

October 17, 2017

NOTICE OF
BOARD OF DIRECTORS' MEETING

DATE: TUESDAY, October 24, 2017

TIME: 9:30 A.M. – 11:25 A.M.

LOCATION: WATERSHED CONSERVATION CENTRE
BOARDROOM

AGENDA:		TIME
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: Tuesday September 26, 2017	
5.	Presentation: UTRCA Forest Cover Loss (C. Quinlan & T. Chapman) (20 minutes)	9:35am
6.	Business Arising from the Minutes	9:55am
	(a) Wildwood Reservoir Carp Die Off (C.Harrington)(Doc: Watershed Planning #1002) (Report attached)(5 minutes)	
	(b) 2017 Municipal Budget Workshop Full Summary (I.Wilcox)(Doc: Admin #2104) (Report attached)(5 minutes)	
7.	Business for Approval	10:05am
	(a) 2018 Draft Budget Approval (I.Wilcox/C.Saracino)(Doc: #118566) (Report attached)(30 minutes)	
	(b) Agenda Posting Date Recommended Policy Change (I.Wilcox)(Doc: #118535) (Report attached)(5 minutes)	

- (c) Trails & Pathways Erosion Hazards Policy Clarification (T.Annett)(Doc: ENVP #5100)
(Report attached)(10 minutes)
 - (d) St. Marys Flood Wall Rehabilitation
(C.Tasker)(Doc: FC #1151)
(Report attached)(5 minutes)
8. Closed Session – In Camera 10:55am
- (a) Legal Matter pertaining to Fanshawe Cottages
(J. Howley)(verbal update)(5 minutes)
9. Business for Information 11:00am
- (a) Administration and Enforcement - Section 28
(M.Snowsell/K.Winfield) (Doc: ENVP #5096)
(Report attached)(5 minutes)
 - (b) House Rental Rates
(A.Shivas)(Doc: L&F #3614)
(Report attached)(5 minutes)
 - (c) Harrington and Embro EA Next Steps
(C.Tasker)(Doc: FC #1149)
(Report attached)(10 minutes)
10. October FYI 11:20am
11. Other Business (Including Chair and General Manager's Comments)
12. Adjournment 11:25am



Ian Wilcox, General Manager

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

I.Wilcox
C.Saracino
G.Inglis
T.Annett
T.Chapman

T.Hollingsworth
A.Shivas
B.Glasman
M.Viglianti

J.Howley
C.Tasker
M.Snowsell
C.Harrington

C.Ramsey
B.Mackie
K.Winfield
J.Skrypnyk

S. Musclow
P. Switzer
B. Verscheure
C.Quinlan

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, OCTOBER 24, 2017

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

Regrets:

Solicitor: G.Inglis

Staff:	D.Charles	C.Saracino
	T.Chapman	A.Shivas
	C.Harrington	M.Snowsell
	M. Fletcher	C.Tasker
	T.Hollingsworth	I.Wilcox
	B.Mackie	T.Annett
	C.Quinlan	B.Glassman
	K.Winfield	J.Howley

M.Blackie called the meeting to order and introduced two students from Western University who were there to observe the meeting. He also reminded the Hearings Committee of the Hearing following the Board meeting.

1. Approval of Agenda

G.Way moved – T.Jackson seconded:-

“RESOLVED that the UTRCA Board of Directors approve the agenda as posted.”

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
September 26, 2017

T.Jackson moved – S.McCall-Hanlon seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated September 26, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Presentation: UTRCA Forest Cover Loss

C.Quinlan gave a presentation regarding forest cover loss in the UTRCA watershed. This information will be in the upcoming Watershed Report Cards.

C.Quinlan clarified that for a woodlot to be considered a forest it must cover an area of at least 0.5 hectares and measure at least 30m in any direction. If the trees are the mature height for their species, it is classified as a mature forest. The presentation highlighted net forest cover loss leading up to 2010 and reinforces the need for greater protection measures.

Board Members congratulated staff on an excellent presentation and asked that this information be shared with all of the member Municipalities. Staff added that this is all brand new information that Staff wished to communicate to the Board Members as soon as possible. This information will be converted into a communications package and shared in any possible way across the Watershed. This presentation will also be included as part of the Minutes package that is sent directly to all the Municipalities.

The program response for the Forestry Target may change based on this new data. There will be more focus put on working with Municipalities to prevent loss than previously planned.

Staff clarified that the data presented does not include trees planted by groups other than the UTRCA, as the UTRCA is the biggest player in tree planting across the Watershed.

C.Quinlan clarified that a percent die off in a forest due to the Emerald Ash Borer would not change the forest designation.

There was a request for data that would highlight, by Municipality, where the greatest losses were and the causes of those losses. This would allow Board Members to encourage specific

practices in the highlighted areas to prevent future losses. There was a suggestion to have the UTRCA work with Municipalities to create Policies to protect remaining forested areas.

6. Business Arising from the Minutes

- (a) Wildwood Reservoir Carp Die Off
(Report attached)

C.Harrington introduced a Youtube video about the September Carp Die off in the Wildwood Reservoir. Board Members had questions regarding potential long term ecological impacts of this incident. M.Fletcher responded that through discussions with other CAs and organizations who have had similar die offs in the past, none have noticed any long term ecological impacts.

M.Ryan moved – T.Birtch seconded:

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

CARRIED.

- (b) 2017 Municipal Budget Workshop Full Summary
(Report attached)

B.Petrie moved – T.Jackson seconded:

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

CARRIED.

7. Business for Approval

- (a) 2018 Draft Budget Approval
(Reports attached)

C. Saracino presented the proposed Draft budget, which is to be circulated to the Municipalities for comment. She clarified that user fees are a work in progress. Planning for split year funding and budgeting for depreciation are two areas that staff are working on improving. The formula for distributing Levy across the Units has been reviewed and built into the budget, but it is still up for discussion. Board members thanked C.Saracino for all the work she has done to prepare this draft budget.

T.Jackson would like to better understand the information that is planned to be provided to the Municipalities so Board members and UTRCA staff can explain the variances shown. He was concerned that the reported 7% operating and activities levy adjustment may be misleading, as the general levy increase is actually 10.2%. The additional 3.2% is blended into the infrastructure and dam levy. I.Wilcox clarified that the detailed, unit by unit information

provided to the Board was included only to support the one page summary. In the next few weeks staff will work on formatting the draft Budget to be presented to the Municipalities and it will look similar to the 2017 Draft Budget. The Board asked to see the final Draft Budget before it is circulated to the Municipalities.

S.Levin asked that the desired transfer to reserves, the amounts going into each reserve, and the reserve fund balances be shown in the next version of the Budget. He also suggested, based on the Budget Workshop, that it would be helpful to calculate for each individual Municipality how much of their increase is related to Targets, disaster mitigation, and the minimum wage change to show what the main pressures are on the Budget.

J.Salter commented that a five year Financial Plan for the UTRCA may make things easier for Staff and the Municipalities. C.Saracino stated that she currently has a long list of updates that need to be made, and a long range Financial Plan is part of that list.

B.Petrie asked that staff add foot notes in the future to explain changes to the Budget so the Board can have a better understanding of the reasons behind any changes.

A.Hopkins asked about and discussed the City of London four year budgeting cycle and how it impacts the UTRCA budgeting process.

M.Ryan felt that the UTRCA has already received good feedback and pushback from some Municipalities that feel they do not have an effective say. He suggested that staff look into shifting other resources towards the Targets to reduce the Levy as a show of good will. M.Blosh raised a concern that any cuts to the Levy in the 2018 Budget will be to the Targets, and the future cost of not achieving the Targets is not being taken into consideration. She asked if there was a way of presenting to the Municipalities the future costs of not achieving the Targets.

T.Birtch moved – M.Blosh seconded:

“RESOLVED that the Board of Directors accept the 2018 UTRCA Draft Budget.”

CARRIED.

- (b) Agenda Posting Date Recommended Policy Change
(Report attached)

S.Levin moved – N.Manning seconded:

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

CARRIED.

- (c) Trails & Pathways Erosion Hazards Policy
(Report attached)

T.Annett outlined her report and stated that the purpose of this Policy is to provide clarity and consistency for staff. Although this has been an issue in the past throughout the Watershed, the trigger for this policy clarification was from the City of London as it is a very active issue at the moment. There were concerns raised that this Policy would affect rural landowners who create recreational trails on their properties. Staff clarified that the Policy is for paved pathways and would only be triggered if the definition of a pathway, as stated in the Policy, was met. The UTRCA is encouraging developers to include plans for pathways in the planning process stage.

S.Levin moved – T.Birtch seconded:

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

- (d) St. Marys Flood Wall Rehabilitation

T.Jackson moved – S.Levin seconded:-

“RESOLVED that the recommendation be amended to read “The Board authorize staff to award some exploratory construction work in this unique, non-precedent setting case, directly to McLean Taylor Construction Limited for an amount of less than \$50,000.” ”

CARRIED.

N.Manning moved – S.McCall-Hanlon seconded: -

“RESOLVED that the Board of Directors receive the recommendation as amended.”

CARRIED.

8. Closed Session – In Camera

There being property and legal matters to discuss,

N.Manning moved – H.McDermid seconded:-

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

CARRIED.

Progress Reported

- (a) Legal matters relating to the Fanshawe Cottages were discussed.

9. Business for Information

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

S.Levin moved – T.Birtch seconded:-

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

CARRIED.

- (b) House Rental Rates
(Report attached)

Staff explained the house rental rates to the Board members. In 2011 the Board investigated getting out of house rentals, but at the time it was not possible. In the past, staff were advised that due to legislation in Perth County, the UTRCA could not sever and sell the Wildwood CA house. Recently, policies and attitudes have changed and UTRCA staff have been advised to again pursue possible severances.

S.Levin moved – T.Birtch seconded:-

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

CARRIED.

- (c) Harrington and Embro EA Next Steps
(Report attached)

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

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

CARRIED.

10. October FYI
(Attached)

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

11. Other Business

I.Wilcox informed the Board that Don Pearson is retiring from the Lower Thames Valley CA at the end of 2017. Mark Peacock from the Ganaraska Region Conservation Authority has been selected as the new General Manager. Mr. Pearson's retirement is a loss, but UTRCA staff look forward to working with Mr.Peacock. I.Wilcox gave a number of examples of shared services, both formal and informal, between the UTRCA and the Lower Thames Valley CA.

C.Harrington added that the UTRCA shares and collaborates with the City of London in regards to Water Quality data, and there has been an offer to share Water Quantity data as well.

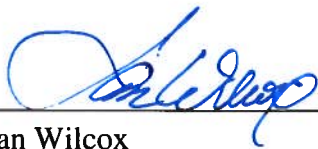
I.Wilcox updated the Board on the status of the CA Act update. It has past it's second reading and the additional consultation period was cut short. The next step is for the Bill to receive Royal Assent, which could happen very soon.

M.Blackie, R.Chowen, N.Manning, I.Wilcox and M.Viglianti attended the 2017 Biennial Tour, hosted by Credit Valley Conservation and Conservation Halton, at the beginning of October. The Board members who attended noted the differences between the two neighbouring Conservation Authorities and discussed the highlights and observations from the Tour.

Conservation Ontario has asked I.Wilcox and C.Harrinton to host a webinar on Nov 7th to present the Targets Strategic Plan to the other Conservation Authorities.

12. Adjournment

There being no further business the meeting was adjourned at 11:37 a.m. on a motion by N.Manning.



Ian Wilcox
General Manager
Att.

M.Blackie, Authority Chair

Forest Loss

in the

Upper Thames Watershed

2000 to 2010

October 2017

UTRCA Board of Directors Meeting

Cathy Quinlan, Terrestrial Biologist

Terry Chapman, GIS Specialist



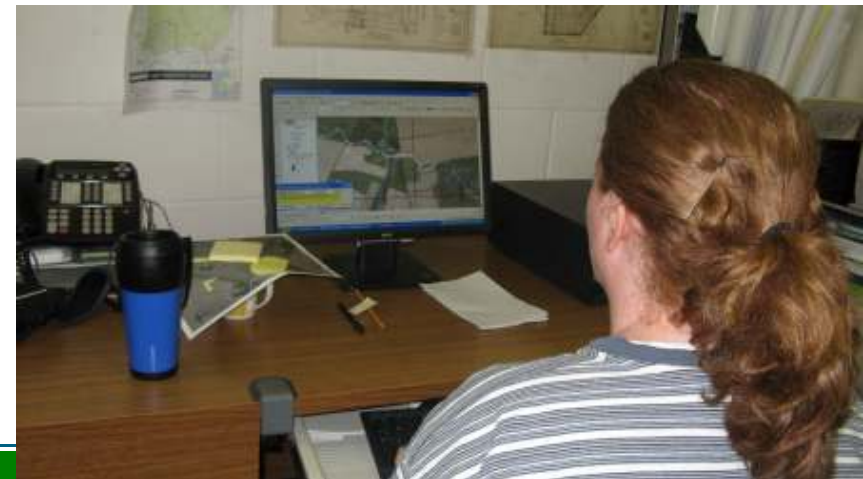
Background

- UTRCA has been mapping forest cover and other vegetation cover for years
- Modern GIS and digital air photography (flown roughly every 5 yrs) has allowed us to better map vegetation cover and track changes over time
- The Watershed Report Cards try to relay these changes every 5 years (2001, 2006, 2012, 2017)
- However, improvements in mapping accuracy and standardization at each iteration have made it difficult to compare apples to apples
- Also, a change in % forest cover of 10.3% to 10.2% is too subtle to relay the true impact



2010 Colour Aerial Photography

- The 2010 colour air photography provided excellent clarity to map NH features as the photos were flown under ideal timing/conditions with little leaf cover.
- The 2006 photography was flown later in spring with some leaf-on condition.
- By comparing the two images, polygon to polygon, GIS technicians could correct and compare the NH layer. Interpretation errors (e.g., parkland vs forests) were corrected.
- Also allowed staff to clearly see forest areas that were cleared for urban development, agriculture, aggregates, etc.
- These areas were categorized/attributed as “forest loss” and tallied.



Summary of Findings 2000 to 2010 (hectares)

	Area of Forest In 2010	Area of Young Plantation in 2010	Area Forest Removed 2000-2010	Total Area (Equiv. to 2000 Cover)	% of Forest Cover Removed 2000 to 2010
Upper Thames Total	37,688	466	806	38,960	2.1%

- The total forest loss across the watershed (2000-2010) is **800 ha**, larger than Dorchester Swamp (566 ha).
- 800 ha or 2,000 acres is the equivalent of 1,500 Canadian Football Fields!
- Area of Young Plantation, **466 ha**, shows gains are significant but not keeping up with loss. Majority on of these plantations are on CA lands (maxing out).



Dorchester Swamp

By County (ha) *within UTRCA watershed



Municipality	Area of Forest In 2010	Area of Young Plantation in 2010	Area Forest Removed 2000-2010	Total Area (Equiv. to 2000 Cover)	% Forest Cover Removed 2000 – 2006
MIDDLESEX	9,472	107	162	9,741	1.7%
OXFORD	12,810	129	142	13,081	1.1%
PERTH	10,772	191	68	11,031	0.6%
ELGIN	67	0	1	67	1.1%
HURON	173	3	1	176	0.3%
TOTAL	33,294	430	374	34,096	1.1%

- All counties lost forest cover
- Middlesex lost the most (1.7%), Perth the least (0.6%)
- 374 ha forest loss in total (924 acres)
- 430 ha young plantation, just keeping up with loss! Again, CA lands dominate.

Cities and Towns (ha)



Municipality	Area of Forest In 2010	Area of Young Plantation in 2010	Area Forest Removed 2000-2010	Total Area (Equiv. to 2000 Cover)	% Forest Cover Removed 2000 – 2006
London	3,727	30	348	4,105	9.0%
Woodstock	561	5	54	620	9.0%
Ingersoll	113	1	22	136	18.0%
Stratford	79	2	6	88	7.4%
St. Marys	86	1	4	92	4.5%
TOTAL	4,566	39	434	5,041	8.6%

- All cities and towns lost forest cover
- London lost the most hectares, Ingersoll lost the greatest percentage of its woodland cover
- Forest area removed (434 ha) far exceeds area of young plantation (39 ha)

Urban Forest Loss Example



- Areas in red are incrementally lost by 2015 for urban development.

Rural Forest Loss Example

Death by a 1000 Cuts

2000



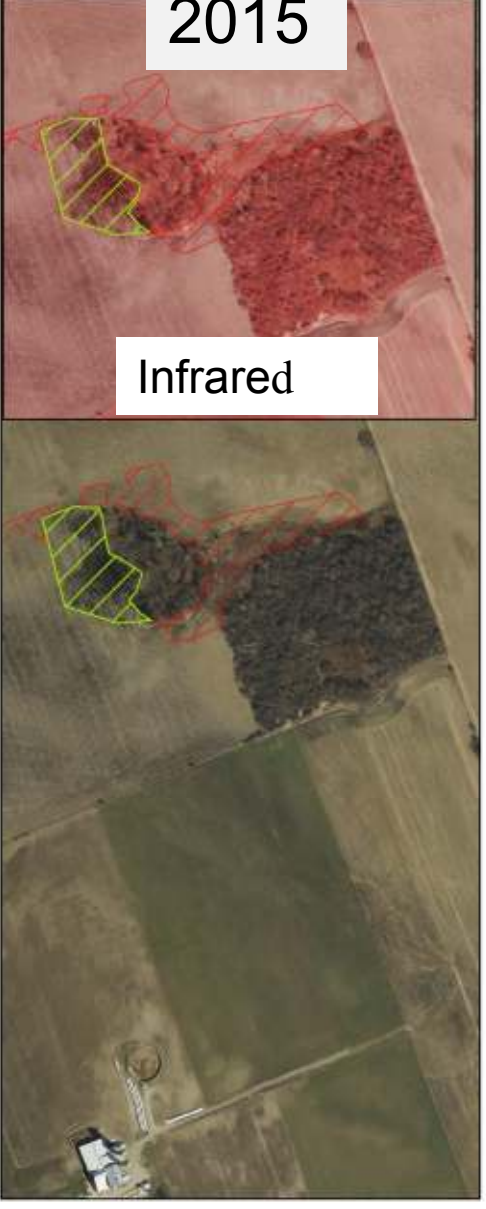
2006



2010



2015



Infrared

Forest Gain – Tree Plantations Maturing



UTRCA lands on the North Thames, planted in 1980s and 1990s, now maturing to forest

Forest Loss Perspective



- The loss of forest cover is not always obvious, as forests are felled a little here and a little there.
- Pressure is highest in urban areas. Developments approved many years ago don't face current restrictions/regulations.
- With the loss of forest cover is also a loss in resiliency against climate change, stormwater retention, habitat for plants and animals, and a loss of our natural heritage.
- Breakdown:
 - 2000 to 2006 -- 1.5% forest cover lost
 - 2006 to 2010 -- 0.6% forest cover lost
 - 2010 to 2015 ~ 0.6% forest cover lost ***
(*new info from MNRF, based on satellite images approx. 224 ha of loss)
- Loss of other habitat types (meadows, thickets) are in addition to the forest loss.



Tree Planting vs. Forest Loss



- If we add up all the UTRCA's tree planting programs (Private Land Reforestation Program, Communities for Nature and trees sold to landowners for self-planting), we can measure future gains to forest cover.
- 10 years (2001-2010) of tree planting totals **324 ha**, which is considerable, but well below the forest loss of **800 ha** in roughly the same period

Estimated Area of Trees Planted by UTRCA

2001 - 2005	2006 - 2010	2011 - 2015
147 ha	177 ha	146 ha

Estimation: total number of trees divided by 1482 trees/ha (600 trees/ac) x 75%. Approx 75% of trees planted go into block planting to become future forests. The other 25% are linear plantings such as windbreaks and narrow riparian plantings.

Communities for Nature plants 675 stems/acre x 2.47 acres/ha. All CFN are block plantings.



Discussion



Watershed Report Cards

- The 2017 version will show real change in forest conditions for the first time.
- Change based on forest loss vs. tree planting efforts.
- Of the 28 subwatersheds:
 - 7 -- decline
 - 18 -- slight decline
 - 3 -- steady



Natural Heritage Systems Studies

- UTRCA has undertaken NHSSs for Middlesex, Oxford and now Perth. These studies provide information on what features are ecologically important and significant in the county and need to be preserved. (PPS direction)
- Need to monitor how these studies are being implemented.

UTRCA Targets



UTRCA Targets for Natural Heritage

“Establish and restore 1,500 ha of natural vegetation cover, windbreaks and buffers by 2037”

- a. Increase technical outreach and double existing restoration program.
- b. Advocate for natural heritage restoration and protection.
- c. Comprehensive monitoring (track veg change, plantings, etc.).



Planting trees to grow new forests is necessary, but the results will never be as rich and diverse as the old forests we have left on the landscape.





Thank You

**Cathy Quinlan, Terrestrial Biologist
Terry Chapman, GIS Specialist**

EXTRAS

The average age of forests in the United States is younger than it was before European settlement. The greatest diversity is found in the oldest forests, so there may be more forest now, but because it is so young, it is home for fewer animals, plants, insects and other organisms than a fully developed, mature forest ecosystem. It also means that protecting old growth forests is imperative.

As a society, we are likely in the middle of our cultural (and scientific understanding) of the value of forests. The history of conservation in this country is still young, after all. According to Chuck Leavell, director of Environmental Affairs at MNN and a tree farmer, "It was during the Theodore Roosevelt administration that conservation began to take hold, and along with Roosevelt, figures like Gifford Pinchot, John Muir and others began to warn Americans about overuse of our natural resources. Eventually, programs were put into place that encouraged landowners to plant trees ... in some cases encouraging farmers to convert some of their farm lands into forests."

Summary of Findings 2000 to 2010 (hectares)

Municipality	Area of Forest In 2010	Area of Young Plantation in 2010	Area Forest Removed 2000-2010	Total Area (Equiv. to 2000 Cover)	% of Forest Cover Removed 2000 to 2010
MIDDLESEX	9,472	107	162	9,741	1.7%
London	3,727	30	348	4,105	9.0%
OXFORD	12,810	129	142	13,081	1.1%
Woodstock	561	5	54	620	9.0%
Ingersoll	113	1	22	136	18.0%
PERTH	10,772	191	68	11,031	0.6%
St. Marys	86	1	4	92	4.5%
Stratford	79	2	6	88	7.4%
ELGIN & HURON	240	3	2	244	0.8%
TOTAL	37,688	466	806	38,960	2.1%

To: UTRCA Board of Directors

From: Michelle Fletcher, Aquatic Biologist
Chris Harrington, Manager Watershed Planning, Research and Monitoring
Karen Maaskant, Water Quality Specialist

Date: October 13, 2017 **Agenda #:** 6 (a)

Subject: Wildwood Reservoir Carp Die Off **Filename:** WP #1002

Background:

Large dead carp started being noticed in the Wildwood Reservoir on Friday September 15th and a significant number of fish died over the September 16-17 weekend. By Tuesday September 19th staff estimated there were 1,000+ large dead carp. At the same time Wildwood staff reported that there was a large amount of algae in the reservoir.

Both MNRF and MOECC were contact on September 19th about the fish kill and algae conditions. On September 20th UTRCA staff took water chemistry readings throughout the reservoir, assessed some of the dying fish for signs of disease (e.g. patches of discolouration on skin, swollen, pale and rotting gills, sunken eyes, etc.) and collected a water sample for MOECC analyse. The water chemistry showed very low dissolved oxygen levels in much of the lake, and the examination of the fish did not show any outward signs of disease. When this information was relayed to MNRF they indicated there was not a disease tie-in to the die off and directed UTRCA staff to continue working with the MOECC.

The analysis on the algae indicated that the majority of the algae present were a toxic form of blue-green algae. The local Health unit was alerted to this information. This did not give a definitive answer as to why only large carp were being affected. Previous large die offs of carp in the province were tied back to Koi Herpes Virus, which is only tested for by the MNRF funded Wildlife Pathology lab at the University of Guelph. As carp continued to die throughout the week repeated requests were made to MNRF to approve pathology testing at their lab. Due to the fact that the fish did not display any outward signs of disease MNRF continued to state that the die off was likely due to environmental factors but were unable to provide UTRCA staff with any explanation as to why only one species was being affected.

Due to the numbers of fish that continued to die UTRCA staff began removing dead carp from the shoreline and the lake on September 21st. It is estimated that over the next week staff disposed of more than 2,000 carp from high use areas and another 3,000 were left to the scavengers.



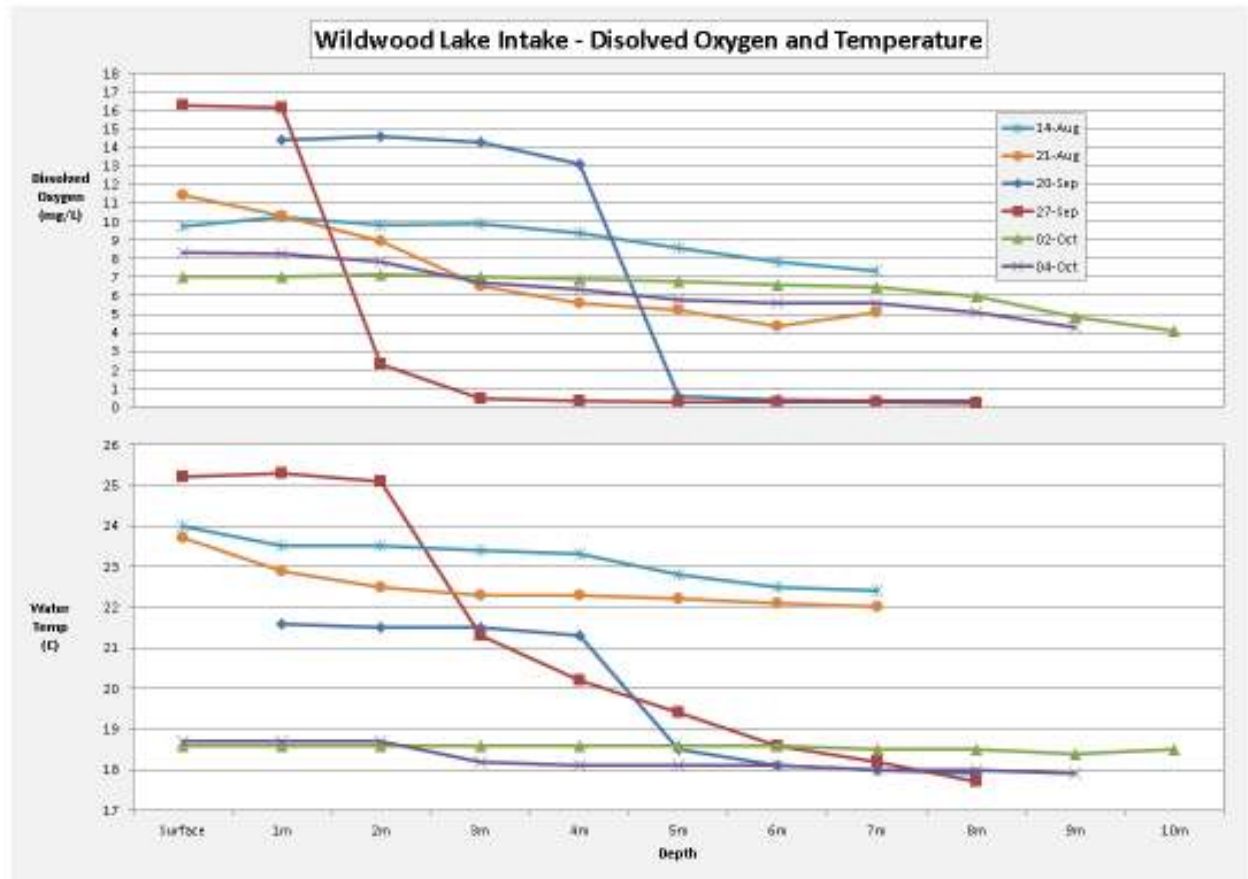
Due to the die off being restricted to a single species staff continued to request pathology work be done, but clearance from MNRF was not received until after the die off finished, 11 days later. Environmental factors (see below) undoubtedly played a role in the carp die off. But what is unknown is if those factors were enough to result in the die off on their own or if they were the final push for fish that were already infected with an underlying disease. Without testing it is not possible to have a definitive answer as to whether that was the case.

Environmental Factors:

During years with a high amount of rain in the spring, like 2017, there tends to be increased levels of sediment and nutrient runoff. Much of this runoff moves through the Thames River eventually reaching Lake St. Clair and Lake Erie. However some of the sediment and nutrient runoff settles out in impounded areas in the watershed, such as the Wildwood, Pittock and Fanshawe reservoirs. Algae and cyanobacteria blooms are triggered by availability of phosphorus for growth and the presence of warm temperatures. With the extended hot weather this September, conditions were right for a reservoir wide algae bloom to develop.



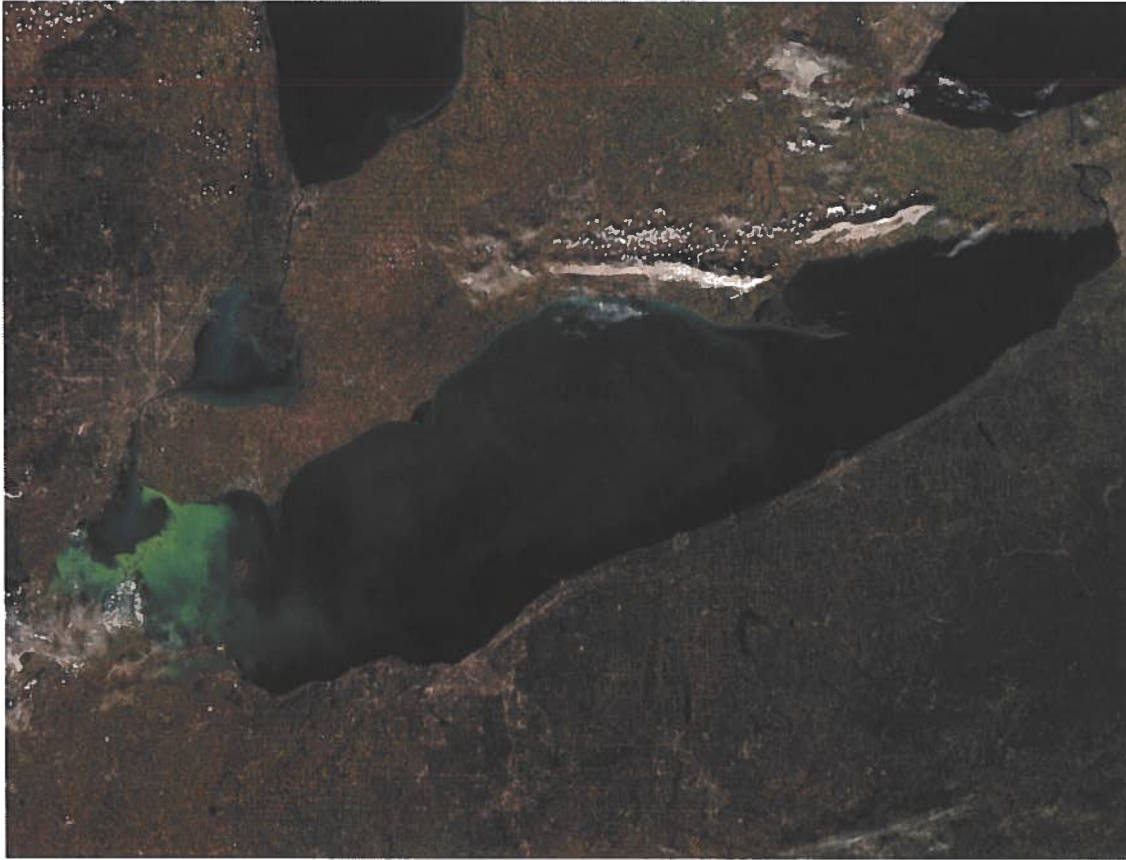
One of the impacts that an algae bloom of that size can have is to alter the dissolved oxygen levels of the waterbody. At the dam August water chemistry readings showed little variation in water temperature from lake surface to lake bottom, and a slow decline of DO levels from lake surface to lake bottom. During the September algae bloom water temperature showed up to a 7 degree celsius difference from lake surface to lake bottom, with a sharp temperature decline between 2-5m below the surface. And the DO levels showed super saturation at the lake surface and dropped almost to 0 by 3m below the surface through to the lake bottom.



MOECC conducted testing of the water and confirmed that Wildwood did experience a blue-green algae bloom, specifically Planktothrix. Algal toxin analysis was also conducted and indicated that Microcystins and Anatoxin-A were also present. As carp have been documented to eat algae staff researched the literature for support that the algae toxins could have had an impact on the carp. Several studies on the impacts of exposing Common Carp to Microcystins (one of the algal toxins recorded during this bloom) have demonstrated impacts to the liver, and reduced immune function.

The Big Picture:


During this same time satellite true-colour images of Lake Erie indicate a large algal bloom in the Canadian waters of western Lake Erie (<https://coastwatch.glerl.noaa.gov/modis/modis.php?region=e&page=1>). The LTVCA also reported a mild but large cyanobacteria bloom occurring in the lower Thames River during this same time period. These similar conditions in Lake Erie, the Thames River and Wildwood Reservoir again highlight the favorable conditions for Algal blooms created by the high runoff wet spring and hot and dry fall conditions.




NOAA True Colour Satellite Imagery - September 23, 2017

These similar responses to environmental conditions demonstrate the link between watershed and great lake water quality issues. Highlighting the importance of initiatives such as the development of a Draft Canada-Ontario Action Plan to achieve phosphorus reductions in Lake Erie from Canadian sources (<http://www.letstalklakeerie.ca/>), the Thames River Clear Water Revival and development of a Water Management Plan (<http://www.thamesrevival.ca/>) and the UTRCA Environmental Targets (<http://thamesriver.on.ca/wp-content/uploads/Targets/EnvironmentalTargets-June2016.pdf>). Each of these initiatives recognizes excess phosphorus as the root of the problem and aim to achieve phosphorus load reductions. As explained in a UTRCA Board of Directors report (September 2016) impaired water quality as a result of excess nutrients in the Thames River is not new and high phosphorous loading in freshwater is a widespread issue in southwestern Ontario. The report also highlights that efforts to reduce this have been ongoing for decades. Events like these in Wildwood Reservoir, the Thames River and Lake Erie all demonstrate what was identified in the UTRCA Environmental Targets that more effort is required to bring measurable environmental health improvements.

Prepared by:


Michelle Fletcher
Aquatic Biologist

 for:
Karen Maaskant
Water Quality Specialist


Chris Harrington
Manager, Watershed Planning,
Research and Monitoring

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: October 13, 2017
Subject: 2018 Municipal Budget Workshop Report

Agenda #: 6 (b)
Filename: Admin # 2104

The UTRCA hosted a Municipal Budget Workshop at the WCC on September 7, 2017. A brief summary of the comments received was presented to the Board on September 26th, 2017. The purpose of this report is to communicate to the Board in more detail the opinions and concerns expressed by the Member Municipalities and Board Members. The presentation given during the Workshop has been attached to this report.

In total, 25 people registered for the workshop with 19 attending. Of that total:

- Nine were UTRCA Board Members

- Marcus Ryan
- Murray Blackie
- George Way
- Ray Chowen
- Tony Jackson
- Annamarie Murray
- Shirley McCall-Hanlon
- Nancy Manning
- Marie Blosch

- Ten were politicians/municipal staff representing the following eight municipalities:

- St. Marys
- Middlesex Centre
- Perth South
- West Perth
- Strathroy-Caradoc
- Thames Centre
- Norwich
- Ingersoll

- Representatives from St. Marys raised concerns regarding financial comparisons between the UTRCA's levy and individual municipal budgets. In particular, they felt comparing the levy as a percentage of the total municipal budget was misleading as it does not reflect a municipality's ability to pay or reflect how that money is raised. Their request to staff was to have the UTRCA's levy compared to the municipality's tax levy.
- A question from St. Marys was raised as to whether the UTRCA is sticking to its core mandate, or going too far beyond it with new programs.

- Representatives from St. Marys raised questions and concerns regarding the Targets Strategic Plan funding. Representatives wanted to know if all of the non-levy funding disappears for the Targets work, would the financial burden fall back on the municipalities? I. Wilcox explained that the budget is approved annually, and the Targets will get re-assessed annually. Questions from a Board member were raised about the Target's measurables, a twenty year labour plan, and the cut back plan should the Targets be achieved.
- Representatives from St. Marys and Perth South both commented that their departments have had to stick to very small yearly increases and keep to the status quo because of the financial constraints the Municipalities are going through. Concerns were raised more than once that the UTRCA Targets are too aggressive during a time when some Municipalities are struggling financially.
- A representative from Ingersoll questioned whether the Targets dollars are distributed appropriately. They felt that the Hazard Management Target should be higher and more money and effort should be put in place to better control the Thames River. The Municipality is concerned with the regulatory flood lines limiting their ability to develop lands by the river and effort should be directed at finding ways to increase development opportunities.
- A representative from West Perth commented that the lower Hazard Management Target budget amount is not an indication that Flood Control is being under funded, but rather that it is already under control and the Target money is simply to update and improve existing mapping.
- A representative from Perth South raised concerns regarding the Target aimed at reducing water quality phosphorus levels. They feel that the agricultural community has already done their part in the reduction of phosphorus. They felt that the focus of the UTRCA should be on the urban sewage treatment plants.
- Questions and concerns were raised more than once regarding the variance in budgets and program efforts between the UTRCA and its neighbouring Conservation Authorities. A comment was made suggesting that the UTRCA should limit its efforts to expand programs because neighbouring Conservation Authorities seemed comfortable with the status quo. A Board member expressed concern with that notion and felt that the UTRCA cannot default to the lowest common denominator.
- Representatives from St. Marys asked for more communication tools to help explain the budget increase to their residents.
- A representative from Perth South expressed concerns over the potential Levy increase as they are facing severe cuts to their funding, leading to staff and service cuts. They asked

if the UTRCA had recently cut programs or were prepared to cut programs that are not effective. They also asked what the UTRCA is doing to reduce costs. For their municipality, even a small increase to their Levy is difficult to manage.

- Representatives from St. Marys thanked the UTRCA for listening to the feedback given last year and providing the opportunity to express their concerns to the Board members and Staff in advance of the creation of the 2018 Budget.
- The Chair thanked everyone for their frank and relevant questions.
- A Board Member expressed his appreciation for the questions and reality checks heard at the meeting and that while Municipalities may struggle to pay, the UTRCA offers excellent programs and services and lowering the standards to match those of neighbouring Conservation Authorities is not an option. While most opinions heard were not new ones to the Board, it is always good to re-inforce those points.
- A Board member stated that there is a feeling amongst some Board members that the Targets initiative is too aggressive. He also raised his concerns regarding the City of London's large percentage of the weighted vote.

Recommended by:



Ian Wilcox,
General Manager

Prepared by:



Michelle Viglianti,
Administrative Assistant

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNMENT

2018 Municipal Budget Workshop

Hosts:

- Murray Blackie (Board Chair)
- Ian Wilcox (General Manager)
- Christine Saracino (Supervisor, Finance and Accounting)
- Chris Harrington (Manager, Watershed Planning, Research and Monitoring)

Agenda:

10:00-10:10	Introductions
10:10-10:25	UTRCA Overview
10:25-10:40	UTRCA Budgeting
10:40-10:50	2018 Strategic Priorities
10:50-11:00	2018 Draft Levy
11:00-.....	Questions and Comments

Light Lunch with One-on-One Questions

Optional Building Tour



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNMENT

2018 Municipal Budget Workshop

Purpose:

- Share high level budget concepts before the draft budget is developed.
- Describe the UTRCA's budget in relation to strategic directions.
- Emphasis on **feedback/ listening**.



2018 MUNICIPAL BUDGET
WORKSHOP

UPPER THAMES RIVER
WATERSHED AUTHORITY

Municipalities and Conservation Authorities

- Created by you, for you.
- Governed by municipally appointed members



- Programs and services are locally developed, benefit watershed residents, support Official Plans, promote safe development, encourage tourism and healthy living, and ensure compliance with provincial policy.
- A minimum of \$3 in value is realized from every \$1 invested.



2018 MUNICIPAL BUDGET
WORKSHOP

UPPER THAMES RIVER
WATERSHED AUTHORITY

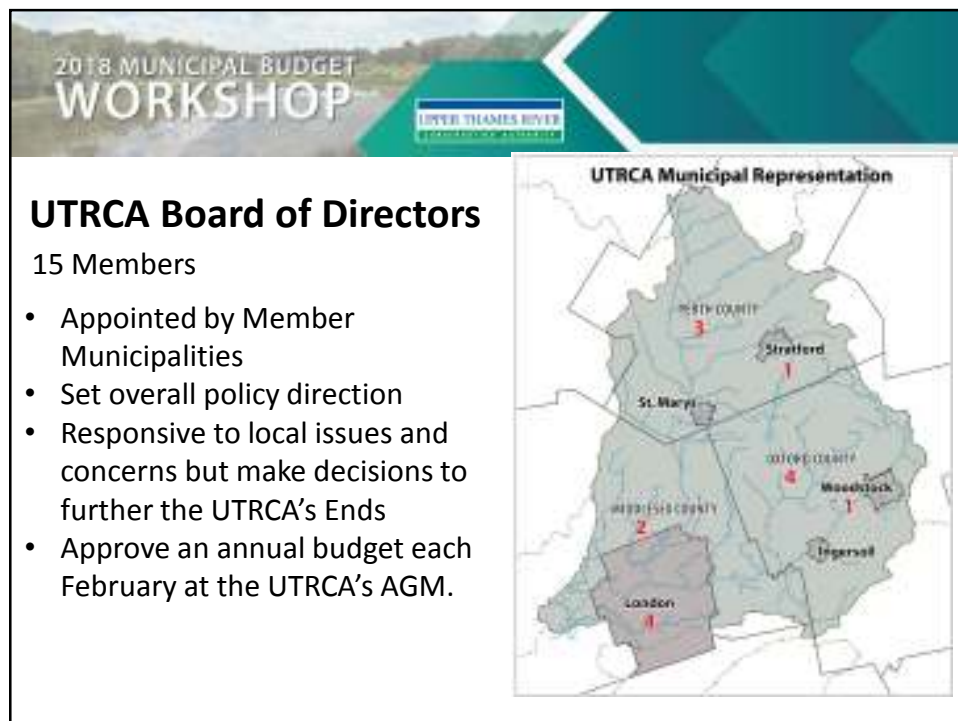
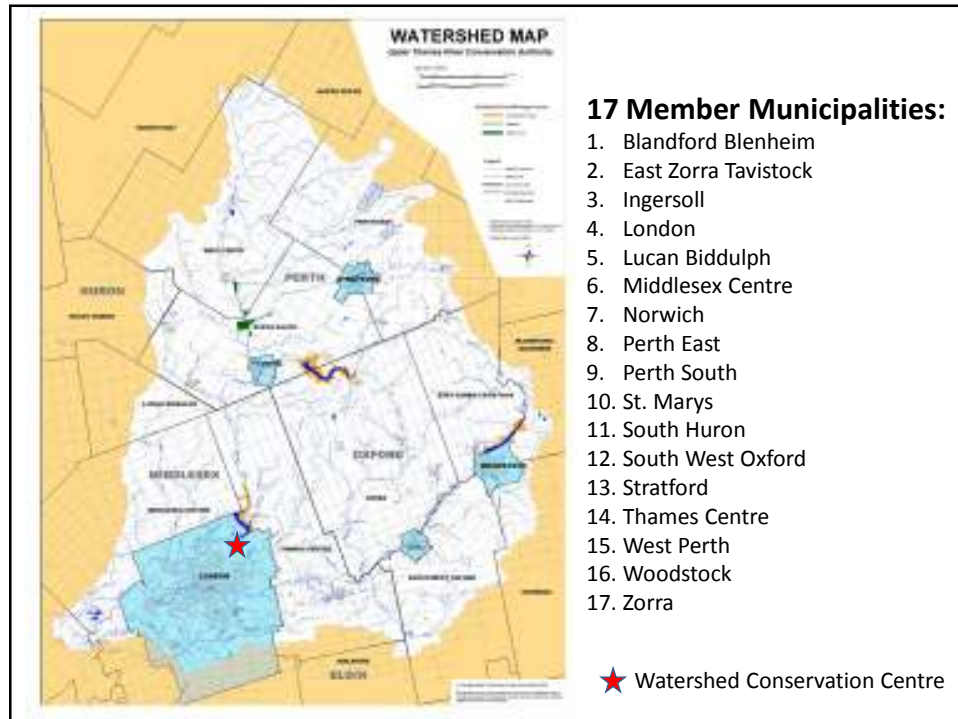
UTRCA's Ends

1. Protect people and their property from **flooding and erosion**.
2. Protect and improve **water quality**.
3. **Natural areas** are protected, maintained and expanded.
4. Provide **Outdoor Recreation opportunities**.

The budget is a means to achieve these ends, not an end itself.

UPPER THAMES RIVER
WATERSHED AUTHORITY
"Achieving a Healthier Environment"



2018 MUNICIPAL BUDGET
WORKSHOP

UPPER THAMES RIVER
REGIONAL COUNCIL OF MUNICIPALITIES

UTRCA Staffing

- 93 full time/ long term contract staff
- 82 seasonal/ contract staff
- Professional Planners and GIS specialists
- Hydrologists, Professional Engineers, Modellers, Hydrogeologists
- Professional Foresters, Ecologists, Biologists
- Teachers, Communications Specialists, Graphic artist, Finance Professionals
- Enforcement Officers, Millrights, Mechanics, Carpenters...
- **Emphasis is on-the-ground technical experts who work with watershed residents.**



2018 MUNICIPAL BUDGET
WORKSHOP

UPPER THAMES RIVER
REGIONAL COUNCIL OF MUNICIPALITIES

Watershed Planning, Research and Monitoring (Chris Harrington)




2012
Upper Thames River
WATERSHED
REPORT
CARDS

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEICESTERSHIRE AND RUTLAND

Water and Information Management (Chris Tasker)



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEICESTERSHIRE AND RUTLAND

Planning and Regulations (Tracy Annett)




2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP IN SUSTAINABILITY

Conservation Services (Brad Glasman)

CLEAN WATER PROGRAM



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP IN SUSTAINABILITY

Lands and Facilities (Alex Shivas)



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNANCE


Conservation Areas (Jennifer Howley)



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNANCE

Community and Corporate Services (Teresa Hollingsworth)



2018 MUNICIPAL BUDGET
WORKSHOP


LOWER THAMES RIVER
LEADERSHIP OF SUSTAINABILITY

CA Act Review

- Updated Purpose statement
- Board membership expanded to four years (from three)
- Requirement for open, public meetings
- Redefining powers of an Authority and the apportionment of levy (in regulation)
- Strengthened regulatory powers (prohibition)
- Stop work orders
- Increased maximum fines
- Site restoration

Status:

- Has been introduced as an Omnibus Bill and is awaiting Second Reading.



CONSERVING OUR FUTURE
A Municipal Conservation Authority Act

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP OF SUSTAINABILITY

UTRCA Budget Highlights


- \$20 Million total annual budget
- 75/25 split between operating and capital spending
- 7 key operating units (Mission Centres)
- Full cost accounting for overhead
- Minimal reserve accumulation, often restricted

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP OF SUSTAINABILITY

2017 Budget Revenues

Levy Funding	6,098,173	31%
Transfer Payments	351,424	2%
Contracts	7,749,767	39%
User Fees	3,500,069	18%
All Other Revenues	1,642,549	8%
Funding from reserves	<u>648,489</u>	3%
Total Revenues	<u>19,990,471</u>	




2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP OF SUSTAINABILITY

2017 Budget Expenses

Community Partnerships	1,120,441	8%
Water and Information Management	2,401,750	16%
Environmental Planning and Regulations	1,627,341	11%
Conservation Services	1,785,760	12%
Watershed Planning, Research and Monitoring	1,154,805	8%
Conservation Areas	4,212,156	29%
Lands and Facilities Management	1,674,005	11%
Service Cost Centres	(40,435)	0%
Desired transfer to reserves	<u>764,353</u>	5%
Total Current Year Expenditures	14,700,176	
Flood Control Capital Projects	4,416,147	
All other Capital Expenditures	<u>856,967</u>	
Expenditures Benefitting Future Years	5,273,114	



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
MUNICIPALITY OF BRANTFORD

- Municipal levy helps us operate but only to the extent of 31% of all revenues
- We excel at targeting other sources of revenues – leveraging – using levy to gain matching (and beyond) government dollars, and ensuring users pay their share
- Capital spending is 26% of all our spending because infrastructure requires maintenance



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
MUNICIPALITY OF BRANTFORD

Structure	Sum 10 Yrs	Sum 20 Yrs
Totals	\$52,840,000	\$84,761,645
Fanshawe Dam	\$4,935,000	\$10,530,000
London Dykes	\$33,540,000	\$49,695,000
London Erosion Control	\$1,195,000	\$3,525,000
Springbank Dam	\$2,635,000	\$4,251,145
Pittock Dam	\$2,820,000	\$4,970,000
Wildwood Dam	\$2,450,000	\$3,785,000
St Marys Floodwall & Channel	\$927,000	\$1,291,000
Stratford Channel	\$220,000	\$385,000
Ingersoll Channel	\$265,000	\$700,000
Mitchell Dam & Channel	\$759,500	\$1,474,000
Orr Dam	\$1,875,000	\$2,850,000
Dorchester Mill Pond Dam	\$64,000	\$123,000
Dorchester C A Dam	\$140,000	\$144,000
Centreville Dam	\$279,000	\$279,000
Shakespeare Dam	\$146,000	\$170,000
Fullarton Dam	\$143,000	\$143,000
Embro Dam	\$165,000	\$165,000
Harrington Dam	\$213,000	\$213,000
Wildwood Ducks Unlimited Dam	\$68,500	\$68,500

Twenty-Year Capital Forecast

Large Projects = \$85M over 20 years

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEASING OF SERVICES

We are susceptible to uncertainty even while we plan 20 years or more into the future:


- Inflation
- Complying with proposed minimum wage legislation would add \$800,000 in expenses (8.8% increase) by 2019, plus an estimated on-call annual cost of \$504,576.
- Effects of climate change are real but financial implications are hard to predict or quantify.

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEASING OF SERVICES

Timing

- Levy is a January to December phenomenon; other matching contract funding is April to March therefore we struggle with overlapping periods for project planning
- Budget preparation is continuous
- We attempt to smooth levy when possible
- But timing is very good now for.....



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNANCE

Leveraging Example

“Federal NDMP funding provides an opportunity for senior government funding to off-set local costs. This grant requires new local matching funding (levy) but results in significant cost savings for member municipalities.”

Proposed levy increase for Hazard Management Target	\$ 149,000
Contract funding leveraged from levy for Hazard Management Target	\$1,140,960

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNANCE

UTRCA Environmental Targets: Strategic Plan

- Approved by UTRCA Board of Directors in June 2016
 - Most significant positive programming change in the UTRCA’s near 70 year history
 - Designed to advance achievement of UTRCA goals and align with municipal goals.
 - Impacts operating budget.




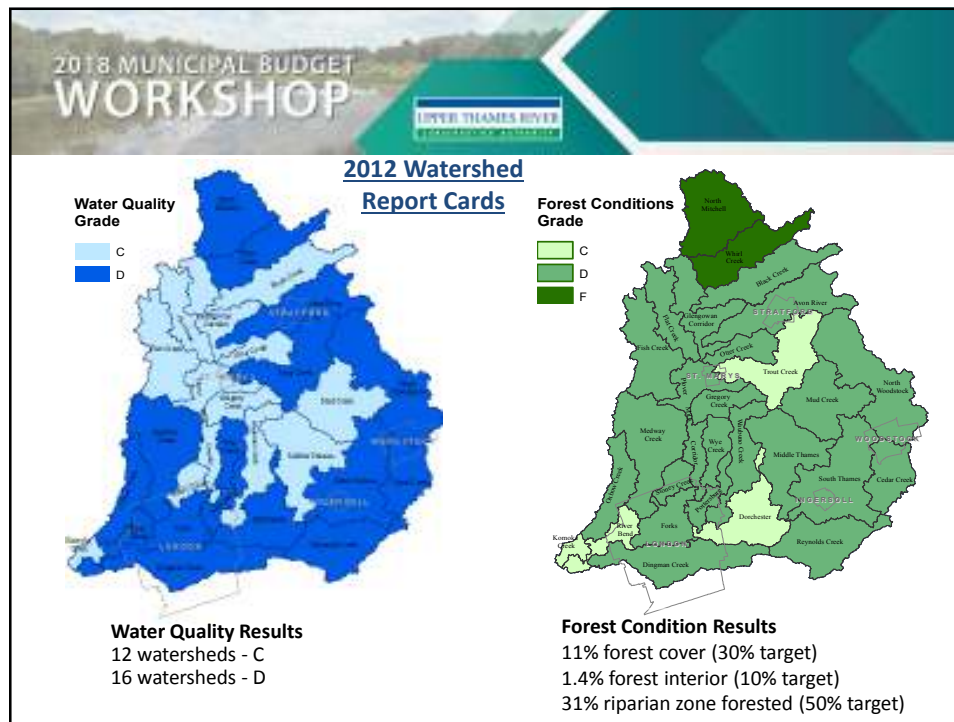
2018 MUNICIPAL BUDGET WORKSHOP	
UTRCA Ends	Environmental Targets
1. Protecting people and their property from flooding and erosion	Reduce flood and erosion risk by updating flood models and hazard mapping for all UTRCA subwatersheds by 2020, then integrating climate change scenarios into the updated models and developing climate change adaptation strategies by the year 2030.
2. Improving water quality	Improve each subwatershed's water quality score by one letter grade, as measured by the UTRCA Watershed Report Cards, by the year 2037
3. Protecting and expanding natural areas	Establish and restore 1,500 hectares of natural vegetation cover, windbreaks and buffers by the year 2037
	Reach 1 million people annually with conservation messages through access to UTRCA lands and demonstration of green infrastructure, by the year 2037.

2018 MUNICIPAL BUDGET WORKSHOP

“Aggressive but realistic environmental targets....”

- Decades of tremendous effort and collaboration to improve the health of the Thames River watershed
 - Despite effort progress in measurable watershed health improvements have been slow, largely due to lack of capacity
 - Targets are a statement of how healthy and resilient the watershed can be.





2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
WATER QUALITY AUTHORITY

Moving forward.....

- Doubling of the UTRCA's current level of effort is required to achieve the targets
 - Existing programs are effective but inadequate due to capacity limits
 - \$4 million in new funding annually is required and is being sought from all four of the UTRCA's traditional revenue streams: senior government funding (28%), municipal funding (28%), user fees (30%) and contracts (14%).



Funding needed to support this work is significant but the proposed plan is achievable with partner support and a phased approach to implementation

- Municipal levy funding will be requested from all 17 member municipalities
- Cost sharing by using multiple revenue sources
- Leveraging municipal funding, for every \$1 of municipal investment \$3.81 will be leveraged in additional investment

Budget Revenue Allocations (\$)	Water Quality	Natural Areas	Hazard Management	Outdoor Recreation/ Education	Total	Percent of New \$
Total Investment Needed	\$1,133,188	\$1,133,188.00	\$902,388	\$857,188	\$4,025,952	
Proposed Revenue Sources						
Provincial/ Federal Transfer Payment	\$453,275	\$0	\$586,552	\$85,719	\$1,125,546	28.0%
Municipal Levy	\$339,956	\$339,956	\$270,716	\$171,438	\$1,122,067	27.9%
Contracts	\$113,319	\$226,638	\$45,119	\$171,438	\$556,513	13.8%
User Fees	\$226,638	\$566,594	\$0	\$428,504	\$1,221,826	30.3%



Municipal levy funding is needed first to develop capacity and leveraged to generate new senior government funding and contracts

- Approximately 6% annual levy increase (2017-2020) proposed for target work
- Current opportunity to leverage senior government funding related to natural disasters and water quality issues

Target	Additional Funding Required/Year						Total New Revenue
	2017	2018	2019	2020	2017-2020 Total	2021-2025	
Annual Increase by Revenue Source							
Provincial/ Federal Transfer Payment	\$125,000	\$300,000	\$200,000	\$228,275	\$853,275	\$272,271	\$1,125,546
Municipal Levy	\$256,676	\$270,716	\$288,130	\$306,544	\$1,122,066	\$0	\$1,122,066
Contracts	\$25,000	\$145,119	\$157,000	\$156,319	\$483,438	\$73,078	\$556,514
User Fees	\$0	\$70,000	\$90,000	\$190,000	\$350,000	\$871,826	\$1,221,826
TOTAL	\$406,676	\$785,835	\$735,130	\$881,138	\$2,808,779	\$1,217,173	\$4,025,952

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP OF MUNICIPALITIES

2018

Continued focus on reducing flood and erosion risk

- Capacity in place to update and modernize hydraulic and hydrologic models by 2020
- Increased effort towards improving water quality
 - Increased capacity for the Clean Water Program to deliver rural stewardship program
 - Urban stewardship to reduce storm water and nutrient runoff through low impact development (LID)
 - Aligns with senior level government priority to reduce Lake Erie phosphorus



2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
LEADERSHIP OF MUNICIPALITIES

Municipal Levy

- Equals 31% of total revenue.
- \$3 worth of service for every \$1 of municipal investment.
- Costs are shared across 17 municipalities.
- Every municipality pays equally (proportionally based on CVA).
- All municipalities must be treated the same.
- Annual impacts on municipal budgets are typically less than 0.1%.
- Yes, it is a levy, but the Board takes seriously input from ALL municipalities and makes a decision accordingly.

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNMENT

2018 "Worst Case?" Municipal Levy

Municipality	2017	2018	CVA	Difference
West Perth	\$112,677	\$96,285	1.3139	(\$16,392)
London	\$4,293,719	\$5,031,351	65.195	\$737,633
St. Marys	\$94,454	\$100,617	1.579	\$6,162
Oxford County	\$864,569	\$923,539	16.3189	\$58,970
Stratford	\$370,929	\$398,279	7.3625	\$27,350
Perth East	\$54,061	\$58,583	1.2712	\$4,522
Thames Centre	\$132,362	\$143,510	3.1404	\$11,148
Lucan/ Biddulph	\$12,022	\$13,064	0.2963	\$1,042
Middlesex Centre	\$92,924	\$100,985	2.2912	\$8,061
Perth South	\$41,994	\$45,638	1.0356	\$3,644
South Huron	\$7,970	\$8,662	0.1966	\$692
Total	\$6,077,679	\$6,920,812	100	\$842,833

2018 MUNICIPAL BUDGET
WORKSHOP

LOWER THAMES RIVER
REGIONAL GOVERNMENT

2018 "Worst Case?" Municipal Levy


Municipality	2018 Increase	% Increase	% of Municipal Operating Budget
West Perth	(\$16,392)	-14.5	-.11
London	\$737,633	17.5	.09
St. Marys	\$6,162	6.5	.04
Oxford County	\$58,970	6.8	.04
Stratford	\$27,350	7.4	.03
Perth East	\$4,522	8.4	.05
Thames Centre	\$11,148	8.4	.12
Lucan/ Biddulph	\$1,042	8.7	.02
Middlesex Centre	\$8,061	8.7	.03
Perth South	\$3,644	8.7	
South Huron	\$692	8.7	.01



2018 MUNICIPAL BUDGET WORKSHOP
 LOWER THAMES RIVER
 LEADERSHIP ALLIANCE

Budget Development Schedule

August-September 2017:	Staff input, municipal workshop.
Late October 2017:	Draft Budget Developed for circulation to Municipalities.
November 2017- January 2018:	Council Presentations, Municipal Input, Survey Monkey
January 2018 Board Meeting:	Board review of municipal input and updated financial information, budget revision.
February 2018 AGM:	AGM, Budget Approval.



2018 MUNICIPAL BUDGET WORKSHOP
 LOWER THAMES RIVER
 LEADERSHIP ALLIANCE

Comments/ Questions:

1. Programs and services?
2. Environmental Targets Strategic Plan?
3. Total costs?
4. Levy apportionment?
5. Targets phase-in?
6. Share key municipal issues the Board needs to be aware of.
7. Municipal budget pressures and opportunities?
8. Other?

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Christine Saracino,
Supervisor, Finance and Accounting
Date: October 16, 2017 **Agenda #:** 7 (a)
Subject: 2018 Draft Budget- For Approval **Filename:** # 118566

Recommendation: That the Board of Directors approve the 2018 Draft Budget and, once properly formatted, authorize its circulation to Member Municipalities for review and comment.

Total Operating Expenditures:	\$14,062,848
Total Capital Expenditures:	\$ 5,846,124
Total:	\$19,908,972

Please find attached the UTRCA’s 2018 Draft Budget for your review and approval. Overall the UTRCA’s draft budget has been influenced by four factors:

1. Modernization of the Authority’s finance system including the separation of operating and capital expenditures,
2. Funding for new and significant capital projects made possible through successful application to the National Disaster Mitigation Program (NDMP),
3. Implementation of year two of the Environmental Targets Strategic Plan which calls for new investment for our flood and erosion risk target and our water quality target, and
4. Incorporation of the proposed new minimum wage as well as rate changes for WSIB and EI contributions.

Please find below a summary of the budget development process, followed by a discussion of progress and plans regarding the Environmental Targets Strategic Plan.

Budget Development Process:

As staffing needs constitute approximately 70% of total operating costs, budget planning begins with payroll. All known payroll expenses for 2018 are comprised in this budget including the impact on the wage grid for legislative minimum wage increases, WSIB rates and EI contributions and we have estimated some future rates (i.e. CPP maximum) which have not yet been published. The wage and payroll burden component of the budget is sound. Each employee’s staff time is then allocated to the projects or programs he/she will likely be working on. In some cases this is very clearly understood; in the case of new or revised programs or estimated funding, this becomes more nebulous.

Overhead needs (Service Cost Centre expenses) required to support programs are then estimated and allocated to each Mission Centre to ensure the full sharing of overhead costs.

Revenues are then inserted based on known funding, as well as past history and experience with funders who may have indicated that current grant applications may be accepted for 2018 work. Securing contract agreements is a slow process and therefore there is reluctance to include hoped-for, but uncommitted contract amounts. User fees have been conservatively estimated and any rate increase for park services has not yet been set. Overall, the management team has offered their best estimates as to revenue sources.

During 2017 we have continued to define and separate operating versus capital activities in order to see more clearly the nature of the work we do and how we are allocating resources. As a result, the increase to levy for our municipal partners is defined as 7% for operating activities (including year two Targets implementation). Year Two Targets initiatives will impact six of our seven mission centres so the coordination of these efforts requires detailed planning which is currently taking place.

The levy increase is 39.4% for capital activities (primarily West London Dykes and St. Mary's Floodwall) which is based on negotiations with affected municipalities and is the result of significant new investment opportunities through National Disaster Mitigation Program, combined with WECI funding and matching municipal support.

Draws against reserves will be lower for 2018 than 2017; most of the transfer into reserves is for flood control purposes.

You will see further detail on each mission centre's summary page, attached. While some mission centres forecast a program deficit, this is often only the result of overhead costs being charged to a single activity rather than all mission centres in a unit (e.g., Soil Conservation and Forestry). In addition, the negotiation of how staff time may be split among different mission centres may also render surpluses or deficits in certain programs. These budgets are regularly revised as new information appears. We will also have a much better idea of carry forward amounts by final budget time in February.

Environmental Targets Strategic Plan Discussion:

Below is a brief summary, by Target, of work accomplished during 2017 and plans for 2018. (Note that a more comprehensive summary of 2017 Targets accomplishments and a monitoring report will be provided during the 2018 Annual General Meeting).

1. Flood and Erosion Risk Target

Reduce flood and erosion risk by updating flood models and hazard mapping for all UTRCA subwatersheds by 2020, then integrating climate change scenarios into the updated models and developing climate change adaptation strategies by 2030.

The Target includes work in the following areas:

1. Update and Modernize Hydraulic and Hydrologic Models (Ongoing to 2020)
2. Add hydrometric data network infrastructure in Flood Control Capital Plan (2017-2020 with implementation continuing)
3. Regulatory Mapping/Policy (2017-2020 with maintenance continuing)
4. Identify and Model Priority Climate Change Scenarios (2020-2025)
5. Adaptation Strategies (completed by 2030)

Program Development

- Work was already underway as part of the flood control modernization initiated in 2012, however limited resources would not allow for adequate progress. Municipalities identified this as a concern due to its impact on development applications in or near flood plains. This need helped initiate the Environmental Targets Strategic Plan.
- Applications for NDMP funding required program development to be fast tracked including the identification of the staffing resources necessary to make committed progress.
- An additional application for streamgauge modernization through NDMP was successful.
- May need to revise the work plan and incorporate climate change considerations in to the initial work rather than waiting until 2020 and the completion of the modelling and mapping as proposed in the Targets Strategic Plan.

Progress to Date

- Work planning has been initiated.
- Successfully applied for funding under the NDMP Program. Two of three projects related to flood plain mapping have been approved and the first project has been started.
- Two new staff have been hired and two others are in the process of being hired.
- Continuing to develop and refine internal processes and work plans.
- Developing data management and backup procedures.
- Submitted additional third round funding applications through NDMP.

Proposed 2018 Efforts

- Hire one more Water Resources Project Specialist.
- If successful with the Flood Hazard Mitigation Plan funding application, hire support to work with modellers on a mitigation plan and public education mapping products.

2. Outdoor Recreation/ Education Target

Reach one million people annually with conservation messages through access to UTRCA lands and demonstration of green infrastructure by the year 2037.

2017 Efforts

- A Baseline analysis of our publicly used lands has been completed and documented.
- This baseline report examined conservation areas, environmentally significant areas, rural conservation areas, and agricultural properties. The report was developed based on interviews with staff specific to those areas as well as site visits. CAMIS information (camping reservation system) was also analysed to help support staff comments.
- Historical business plans were reviewed along with current social media comments and user receipt surveys. In summary, the report is an internal evaluation of our strengths, weaknesses, opportunities and threats (SWOT).
- A literature search with respect to Trends in Recreation is included as part of the report.
- The baseline report is in the final draft stage.
- A baseline analysis of green infrastructure opportunities is now in progress and will be documented as a report.

- Education programming is being re-introduced into the Conservation Areas.

2018 Efforts

- No new funding is being directed to this Target in 2018. Work will continue with existing funding to examine green infrastructure needs on UTRCA owned lands as well as gathering and overlaying community interests for the use of Conservation Authority owned lands, and development of appropriate education opportunities for each publicly accessible property.

3. Water Quality Target

Improve each subwatershed's water quality score by one letter grade as measured by UTRCA Watershed Report Cards by the year 2037.

2018 Work Plan Summary

Expanded efforts to improve water quality conditions in each UTRCA subwatershed will begin in 2018 as outlined in the Environmental Targets Strategic Plan. Initiatives related to rural stewardship, urban stewardship and monitoring will begin during 2018. While the specific work plan is still being refined, generally efforts will be directed as follows:

Urban Stewardship:

A foray into low impact development (LID) was initiated in 2013 funded solely through contract funding. Over the past four years efforts have focused on professional development for staff and in sharing the benefits of LID with municipalities, the development industry and with contractors. A number of pilot projects have also been installed. Demand for technical advice, design, maintenance and on-site assistance has grown as the role of low impact development in improving water quality and in controlling water quantity is better understood. New Targets funding in 2018 will allow for the creation of a formal program, including new staff and a supporting staff team with dedicated time to develop an urban stewardship program. It is expected that this program will be integrated within an overall Green Infrastructure Plan.

Rural Stewardship:

Over the past few years the conservation service program has benefitted greatly from OSCIA, OMAFRA and MOECC funding to maintain contract staff and carry out numerous special projects in rural stewardship. With reductions in provincial contract funding opportunities in 2018, staff will work towards replacing these contract funding sources to sustain past levels of rural stewardship services. New incentive funding is being considered as part of the 2018 work plan.

Monitoring :

During the development of the Targets Strategic Plan, a need for additional water quality monitoring information was identified to fill data gaps at 13 sites to equally cover all 28 subwatersheds. This expanded monitoring is included as part of the 2018 work plan. Initiating this additional monitoring in 2018 will ensure conditions are tracked at the subwatershed scale and is available to inform expanded stewardship and enhancement project work, as well as report on overall Targets progress. The proposed addition to monitoring efforts relates directly to additional lab/analysis costs for water quality chemistry and benthic analysis.

Existing staff capacity will be used to undertake the sample collection with anticipated additional staff support coming in 2019.

Summary

If approved, the draft budget will be formatted and additional text added to explain mission centres. Overall, the format will be similar to past years. Staff will circulate the draft budget to member municipalities with an offer to present the budget to individual municipal councils and/or to answer any questions related to the budget. A summary of municipal comments will be provided to the Board as part of the final budget approval at the Annual General Meeting in February.

Recommended by:



Ian Wilcox



Christine Saracino

Prepared by:

Ian Wilcox, Christine Saracino, Chris Tasker, Jennifer Howley & Chris Harrington

Upper Thames River Conservation Authority

Summary Statement of Operations For The Period Ending September 30, 2017

	2017 YTD Actual	2017 Total Budget	\$ Variance	2018 Total Draft Budget
Revenues:				
Levy Funding				
Municipal General Levy	3,271,214	3,271,214	-	3,605,255
Dam and Flood Control Levy	1,324,926	1,324,926	-	1,351,126
Capital Maintenance and Operating Reserve Levy	200,723	200,723	-	200,724
Flood Control Capital Levy	246,768	1,301,310	1,054,542	1,880,000
	5,043,631	6,098,173	1,054,542	7,037,105
Government Transfer Payments	351,020	351,424	404	351,020
Contracts				
Municipal within Watershed	1,239,830	2,255,503	1,015,673	799,097
Municipal without Watershed	61,060	91,600	30,540	75,840
Provincial	689,593	2,677,908	1,988,315	2,665,702
Federal	388,905	1,137,432	748,527	2,508,080
All other	1,492,060	1,587,324	95,264	1,099,379
	3,871,448	7,749,767	3,878,319	7,148,098
User Fees				
Conservation Areas	3,314,990	3,241,149	(73,841)	3,363,490
Planning and Permit Fees	133,380	172,000	38,620	185,000
Education Fees	80,783	86,920	6,137	79,720
	3,529,153	3,500,069	(29,084)	3,628,210
All Other Revenues	2,023,291	1,642,549	(380,742)	1,388,479
Funding from reserves	-	648,489	648,489	378,472
Total Revenues	14,818,543	19,990,471	5,171,928	19,931,384
Mission Cost Centres				
Community Partnerships	926,017	1,120,441	194,424	1,219,305
Water and Information Management	1,636,205	2,401,750	765,545	2,690,370
Environmental Planning and Regulations	1,179,894	1,627,341	447,447	1,768,438
Conservation Services	1,286,048	1,785,760	499,712	1,390,886
Watershed Planning, Research and Monitoring	799,411	1,154,805	355,394	1,035,484
Conservation Areas	3,210,674	4,212,156	1,001,482	4,260,217
Lands and Facilities Management	1,234,818	1,674,005	439,187	1,705,781
Service Cost Centres	(46,225)	(40,435)	5,790	(7,633)
Total Operating Expenditures	10,226,842	13,935,823	3,708,981	14,062,848
Desired transfer to reserves	205,723	764,353	558,630	704,194
Surplus (deficit) in Current Year Operations	4,385,978	5,290,295	904,317	5,164,342
Capital Expenditures:				
Flood Control Capital Projects	1,955,097	4,416,147	2,461,050	5,431,124
All other Capital Expenditures	367,240	856,967	489,727	415,000
Expenditures Benefitting Future Years	2,322,337	5,273,114	2,950,777	5,846,124
Amortization	615,024	827,965	212,941	807,968
Net Cash Surplus (Deficit)	2,678,666	845,146	(1,833,520)	126,186

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Community Partnerships

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1001	Community Education	(63,361)	(49,098)	(41,807)	7,291	-17%	(50,800)
1002	Lake Erie Nutrients	64,557	90,066	28,089	(61,977)	-221%	(110,143)
1003	Outdoor School - Wildwood	(2,318)	(11,474)	(3,212)	8,262	-257%	2,691
1004	River Safety	-	(4,498)	(20,406)	(15,908)	78%	(23,333)
1005	Forks South	(8,113)	69,326	97,384	28,058	29%	(4,992)
1006	Cedar Creek	-	5,279	(5,068)	(10,347)	204%	(19,108)
1007	Medway Creek Project	(3,782)	16,039	20,703	4,664	23%	(17,447)
1008	Trout Creek Project	(2,096)	11,377	14,472	3,095	21%	-
1009	Low Impact Development	(12,385)	83,503	67,789	(15,714)	-23%	(96,982)
1011	Stream of Dreams	(12,042)	(5,940)	(13,292)	(7,352)	55%	(25,499)
1012	Burgess Implementation	(2,667)	(4,482)	3,246	7,728	238%	(3,323)
1013	GM - CAMI Planting Project	1,388	13,424	1,483	(11,941)	-805%	(10,801)
1015	Oxford GM - Green Project	(2,763)	552	57	(495)	-869%	(6,647)
1016	Dorchester Mill Pond	-	3,785	-	(3,785)	0%	-
1017	Water Festival	(4,735)	8,858	3,999	(4,859)	-121%	(12,462)
1018	Stoney Creek/Forks North	(6,059)	(13,500)	7,407	20,907	282%	(20,770)
1019	Dorchester Watershed Strategies	(1,275)	5,746	3,205	(2,541)	-79%	(12,462)
1020	School Community Challenge	-	4,843	(421)	(5,264)	1250%	(3,323)
1021	DWAC Eco-Action Phase Two	-	16,618	13,805	(2,813)	-20%	-
1024	Healthy Kids	-	(2,668)	25,624	28,292	110%	-
1033	Toyota Trail Project	9,068	8,003	13,374	5,371	40%	(1,661)
1043	Focus on Flooding	(14,019)	(6,469)	(263)	6,206	-2360%	4,529
1094	Stormwater Education	-	-	-	-	0%	(15,137)
	Total Operating Surplus (deficit)	(60,602)	239,290	216,168	(23,122)	-2442%	(427,670)
	Net Cash Result Current Year	(60,602)	239,290	216,168	(23,122)	(24)	(427,670)

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Water and Information Management

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1041	Hazard Planning (S39)	(129)	14,515	11	(14,504)	-131854%	955
1042	Technical Studies	(38,125)	(25,309)	44,442	69,751	157%	42,086
1079	Low Water Response	-	-	-	-	0%	(818)
1080	Operations - Recreational Structures	(5,408)	157,513	69,384	(88,129)	-127%	1
1081	Operations - Flood Control Structures	(37,705)	(22,279)	(107,941)	(85,662)	79%	(819)
1082	Routine Maintenance	(17,660)	76,956	1,676	(75,280)	-4492%	-
1083	Preventative Maintenance	(2,171)	(19,728)	-	19,728	0%	(809)
1084	Erosion Control	-	6,500	-	(6,500)	0%	(52)
1085	Flood Forecasting & Warning	(97,999)	(24,035)	34,237	58,272	170%	2
1086	Flood Response	(1,914)	(9,565)	-	9,565	0%	-
1087	Information Management	32,521	49,788	1,393	(48,395)	-3474%	(3,947)
1088	Climate Change	-	15,725	26	(15,699)	-60380%	(1,452)
6601	Capital: Fanshawe Dam	64,165	(153,071)	(1)	153,070	-15307049%	1
6602	Capital Wildwood Dam	(330)	(22,102)	(1)	22,101	-2210118%	-
6603	Capital: Pittock Dam	(954)	(74,357)	-	74,357	0%	2,030
6604	Capital: London Dykes	137,773	(727,950)	-	727,950	0%	(1)
6605	Capital: Ingersoll Channel	(277)	(35,524)	-	35,524	0%	-
6606	Capital: St Mary's Flood Wall	(1,986)	(1,986)	-	1,986	0%	-
6607	Capital: Orr Dam	(3,552)	(16,609)	-	16,609	0%	-
6609	Capital: Mitchell Dam	-	21,768	-	(21,768)	0%	-
6610	Capital: Small Dams	(1,667)	(1,785)	-	1,785	0%	-
Total Operating Surplus (deficit)		24,581	(791,536)	43,226	834,762	-17717087%	37,177
Amortization		20,547	184,925	246,567	61,642	25%	246,567
Net Cash Result Current Year		45,129	(606,611)	289,793	896,404	(177,171)	283,744

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Environmental Planning and Regulations

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1009	Low Impact Development	-	-	60,000	60,000	100%	-
1031	Watershed Management Planning	9,139	71,506	(20,320)	(91,826)	452%	-
1038	Environmental Planning Program Developme	(78,373)	235,661	102,521	(133,140)	-130%	(128,579)
1039	Source Water Protection	(36,171)	(96,922)	(33,296)	63,626	-191%	(1)
1040	Source Water Protection Implementation	(25,028)	337,185	(33,067)	(370,252)	1120%	93,924
1041	Hazard Planning (S39)	(6,288)	(11,376)	(27,768)	(16,392)	59%	-
1042	Technical Studies	(3,015)	50,167	45,486	(4,681)	-10%	44,975
	Total Operating Surplus (deficit)	(139,736)	586,220	93,556	(492,664)	1399%	10,319
Net Cash Result Current Year		(139,736)	586,220	93,556	(492,664)	14	10,319

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Conservation Services

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1009	Low Impact Development	(18,343)	23,780	(206)	(23,986)	11644%	(14,000)
1055	Forest Management	(45,614)	35,430	(129,741)	(165,171)	127%	196,156
1056	Memorial Forests	2,556	403	(6,230)	(6,633)	106%	(22,523)
1057	Communities for Nature	552	(31,336)	(30,733)	603	-2%	(134,309)
1058	Direct Seeding Demo Project	-	12,900	12,900	(0)	0%	-
1059	OPG	(379)	7,533	8,472	939	11%	-
1060	Private Land Management	(14,540)	(122,777)	(114,743)	8,034	-7%	(190,103)
1061	Recreational Fisheries	(119)	7,611	(10,920)	(18,531)	170%	-
1062	Soil Program Development & Private Lands	-	14,140	(1,277)	(15,417)	1207%	(1,687)
1063	Archive Site	(3)	3,759	5,152	1,393	27%	1,389
1064	Middlesex Projects	(714)	36,951	40,589	3,638	9%	40,489
1065	Soil Management	(45,512)	215,025	18,306	(196,719)	-1075%	(108,758)
1066	Perth Avon Trees	-	15,316	(8,768)	(24,084)	275%	(15,684)
1067	Watershed - Based BMP	-	44,539	44,409	(130)	0%	(650)
1068	Clean Water Projects	(13,123)	220,387	198,046	(22,341)	-11%	8,990
1069	Bluewater Project	-	33,259	33,059	(200)	-1%	33,059
1070	COA Projects	(28,972)	284,629	277,067	(7,562)	-3%	384,244
1072	Medway Creek	-	12,917	14,686	1,769	12%	4,075
1073	COA - Chitosan Project	(6,632)	6,460	3,000	(3,460)	-115%	-
1074	Inlets Project	-	13,454	20,300	6,846	34%	20,300
1075	GLASI	(19,474)	275,350	248,354	(26,996)	-11%	190,773
1077	Land Stewardship	-	-	18,127	18,127	100%	-
	Total Operating Surplus (deficit)	(190,318)	1,109,733	639,849	(469,884)	12497%	391,761
1055	Amortization	60	540	721	181	25%	721
	Net Cash Result Current Year	(190,258)	1,110,273	640,570	(469,703)	125	392,482

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Watershed Planning, Research and Monitoring

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1025	Planning & Research Program Development	(23,729)	475,391	1,902	(473,489)	-24894%	1,501
1026	Environmental Monitoring	(9,400)	(117,931)	-	117,931	0%	(75,126)
1027	Species at Risk	(13,897)	(16,609)	-	16,609	0%	(7,087)
1028	Aquatic Biology	(9,032)	(78,210)	10,000	88,210	882%	(1,543)
1029	Natural Heritage	(4,326)	(26,496)	(20,000)	6,496	-32%	(20,000)
1030	Watershed Planning (S39)	14,000	14,000	-	(14,000)	0%	-
1031	Watershed Management Planning	15,780	(27,008)	25,000	52,008	208%	(13,702)
1032	Report Cards	(17,615)	(62,556)	-	62,556	0%	-
1044	Property Management	(11,317)	(19,798)	(15,000)	4,798	-32%	(31,146)
1089	First Nations Engagement	36,000	49,564	(33,744)	(83,308)	247%	-
	Total Operating Surplus (deficit)	(23,536)	190,347	(31,842)	(222,189)	-23622%	(147,103)
	Capital Expenditures	-	14,685	14,585	(100)	-1%	-
	Net Cash Result Current Year	(23,536)	175,662	(46,427)	(222,089)	(236)	(147,103)

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Conservation Areas

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1034	Conservation Area Operations	(291,408)	556,270	(367,688)	(923,958)	251%	(361,252)
1035	Cottage Program	71,051	153,334	69,799	(83,535)	-120%	62,701
1036	Agricultural Properties	(459)	165,115	163,571	(1,544)	-1%	139,140
1037	Golf Courses	8,376	84,109	65,068	(19,041)	-29%	74,106
	Total Operating Surplus (deficit)	(212,440)	958,829	(69,250)	(1,028,079)	101%	(85,305)
	Capital Expenditures	-	22,657	265,000	242,343	91%	130,000
1034	Amortization	6,615	59,535	79,380	19,845	25%	66,253
	Net Cash Result Current Year	(205,825)	995,707	(254,870)	(1,250,577)	0	(149,052)

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Lands and Facilities

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1036	Agricultural Properties	(10,398)	142,984	137,001	(5,983)	-4%	124,029
1037	Golf Courses	23,320	95,000	64,512	(30,488)	-47%	72,000
1044	Property Management	(55,566)	131,873	(70,973)	(202,846)	286%	87,877
1045	ESAs	58,779	(33,279)	(702)	32,577	-4641%	(46,487)
1046	ESA Capital Contracts	(16,111)	(66,435)	(24,341)	42,094	-173%	-
1047	Houses/Barns	(4,870)	(34,363)	(65,306)	(30,943)	47%	(67,328)
1048	Rural CAs	(8,761)	(56,258)	(73,784)	(17,526)	24%	(76,148)
1050	PSAs	(8,998)	(48,774)	(69,206)	(20,432)	30%	(69,665)
1051	Risk Management	(4,388)	(30,698)	(47,099)	(16,401)	35%	(46,049)
1052	Encroachment	(4,488)	(33,543)	(56,228)	(22,685)	40%	(56,357)
1053	Fanshawe Hydro Plant	(4,141)	(20,732)	(26,368)	(5,636)	21%	(23,453)
1054	Aggregate Management	-	1,235	-	(1,235)	0%	-
1092	Glengowan Property	-	(11,124)	-	11,124	0%	-
	Total Operating Surplus (deficit)	(35,623)	35,887	(232,494)	(268,381)	-4382%	(101,581)
	Amortization	1,224	11,016	14,688	3,672	25%	14,688
	Net Cash Result Current Year	(34,399)	46,903	(217,806)	(264,709)	(44)	(86,893)

Upper Thames River Conservation Authority
Summary Statement of Current Year Operations and Capital Expenditures
For The Period Ending September 30, 2017

Service Cost Centres

Activity	Activity Name	Current Month	Current YTD	Annual Approved Budget	\$ Budget Remaining	% Budget Remains	2018 Draft Budget
1910	Occupancy Costs	30,261	(4,603)	129,180	133,783	104%	(1,379)
1920	Information Systems	10,931	9,957	34,399	24,442	71%	-
1930	Administration	14,345	19,828	-	(19,828)	0%	(4,999)
1940	Finance & Human Resources	40,872	46,272	50,000	3,728	7%	49,999
1950	Marketing & Communications	17,780	17,487	-	(17,487)	0%	-
1960	Fleet Services	23,133	13,171	1,356	(11,815)	-871%	11,999
	Total Operating Surplus (deficit)	137,322	102,111	214,935	112,824	-689%	55,620
	Capital Expenditures	4,612	329,898	577,382	247,484	43%	285,000
	Amortization	40,326	359,008	486,609	127,601	26%	479,739
	Net Cash Result Current Year	173,035	131,221	124,162	(7,059)	(7)	250,359

Other Capital Projects 2018

Pittock CA Playground Structure	\$40,000, 20 year life	To improve facilities and encourage greater use. Currently seeking a funding partner.
Fanshawe CA Recreation Centre	\$50,000 of a \$90,000 project	To provide a facility desired by the park users for the next 35 years estimated life. The campers' association will contribute \$40,000 to the project.
Wildwood CA Culvert Paving	\$40,000 to pave the surface of the road that was fixed in 2017	Finish the project from 2017
WCC Building	\$30,000 furnishings \$10,000 insulation for roof refrigeration \$10,000 computer slide for meeting rooms	
Network hardware	\$85,000	
Desktop hardware	\$25,000	
Vehicles	\$70,000	Mini-van for Community Partnerships and mini-van for Flood Control
Equipment	\$55,000	2 Trailers, Diagnostic scan tool (\$10,000), many smaller \$1,000 pieces of equipment
Total Other Capital projects	\$415,000	

Current Year Operations															
Municipality	2017 CVA	2018 CVA	General Levy		Operating Reserve Levy		Dam and Flood Control Levy		Specific Project Funding		Yr 2 of 4 Enviro. Targets	Total Municipal Operational Funding		Year over Year Increase	
			2017	2018	2017	2018	2017	2018	2017	2018		2017	2018	\$	%
			restated												
Oxford County	16.319	16.373	521,978	528,772	5,287	5,305	190,122	194,300			44,178	717,387	772,554	55,167	7.7%
London City	65.195	65.045	2,085,320	2,100,643	21,123	21,075	839,118	854,866	105,000	105,000	176,491	3,050,561	3,258,074	207,513	6.8%
Lucan/Biddulph	0.2963	0.3093	9,478	9,989	96	100	2,045	2,176			802	11,619	13,067	1,448	12.5%
Thames Centre	3.1404	3.1569	100,450	101,953	1,017	1,023	26,626	27,272			8,502	128,093	138,750	10,656	8.3%
Middlesex Centre	2.2912	2.287	73,287	73,860	742	741	15,780	16,068			6,203	89,809	96,872	7,063	7.9%
Stratford	7.3625	7.3221	235,498	236,470	2,385	2,372	123,038	125,219			19,931	360,921	383,992	23,071	6.4%
Perth East	1.2712	1.3257	40,661	42,814	412	430	11,260	11,861			3,441	52,333	58,546	6,213	11.9%
West Perth	1.3139	1.3647	42,026	44,074	426	442	46,671	47,956			3,557	89,123	96,030	6,907	7.7%
St. Marys	1.5790	1.5322	50,507	49,483	512	496	41,290	41,792			4,275	92,309	96,047	3,738	4.0%
Perth South	1.0356	1.0867	33,125	35,095	336	352	7,126	7,622			2,804	40,587	45,873	5,287	13.0%
South Huron/Usborne	0.1966	0.1976	6,289	6,382	64	64	1,350	1,384			532	7,703	8,362	659	8.6%
Zorra Township			-	-	-	-	15,000	15,000			-	15,000	15,000	-	0.0%
SW Oxford			-	-	-	-	5,500	5,610			-	5,500	5,610	110	2.0%
Total	100	100	3,198,619	3,229,535	32,400	32,400	1,324,926	1,351,126	105,000	105,000	270,716	4,660,945	4,988,777	327,832	7.0%

Capital Investments									
Capital Maintenance		Flood Control Capital Levy			Total Municipal Capital Funding		Year over Year Increase		
2017	2018	Structure	2017	2018	2017	2018	\$	%	
27,468	27,560	Ingersoll Channel	125,000	125,000	152,468	152,560	92	0.1%	
109,737	109,485	Total Structures	1,154,543	1,655,000	1,264,280	1,764,485	500,205	39.6%	
499	521				499	521	22	4.5%	
5,286	5,314				5,286	5,314	28	0.5%	
3,857	3,850				3,857	3,850	(7)	-0.2%	
12,393	12,325	RT Orr Dam & Channel			12,393	12,325	(68)	-0.5%	
2,140	2,231				2,140	2,231	91	4.3%	
2,212	2,297	Mitchell Dam	21,768		23,980	2,297	(21,683)	-90.4%	
2,658	2,579	St. Marys Floodwall		100,000	2,658	102,579	99,921	3759.5%	
1,743	1,829				1,743	1,829	86	4.9%	
331	333				331	333	2	0.6%	
-	-				-	-	-		
-	-				-	-	-		
168,323	168,324		1,301,311	1,880,000	1,469,634	2,048,324	578,690	39.4%	

2018 Totals			
Total Municipal Funding for Operations and Capital			Year over Year Increase
2017	2018	\$	%
869,856	925,114	55,259	6.4%
4,314,841	5,022,559	707,718	16.4%
12,118	13,588	1,470	12.1%
133,380	144,064	10,684	8.0%
93,666	100,722	7,056	7.5%
373,314	396,317	23,003	6.2%
54,473	60,777	6,304	11.6%
113,102	98,327	(14,776)	-13.1%
94,966	198,626	103,659	109.2%
42,330	47,702	5,372	12.7%
8,034	8,695	661	8.2%
15,000	15,000	-	0.0%
5,500	5,610	110	2.0%
6,130,579	7,037,101	906,522	14.8%

Fanshawe Dam	395,000
West London Dykes	1,260,000
Total London Structures	1,655,000

2018 UTRCA Municipal Levy

Dam and Flood Control Levy

Municipality	2017 CVA	2018 CVA	Flood Forecasting	Plan & Tech Studies	Small Holdings	Wildwood Dam		Pittock Dam		100% Structures		2017	2018
			\$	\$	\$	%	\$	%	\$	\$			
Oxford County	16.3189	16.373	99,953	12,105	1,100	0.98	960	62.08	54,859	Ingersoll Channel	25,323	190,122	194,300
London City	65.1945	65.0447	397,080	48,089	4,368	83.91	82,166	36.81	32,529	Total Structures	290,634	839,118	854,866
Lucan/Biddulph	0.2963	0.3093	1,888	229	21	0.02	20	0.02	18			2,045	2,176
Thames Centre	3.1404	3.1569	19,272	2,334	212	0.19	186	0.19	168	Dorchester Mill Pond and CA Dams (\$2550 ea)	5,100	26,626	27,272
Middlesex Centre	2.2912	2.287	13,962	1,691	154	0.14	137	0.14	124			15,780	16,068
Stratford	7.3625	7.3221	44,699	5,413	492	0.44	431	0.44	389	RT Orr Dam & Channel	73,795	123,038	125,219
Perth East	1.2712	1.3257	8,093	980	89	0.08	78	0.08	71	Shakespeare Dam	2,550	11,260	11,861
West Perth	1.3139	1.3647	8,331	1,009	92	0.08	78	0.08	71	Mitchell Dam (\$35,123) & Fullerton Dam (\$2,550)	38,375	46,671	47,956
St. Marys	1.579	1.5322	9,354	1,133	103	14.1	13,807	0.10	88	St. Marys Floodwall	17,307	41,290	41,792
Perth South	1.0356	1.0867	6,634	803	73	0.06	59	0.06	53			7,126	7,622
South Huron/Usborne	0.1966	0.1976	1,206	146	13	0.01	10	0.01	9			1,350	1,384
Zorra Township			-	-	-		-		-	Harrington & Embro Dams	15,000	15,000	15,000
SW Oxford			-	-	-		-		-	Centreville Dam	5,610	5,500	5,610
Total Member Municipalities	100	100	610,472	73,932	6,717	100	97,932	100	88,379		473,694	1,324,926	1,351,126

Fanshawe Dam	208,240
Springbank Dam	45,025
London Dykes/Erosion Control	37,369
Total London Structures	290,634

To: UTRCA Board of Directors
From: Ian Wilcox, General Manager
Date: October 10, 2017 **Agenda #:** 7b)
Subject: Proposed Board Agenda Posting Date Change **Filename:** C:\Users\wilcoxi\Documents\Group Wise\118535-1.doc

Recommendation: That Policy 5.7 of the UTRCA Board of Directors' Policy Handbook be amended to require previous meeting minutes and agendas for upcoming meetings be made electronically available six (6) days prior to the next meeting date (amended from ten (10) days).

Discussion

Section 5.7 of the UTRCA Board of Directors' Policy Handbook Policy currently states:

The Executive Assistant provides an electronic copy of the previous meeting minutes and the agenda for the upcoming meeting to each Director ten (10) days prior to the meeting date.

The ten day posting period was originally imposed at a time when paper copies were mailed to members. With the current practice being to provide electronic copies on the Members' web site, mail delivery time no longer needs to be considered. Staff are requesting that the posting date for meeting minutes and the agenda be revised to six (6) days before the upcoming meeting for the following reasons:

- Staff currently only have two weeks from the time of the last Board meeting to the next meeting's agenda posting date to respond to Board requests and to prepare new reports for the next meeting.
- Similarly, minute preparation and review could benefit from a longer window of time.
- The ten day posting period is essentially "dead time" for staff in terms of developing Board materials.
- Informal discussions with Directors has suggested a full ten days is not needed to prepare for the next Board meeting.

Staff are proposing that the agenda and meeting minutes be posted to the members web site by the end of the day on the Tuesday preceding the next scheduled Board of Directors meeting. This allows a full six days of preparation time for members, and provides staff with an additional four days to ensure materials are professionally prepared.

Prepared and Recommended by:



Ian Wilcox,
General Manager

To: UTRCA Board of Directors
From: Tracy Annett, Manager, Environmental Planning & Regulations
Date: October 17, 2017 **Agenda #:** 7 (c)
Subject: Passive Low Intensity Recreational Uses **Filename:** ENVP #5100
Within Hazard Lands – For Approval

RECOMMENDATION

That the Upper Thames River Conservation Authority Board supports the proposed policy amendment related to passive low intensity recreational uses as presented below.

BACKGROUND:

The *Environmental Planning Policy Manual for the Upper Thames River Conservation Authority* (June, 2006) does not have specific policies related to Passive Low Intensity Recreational Uses. Notwithstanding, it has been the UTRCA's position that the construction of trails and pathways represent development as defined in Section 28 of the Conservation Authorities Act:

Section 28 (25) of the CA Act defines development as meaning:

- a) the construction, reconstruction, erection, or placing of a building or structure of any kind*
- b) any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure*
- c) site grading*
- d) the temporary or permanent placing, dumping, or removal of any material originating on the site or elsewhere*

The construction of new pathways and trails, including excavation and application of surface treatments such as stone screenings, wood chips and asphalt as well as signs, kiosks, concrete pads or shelters associated with the pathway system is considered to be development. It has been our experience that pathways located in erosion hazards can exacerbate erosion over time and often require on-going maintenance. Pathways within the floodplain also experience on-going maintenance requirements where some construction materials are susceptible to washout causing pollution to the adjacent wetlands and watercourses. Municipal staff are further expected to monitor and implement temporary closure of a greater network of potential floodprone trails as flooding creates implications for public safety.

It has been the UTRCA's approach that all **new development** will locate and avoid natural hazards. There are numerous examples where the UTRCA has been able to approve pathway construction through Environmental Assessments undertaken by the Municipality, through the completion of Conservation Master Plans for Environmentally Significant Areas (ESA's), and in various other "non-greenfield" development applications. Many pathways/trails are located outside of the natural hazard but there are examples where this is not feasible. These tend to be situations where all viable alternatives are carefully considered and where there are no practical alternatives.

DISCUSSION:

The purpose of the policy addition is to provide greater clarity regarding how staff are to implement hazard policies when pathways and trails are proposed. The process the UTRCA has followed in practice has been documented in the attached correspondence (May, 2016).

The Policy Manual is structured to be more general at the beginning and then becomes more detailed. Sections 1 and 2 are anticipated to be used by a broad audience while Sections 3 and 4 pertain to the UTRCA's Municipal Plan Review Process, and our Permit Process as well as the implementation thereof as set out in Section 6. It is also noted that the policies in the Manual are inter-connected and should always be read in their entirety.

Section 2.2.3 *Guiding Principles of Natural Hazards (one of which states)*

- *Development and site alteration for passive public uses will be provided more flexibility because of the public good that may be achieved;*

At present, the policy manual does not define passive public uses nor does the Conservation Authorities Act provide discretion on balancing 'public good'. In tribunal file CA 007-92 – 611428 Ontario Limited v. Metro Toronto and Region Conservation Authority, Commissioner Linda Kamerman stated:

"While a planning body may weigh competing uses in order to arrive at the highest and best use of a tract of land, conservation authorities do not consider, nor do they have the power to consider the relative merits of competing interests. Their mandate is to determine the impact of a proposal on the very limited capacity of land within their jurisdiction and based upon the degree of severity to allow or refuse permission. There is no power in conservation authorities to weigh or consider the relative merits of economic and social implications with those of susceptibility to flooding, risk to loss of property or life, pollution of surface waters or soils, and general ecosystem concerns within the watershed. The conservation authorities are specifically charged with determining the merits of a proposed encroachment based on risk not only to the applicant, but to affected persons both upstream and downstream of the proposal. In other words, in considering the right of a property owner to use his or her land, a conservation authority will weigh the individual's rights against the public interest, in so far as it concerns flooding, pollution or conservation of land.

Another Mining and Lands decision Rinaldi v. Lake Simcoe Region Conservation Authority (CA 008-01) also referenced this tribunal.

Staff have reviewed numerous other Conservation Authority policy and procedure manuals to solicit appropriate wording to provide clarification. Approaches used by Grand River, Grey Sauble, Otonabee, Hamilton, Halton Region, Toronto Region and others have been considered. To help address deficiencies apparent in the UTRCA policy manual, the following clarification is proposed for inclusion into Section 4.2.1 General Policies for Hazard Limit is:

7. Passive Low Intensity Recreational Uses – Flooding Hazards

Passive low intensity recreational uses, associated with public parks, outdoor recreation and education, pathway and trail systems, water access points or conservation activities may be permitted within a flooding hazard provided it can be demonstrated that:

- there is no feasible alternative site outside of the flooding hazard;
- where unavoidable, intrusions on hydrologic functions are minimized;
- best management practices including site, facility, and/or landscape design and appropriate remedial measures will mitigate disturbance to hydrologic functions; and,

- the risk of property damage is minimized through site, facility, and/or landscape design and flood emergency plans.

8. Passive Low Intensity Recreational Uses – Erosion Hazards

Passive low intensity recreational uses associated with public parks, outdoor recreation and education, *pathway and trail systems*, watercourse access points or conservation activities may be permitted within *erosion hazards* provided that it can be demonstrated that:

- there is no feasible alternative to locate the *development* outside of the erosion hazard and that the *development* will be located in an area of least (and acceptable) risk as determined through appropriate technical reports (e.g., topographic survey, geotechnical study);
- there is no negative impact on existing and future slope stability;
- the potential for erosion has been addressed through the submission of proper drainage, erosion and sediment control and site stabilization/restoration plans; and
- the use will not prevent access into and through the valley in order to undertake preventative actions or maintenance or during an emergency.

The following definitions will be added to Section 7.1 Glossary of the Policy Manual:

Pathways and Trails: ‘pathways’ refers to paved surface, multi-use routes. ‘Trails’ refers to natural dirt, limestone screening, or woodchip surfaces.

Passive Low Intensity Recreational Uses: such as passive parks, trails and *river access* points and other uses deemed appropriate by the UTRCA, but not including new campgrounds, new golf courses or expansions to existing golf courses, or permanent docks.

To facilitate the proposed amendment to the Policy Manual, staff are asking the UTRCA Board to also pass the supporting resolution presented above.

PREPARED BY:

RECOMMENDED BY:




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

Ian Wilcox,
General Manager

Attachment: *UTRCA Correspondence to Andrew Macpherson, City of London – Environmental and Parks Planning, RE: UTRCA Legislation and Policy Development of Pathways and Setbacks from Natural Hazards – Flooding and Erosion, dated May 13, 2016*

"Inspiring a Healthy Environment"

May 13, 2016

City of London – Environmental and Parks Planning
P.O. Box 5035
London, Ontario N6A 4L9

Attention: Andrew Macpherson, Manager

Dear Mr. Macpherson:

**Re: UTRCA Legislation and Policy
Development of Pathways and Setbacks from Natural Hazards – Flooding and Erosion**

This letter is written following brief discussions with Upper Thames River Conservation Authority (UTRCA) staff last week during which the City raised concerns regarding UTRCA comments on the review of a development application for 250 Springbank Drive. We offer the following comments for your consideration at this time.

It was suggested during last week's discussion that the Conservation Authority position regarding avoidance of natural hazards associated with flooding and erosion for any new development, specifically including pathways, was a new position. Ontario Regulation 157/06, made pursuant to Section 28 of the *Conservation Authorities Act* requires prior written approval from the UTRCA for "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses". Development in the UTRCA Board-approved *Environmental Planning Policy Manual (2006)* and under the CA Act is defined as "the construction, reconstruction, erection or placing of a building or structure of any kind; or any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the number of dwelling units in the building or structure; or site grading; or the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere." This would certainly include the construction of new pathways, including excavation and application of surface treatments such as stone screenings, wood chips and asphalt.

Erosion hazard limits are defined by identifying three components: toe erosion, a stable slope profile and an erosion access allowance. Provincial and UTRCA direction for over 20 years with the completion of "Geotechnical Principles for Stable Slopes Great Lakes-St. Lawrence River Shoreline Policy, prepared for Ontario Ministry of Natural Resources" by Terraprobe Limited, dated March 1994 has been to establish the erosion hazard limit as the combination of these three components and the standard 6-metre erosion access allowance is considered part of the hazard. New development is generally to be directed outside of erosion (and flooding) hazard lands.

More contemporary technical guidelines indicate the Erosion Limit is to be determined using the *Ministry of Natural Resources Technical Guide for River and Stream Erosion Hazard Limits*, dated 2002. The Erosion Hazard Limit is comprised of three components; toe erosion allowance, stable slope allowance and the 6 metre erosion access allowance (Figures 95a and 95b of the MNR technical guide provide a graphic representation of the Erosion Hazard Limit).

Some question may arise as a result of the definition of development in the "Provincial Policy Statement" (2005 and 2014 – pg. 41) which reads differently than the definition within our policy manual and as referenced pursuant to the *Conservation Authorities Act*. Nevertheless, our direction continues to come from the UTRCA's policy manual and the legislation passed pursuant to the CA Act.

One of the primary objectives of any Conservation Authority is to help prevent loss of life and property arising from the natural hazard processes of flooding and erosion. For all applications for new development pursuant to the *Planning Act*, the UTRCA consistently cites PPS and our Environmental Planning Policy Manual direction to locate and avoid natural hazards.

We believe there should be clear direction to all municipalities within our watershed to minimize risk to life and property (including all municipal infrastructure) by avoiding areas susceptible to flooding and erosion.

Where there is no planning “trigger”, we certainly acknowledge there are numerous examples across the City of London where substantial sections of pathways – including the Thames Valley pathway, which are within areas susceptible to flooding and/or erosion. Such “facilities” remain vulnerable to these hazards and new or improved sections should try to avoid these areas to help protect the safety of users and to reduce costs associated with damages attributed to flooding and erosion. There are several examples across the City where the UTRCA has worked in cooperation with City staff to help identify areas of highest risk and avoid them as part of new “infrastructure” initiatives.

As a follow-up to our conversation last week, we shared examples where our respective positions on this issue were illustrated. We cited the “Courtney Subdivision” on Colonel Talbot Road at Pack Road as a recent example where new development including a pathway was kept out of both flooding and erosion hazard areas. Jeff Bruin had referenced examples such as Cedar Hollow where according to the documentation we have, a 10 metre wide park block was established to account for the 6 metre erosion access allowance as well as the pathway in the remaining 4 metres of the block. With regard to the Upland Subdivision (33M-643) we do not appear to have any record of issuing a permit for the pathway. The other example we believe dealt with a completely reconfigured section of Heard Drain where the new engineered channel accounts for both flood conveyance and long-term slope stability. We believe these are actually examples where encroachment into natural hazard lands was avoided or at least minimized. Unfortunately, there may also be an unspecified number of examples across the City where new or extended pathways have been constructed in UTRCA-regulated areas without any form of approval from the Conservation Authority.

In closing, the UTRCA believes our position regarding avoidance of natural hazards for all new forms of development has been consistent – particularly with regard to projects brought forward pursuant to the *Planning Act*. Additionally, we will continue to work with the City of London through other means (ESA management partnership, completion of Class Environmental Assessments, etc.) to promote the position that all new forms of development should consider opportunities to locate and avoid natural hazards associated with flooding and erosion.

We would be pleased to meet to review and discuss this matter further or to clarify the information if necessary. Thank you for your consideration.

Yours truly,
UPPER THAMES RIVER CONSERVATION AUTHORITY



Mark Snowsell
Land Use Regulations Officer

MS/ms

c.c. UTRCA – Tracy Annett and Christine Creighton

To: UTRCA Board of Directors
From: Chris Tasker, Manager, Water & Information Management
Date: October 16, 2017 **Agenda #:** 7 (d)
Subject: St. Marys Floodwall Rehabilitation Project **Filename:** FC #1151
- Exploratory Construction Work

Recommendation:

It is recommended that:

1. **The Board authorize staff to award some exploratory construction work directly to McLean Taylor Construction Limited for an amount of less than \$50,000.**

Background:

We are in the process of preparing an engineering agreement for BM Ross & Associates Ltd. as per the approval received at the September 2017 Board Meeting (item 8b).

Discussion:

The UTRCA wishes to incorporate the design and management of some exploratory construction work into the engineering agreement being prepared for BM Ross. We would like to contract the resulting exploratory construction work directly to McLean Taylor as soon as possible. The work would be for a portion of the floodwall just upstream of the mill race for a predetermined amount of less than \$50,000. BM Ross is currently determining the amount through discussions with staff and McLean Taylor. Whether this exploratory work is able to be undertaken has an impact on the Engineering Agreement with BM Ross.

Staff is recommending that McLean Taylor be contracted directly for this exploratory work based on the following reasons:

- McLean Taylor is a local contractor who was awarded the original floodwall construction and also modification to the floodwall upstream on Trout Creek.
- BM Ross has already been in contact with McLean Taylor and confirmed their ability to undertake the work.
- McLean Taylor is already mobilized upstream of the mill race for the current bridge project and has manpower available on short notice.
- We wish to utilize the favourable weather while the water level is already drawn down for the current bridge project in order to maximize productivity and value for the money spent.
- An additional 2-3 weeks will be required to get 2 more quotes delaying exploratory work and the design work.
- The WECA funding for design work is in place and needs to be spent by March 31, 2017. The funding available is sufficient to complete this exploratory work.
- The predetermined dollar amount for the exploratory construction work will remain the same regardless of the number of quotes obtained. Staff will work with BM Ross and McLean Taylor

to ensure best value for the available funding and maximize repair completion and information gathered.

- The exploratory construction work of this nature is difficult to get accurate estimates as the information found through the work will be used by BM Ross to design repairs for the floodwall.

Recommendation:

It is recommended that the Board authorize the UTRCA to award the exploratory construction work directly to McLean Taylor for an amount of less than \$50,000.

Recommended By:



Chris Tasker, Manager
Water & Information Management

Prepared By:



David Charles, Supervisor
Water Control Structures

To: Chair and Members of the UTRCA Board of Directors
From: Tracy Annett, Manager – Environmental Planning and Regulations
Date: October 11, 2017 **Agenda #:** 9 (a)
Subject: Administration and Enforcement – Sect. 28 Status Report – **Filename:** Document
Development, Interference of Wetlands and Alteration to **ENVP 5096**
Shorelines and Watercourses Regulation

This report is provided to the Board as a summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ont. Reg. 157/06 made pursuant to Section 28 of the Conservation Authorities Act). The summary covers the period from September 13 to October 11, 2017.

Application #141/17

Trevalli Homes Ltd.

Lot 2 (#305) Masters Drive – City of Woodstock

- proposed single family residence and attached garage adjacent Sally Creek.
- site plans prepared by Van Harten Surveying Inc. in accordance with approved subdivision plan.
- staff approved and permit issued September 19, 2017.

Application #142/17

Municipality of Thames Centre

Lee Drain

- proposed spot cleanouts along 1134 metres of a Class F Drain
- UTRCA permit, signed notification form, and SCR for spot cleanouts issued September 13, 2017

Application #144/17

Dancor Construction Limited

2150 Oxford Street East – City of London

- proposed development of Phase 3 north east of the intersection of Oxford Street East and Veterans Memorial Parkway
- detailed site plans prepared by Development Engineering (London) Limited
- staff approved and permit issued September 14, 2017

Application #145/17

Township of Perth South

Dunseith Drain

- proposed spot cleanouts along 1000 metres of a Class C Drain
- UTRCA permit, signed notification form, and SCR for spot cleanouts issued September 25, 2017

Application #147/17

Trevalli Homes Ltd.

Lot 13 (#349) Masters Drive – City of Woodstock

- proposed single family residence and attached garage adjacent Sally Creek.
- site plans prepared by Van Harten Surveying Inc. in accordance with approved subdivision plan.
- staff approved and permit issued September 26, 2017.

Application #148/17

Trevalli Homes Ltd.

Lot 14 (#253) Masters Drive – City of Woodstock

- proposed single family residence and attached garage adjacent Sally Creek.
- site plans prepared by Van Harten Surveying Inc. in accordance with approved subdivision plan.
- staff approved and permit issued September 26, 2017.

Application #149/17

Rene Cote

102 King Hiram Street – Town of Ingersoll

- proposed reconstruction of existing retaining wall in the floodplain of the South Thames River.
- plans prepared by Elite Engineering Group Inc.
- staff approved and permit issued September 25, 2017.

Application #150/17

Township of East Zorra-Tavistock

Lot 16, Concession 12 – Township of East Zorra-Tavistock

- proposed bridge installation associated with the Hickson Trail crossing Mud Creek Municipal Drain.
- plans prepared by B. Glasman of the UTRCA.
- staff approved and permit issued October 2, 2017.

Application #151/17

Jose and Susan Rodrigues

3155 Westminster Drive – City of London

- proposed addition to an accessory structure (garage) adjacent to municipal drain.
- plans prepared by Oliver Durasin, Durasin Drafting and Design.
- staff approved and permit issued September 21, 2017.

Application #152/17

London Life

2 Oxford Street East – City of London

- proposed London Life pavilion renovation (exterior walkway) within floodplain of the North Thames River.
- plans prepared by Gerald Gallacher, Nicholson Sheffield Architects Inc.
- staff approved and permit issued September 22, 2017.

Application #154/17

Hidden Acres Mennonite Camp

Lot 14, Concession 2 – Township of Perth East

- proposed replacement/relocation of three seasonal cabins associated with children's camp.
- site plans prepared by Jeffrey Elliott Architect and works have also been approved by Perth County Woodlands By-Law Enforcement Officer.
- staff approved and permit issued September 29, 2017.

Application #155/17

Quadro Communications Co-Operation Inc.

13 Mile Road from Highbury Avenue to Birr– Municipality of Middlesex Centre

- proposed high pressure directional drilling installation of fibre optic cable to service the Community of Birr undercrossing Medway Creek and the Mardlin-McRoberts Municipal Drain.
- plans prepared by Quadro Communications Co-Operation Inc. and Weber Contracting Limited.
- staff approved and permit issued September 26, 2017.

Application #156/17

County of Oxford

11th Line to Tecumseh Street – City of Woodstock

-proposed replacement of an existing watermain extending from 11th Line to Tecumseh Street, through Burgess Park, crossing the County Farm Drain, South Thames River and oxbow.

-plans prepared by Kelly Vader, B.M.Ross and Associates Limited.

-staff approved and permit issued September 28, 2017.

Application #158/17

Allyn Todd

1430 Highbury Avenue North – Unit 41 – City of London

-approval required for construction of open-sided porch in regulated area

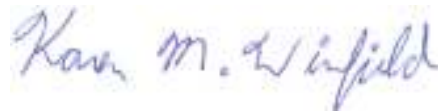
-staff approved and permit issued October 2, 2017

Reviewed by:



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

Prepared by:



Karen Winfield
Land Use Regulations Officer



Mark Snowsell
Land Use Regulations Officer



Brent Verscheure
Land Use Regulations Officer



Cari Ramsey
Env. Regulations Technician

To: UTRCA Board of Directors
From: Alex B. Shivas
Manager, Lands & Facilities

Date: October 3, 2017

Agenda #: 9 (b)

Subject: UTRCA Rental House Rates for 2018
- For Information

Filename: ::ODMA\GRPWISE\UT_MAIN.UT
RCA_PO.Lands and
Facilities:3614.1

Report:

The attached report outlines the 2018 rental rates for the five Authority owned rental houses. Each year the Ontario Government sets the guideline for rental housing rate increases. The annual Rent Increase Guideline is the percentage by which a landlord can increase the monthly rent for existing residential tenants. The 2018 percentage increase rate has been set at 1.8%.

Rental increase rates are released under the auspices of the Ontario Landlord and Tenant Board pursuant to the Residential Tenancies Act (RTA).

Recommended by:

Prepared by:



Alex B. Shivas
Manager, Lands & Facilities



Bill Mackie
Lands & Facilities Supervisor

UTRCA LOCATION	MUNICIPAL LOCATION	2016 MONTHLY RENTAL RATE 2015 + 2.0%	2017 MONTHLY RENTAL RATE 2016 + 1.5%	2018 MONTHLY RENTAL RATE 2017 + 1.8%
WILDWOOD CA. - House #1	Township of Perth South	\$660.00	\$660. + 9. = \$669.00	\$669. + 12. = \$681.00
GLENGOWAN AREA - House #2	Township of Perth South	\$670.00	\$670. + 10. = \$680.00	\$680. + 12. = \$692.00
GLENGOWAN AREA - House #3	Township of Perth South	\$110.38	\$110.38 + 1.66 = \$112.04	\$112. + 2. = \$114.00
GLENGOWAN AREA - House #4	Municipality of West Perth	\$693.00	\$693. + 10. = \$703.00	\$703. + 12. = \$715.00
GLENGOWAN AREA - House #5	Municipality of West Perth	\$630.00	\$630. + 9. = \$639.00	\$639. + 11. = \$650.00

***2018 Annual House Rental Revenue will be \$588.00 (\$49.x12/mo.= \$588) over 2017 Revenue.**

To: UTRCA Board of Directors
From: Chris Tasker
Date: October 13, 2017
Subject: Harrington Dam EA next steps

Agenda #: 9 (c)
Filename: FC Doc #1149

Background:

This is a further update to the reports presented at the September meeting. Please refer to previous reports for the background. The following is intended to update the board on ongoing work to consider the current situation and identify possible next steps.

Update:

A meeting of the steering committee was held. The current steering committee includes Marcus Ryan, Don McLeod, Ian Wilcox and Chris Tasker. A preliminary draft of a discussion paper was reviewed and discussed by the steering committee. This paper builds on the report presented to the board at their last meeting. The paper includes discussion about:

- Cultural Heritage Evaluation Report/Heritage Impact Assessment (CHER/HIA)
- Community Liaison Committee (CLC) including the initial draft of concepts which could be used as a Terms of Reference for the CLC if one is formed
- Water budget information for mill operation that has been requested from HACA.
- Expands on the master planning process recommended in the draft EA project plan for Harrington

This discussion paper will be further refined and will be helpful in discussing the situation and possible next steps with the community, the board and council. As a discussion paper it is intended to start discussion and be updated and refined based on that discussion. It is expected that the discussion paper will be presented to the board at its next meeting.

The steering committee suggested that the paper be discussed with the community at a meeting of HACA. Staff from the UTRCA and Zorra would be invited and would work with HACA to develop an agenda which would facilitate constructive discussion of the issues and possible ways forward. It would allow a venue for HACA, Zorra Township and the UTRCA to provide input into the discussion paper and the next steps which would be recommended to the board.

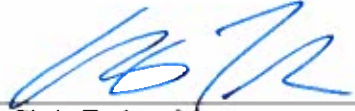
The steering committee also recommended that efforts be directed towards getting the needed water budget for operating the dam. A water budget or balance compares the water needed to operate the dam (demand) with the water available (supply). This information has been requested of HACA and while some parts have been supplied there is still more information which is needed. The water budget information will be important in many ways, including:

- Supports a permit to take water application for the operation of the mill;
- Helps determine impacts operating the mill would have on water stored in current or future pond (online or offline);
- Helps determine feasibility of making the mill operational under any of the alternatives being considered; and
- Assists in providing information for the design of any project stemming from the EA.

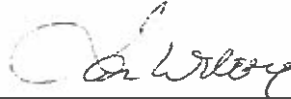
Next Steps:

- Meet with HACA to review the current situation and options for moving forward
- Meet with key members of HACA and their engineers to pursue water budget information for mill operation
- Continue to refine scope of the master planning process for Harrington CA

Prepared by



Chris Tasker, Manager,
Water and Information Management



Ian Wilcox
General Manager



UTRCA's Imtiaz Shah and visiting international student Chihiro Takeuchi.

International Student from Japan

In June 2017, Ms. Chihiro Takeuchi, a graduate engineering student from Saitama University, Saitama, Japan, contacted Imtiaz Shah, Environmental Engineer at the UTRCA, requesting an internship at the UTRCA. The UTRCA welcomed this opportunity to provide training to an international student. Ms. Takeuchi arrived in September to spend three weeks at the UTRCA, with funding from her local municipality (Saitama Prefecture).

Ms. Takeuchi worked with a variety of staff to learn about the UTRCA's role and some of its programs and services, including:

- Stormwater management and low impact development,
- Flood protection through water control structures,
- Hydrological and hydraulics modelling for flood studies, floodplain mapping and delineation,
- Protecting people and properties by regulating natural hazards and natural heritage,
- Municipal planning and development process,
- Climate change and infrastructure resiliency,
- Sustainable building features,
- Collecting water quality and hydrologic data,
- Lake Erie water quality issues related to phosphorus and algae,
- Hatching and releasing endangered spiny softshell turtles, and
- Plant ecology.

Ms. Takeuchi enjoyed her stay at the UTRCA and was very thankful for staff's hospitality.

Contact: Imtiaz Shah, Environmental Engineer



Planting a sugar maple sapling at Oneida Nation of the Thames.

TD Tree Days Across the Watershed Oneida Nation of the Thames Plants 150 Trees

More than 40 people joined TD and the UTRCA to plant 150 trees as part of the TD Tree Days initiative at Oneida Nation of the Thames on Friday, September 15.

The opening ceremony included a smudge or ritual cleansing smoke. As the smoke rises, prayers rise to the Spirit World and to the Creator. Words of thanks were spoken in Oneida. The greeting was to recognize that we are all one, and to give thanks to Mother Earth, the water, the wind, the sun, the moon, the sky, the air, the new trees and all living creatures.

The trees were planted in a variety of locations, including at Standing Stone School, the long-term care facility, the cookhouse, the radio station, and the fire hall. The species planted included white pine (the Tree of Peace), white cedar, sugar maple and apple. The day closed with words of thanks expressed in Oneida.

Thank you to our gracious hosts at Oneida and to TD Friends of the Environment Foundation (FEF) for supporting the tree planting projects.

TD Tree Days' 300,000th Tree Planted in London

On the morning of Saturday, September 16, 135 people joined TD employees, friends and family members, and UTRCA staff to plant 600 native trees at Brookside Park in London. The park, located in the Forks subwatershed, is a former landfill site. The species planted included red maple, sugar maple, white cedar, black cherry, hackberry and serviceberry.

On hand to celebrate the 300,000th tree to be planted since the inception of TD Tree Days across Canada were Shane Kennedy, VP of TD Canada Trust South Western Ontario, and Michael van Holst, City of London Ward 1 Councillor.

A huge thank you is extended to TD Tree Days and City of London Parks Planning & Design for helping make this great milestone possible.

Photos from top: A family plants the 300,000th tree, a tulip; Interpreters for the hearing impaired; Ward 1 Councillor Michael van Holst.



TD IT staff take a break in the hot weather.

Carling Heights Optimist Community Centre

Despite record high temperatures of 35 degrees on Wednesday, September 20, 30 keen TD employees from two IT departments planted and mulched 150 native trees and shrubs at Carling Heights Optimist Community Centre. The planters took many cooling breaks and drank plenty of water, and still managed to complete the project in two hours.

Thank you to the City of London Parks Planning & Design and Park Operations departments for their support of TD Tree Days.



Volunteers with UTRCA staff Vanni Azzano in St Marys.

Large Crowd for St Marys TD Tree Days

More than 50 volunteers and TD St Marys staff made short work of planting 150 new trees and shrubs along the Grand Trunk Trail in St Marys. The planting was on the morning of Saturday, September 23.

Thank you to the town of St Marys and to TD Tree Days for making the planting a success.

TD IT Group Plants 450 Trees

About 90 TD employees put their muscles to work in Brookside Park on the morning of Friday, September 29 to plant 450 native trees and shrubs at their annual TD Tree Day event. Brookside Park is a former landfill site, and many new homes are being built in the area. The newly naturalized area will serve as green space, with many diverse native species to attract birds and pollinators.

Thank you to City of London Parks Planning & Design who identified the area as one that would benefit from the TD support. Thank you, also, to the enthusiastic employees of TD Tree Days who have helped increase tree cover in the Forks subwatershed.



TD planters at Brookside Park.

TD Tree Days London

Despite weeks without rain and hard digging conditions, 25 TD employees completed the naturalization of Brookside Park by planting of 150 native trees and shrubs on the afternoon of Friday, September 29.

2017 is the eighth year for TD Tree Days in London. Thank you to the TD FEF, City of London and support staff at UTRCA who all contributed toward the many TD Tree Days projects.

TD Tree Days Covers Ground in Ingersoll

A small but mighty group of 13 people joined TD and UTRCA staff at Lawson Park on Saturday, September 30 to plant 150 native trees and shrubs. The trees are buffering the South Thames River branch. Being so close to the river, the trees will help prevent soil erosion, provide shade and habitat, take in carbon dioxide, provide oxygen, and be enjoyed by all who walk the trails. Thank you to the Town of Ingersoll and to TD for their ongoing support in increasing tree cover in Oxford County.



Volunteers gather for the tree planting in Mitchell.

Meet TD in Mitchell

Twenty TD staff, family and friends gathered on a sunny Sunday, October 1 morning at the Husky Flats in Mitchell to plant 150 native trees and shrubs along Whirl Creek. Over the past three years, TD Tree Days has planted 450 trees in Mitchell. The trees will create an excellent wildlife corridor, help to improve water quality in the creek, and provide shade and food for birds.

Thanks to the Town of Mitchell and to the dedicated tree planters who are making a difference in their community.

Contact: Karen Pugh, Resource Specialist



Job well done: Students and volunteers planted 175 trees and shrubs.

Home Hardware London East Tree Planting

Students from London District Christian Secondary School joined Dave Kirk's Home Hardware tree planting event at the Carling Heights Optimist Community Centre on the morning of Wednesday, September 27 and got 175 new native trees and shrubs in the ground. Financial support came through Tree Canada.

The planting site is in the Forks subwatershed, which received a D grade for forest cover in the 2012 UTRCA Watershed Report Cards. Eventually, the treed area will provide shade, improve air quality, and offer food and habitat for wildlife. The increased species biodiversity will also benefit the environment.

Thank you to Home Hardware London East and to Tree Canada for making the project possible.

Contact: Karen Pugh, Resource Specialist



UTRCA's Jay Ebel seeds native wildflowers and grasses in Burgess Park.

Burgess Park Prairie Planting

After two growing seasons of site preparation, five acres in Burgess Park were recently seeded with native wildflowers and grasses. The field is next to a popular walking/biking trail where hundreds of trees have also been planted throughout the past several years in the Communities for Nature program.

Species include black-eyed Susan, Indian grass, big bluestem, wild bergamot, butterfly milkweed, asters, and coneflowers to name a few. This will eventually be an important pollinator area.

For the first couple of years, prairie plants concentrate on root growth. Less than one percent of the original prairie ecosystem remains in Ontario.

Thanks to the City of Woodstock for their support of this project.
Contact: Jay Ebel, Forestry Technician, or Brad Hertner, Community Partnership Specialist

25th Annual Furtney Memorial Forest Dedication Service

Fanshawe Conservation Area hosted almost 200 people on Sunday, September 24 during the annual memorial dedication service, even though temperatures soared to 39 degrees with the humidex. The crowd also had a great view of the London International Air Show!

In the spring, 234 memorial trees were planted in Fanshawe CA by the UTRCA's hand planting crew. One large symbolic tree, a red maple, was planted following the dedication service.

Thank you to the staff of Logan and Evans Funeral Homes and Fanshawe CA, and to Pastor Rick Boyes for making the "Gathering of the People" a meaningful service.

The memorial forest program is available to anyone who wishes to have a tree planted in memory of a loved one.

Contact: Karen Pugh, Resource Specialist, or visit <http://www.logan-evans.ca/memorialforest>

Large Crowd at Woodstock Memorial Forest Dedication Service

Mayor Trevor Birtch represented both the City of Woodstock and the UTRCA at the annual memorial forest dedication service held at Pittock Conservation Area on Sunday, October 1. More than 300 people attended the service hosted by Brock and Visser Funeral Home. A red maple tree was planted to represent all of the trees planted in the past year in memory of loved ones.

The memorial forest is located on the south side of the Pittock reservoir, west of County Road 4. Thousands of trees have been planted in the forest since the program's inception in 1994.

Thank you to Pittock CA staff who assisted with the preparations for the well received event.

Contact: Karen Pugh, Resource Specialist

Discovering the "Dirt on Phosphorus"

UTRCA staff attended the "Dirt on Phosphorus" field demonstration day, which was jointly hosted by the Saugeen Valley and Maitland Valley Conservation Authorities. The day started with an overview of phosphorus export from agricultural fields. Local farmers discussed their transition to conservation farming to include such practices as strip tillage, 4R nutrient management and cover crops. These practices are combined in an effort to improve soil health and water quality on their farms. A live demonstration with strip tillage equipment gave the group a close look at the seed bed creation.



Two strip till units were demonstrated at the "Dirt on Phosphorus" field event.

The tour also included a stop at the University of Waterloo research site, where surface runoff and tile drainage phosphorus loads are monitored year round. Discussion included the impact of best management practices on phosphorus export from this site, as well as the research locations around southern Ontario. The day wrapped up with a Q&A session, where all the presentations from the day were put into a "big picture" context in terms of phosphorus loading into the Great Lakes.

Contact: Tatianna Lozier, Agricultural Soil and Water Quality Technician



Construction of a 1.5 acre wetland on a retired portion of an agricultural field.

Wetlands in the Watershed

A number of wetland projects are underway in the watershed. These projects are located in various locations, including retired cropland, sensitive land near watercourses, and woodlots, creating unique features in the landscape.

In several instances, wetlands are being created on agricultural cropland, where a wet portion of a field has resulted in poor or limited crop production. These areas of the field, which are regularly wet or under water for prolonged periods of time, may be well suited for a wetland.

The wetland projects currently underway vary in size and shape, depending on the desired function. Creating deeper sections in

a pond will allow aquatic species to overwinter and can offer recreation opportunities, while shallower depths are more optimal for shorebirds and vegetation growth. Overall, these wetlands are an opportunity to naturalize the area, provide habitat, and reduce runoff and nutrient losses by slowing and holding back water.

Wetland ponds within or adjacent to woodlots provide nesting habitat and protection for many wildlife species, including waterfowl such as wood ducks. These wetlands may be natural ponds that have become degraded. A project set to begin this month will enhance an abandoned woodlot pond by excavating the existing pond to variable depths to create more habitat. The increased capacity will also enhance the wetland’s function.

Contact: *Tatianna Lozier, Agricultural Soil and Water Quality Technician*



A used truck bed is set in place along the trail. It will be ready for use once the railings, deck boards and lead-up ramps are in place.

North of the Braemar Side Road, two crossings of Mud Creek were required to ensure safe access for hikers. In the end, two used transport truck flat beds were chosen for the crossings. UTRCA staff worked with the trail group, area landowners and the Township of East Zorra-Tavistock to prepare a design. The full span crossings are being installed in early October.

The completed trail will extend more than 10 km between Woodstock and Hickson and will offer views of some of Canada’s best farmland and rural scenery.

Contact: *Brad Glasman, Manager, Conservation Services*



Janina Plach (University of Waterloo) discusses phosphorus research with the group.

Upper Medway Tailgate Meeting

In September, a farmer in the Upper Medway hosted an informal “tailgate meeting” with his neighbours. The UTRCA has helped coordinate these gatherings in the area to augment the Priority Subwatershed Project. These landowners are participating in a cost-share incentive program to adopt conservation practices that will reduce phosphorus runoff. This meeting gave the farmers a unique opportunity to learn about relevant Ontario research from the University of Waterloo. The group’s engagement showed staff that landowners are interested in finding solutions to nutrient loading, but that learning about the problem is an important first step.

Contact: *Michael Funk, Agricultural Soil and Water Quality Technician*

Woodstock to Hickson Trail

Over the past few years, UTRCA staff have been working with the Hickson Trail Committee to find a feasible way to complete the Woodstock to Hickson hiking and biking trail along an old railway line. The trail was initiated several years ago. It starts at Oxford Road 17 in Woodstock and heads north 6.2 km to the Braemar Side Road. The trail is about 700 m east of Highway 59 and essentially parallels it.



Tori Waugh of the Saugeen Valley Conservation Authority displays a plan of the structural erosion control project installed on a local farm.

Coffee, Crops & Donuts workshop on Erosion Control Structures

UTRCA staff was recently invited to provide technical input for a farm tour in Bruce County. A farm owned by a past Thames River watershed resident, Robert De Brabandere, was hosting an



A group of farmers investigate a water & sediment control basin (WASCoB) and grassed waterway, part of the erosion control features on this Bruce County farm.

event to showcase structural erosion control (water & sediment control basins and grassed waterways) as part of a suite of best management practices that also included rotations and cover crops.

The event was part of a series of workshops hosted by a Saugeen Valley/Bruce County conservation group and offered a guided tour of the farm with commentary from the farmer, CA staff and a local soil erosion control contractor. UTRCA staff had helped design the project a few years ago as an educational opportunity for staff from the Saugeen Valley CA and Ontario Ministry of Agriculture, Food and Rural Affairs, and to help train a local contractor.

Contact: Brad Glasman, Manager, Conservation Services



A well built and maintained berm helps control runoff through a natural drainageway on this farm. Thirteen narrow-based tile outlet water & sediment control basins (WASCoBs) and a grassed waterway were installed across this property to control rill erosion.

Clean Water Program

The Clean Water Program's Review Committee recently held its second meeting of 2017. To date this year, the committee has approved more than \$310,000 in projects with cost-sharing of over \$83,000. The majority of projects include wetland restoration and construction, tree and shrub planting, and soil erosion control on farmland. Decommissioning unused wells also remains a popular best management practice.

Contact: Brad Glasman, Manager, Conservation Services

On the Agenda

The next UTRCA Board of Directors meeting will be October 24, 2017. Approved board meeting minutes are posted on the publications page at www.thamesriver.on.ca.

- UTRCA Forest Cover Loss
- Wildwood Reservoir Fish Die Off/Algal bloom
- 2017 Municipal Budget Workshop Full Summary
- 2018 Draft Budget Approval
- Agenda Posting Date Recommended Policy Change
- Administration and Enforcement - Section 28
- House Rental Rates

Contact: Michelle Viglianti, Administrative Assistant



www.thamesriver.on.ca

519-451-2800

Twitter @UTRCMarketing

Find us on Facebook!