest

The Chair inquired whether the members had any conflicts of interest to declare relating to the agenda. There were none.

3. Confirmation of Payment as Required Through Statutory Obligations

The Chair inquired whether the Authority has met its statutory obligations in the payment of the Accounts Payable. The members were advised the Authority has met its statutory obligations.

4. Minutes of the Previous Meeting  
November 22, 2016

S.Levin moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated November 22, 2016 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes  
There was no business arising from the minutes.

6. Closed Session – In Camera  
There was no business to discuss in Closed Session.

7. Business for Approval

- (a) Conservation Area Annual Fee Schedule  
(Report attached)

S.Levin moved – B.Petrie seconded:-

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

CARRIED.

- (b) 2017 Draft Budget for Approval  
(Report attached)

I.Wilcox explained that the budget is a work in progress and will continue to be refined until February. The Board will be updated as it develops. The levy is fully developed and fixed unless there is direction from the Board otherwise. I.Wilcox directed the Board to contact staff or himself if they have questions or if they would like more details provided. Ian outlined his report.

T.Birtch joined the meeting at 9:42am.

S.McCall-Hanlon joined the meeting 9:45am.

The question on what contract money (NDMP, etc.) would be lost if the Levy doesn’t pass was raised. Staff will report back with a more detailed answer at the January meeting.

There was discussion about the format of the budget and suggestions to include a break out of dollar amounts for Municipalities and residents. I.Wilcox clarified that a more polished version reflecting the strategic plan will be circulated to the member Municipalities for comment and he will be visiting the Municipalities to present the draft Budget and answer questions.

Concerns were raised over the achievability of some of the Targets and I.Wilcox explained that they are aggressive Targets and will be re-evaluated as we progress through the years.

There was discussion regarding setting out measurables now for the Targets so both staff and the Board can see how the Targets are progressing. I.Wilcox clarified that we currently monitor everything set up in the Targets but that what is still needed are more sensitive measurables set up for things like finances and level of effort. There was concern regarding measuring loss against gain.

I.Wilcox will be in touch with all the Members and Councils to arrange his visits.

T.Birtch moved – B.Petrie seconded:-

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

CARRIED.

- (c) 2017 Board of Directors Meeting Dates  
(Report attached)

S.Levin moved – T.Jackson seconded:-

“RESOLVED that the Board of Directors accept the 2017 Meeting Date Schedule as presented in the report.”

CARRIED.

8. Business for Information

- (a) Harrington Dam EA Update  
(Report attached)

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

R.Goldt gave a presentation on the Harrington Dam EA and outlined the process, the public information sessions, the input and feedback from the public, and the next steps. M.Ryan has been involved in the public information sessions and has been working with both staff and the community throughout this process. There is a similar EA process currently going on in Embro. Information is being gathered and public input sought out for the Fullarton Conservation Area.

The UTRCA is also gathering wildlife and aquatic life inventory data at some of the other small Conservation Area ponds and dams.

B.Petrie moved – M.Ryan seconded:-

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

CARRIED.

- (b) Strathroy Caradoc Membership/Watershed Boundary Adjustment Request  
(Report attached)

The attached report was presented to the members for their information. The land in question is currently part of the St. Clair Region CA. I.Wilcox explained what the boundary adjustment will mean for both the UTRCA and the Board of Directors.

S.Levin moved – M.Ryan seconded:-

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

CARRIED.

9. Other Business

The Chair reminded Board Members that elections will take place at the January meeting and that there will be 3 open positions on the Hearings Committee.

I.Wilcox and M.Blackie attended the Conservation Ontario meeting where the Gilmore case, wetland policies, permits to take water, and the CA review were all discussed.

10. Adjournment

There being no further business the meeting was adjourned at 11:20am on a motion by S.Levin .



Ian Wilcox  
General Manager  
Att.

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M.Blackie, Authority Chair

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**To:** UTRCA Board of Directors  
**From:** Jennifer Howley, Manager Conservation Areas  
**Date:** November 7, 2016 **Agenda #:** 7 (a)  
**Subject:** 2017 Proposed Conservation Area Fee Schedule **Filename:** ::ODMA\GRPWISE\UT\_MAIN\UT RCA\_PO.HR:5336.1

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**Recommendation:**

**That the Board of Directors approves the proposed fee changes for the 2017 operating season and that fees are applicable to all user groups that visit our Conservation Areas.**

**Background:**

Shortly after the conservation areas (CA) closed in October, the CA Unit met to review the Admission Fee Schedule for the 2017 operating season. Similar to past meetings, participants included the Unit Manager, Superintendents, Assistant Superintendents, Park Operations Technicians and Conservation Area Clerks. Although hosting a meeting with 18 participants has its challenges, it ensures feedback from the day to day operations through to managerial and budgetary operations.

As in the past, the following criteria assist guiding the decision making process:

1. Market analysis of similar and regional opportunities, both public and private.
2. The cost associated with operating our conservation areas, meeting regulated mandates and maintaining a high level of customer service.
3. Review of customer comment cards and day to day feedback.

The changes being proposed for 2017 are projected to increase revenue by 4% (\$139,000) based on projected revenue targets. The increase will be used to offset the daily operating expenses associated with the conservation areas. Both day use fees as well as campground fees were adjusted using the above criteria as the guideline.

Although we are typically one of the first camping areas to set their fees for the following year, our comparison of last year's rates confirmed that we are in line with our competitors. A point of interest is that many other campgrounds do not open until May 1<sup>st</sup> and offer a 24 week camping season, rather than the 26 week season that we offer.

Two new fees are proposed for the day use rental facilities at Fanshawe Conservation Area. The "Watson Porter Pavilion Inclusive" and the "Beach Pavilion Inclusive" fees give customers the option of paying the pavilion rental fee plus the admission fee for 30 cars to attend their event, rather than just paying the rental fee and having attendees pay their own vehicle admission fee upon entry.

Outside of operations, in 2017 emphasis will be placed on capital improvements pertaining to campground electrical services, pending approval. As well, as part of our targets initiative, we are scheduled to complete a market analysis in order to have a better understanding of our clients, what attracts them to our conservation areas and, just as important, why others do not use the facilities.

Although the 2017 budget is not finalized, staff are confident that the proposed fee increases will ensure a balanced budget. The following chart lists the 2017 proposed fees.

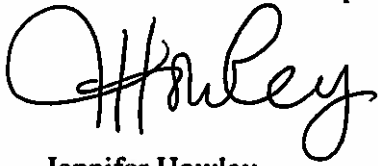
**Proposed 2017 Conservation Area Fee Changes (fees include HST)**

|  | 2016 Actual Fees | 2017 Proposed Fees |
|--|------------------|--------------------|
| <b>DAY USE FEES</b>                                  |                  |                    |
| Vehicle Pass - Day                                   | \$13.00          | \$13.00            |
| Vehicle Pass - Season                                | \$100.00         | \$110.00           |
| Pedestrian/Cyclist – Day- Adult                      | \$7.00           | \$7.00             |
| Pedestrian/Cyclist – Season – Adult                  | \$60.00          | \$60.00            |
| Pedestrian/Cyclist – Season - Child                  | \$30.00          | \$30.00            |
| Bus - Day  | \$100.00         | \$110.00           |
| <b>WATER CRAFT FEES</b>                              |                  |                    |
| Motor/Sail Boat - Day                                | \$13.00          | \$14.00            |
| Motor/Sail Boat - Season                             | \$100.00         | \$110.00           |
| <b>DAY USE PAVILION RENTALS (Fanshawe CA)</b>        |                  |                    |
| Watson Porter Pavillon                               | \$325.00         | \$375.00           |
| Watson Porter Pavillon - Wedding                     | \$1500.00        | \$2000.00          |
| Watson Porter - Inclusive                            | <b>NEW!!</b>     | \$1000.00          |
| Beach Pavillon                                       | \$200.00         | \$250.00           |
| Beach Pavilion - Wedding                             | \$850.00         | \$875.00           |
| Beach Pavilion - Inclusive                           | <b>NEW!!</b>     | \$650.00           |
| <b>NIGHTLY CAMPING FEES</b>                          |                  |                    |
| Reservation Fee – Internet                           | \$13.00          | \$13.00            |
| Reservation Fee – Call Centre                        | \$13.00          | \$13.00            |
| Reservation Fee – Campground                         | \$13.00          | \$13.00            |
| Reservation Change Fee                               | \$15.00          | \$15.00            |
| Reservation Cancellation Fee                         | \$20.00          | \$20.00            |
| Daily Electric 15 amp/30 amp                         | \$47.00          | \$48.00            |
| Daily Electric 50 amp                                | \$50.00          | \$52.00            |
| Daily Without Electric                               | \$37.00          | \$38.00            |
| Weekly Electric 15 amp/30 amp                        | \$305.00         | \$315.00           |
| Weekly Electric 50 amp                               | \$325.00         | \$340.00           |
| Weekly Without Electric                              | \$235.00         | \$250.00           |
| Additional Vehicle Pass – Day                        | \$13.00          | \$13.00            |
| <b>SEASONAL CAMPING</b>                              |                  |                    |
| Seasonal Electric – 15 amp                           | \$2230.00        | \$2300.00          |
| Seasonal Electric – 30 amp                           | \$2330.00        | \$2400.00          |
| Seasonal Electric – Waterfront 30 amp (Pittock CA)   | \$2530.00        | \$2630.00          |
| Seasonal Electric – Premium (Fanshawe & Pittock CA)  | \$3170.00        | \$3265.00          |
| Seasonal Without Electric (Fanshawe CA)              | \$1645.00        | \$1695.00          |
| Seasonal Without Electric – Waterfront (Fanshawe CA) | \$1715.00        | \$1765.00          |
| Additional Vehicle Pass – Season                     | \$100.00         | \$105.00           |



|                                       | 2016 Actual Fees | 2017 Proposed Fees |
|---------------------------------------|------------------|--------------------|
| <b>WINTER STORAGE FEES</b>            |                  |                    |
| Trailer Storage                       | \$220.00         | \$255.00           |
| Shed/Deck                             | \$100.00         | \$130.00           |
| Boat Storage                          | \$150.00         | \$165.00           |
| <b>SEWAGE DISPOSAL</b>                |                  |                    |
| Sewage Disposal – Weekly              | \$375.00         | \$500.00           |
| Sewage Disposal – Bi-weekly           | \$250.00         | \$275.00           |
| Sewage Disposal – Single              | \$40.00          | \$50.00            |
| Sewage Disposal – Unscheduled Request | \$75.00          | \$85.00            |
| Sewage Disposal – Non-camper          | \$40.00          | \$50.00            |

Recommended and Prepared by:



Jennifer Howley  
 Manager, Conservation Areas

**To:** UTRCA Board of Directors  
**From:** Ian Wilcox, General Manager  
**Date:** November 29, 2016  
**Subject:** 2017 Draft Budget- For Approval

**Agenda #:** 7 (b)  
**Filename:** P:\Users\wilcoxi\Documents\Group Wise\116213a1.doc

**Recommendation: That the Board of Directors approve the 2017 Draft Budget and authorize its circulation to member Municipalities for review and comment.**

**Introduction**

As a result of the transition to a new financial management system, the UTRCA’s 2017 Draft Budget has been delayed, but also improved with greater accuracy. The draft budget is presented here in its raw form as an overview. Additional detail will be available at the December 8, 2016 Board of Directors meeting. If approved, the draft budget will be formatted as in past years and circulated to member municipalities for comment.

The draft budget will continue to be refined leading up to the Annual General Meeting as a result of feedback from municipalities, new year-end information, and new contract approvals. While the overall budget is still being refined, municipal levy values have been fully developed and are provided here in detail. No further changes are anticipated except those based on Board feedback. **Ultimately, the purpose of Board approval at this time is to communicate levy rates to our member municipalities for feedback and for inclusion in their own budget processes.**

**2017 Draft Budget Highlights:**

| Statistics                         | Amount       | % of Budget |
|------------------------------------|--------------|-------------|
| <b>Total Budget</b>                | \$17,897,496 |             |
| <b>Revenue by Source</b>           |              |             |
| <b>Provincial Transfer Payment</b> | \$354,128    | 2.1         |
| <b>Municipal Levy</b>              | \$6,077,677  | 35.3        |
| <b>Contracts</b>                   | \$5,780,566  | 33.6        |
| <b>User Fees</b>                   | \$5,000,173  | 29.0        |

The UTRCA’s 2017 Draft Budget is estimated at \$17.9 million. This significant budget increase in comparison to past years is a result of:

- Much more accurate and complete budgeting (past years were significantly under-estimated),
- Inclusion of flood control capital projects, specifically the reconstruction of West London Dyke which was not included in past budgets,
- New investment for implementation of the Environmental Targets Strategic Plan,
- Inclusion of a new Regulations Officer staff position,
- Success in securing new contract funding,

- A salary grid increase.

Each of these points is more fully explained below.

### **1. More Accurate and Complete Budgeting:**

Our new Supervisor of Finance has implemented a much more comprehensive approach to budgeting. Past budgets were significantly under-estimated as staff were reluctant to include contracts and capital projects that were not fully approved at the time of the budget's development, even though there was a high likelihood of approval. Staff full-time-equivalents were also typically under-estimated in the past for a variety of systemic reasons; those estimates are now as accurate as possible.

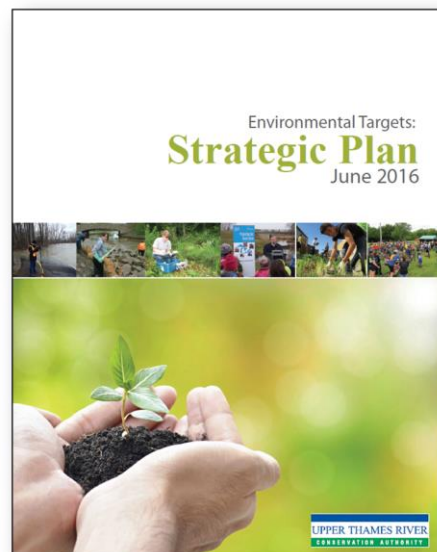
The budget will now be updated quarterly, unlike past practice, ensuring that it remains a useful management tool through the course of the year as new programs, funding and projects evolve. Overall, management is encouraged by these positive changes and financial reporting to the Board should be much improved.

### **2. Flood Control Capital Projects:**

The UTRCA's 20 Year Flood Control Capital Maintenance Plan is estimated at \$86 million. For the past decade provincial funding has been made available to fund 50% of project costs through the Water and Erosion Control Infrastructure (WECI) Fund. WECI funding approval is not typically granted until well after the UTRCA Board approves its budget so these funding amounts have not been included in past budgets. However, given past success, the significant amount of funding available, and our new ability to update the UTRCA budget quarterly, it is prudent to include these values as part of the draft budget. For 2017, \$1.301million in flood control capital levy funding has been included in the budget, an increase of \$96,311 for West London Dykes, along with \$2.6 million in WECI and federal infrastructure contract funding.

### **3. Environmental Targets Strategic Plan:**

The Board of Directors approved the new Environmental Targets Strategic Plan in June of 2016. At that same meeting, the Board directed staff to include implementation funding as part of the 2017 Draft Budget. In total, \$256,676 in levy funding has been included in this first year of the proposed four year funding phase-in to support flood control modelling updates and background surveys regarding the use of UTRCA public lands. Note that significant additional contract revenue has also been secured for 2017 (see "Success is Securing New Contract Funding" below). As a reminder, the full Environmental Targets Strategic Plan can be found on the Member's web site as part of the June 28, 2016 Board Agenda.



### **4. Regulations Officer Staff Position:**

A request for improved planning and regulations service levels was made by a delegation from the Town of Ingersoll at the Board's September meeting. Justification for additional Environmental Planning and Regulations staff capacity was presented to the Board at the October and November Board meetings. Staff received direction to include costs associated with one new regulations officer as part of the draft budget. This position's wages, benefits and all associated overhead and support costs have been included, funded by municipal levy (\$140,000 total).

## 5. Success in Securing New Contract Funding

The UTRCA receives significant municipal funding as part of its annual budget. For 2017, 35% of the total budget will be supported by municipal levy. Staff work hard to leverage this funding by approaching other levels of government, foundations, banks and private corporations to, at a minimum, match the municipal investment. Unique contract funding opportunities have presented themselves in 2017. Examples include the National Disaster Mitigation Program (NDMP) with significant program and capital funding to better manage flood risks in Canada, as well as federal and provincial funding to reduce phosphorus loadings to Lake Erie. In most cases, this contract funding supports implementation of the Environmental Targets Strategic Plan.

In total, the UTRCA has secured \$2.338 million in contract funding for 2017 (all approved, assuming municipal funding levels are approved as presented in the draft budget), and has applied for an additional \$2.521 million in contract funding. Of note, the Environmental Targets Strategic Plan only anticipated \$25K in contract funding for 2017. The next few years offer unique and significant funding opportunities that directly supports the work of our Strategic Plan.

2017 results to date are provided in the tables below:

### 2017 Return on Investment

2017 Leveraged Funding - *Approved* (November 2016)

| Funding Source                               | Target Related Activities / Projects   | Amount  |
|--|--|---|
| Environment Canada                           | <b>Improving Water Quality:</b><br><ul style="list-style-type: none"> <li>✓ Urban Nutrient Management Education/ Awareness</li> <li>✓ Municipal Capacity Building (Natural Heritage Planning and Green Infrastructure)</li> <li>✓ Sediment and Erosion Control and Monitoring</li> <li>✓ Stormwater Pond Monitoring</li> </ul> | \$300,000   |
| National Disaster Mitigation Program         | <b>Reducing Flood and Erosion Risk:</b><br><ul style="list-style-type: none"> <li>✓ Floodplain Modelling and Mapping Updates</li> <li>✓ West London Dyke Phase 3 Reconstruction</li> <li>✓ Flood Forecasting Database</li> <li>✓ Flood Education and Awareness</li> </ul>  | \$300,000<br>\$1,500,000<br>\$40,000<br>\$103,000 |
| Ministry of the Environment & Climate Change | <b>Improving Water Quality:</b><br><ul style="list-style-type: none"> <li>✓ Low Impact Development Demonstration Sites and Training</li> </ul>   | \$65,000  |
| Ministry of Health & Long Term Care          | <b>Education - Improving Water Quality/Reducing Flood and Erosion Risk:</b><br><ul style="list-style-type: none"> <li>✓ Water Festival Education Programs</li> </ul>   | \$30,000  |
| <b>Total Approved</b>                        |  | <b>\$2,338,000</b>                                |

### 2017 Leveraged Funding - *Submitted*

| Funding Source                                | Target Related Activities / Projects  | Amount   |
|---|---|--|
| Ministry of Agriculture, Food & Rural Affairs | <b>Improving Water Quality:</b><br><ul style="list-style-type: none"> <li>✓ Best Management Practices Implementation - Water Quality, Research and Demonstration Projects</li> </ul>  | \$300,000  |
| National Disaster Mitigation Program          | <b>Improving Water Quality/Reducing Flood and Erosion Risk:</b><br><ul style="list-style-type: none"> <li>✓ Tributary Floodplain Mapping Updates</li> <li>✓ Water Quantity/ Quality Regional Database Development</li> <li>✓ Reducing Stormwater Impacts - Education Program</li> <li>✓ West London Dyke Rehabilitation - Phase 4</li> <li>✓ Flood Forecasting and Warning Hydrometric Network Modernization</li> </ul> | \$400,000<br>\$87,500<br>\$36,600<br>\$1,500,000<br>\$82,000 |
| Ministry of the Environment & Climate Change  | <b>Education - Improving Water Quality/Reducing Flood and Erosion Risk:</b><br><ul style="list-style-type: none"> <li>✓ Community Based Subwatershed Plan Implementation</li> <li>✓ Great Lakes Literacy and Youth Engagement</li> </ul>  | \$50,000<br>\$65,000   |
| <b>Total Submitted</b>                        |   | <b>\$2,521,100</b>   |

## 6. Salary Grid Increase:

At the June 2016 Board of Directors meeting, direction was received to include a 1.7% salary grid increase, plus an additional 0.3% to accommodate step increases for eligible staff within the salary grid. (Note, the Consumer Price Index, April 2015- April 2016= 1.7%).

## Municipal Levy

The table below summarizes all municipal levy expenses. Please note:

- General Levy is apportioned to each municipality based on the relative value of their property assessment that is within the UTRCA watershed. This apportionment is determined by the Province and explains why some municipalities have higher or lower percentage increases.
- The Dam and Flood Control Levy is apportioned based on benefits received from each structure. Flood forecasting and technical studies costs are apportioned using the General Levy formula as described above.
- The Flood Control Capital Levy only applies to London, Oxford County and West Perth. It is an annual levy, usually matched by WECA, that applies only to the capital maintenance costs of flood control structures. It was originally implemented to provide a fixed or steady annual contribution rather than having levy amounts vary dramatically as projects came on and off line.
- Specific Project Funding applies to London only and is directed at implementation of specific subwatershed studies that were not completed anywhere else in the watershed. It is a unique cost to London alone.
- The Capital Maintenance and Operating Reserve Levy are two separate reserves with \$168,323 going to capital annually and \$32,400 going to operating. The Capital Maintenance Reserve is used to fund road repairs, building upgrades and other capital needs of the Authority. Staff typically approach the Board at the March meeting with a list of planned capital projects that would utilize this funding. The Operating Reserve has been created to cover year-end shortfalls, should they occur.
- The Regulations Capacity Increase has been included at the Board's direction.
- The Environmental Targets Strategic Plan funding has been included at the Board's direction.
- Overall municipal funding impacts are summarized in the final two columns.

Prepared and Recommended by:

*Michelle Vegliante for:*

Ian Wilcox

**2017 UTRCA Municipal Levy**

| Municipality                       | General Levy |            |                  |                  |               | Dam and Flood Control Levy |                |                     |                |              |               |             |               |                        |         | Flood Control Capital Levy |                  | Specific Project Funding |                  | Capital Mtce & Operating Reserve Levy |                | New-Regulations Capacity Increase  | New-Environmental Targets | Total Municipal Funding |                | % Increase       |                  |              |           |
|------------------------------------|--------------|------------|------------------|------------------|---------------|----------------------------|----------------|---------------------|----------------|--------------|---------------|-------------|---------------|------------------------|---------|----------------------------|------------------|--------------------------|------------------|---------------------------------------|----------------|------------------------------------|---------------------------|-------------------------|----------------|------------------|------------------|--------------|-----------|
|                                    | 2016 CVA     | 2017 CVA   | 2016             | 2017             | \$ +/-        | Flood Forecasting          |                | Plan & Tech Studies | Small Holdings | Wildwood Dam |               | Pittock Dam |               | 100% Structures        |         | 2016                       | 2017             | 2016                     | 2017             | 2016                                  | 2017           | 2017                               | 2017                      | 2016                    | 2017           | 2017             |                  |              |           |
| Oxford County                      | 16.3094      | 16.3189    | 437,625          | 451,958          | 14,333        | 16.3189                    | 97,669         | 11,828              | 1,074          | 0.98         | 941           | 62.08       | 53,784        | Ingersoll Channel      | 24,826  | 190,056                    | 190,122          | 125,000                  | 125,000          |                                       |                | 22,846                             | 41,887                    | 785,418                 | 864,569        | 10.08            |                  |              |           |
| London City                        | 65.2186      | 65.1945    | 1,749,988        | 1,805,586        | 55,598        | 65.1945                    | 390,191        | 47,254              | 4,292          | 83.91        | 80,555        | 36.81       | 31,891        | Total Structures       | 284,935 | 839,288                    | 839,118          | 1,040,000                | 1,154,543        | 105,000                               | 105,000        | 91,272                             | 167,339                   | 3,865,185               | 4,293,719      | 11.09            |                  |              |           |
| Lucan/Biddulph                     | 0.2906       | 0.2963     | 7,798            | 8,206            | 408           | 0.2963                     | 1,773          | 215                 | 20             | 0.02         | 19            | 0.02        | 17            |                        |         | 2,001                      | 2,045            |                          |                  |                                       |                | 415                                | 761                       | 10,382                  | 12,021         | 15.79            |                  |              |           |
| Thames Centre                      | 3.1371       | 3.1404     | 84,177           | 86,975           | 2,798         | 3.1404                     | 18,795         | 2,276               | 5,207          | 0.19         | 182           | 0.19        | 165           |                        |         | 26,600                     | 26,626           |                          |                  |                                       |                | 4,397                              | 8,061                     | 117,074                 | 132,361        | 13.06            |                  |              |           |
| Middlesex Centre                   | 2.2844       | 2.2912     | 61,297           | 63,456           | 2,159         | 2.2912                     | 13,713         | 1,661               | 151            | 0.14         | 134           | 0.14        | 121           |                        |         | 15,729                     | 15,780           |                          |                  |                                       |                | 3,208                              | 5,881                     | 81,611                  | 92,924         | 13.86            |                  |              |           |
| Stratford                          | 7.3542       | 7.3625     | 197,333          | 203,907          | 6,574         | 7.3625                     | 44,065         | 5,336               | 485            | 0.44         | 422           | 0.44        | 381           | RT Orr Dam & Channel   | 72,348  | 122,984                    | 123,038          |                          |                  |                                       |                | 10,308                             | 18,898                    | 335,079                 | 370,929        | 10.70            |                  |              |           |
| Perth East                         | 1.2705       | 1.2712     | 34,091           | 35,206           | 1,115         | 1.2712                     | 7,608          | 921                 | 2,584          | 0.08         | 77            | 0.08        | 69            |                        |         | 11,248                     | 11,260           |                          |                  |                                       |                | 1,780                              | 3,263                     | 47,889                  | 54,060         | 12.89            |                  |              |           |
| West Perth                         | 1.3159       | 1.3139     | 35,309           | 36,389           | 1,080         | 1.3139                     | 7,864          | 952                 | 2,586          | 0.08         | 77            | 0.08        | 69            | Mitchell Dam           | 35,123  | 46,683                     | 46,671           | 40,000                   | 21,768           |                                       |                | 1,839                              | 3,372                     | 124,633                 | 112,677        | (9.59)           |                  |              |           |
| St. Marys                          | 1.5844       | 1.5790     | 42,514           | 43,731           | 1,217         | 1.5790                     | 9,450          | 1,144               | 104            | 14.1         | 13,536        | 0.10        | 87            | St. Marys Floodwall    | 16,968  | 41,317                     | 41,290           |                          |                  |                                       |                | 2,211                              | 4,053                     | 87,011                  | 94,454         | 8.55             |                  |              |           |
| Perth South                        | 1.0380       | 1.0356     | 27,852           | 28,681           | 829           | 1.0356                     | 6,198          | 751                 | 68             | 0.06         | 58            | 0.06        | 52            |                        |         | 7,147                      | 7,126            |                          |                  |                                       |                | 1,450                              | 2,658                     | 37,083                  | 41,994         | 13.24            |                  |              |           |
| South Huron/Usborne                | 0.1967       | 0.1966     | 5,278            | 5,445            | 167           | 0.1966                     | 1,177          | 142                 | 13             | 0.01         | 10            | 0.01        | 9             |                        |         | 1,354                      | 1,350            |                          |                  |                                       |                | 275                                | 505                       | 7,027                   | 7,970          | 13.42            |                  |              |           |
| <b>Total Member Municipalities</b> | <b>100</b>   | <b>100</b> | <b>2,683,260</b> | <b>2,769,538</b> | <b>86,279</b> |                            | <b>598,503</b> | <b>72,482</b>       | <b>16,584</b>  |              | <b>96,002</b> |             | <b>86,636</b> |                        |         | <b>1,304,407</b>           | <b>1,304,426</b> | <b>1,205,000</b>         | <b>1,301,311</b> | <b>105,000</b>                        | <b>105,000</b> | <b>200,723</b>                     | <b>200,723</b>            | <b>140,000</b>          | <b>256,676</b> | <b>5,498,392</b> | <b>6,077,677</b> | <b>10.54</b> |           |
|                                    |              |            |                  |                  |               |                            |                |                     |                |              |               |             |               | Fanshawe Dam           | 204,157 |                            |                  |                          |                  |                                       |                | London Subwatershed Implementation | Capital Mtce              | 168,323                 |                |                  |                  |              |           |
|                                    |              |            |                  |                  |               |                            |                |                     |                |              |               |             |               | Springbank Dam         | 44,142  |                            |                  |                          |                  |                                       |                |                                    | Op. Reserve               | 32,400                  |                |                  |                  |              |           |
|                                    |              |            |                  |                  |               |                            |                |                     |                |              |               |             |               | Ldn Dykes/Erosion Ctrl | 36,636  |                            |                  |                          |                  |                                       |                |                                    | Total                     | 200,723                 |                |                  |                  |              |           |
| Zorra Township                     |              |            |                  |                  |               |                            |                |                     | 15,000         |              |               |             |               |                        |         | 15,000                     | 15,000           |                          |                  |                                       |                |                                    |                           |                         | 15,000         | 15,000           |                  |              |           |
| SW Oxford                          |              |            |                  |                  |               |                            |                |                     | 5,500          |              |               |             |               |                        |         | 5,500                      | 5,500            |                          |                  |                                       |                |                                    |                           |                         | 5,500          | 5,500            |                  |              |           |
|                                    |              |            | 2,683,260        | 2,769,538        | 86,279        |                            | 598,503        | 72,482              | 37,084         |              | 96,002        |             | 86,636        |                        | -       | 284,935                    | 1,324,907        | 1,324,926                |                  |                                       |                | 105,000                            | 105,000                   | 200,723                 | 602,169        | 140,000          | 256,676          | 5,518,892    | 6,098,177 |

2017 Draft Budget Upper Thames River Conservation Authority

|   | Service Cost<br>Centres | Corporate &<br>Community<br>Services | Environmental<br>Planning & Regs | Conservation<br>Services | Lands &<br>Facilities | Conservation<br>Areas | Watershed<br>Planning &<br>Research | Water &<br>Information<br>Management | Unit Totals       |
|---|-------------------------|--------------------------------------|----------------------------------|--------------------------|-----------------------|-----------------------|-------------------------------------|--------------------------------------|-------------------|
| <b>Funding</b>  |                         |                                      |                                  |                          |                       |                       |                                     |                                      |                   |
| Municipal Levy incl. Dam & Flood Control<br>West Perth & London/Oxford Capital Levy |                         | 384,778                              | 752,440                          | 699,334                  | 496,935               | 107,676               | 762,533                             | 1,371,947                            | 4,575,643         |
| Capital Mtce and Operating Reserve Levy   | 200,723                 |                                      |                                  |                          |                       |                       |                                     | 1,301,311                            | 1,301,311         |
| Transfer Payments   |                         |                                      | 28,952                           |                          |                       |                       |                                     | 325,176                              | 354,128           |
| Contracts   |                         | 398,700                              | 767,505                          | 1,513,682                | 93,410                | 95,000                | 180,000                             | 2,732,269                            | 5,780,566         |
| User Fees   |                         | 46,720                               | 172,000                          |                          | 815,423               | 3,966,030             |                                     |                                      | 5,000,173         |
| Other   | 61,850                  | 113,450                              |                                  | 10,350                   | 19,000                |                       | 15,000                              |                                      | 219,650           |
| from reserves   | 150,000                 |                                      |                                  |                          | 122,650               |                       | 45,718                              | 206,475                              | 524,843           |
| <b>Total Funding</b>  | <b>412,573</b>          | <b>943,648</b>                       | <b>1,720,897</b>                 | <b>2,223,366</b>         | <b>1,547,418</b>      | <b>4,168,706</b>      | <b>1,003,251</b>                    | <b>5,937,178</b>                     | <b>17,957,037</b> |
| <b>Expenditures</b>   |                         |                                      |                                  |                          |                       |                       |                                     |                                      |                   |
| to deliver our Ends   | (265,283)               | 967,551                              | 1,758,362                        | 1,479,830                | 1,632,001             | 4,152,378             | 1,067,609                           | 2,035,399                            | 12,827,848        |
| to reserves   | 205,723                 |                                      |                                  | 150,000                  |                       |                       |                                     | 251,296                              | 607,019           |
| to fulfill Capital needs  | 439,732                 |                                      |                                  |                          | 122,650               | 255,000               |                                     | 3,645,248                            | 4,462,630         |
| <b>Total Expenditures</b>   | <b>380,172</b>          | <b>967,551</b>                       | <b>1,758,362</b>                 | <b>1,629,830</b>         | <b>1,754,651</b>      | <b>4,407,378</b>      | <b>1,067,609</b>                    | <b>5,931,943</b>                     | <b>17,897,496</b> |
|   |                         |                                      |                                  |                          |                       | -                     |                                     | -                                    | -                 |
|   |                         |                                      |                                  |                          |                       | -                     |                                     | -                                    | -                 |
| <b>Surplus (Deficit) cash basis</b>   | <b>32,401</b>           | <b>(23,903)</b>                      | <b>(37,465)</b>                  | <b>593,536</b>           | <b>(207,233)</b>      | <b>(238,672)</b>      | <b>(64,358)</b>                     | <b>5,235</b>                         | <b>59,541</b>     |

2017 Budget Upper Thames River Conservation Authority

Service Costs Summary

|                                | Actual 2016      | Budget 2016    | Budget 2017    | Incr (Decr) in Budget |
|--------------------------------|------------------|----------------|----------------|-----------------------|
| <b>Funding</b>                 |                  |                |                |                       |
| Municipal Levy                 | -                | -              | -              |                       |
|                                | -                | -              | -              |                       |
| Capital Mtce Oper Reserve Levy | -                | -              | 200,723        |                       |
|                                | -                | -              | -              |                       |
| Contracts                      | -                | -              | -              |                       |
|                                | -                | -              | -              |                       |
| User Fees                      | -                | -              | -              |                       |
|                                | -                | -              | -              |                       |
| Other                          | 71,423           | 52,500         | 61,850         | 18%                   |
| from reserves                  | -                | 158,526        | 150,000        | -5%                   |
| <b>Total Funding</b>           | <b>71,423</b>    | <b>211,026</b> | <b>412,573</b> | <b>96%</b>            |
| <b>Expenditures</b>            |                  |                |                |                       |
| to deliver our Ends            | (338,276)        | (228,671)      | (265,283)      | 16%                   |
| to reserves                    | -                | 57,364         | 205,723        | 259%                  |
|                                | -                | -              | -              |                       |
| to fulfill Capital needs       | 123,505          | 235,000        | 439,732        | 87%                   |
|                                | -                | -              | -              |                       |
| <b>Total Expenditures</b>      | <b>(214,770)</b> | <b>63,693</b>  | <b>380,172</b> | <b>497%</b>           |
| <b>Net Cash Budget</b>         | <b>286,193</b>   | <b>147,333</b> | <b>32,401</b>  | <b>-78%</b>           |



**2017 Budget Upper Thames River Conservation Authority**

**Corporate and Community Services  
Summary**

|                           | Actual 2016      | Budget 2016    | Budget 2017     | Incr (Decr) in<br>Budget |
|---------------------------|------------------|----------------|-----------------|--------------------------|
| <b>Funding</b>            |                  |                |                 |                          |
| Municipal Levy            | 372,792          | 372,792        | 384,778         | 3%                       |
| Transfer Payments         | -                | -              | -               |                          |
| Contracts                 | 474,135          | 352,154        | 398,700         | 13%                      |
| User Fees                 | 73,875           | 33,625         | 46,720          | 39%                      |
| Other<br>from reserves    | 279,635          | 102,867        | 113,450         | 10%                      |
| <b>Total Funding</b>      | <b>1,200,437</b> | <b>861,438</b> | <b>943,648</b>  | <b>10%</b>               |
|                           | -                | -              | -               |                          |
|                           | -                | -              | -               |                          |
| <b>Expenditures</b>       |                  |                |                 |                          |
| to deliver our Ends       | 782,874          | 823,585        | 967,551         | 17%                      |
| to reserves               | -                | -              | -               |                          |
| to fulfill Capital needs  | -                | -              | -               |                          |
| <b>Total Expenditures</b> | <b>782,874</b>   | <b>823,585</b> | <b>967,551</b>  | <b>17%</b>               |
|                           |                  |                |                 |                          |
| <b>Net Cash Budget</b>    | <b>417,563</b>   | <b>37,853</b>  | <b>(23,903)</b> | <b>-163%</b>             |

2017 Budget Upper Thames River Conservation Authority

Environmental Planning & Regulations  
Summary

|                                    | Actual 2016      | Budget 2016      | Budget 2017      | Incr (Decr) in<br>Budget |
|------------------------------------|------------------|------------------|------------------|--------------------------|
| <b>Funding</b>                     |                  |                  |                  |                          |
| Municipal Levy                     | 590,171          | 590,171          | 752,440          | 27%                      |
| Transfer Payments                  | 28,952           | 28,952           | 28,952           | 0%                       |
| Contracts                          | 881,220          | 768,774          | 767,505          | 0%                       |
| User Fees                          | 157,035          | 177,000          | 172,000          | -3%                      |
| Other<br>from reserves             | -                | 6,235            | -                | -100%                    |
| <b>Total Funding</b>               | <b>1,657,378</b> | <b>1,571,132</b> | <b>1,720,897</b> | <b>10%</b>               |
| <b>Expenditures</b>                |                  |                  |                  |                          |
| to deliver our Ends<br>to reserves | 1,265,104        | 1,567,375        | 1,758,362        | 12%                      |
| to fulfill Capital needs           | -                | -                | -                |                          |
| <b>Total Expenditures</b>          | <b>1,265,104</b> | <b>1,567,375</b> | <b>1,758,362</b> | <b>12%</b>               |
| <b>Net Cash Budget</b>             | <b>392,274</b>   | <b>3,757</b>     | <b>(37,465)</b>  | <b>-1097%</b>            |

2017 Budget Upper Thames River Conservation Authority

Conservation Services Summary

|                           | Actual 2016      | Budget 2016      | Budget 2017      | Incr (Decr) in Budget |
|---------------------------|------------------|------------------|------------------|-----------------------|
| <b>Funding</b>            |                  |                  |                  |                       |
| Municipal Levy            | 677,550          | 677,550          | 699,334          | 3%                    |
| Transfer Payments         | -                | -                | -                |                       |
| Contracts                 | 1,925,172        | 1,099,928        | 1,513,682        | 38%                   |
| User Fees                 | -                | -                | -                |                       |
| Other                     | 18,839           | 20,792           | 10,350           | -50%                  |
| from reserves             | -                | 108,351          | -                | -100%                 |
| <b>Total Funding</b>      | <b>2,621,562</b> | <b>1,906,621</b> | <b>2,223,366</b> | <b>17%</b>            |
| <b>Expenditures</b>       |                  |                  |                  |                       |
| to deliver our Ends       | 1,386,377        | 1,897,568        | 1,479,830        | -22%                  |
| to reserves               | -                | 47,880           | 150,000          | 213%                  |
|                           | -                | -                | -                |                       |
| to fulfill Capital needs  | -                | -                | -                |                       |
|                           | -                | -                | -                |                       |
| <b>Total Expenditures</b> | <b>1,386,377</b> | <b>1,945,448</b> | <b>1,629,830</b> | <b>-16%</b>           |
| <b>Net Cash Budget</b>    | <b>1,235,185</b> | <b>(38,827)</b>  | <b>593,536</b>   | <b>-1629%</b>         |

2017 Budget Upper Thames River Conservation Authority

Lands and Facilities Summary

|                           | Actual 2016      | Budget 2016      | Budget 2017      | Incr (Decr) in Budget |
|---------------------------|------------------|------------------|------------------|-----------------------|
| <b>Funding</b>            |                  |                  |                  |                       |
| Municipal Levy            | 496,313          | 481,455          | 496,935          | 3%                    |
| Transfer Payments         | -                | -                | -                |                       |
| Contracts                 | 71,894           | -                | 93,410           |                       |
| User Fees                 | 709,541          | 857,462          | 815,423          | -5%                   |
| Other                     | 26,050           | 9,800            | 19,000           | 94%                   |
| from reserves             | 31,535           | 50,155           | 122,650          | 145%                  |
| <b>Total Funding</b>      | <b>1,335,334</b> | <b>1,398,872</b> | <b>1,547,418</b> | <b>11%</b>            |
| <b>Expenditures</b>       |                  |                  |                  |                       |
| to deliver our Ends       | 1,239,026        | 1,360,785        | 1,632,001        | 20%                   |
| to reserves               | -                | 38,090           | -                | -100%                 |
| to fulfill Capital needs  | 32,150           | -                | 122,650          |                       |
| <b>Total Expenditures</b> | <b>1,271,176</b> | <b>1,398,875</b> | <b>1,754,651</b> | <b>25%</b>            |
| <b>Net Cash Budget</b>    | <b>64,158</b>    | <b>(3)</b>       | <b>(207,233)</b> |                       |

\$122,650 Note: This budget contains the workshop addition which will not be completed in 2016.

2017 Budget Upper Thames River Conservation Authority

Conservation Areas Summary

|                           | Actual 2016      | Budget 2016      | Budget 2017      | Incr (Decr) in Budget |
|---------------------------|------------------|------------------|------------------|-----------------------|
| <b>Funding</b>            |                  |                  |                  |                       |
| Municipal Levy            | -                | -                | 107,676          |                       |
| Transfer Payments         | -                | -                | -                |                       |
| Contracts                 | -                | -                | 95,000           |                       |
| User Fees                 | 4,093,611        | 3,882,633        | 3,966,030        | 2%                    |
| Other from reserves       | -                | 45,000           | -                | -100%                 |
| <b>Total Funding</b>      | <b>4,093,611</b> | <b>3,927,633</b> | <b>4,168,706</b> | <b>6%</b>             |
| <b>Expenditures</b>       |                  |                  |                  |                       |
| to deliver our Ends       | 3,603,648        | 3,752,924        | 4,152,378        | 11%                   |
| to reserves               | -                | -                | -                |                       |
| to fulfill Capital needs  | 149,472          | 180,706          | 255,000          | 41%                   |
| <b>Total Expenditures</b> | <b>3,753,120</b> | <b>3,933,630</b> | <b>4,407,378</b> | <b>12%</b>            |
| <b>Net Cash Budget</b>    | <b>340,491</b>   | <b>(5,997)</b>   | <b>(238,672)</b> | <b>3880%</b>          |

**2017 Budget Upper Thames River Conservation Authority**

**Watershed Planning, Research and Monitoring Summary**

|                           | Actual 2016      | Budget 2016     | Budget 2017      | Incr (Decr) in Budget |
|---------------------------|------------------|-----------------|------------------|-----------------------|
| <b>Funding</b>            |                  |                 |                  |                       |
| Municipal Levy            | 738,780          | 738,780         | 762,533          | 3%                    |
| Transfer Payments         | -                | -               | -                |                       |
| Contracts                 | 368,745          | 167,660         | 180,000          | 7%                    |
| User Fees                 | -                | -               | -                |                       |
| Other                     | 18,411           | -               | 15,000           |                       |
| from reserves             | 12,120           | 59,744          | 45,718           | -23%                  |
| <b>Total Funding</b>      | <b>1,138,056</b> | <b>966,184</b>  | <b>1,003,251</b> | <b>4%</b>             |
| <b>Expenditures</b>       |                  |                 |                  |                       |
| to deliver our Ends       | 1,111,110        | 983,949         | 1,067,609        | 9%                    |
| to reserves               | -                | -               | -                |                       |
| to fulfill Capital needs  | -                | -               | -                |                       |
| <b>Total Expenditures</b> | <b>1,111,110</b> | <b>983,949</b>  | <b>1,067,609</b> | <b>9%</b>             |
| <b>Net Cash Budget</b>    | <b>26,946</b>    | <b>(17,765)</b> | <b>(64,358)</b>  | <b>262%</b>           |

2017 Budget Upper Thames River Conservation Authority

Water and Information Management  
Summary

|   | Actual 2016      | Budget 2016      | Budget 2017      | Incr (Decr) in<br>Budget |
|---|------------------|------------------|------------------|--------------------------|
| <b>Funding</b>                                      |                  |                  |                  |                          |
| Targets levy  | -                | -                | 81,243           |                          |
| Municipal Levy for Dam and Flood Control Operations | 1,296,569        | 1,296,569        | 1,290,704        | 0%                       |
| West Perth Flood Control Capital Levy               | -                | -                | 21,768           |                          |
| London/Oxford Flood Control Capital Levy            | -                | -                | 1,279,543        |                          |
| Other Municipal Matching Funding                    | -                | -                | 95,815           |                          |
|   | -                | -                | -                |                          |
| Transfer Payments                                   | 322,068          | 322,473          | 325,176          | 1%                       |
|   | -                | -                | -                |                          |
| Contracts   | 2,430,671        | 82,500           | 2,636,454        | 3096%                    |
|   | -                | -                | -                |                          |
| User Fees   | -                | -                | -                |                          |
|   | -                | -                | -                |                          |
| Other   | -                | -                | -                |                          |
| from reserves                                       | -                | 27,979           | 206,475          | 638%                     |
| <b>Total Funding</b>                                | <b>4,049,308</b> | <b>1,729,521</b> | <b>5,937,178</b> | <b>243%</b>              |
| <b>Expenditures</b>                                 |                  |                  |                  |                          |
| to deliver our Ends                                 | 1,477,521        | 1,554,079        | 2,035,399        | 31%                      |
| to reserves   | -                | 174,292          | 251,296          | 44%                      |
|   | -                | -                | -                |                          |
| to fulfill Capital needs                            | 1,418,459        | 80,876           | 3,645,248        | 4407%                    |
|   | -                | -                | -                |                          |
| <b>Total Expenditures</b>                           | <b>2,895,981</b> | <b>1,809,247</b> | <b>5,931,943</b> | <b>228%</b>              |
| <b>Net Cash Budget</b>                              | <b>1,153,328</b> | <b>(79,726)</b>  | <b>5,235</b>     | <b>-107%</b>             |

**To:** UTRCA Board of Directors

**From:** Michelle Viglianti

**Date:** November 24, 2016

**Agenda #:** 7 (c)

**Subject:** 2017 Board of Directors Meeting Dates

**Filename:** P:\Users\viglianti\Documents\GroupWise\1842-1.doc

**Recommendation:**

**Tuesday January 24, 2017**  
**\*AGM – Tuesday February 21, 2017**  
**Tuesday March 28, 2017**  
**Tuesday April 25, 2017**  
**Tuesday May 23, 2017**  
**Tuesday June 27, 2017**  
**Tuesday August 22, 2017**  
**Tuesday September 26, 2017**  
**Tuesday October 24, 2017**  
**Tuesday November 28, 2017**

As in previous years all Board of Directors meetings will be held on the fourth Tuesday of every month at 9:30am in the WCC Boardroom, with the exception of the Annual General Meeting. There are no meetings scheduled for July and December.



Recommended by:  
Ian Wilcox  
General Manager



**To:** UTRCA Board of Directors

**From:** Chris Tasker

**Date:** Nov. 21, 2016

**Subject:** Harrington Dam EA Update

**Agenda #:** 8 (a)

**Filename:** P:\Users\goldtr\Documents\GroupWise\877-1.doc

## Introduction:

Class Environmental Assessments were initiated for Harrington and Embro Dams in 2015 under the Conservation Ontario (CO) Class Environmental Assessment (EA) process. This report provides basic background and links to materials available on our web site in advance of a presentation planned for the Board meeting December 8, 2016.

## Background:

The CO Class EA provides for a process similar to other Class EA such as the Municipal Class EA. The CO Class EA process assists to resolve flood or erosion control problems through environmental study. The problem could be local or more watershed wide. A problem statement generally defines the initial scope of the problem to be resolved. For Harrington Dam the problem statement is:

*Significant concerns related to the structural integrity and hydraulic capacity of the Harrington Dam have been identified through recent engineering assessments. A Class Environmental Assessment has been initiated to evaluate a range of alternatives to address the identified issues in consideration of the environmental, social, economic, and technical aspects of the dam.*

The problem statement for the Embro Dam EA is similar.

Under the CO Class EA the process requires specific interaction points with the public: at the study outset, the presentation of alternatives to address the problem, and at the completion of the evaluation of alternatives and presentation of preferred alternative. Notices of public meetings, materials, and opportunities for input are required. Agency, First Nations and NGO input are sought. Other public opportunities for input are also available.

The presentation at the Board meeting will review the process followed, environmental considerations, alternatives considered, current status of the project and next steps. The presentation will focus only on Harrington Dam, however similar materials are also available for Embro Dam

Posting of EA related reports, presentations, and public comments are available on the UTRCA web site at:

<http://thamesriver.on.ca/water-management/recreational-dams/clasea-harrington-embro-dams/>



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



Prepared by:  
Rick Goldt  
Supervisor, Water Control Structures

**To:** UTRCA Board of Directors

**From:** Ian Wilcox

**Date:** November 25, 2016

**Agenda #:** 8 (b) For Information

**Subject:** Watershed Boundary Adjustment

**Filename:** ::ODMA\GRPWISEUT\_MAIN  
.UTRCA\_PO.ENVP:4104.1

## BACKGROUND

The Upper Thames River, Lower Thames Valley and St. Clair Region Conservation Authorities are seeking to clarify our watershed boundaries within the Municipality of Strathroy-Caradoc. Both the UTRCA and the LTVCA have historically relied on the language of the Order in Council, OC-1699/47 that created the former:

*"...The Upper Thames River Conservation Authority was established, including thirty municipalities wholly or partly within the watershed of the Thames River above the confluence of Dingman's Creek with the Thames River, but not including the Townships of Caradoc,..."*

Further, the easterly boundary of the LTVCA has historically been represented, on official mapping produced and published by the Province of Ontario, as being consistent with the watershed of the Thames River below the confluence of Dingman's Creek. To further complicate the matter the mapped boundaries reflect a historical confluence of the Dingman's Creek with the Thames River, which no longer exists. Consequently, that portion of the former Township of Caradoc, above the confluence has been treated as being outside of the jurisdiction of both Conservation Authorities.

## DISCUSSION

The CA's met with the CAO and Staff at the Municipality Strathroy-Caradoc to discuss options. As a result of these discussions, it was also recommended to formalize the boundary used to distinguish between the Upper and Lower Thames watershed through the Village of Delaware in the Municipality of Middlesex Centre. This process was initiated at the Municipality of Strathroy-Caradoc Council meeting on November 21, 2016. Council approved the recommendation:

*THAT: Council approves of the proposed boundary adjustment and directs the Conservation Authorities to initiate the process to amend the boundary between the Upper Thames River Conservation Authority and the Lower Thames Valley Conservation Authority with the Ministry of Natural Resources and Forestry.*

The Council Report has been attached for your information that includes mapping of the area.

Staff will discuss the process with the Ministry of Natural Resources and Forestry and inform the Board of progress in the new year.

PREPARED BY:

RECOMMENDED BY:



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



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Ian Wilcox,  
General Manager

**Meeting date:** November 21, 2016  
**Department:** Chief Administrative Office  
**Prepared by:** Ralph Coe, Chief Administrative Officer  
**SUBJECT:** **Conservation Authorities Boundary Adjustment**

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**RECOMMENDATION:**

**THAT: Council approves of the proposed boundary adjustment and directs the Conservation Authorities to initiate the process to amend the boundary between the Upper Thames River Conservation Authority and the Lower Thames Valley Conservation Authority with the Ministry of Natural Resources and Forestry.**

**BACKGROUND**

Both the Upper Thames River Conservation Authority (UTRCA) and the Lower Thames Valley Conservation Authority (LTVCA) have historically relied on the language of the Order in Council, OC-1699/47 that created the former: "... *The Upper Thames River Conservation Authority was established, including thirty municipalities wholly or partly within the watershed of the Thames River above the confluence of Dingman's Creek with the Thames River, but not including the Townships of Caradoc,...*". Further, the easterly boundary of the LTVCA has historically been represented, on official mapping produced and published by the Province of Ontario, as being consistent with the watershed of the Thames River below the confluence of Dingman's Creek. Consequently, that portion of the former Township of Caradoc, above the confluence has been treated as being outside of the jurisdiction of both Conservation Authorities.

A boundary adjustment is required to; provide clarity regarding the area of jurisdiction of UTRCA and the LTVCA for regulatory purposes under Section 28 of the Conservation Authorities Act, provide extension services to landowners, and apportion municipal levies that are calculated according to geographic area of a municipality.

The enclosed mapping illustrates the proposed boundary expansion and ensures the riverine flooding and erosion hazards associated with the Thames River remain within the jurisdiction of one Conservation Authority. It is proposed to adjust the westerly boundary of the UTRCA to a point which is defined by a more obvious feature. A cultural feature which would include Longwoods Road and Highway 402 is easily defined, more visible and capable of being better understood by the public. We note that LTVCA and UTRCA staff have utilized Longwoods Road as an identifiable/operational watershed divide for more than 25 years. This proposed boundary adjustment has the added advantage of maintaining the integrity of the Komoka Creek and River Bend Sub watersheds within the jurisdiction of the UTRCA.

The Municipality of Strathroy-Caradoc would be provided the following services from the UTRCA;

1. Monitoring of environmental information regarding; surface water quality, fisheries and benthic invertebrate data collection, and woodland conditions through the Watershed Report Card program for the Komoka Creek and River Bend Sub watersheds. The Report Cards can be found on-line at: <http://thamesriver.on.ca/watershed-health/watershed-report-cards/> .
2. Delivery of environmental programs and services through the completion of projects under the Clean Water Program, provision of extension services for the Waters-Arnold and Van-Hecke Drains, and offering landowner stewardship projects.
3. Extensive reptile research and habitat improvements have occurred along this reach of the Thames River which forms the boundary between the Municipalities of Strathroy-Caradoc and Middlesex Centre.
4. In addition, the UTRCA now owns land within Strathroy-Caradoc. A project to develop a land management plan to enhance this significant natural heritage feature within the Municipality is also now underway.

The implications for Strathroy-Caradoc include becoming a participating municipality within the UTRCA and therefore having entitlement to membership through an appointed representative. An alternative for membership would be to share an appointment with Middlesex Centre to the UTRCA. (Potentially, S-C and MC could share an appointment to the LTVCA in the future if desired.)

## **COMMENTS**

The Upper Thames River Conservation Authority, the Lower Thames Valley Conservation Authority and the St. Clair Region Conservation Authority have discussed the proposed boundary adjustment and support this change that will provide enhanced services to the Municipality.

## **CONSULTATION**

None

## **FINANCIAL IMPLICATIONS**

The Conservation Authority Levy Apportionments will shift from St. Clair Region Conservation Authority to the Upper Thames River Conservation Authority, the financial implications are in the order of a net increase of \$6000.00.

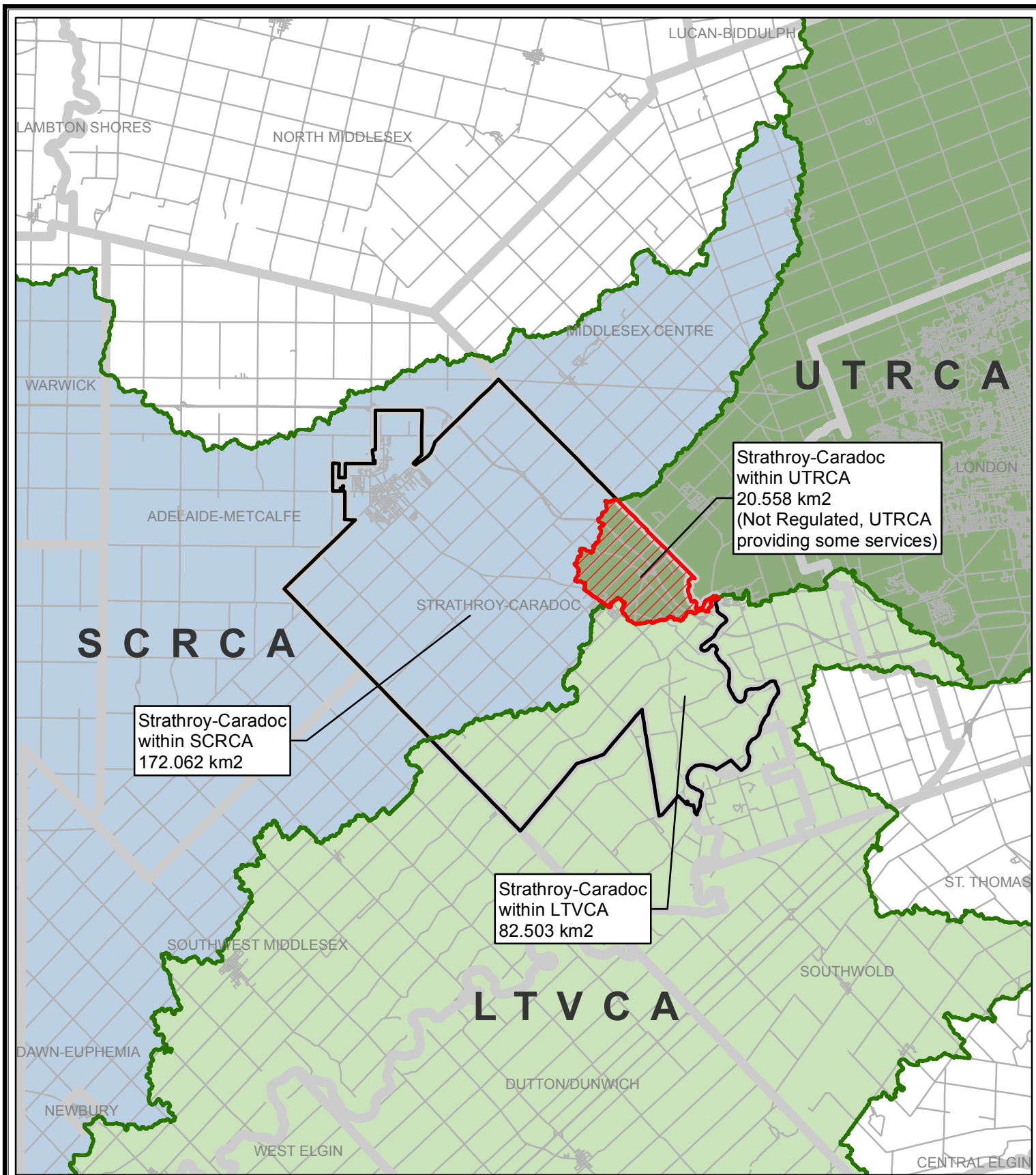
## **NEXT STEPS**

The process to obtain approval from the Ministry of Natural Resources involves several steps.

- Council approval of this report is the first step;
- The Board of Directors for both the Upper Thames River Conservation Authority and the Lower Thames Valley Conservation Authority notify their member municipalities of the proposed boundary adjustment
- The UTRCA convenes a meeting of its member municipalities to request approval of the boundary adjustment;
- Resolutions from each Conservation Authority carries the approval; and
- Submissions are made to the Ministry of Natural Resources and Forestry

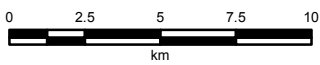
## **ATTACHMENTS**

Mapping



### Strathroy-Caradoc Conservation Authority Areas (Historical)

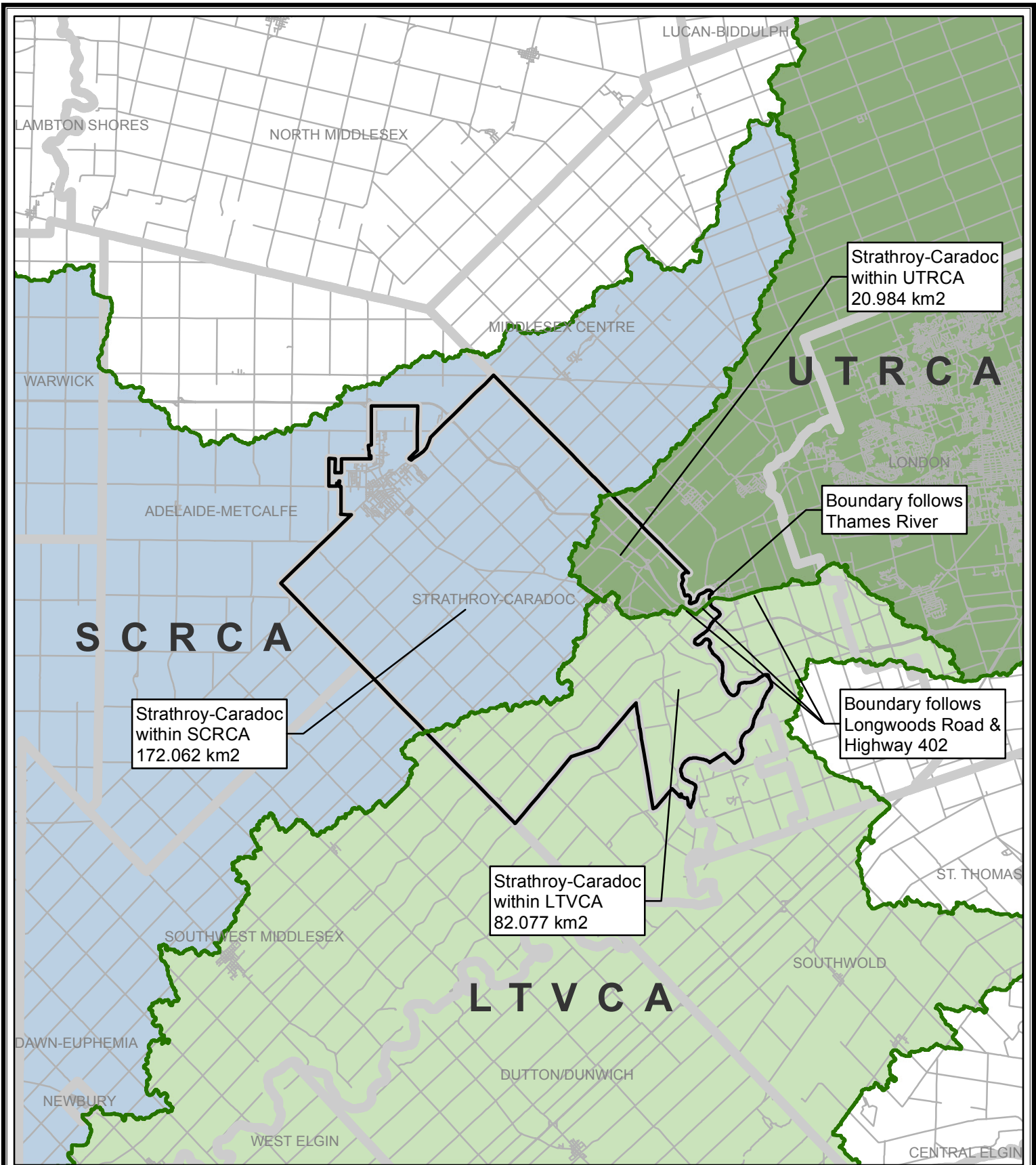
| Conservation Authority | S-C Area km <sup>2</sup> | S-C Area % | S-C % of CA |
|------------------------|--------------------------|------------|-------------|
| LTVCA                  | 82.503                   | 29.99      | 2.522       |
| UTRCA                  | 20.558                   | 7.47       | 0.601       |
| SCRCA                  | 172.062                  | 62.54      | 4.168       |
| Total                  | 275.123                  | 100        |             |



NOTE:  
 - Areas calculated based on UTM NAD 83 Zone 17 geometry  
 - Conservation Authority boundaries based on Source Protection Region boundaries  
 Rev. 2016/10







Strathroy-Caradoc within UTRCA  
20.984 km<sup>2</sup>

Boundary follows Thames River

Boundary follows Longwoods Road & Highway 402

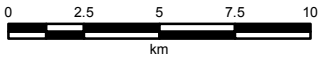
Strathroy-Caradoc within SCRCA  
172.062 km<sup>2</sup>

Strathroy-Caradoc within LTVCA  
82.077 km<sup>2</sup>

UPPER THAMES RIVER  
CONSERVATION AUTHORITY

**UTRCA - LTVCA Boundary Amendment Map (Context):  
Proposed Boundary Adjustment**

| Conservation Authority | S-C Area km <sup>2</sup> | S-C Area % | S-C % of CA |
|------------------------|--------------------------|------------|-------------|
| LTVCA                  | 82.077                   | 29.83      | 2.510       |
| UTRCA                  | 20.984                   | 7.63       | 0.613       |
| SCRCA                  | 172.062                  | 62.54      | 4.168       |
| Total                  | 275.123                  | 100        |             |



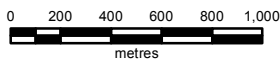
NOTE:  
- Areas calculated based on UTM NAD 83 Zone 17 geometry  
- Conservation Authority boundaries based on Source Protection Region boundaries  
Rev. 2016/10





**UTRCA - LTVCA Boundary Amendment Map (Detail):  
Proposed Boundary Adjustment**

| Conservation Authority | S-C Area km <sup>2</sup> | S-C Area % | S-C % of CA |
|------------------------|--------------------------|------------|-------------|
| LTVCA                  | 82.077                   | 29.83      | 2.510       |
| UTRCA                  | 20.984                   | 7.63       | 0.613       |
| SCRCA                  | 172.062                  | 62.54      | 4.168       |
| Total                  | 275.123                  | 100        |             |



NOTE:  
 - Areas calculated based on UTM NAD 83 Zone 17 geometry  
 - Conservation Authority boundaries based on Source Protection Region boundaries  
 - 2010 imagery Copyright © Queen's Printer for Ontario

