



Board of Directors Meeting

A G E N D A

August 23, 2018

2:00 p.m.

Administration Building

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4. Approval of Previous Meeting Minutes

4.1) Board of Directors Meeting Minutes – June 21, 2018



Board of Directors Meeting

MINUTES

A meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held at the LTVCA Administration Building in Chatham at 2:00 P.M. on Thursday, June 21, 2018. The following directors were in attendance: L. McKinlay, D. McKillop, G. Bogart, M. Bodnar, L. Leclair and J. Kavelaars. M. Smibert, R. Doane, S. Caveney and H. MacDonald sent their regrets. T. Thompson and S. Pinsonneault were absent.

1. Call to Order

2. Adoption of Agenda

1. J. Kavelaars – G. Bogart

Moved that the agenda be adopted as presented.

CARRIED

3. Disclosures of Conflicts of Interest

None declared.

4. Approval of Previous Meeting Minutes (Previously circulated)

2. L. Leclair – M. Bodnar

Moved that the minutes of the meeting of April 19, 2018 be approved as circulated.

CARRIED

5. Business Arising From the Minutes

None declared.

6. Business for Approval

6.1) Presentations

6.1.1) Recent Flooding in Erieau

6.1.2) MacKay Pay and Lets Camp

6.1.3) Lake Erie Student Conference Video

6.1.4) Updated By-law, code of conduct and conflict of interest

3. L. Leclair – D. McKillop

Moved that the presentations be received as presented.

CARRIED

6.2) Updated By-law, Code of Conduct and Conflict of Interest Report

4. D. McKillop – G. Bogart

Moved that By-law 2018-01 be read for a first time; And that, Staff be directed to publish the Administrative By-Law, Draft Code of Conduct, Draft Conflict of Interest Guidelines and Draft Procedure for Election of Officers for comment on the LTVCA web page; And that, A committee of staff and directors be formed to review the Administrative By-law, Draft Code of Conduct, Draft Conflict of Interest Guidelines, and Draft Procedure for Election of Officers, and bring comments and revisions to the board for a second reading of the by-law at the next meeting of the board.

CARRIED

5. J. Kavelaars – M. Bodnar

Moved that the Board of Directors accept S. Caveney, L. McKinlay, M. Peacock and V. Towsley to sit on the By-law committee.

CARRIED

6.3) Budget vs Revenue and Expenditures for the period ending May 31, 2018

6. G. Bogart – D. McKillop

Moved that the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended April 30th, 2018.

CARRIED

6.4) Draft MOU between LTVCA and Lower Thames Valley Conservation Foundation

7. D. McKillop – J. Kavelaars

Moved, as amended, that the Directors of the Lower Thames Valley Conservation Authority agree with the Memorandum of Understanding for the Longwoods Road Conservation Area Redevelopment Feasibility Study (LRCARFS) and as such, appoint three representatives for the Authority, those being the Chair – Linda McKinlay, M. Smibert, and the General Manager – Mark Peacock to the LRCARFS Steering Committee.

CARRIED

8. L. Leclair – M. Bogart

Moved that the Board of Directors move into an 'in camera' session.

CARRIED

9. M. Bodnar – D. McKillop

Moved that the Board of Directors move out of the 'in camera' session.

CARRIED

6.5) Ward Appraisal

10. J. Kavelaars – L. Leclair

Moved that the LTVCA Board accept the appraisal report for the Ward property donation, issue a tax receipt to the donor for the amount of \$147,375.00 for the 23.5 acres parcel of land.

CARRIED

7. Business for Information

- 7.1) Water Management
- 7.2) Regulations and Planning
- 7.3) Conservation Areas
- 7.4) Conservation Services
- 7.5) Community Relations
- 7.6) Conservation Authority Education
- 7.7) Ska-Nah-Doht Village Committee Meeting Minutes
- 7.8) Wheatley Two Creeks Association Minutes
- 7.9) GM's Report

11. L. Leclair – D. McKillop

Moved that report 7.1) through to 7.9) be received for information.

CARRIED

8. Correspondence

- 8.1) Agreement Establishes New Relationship Between Province and C A's
- 8.2) New President for Two Creeks Group
- 8.3) CO's Comments on Excess Soil Management Regulatory Proposal (EBR#013-0299)
- 8.4) Municipal Staff Workshop Re: Update of Assessment Reports & Source Protection Plan
- 8.5) How bad is Ontario's flood problem? Depends where you live
- 8.6) CK Biologist concerned over pics of dead turtles

12. D. McKillop – M. Bodnar

Moved that the Board of Directors recommend that Rick Taves be nominated for a 2019 LTVCA Volunteer Hero's Award for all the hard work and effort over the years that he's contributed to the successful program at the Two Creeks Conservation Area.

CARRIED

13. L. Leclair – G. Bogart

Moved that correspondence items 8.1) through to 8.6) be received for information.

CARRIED

9. Events Calendar

14. D. McKillop – M. Bodnar

Moved that the Events Calendar items be received for information.

CARRIED

10. Other Business

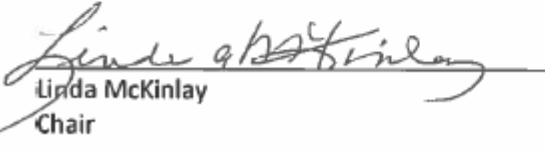
None noted.


11. Adjournment

15. J. Kavelaars – L. Leclair

Moved that the meeting be adjourned.

CARRIED


Linda McKinlay
Chair


Mark Peacock
General Manager/Secretary-Treasurer

6. Presentations

6.1) Communication & Conservation Education

Karen Mattila and Jerry De Zwarts will be providing a Power Point Presentation on Communication and Conservation Education programs.

6.2) LTVCA Risk Management Plan

Mark Peacock will be providing a Power Point Presentation on LTVCA Risk Management Plan.

7. Business for Approval

7.1) Updated By-law, Code of Conduct and Conflict of Interest Report

Administrative By-Law

Code of Conduct

Conflict of Interest Guidelines

Procedure for Election of Officers - Update Report

Date: August 23, 2018

Memo to: LTVCA Board of Directors

Subject: 2nd Reading Administrative By-law, Code of Conduct, Conflict of Interest Policy and
Procedure for Election of Officers

From: Administrative By-law, and Policy Review Committee

1. Conservation Ontario Model By-law. Code of Conduct and Conflict of Interest Policy Review

Conservation Ontario has provided a model for an Administrative By-law (and the Best Management Practices Code of Conduct, Conflict of Interest Policy and Election of Officers Procedure) associated with the By-laws. These have been revised by staff to add LTVCA specific wording to prepare the first version of the by-law.

2. Process to Review and Approve By-law

The approval of the by-law follows a formal three reading process. It is intended, to meet the deadlines as defined by the act, the June meeting included the first reading, the August meeting, the second reading and the October meeting the third, final reading and approval of the by-law.

In June the Board appointed a committee of members and staff to complete a detailed review the draft document and provide recommendations to the board. Members of this committee included Chair Linda McKinley, Board member Stan Caveney, Val Towsley (staff) and Mark Peacock (staff). Meetings were held on July 18 and August 6 2018 to review the documents.

3. Comments From Committee

The following comments (to bring items to the board's attention) and recommendations have been prepared by the committee.

Section II. Administrative By-law Model (page 8)

Introduction: our member municipalities were reviewed, as well as our Mandate, Vision, Mission and Core Values found in this section.

Section A. Definitions (page 11)

Minister: reference to the Minister of Natural Resources and Forestry has been eliminated from the document and replaced with just 'Minister' as the CA's are now under the MOECP

Section B. Governance (page 12)

b) Term of Member Appointments: Now follows municipal councillor terms of election, 4 year term for consistency

c) Powers of the General Membership: added an additional bullet to this section, second from last bullet (subsection xv.) to address the powers of the Board to refuse permission or impose conditions as noted in the Act

Section 2. Officers: CAO/Secretary-Treasurer: the title of General Manager will be eliminated and replaced with CAO/Secretary-Treasurer (CAO/ST)

Section 12. Signing Officers: b) & c) the limit that the CAO/ST can sign to has been modified to follow the LTVCA's Policies, Section II, Purchasing Policy 2016

Section 18. By-law Review: The minimum number of years for review of the by-law was put to the max allowed, that being 5 years.

Section 20. Enforcement of By-laws and Policies: Staff to make inquiries of municipalities about using their Municipal Integrity Commissioner for purposes of enforcement of the by-laws and policies. This would then be included in final by-law.

C. Meeting Procedures (page 19)

Section 2. Notice of Meeting: all items to be incorporated into the Agenda must be in to the CAO no later than 14 days prior to the meeting if it is to be included in the agenda

Section 2. Notice of Meeting: postponing or cancelling of the meeting must be given to members at least 12 hours prior to the appointed meeting hour

Section 3. Meetings Open to Public: all meetings of the General Membership and Executive Committee are open to the public, excluding in-camera sessions. Note: Committee name changed from "Executive, Personnel and Finance" to "Executive Committee" to be consistent with other CAs and model by-law.

Section 4. Agenda for Meetings: agendas for meetings shall be forwarded to all Members at least five calendar days in advance of the meeting (electronic circulation counts as part of the five days)

Section 10. Electronic Participation: Electronic participation is permitted, but is not intended to be a regular occurring practice

Section 11. Delegations: delegations must provide the CAO 14 days' notice in advance of the meeting in order to be listed on the agenda, and shall be limited to one (1) speaker for not more than 10 minutes or upon leave of the chair, or if not within the 14 days, must have 2/3's approval by the present members to address the Board.

Section 11. Delegations: Speakers will be requested not to repeat what has been said by previous speakers at the meeting. A returning delegation will only be allowed to speak again if new, relevant information has become available since their previous presentation. The Chair may choose to end a returning delegation's presentation if, in the opinion of the Chair, the new information being presented is not relevant to a decision facing the General Membership

Section 12. Annual Meeting: additional items have been included in the list of agenda items for the Annual Meeting, xi. per diem & mileage rates & xii. current year meeting times and dates

Section 13. Meetings with Closed 'In Camera' Sessions: dealing with topics to be in-camera and that voting is permissible in closed sessions. Electronic participation in closed session is not permitted.

Section 14. Voting, c): the chair is entitled to one vote during meetings

Section 15. Notice of Motion: consideration of when a report is walked in to a meeting without the prior 7 days submission to the CAO, must be in 'best interest' of the Authority, or to delay would negatively impact the Authority, majority affirmation is required by the Board.

Section 16. Motion to Reconsider: 2/3's of the Board will be required in order to reconsider a motion that has already been dealt with. Additionally an item may be reconsidered after a 1 year period from the date of the original motion being passed.

Section 19. Minutes of the Meetings: Authority will have minutes signed by both the CAO and the Chair or Vice-Chair, depending on who presided over the meeting, as is the current practice.

D. Approval of By-law and Revocation of Previous By-law(s)

Regarding "By-law number _____ is hereby repealed": the previous by-law did not have a specific by-law number, just dated 1997 when it was approved by the Board - text changed to address this.

E. Appendices to the Administrative By-law

Appendix 1 - Code of Conduct

Section 4. Confidentiality, iv.: staff will confirm which is the most appropriate wording, Aboriginal or Indigenous

Section 11. Harassment: added "Members shall follow the Authority's Harassment Policy as approved from time-to-time."

Section 12. Breach of Code of Conduct: need to consider creating an Enforcement of By-laws and Policies Procedure (refer to Municipal templates) – future work item

Appendix 2 - Conflict of Interest Guidelines

Section 1. Municipal Conflict of Interest Act: noted in this section that 'Members are required to review the Municipal Conflict of Interest Act on a regular basis'. This will be included in future member training and Membership Handbook.

4. Recommendation:

That By-law 2018-01 as amended be read for a second time and posted to the LTVCA web site

7.2) Budget vs Revenue and Expenditures for the period ending June 30th, 2018

Background:

Review the 2018 Budget to the Revenue and Expenditures for the 6 months ended June 30th, 2018.

Current Situation and Discussion:

REVENUE	2018 BUDGET	2018 BUDGET JUNE PROJECTED	2018 ACTUAL TO JUNE 30	\$ VARIANCE TO PROJECTED
GRANTS	893,663	446,832 *	618,867	172,035
GENERAL LEVY	1,405,668	1,405,668 ^	1,405,668	0
DIRECT SPECIAL BENEFIT	205,000	205,000 ^	205,000	0
GENERAL REVENUES	656,902	328,451 *	316,408	(12,043)
FOUNDATION GRANTS & REVENUES	7,000	3,500 *	-90	(3,590)
RESERVES	11,204	5,602 *	0	(5,602)
CASH FUNDING	3,179,437	2,395,053	2,545,853	150,800
OTHER	0	0	0	0
TOTAL FUNDING	3,179,437	2,395,053	2,545,853	150,800

*-based on a 6 of 12 month proration of the budget

^-based on cash received to date

Grant income is greater than budget due to the reversal of deferred revenue for on going programs, the timing of grants invoiced, including several large grants for Wetland projects and several new and increased grants like an increase in the Source Water Protection grant and an Environment & Climate Change Canada and Rondeau Bay Student Conference grant not included in the budget.

Note: Grant income is based on funds received/invoiced and not matched to expenses, meaning there may be expenses outstanding and not recognized in the attached expense statement. At year-end, each grant is reviewed individually and unspent funds are reduced from grant income and deferred for future expenditures.

Levy revenue is shown on a cash basis. All municipalities are paid in full.

General Revenue is below budget due to the following factors:

- Planning and Regulations fees; Conservation Area revenues; Conservation Education and SKA-NAH-DOHT Village revenues; and Conservation Services and the Chatham Kent Greening Project are lower as a large part of activities and the income are received in summer.

Foundation Grants and Revenues is below budget as there is normally a settlement for the memorial tree programs at the end of the year.

Reserves are zero as this account is used to balance the accounts at year-end if expenses are greater than revenues.

EXPENSES	2018 BUDGET	2018 BUDGET JUNE PROJECTED	2018 ACTUAL TO JUNE 30	\$ VARIANCE TO PROJECTED
WATER MANAGEMENT				
FLOOD CONTROL STRUCTURES	190,674	95,337	77,477	(17,860)
EROSION CONTROL STRUCTURES	0	0	2,286	2,286
FLOOD FORECASTING AND WARNING	156,754	78,377	117,713	39,336
TECHNICAL STUDIES	72,120	36,060	7,649	(28,411)
PLANNING & REGULATIONS	225,526	112,763	88,855	(23,908)
WATERSHED MONITORING (PGMN)	102,760	51,380	55,710	4,330
SOURCE PROTECTION	24,664	12,332	24,532	12,200
THAMES MOUTH DEBRIS REMOVAL	1,204	602	0	(602)
Water Management Subtotal	773,702	386,851	374,222	(12,629)
CONSERVATION & RECREATION PROPERTIES				
CONSERVATION AREAS	638,084	319,042	344,266	25,224
COMMUNITY RELATIONS AND EDUCATION				
COMMUNITY RELATIONS	172,730	86,365	63,965	(22,400)
CONSERVATION EDUCATION	114,257	57,129	71,153	14,024
SKA-NAH-DOHT VILLAGE	229,094	114,547	87,372	(27,175)
Community Relations & Education Subtotal	516,081	258,041	222,490	(35,551)
CONSERVATION SERVICES/STEWARDSHIP				
CONSERVATION SERVICES (FORESTRY)	161,243	80,622	56,661	(23,961)
CHATHAM-KENT GREENING PROJECT	673,159	336,579	215,472	(121,107)
PHOSPHORUS REDUCTION	323,678	161,839	222,370	60,531
SPECIES AT RISK	93,490	46,745	58,274	11,529
Conservation Services/Stewardship Subtotal	1,251,570	625,785	552,777	(73,008)
CAPITAL/MISCELLANEOUS				
ADMINISTRATION BUILDING	0	0	0	0
REPAIRS/UPGRADES	0	0	0	0
UNION GAS CENTENNIAL PROJECT	0	0	0	0
EMPLOYMENT PROGRAMS (FED/PROV)	0	0	0	0
Capital/Miscellaneous Subtotal	0	0	0	0
TOTAL EXPENDITURES	3,179,437	1,589,719	1,493,755	(95,964)

Water Management

Flood Control Structures and Erosion Control Structures are below budget as most large projects have not been incurred but slightly offset due to the expenses incurred from the February flood.

Flood Forecasting and Warning expenses are above budget due to the costs and human resources required for the February flood.

Technical Studies, Planning and Regulations and Watershed Monitoring are below budget due to the February flood event and not having a GIS co-op student for most of the year.

Source Protection is above budget due to an increase in funding and the increase in related expenses.

Conservation Areas

Conservation area expenses are above budget as some of the large projects, opening and operation of the campgrounds and other large operational costs have started and will continue through the summer.

Community Relations and Education

Community Relations and SKA-NAH-DOHT Museum and Village are below budget due to the seasonal nature of large activities in these programs. Conservation Education is above budget mostly due to the Rondeau Bay Student Conference hosted by LTVCA.

Conservation Services/Stewardship

Conservation Services (Forestry) and Chatham-Kent Greening expenses are below budget but closer to budget than the prior report as most activities and related expenses are being incurred and will continue into the summer months.

Phosphorous Reduction is above budget due to several large purchases to fully utilize funds for programs ended Mar 31 and the costs related to the Environment & Climate Change Canada Grant not included in the budget.

Note: There are \$41,000 of capital asset expenditures for the GLASI program not included in this amount. They will be capitalized and amortized over the useful life of the assets.

Species at Risk is above budget due to several large purchases to fully utilize funds for programs ended Mar 31.

Administration

Administration building is comparable to budget.

Summary:

	2018 BUDGET	2018 BUDGET JUNE PROJECTED	2018 ACTUAL TO JUNE 30	\$ VARIANCE TO PROJECTED
TOTAL CASH FUNDING	3,179,437	2,395,053	2,545,853	150,800
TOTAL EXPENDITURES	3,179,437	1,589,719	1,493,755	(95,964)
OPERATING SURPLUS (DEFICIT)	0	805,334	1,052,098	246,764
LESS: ACQUISITION OF CAPITAL ASSET	0	0	(40,745)	(40,745)
NET CASH FUNDING SURPLUS (DEFICIT)	0	805,334	1,011,353	206,019

Note: The difference between the projected budget funding and projected budget expenditures is due to the recognition of the full General Levy and Special Levy versus all other income and expenses are prorated for the period.

At June 30th, 2018, LTVCA's operating surplus is favourable to the projected budget; however, there are several things to consider. A significant portion of the income for the year has been accounted for with the full levy being recognized but the Conservation Authorities expenses happen throughout the year with the largest portion of the expenses incurred during the summer months.

Recommendation:

That the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended June 30th, 2018.

7.3) 2019 Preliminary Budget

Report to Board

Date: August 23, 2018
Memo to: LTVCA Board of Directors
Subject: **2019 Preliminary Budget Preparation Report**
From: Todd Casier, CPA, CA, Financial Services Supervisor

Background:

As part of the current Lower Thames Valley Conservation Authority Strategic Plan (2016-2021) the Conservation Authority developed 12 objectives in 4 General Areas. The Financial Objectives were as follows:

4. Improve Transparency and Understanding of Financial Statements
5. Improve Capital Asset Review
6. Strengthen Staff Stability (financial stability, attraction & retention)

In order to achieve objective 4., a number of initiatives were defined. Year 1 of these initiatives have been achieved including preparation of financial statement for each board meeting that improves the boards understanding of the financial position of the LTVCA. One of the other initiatives involves having managers better involved and informed regarding the financial decision of the authority (years 3 and 5).

Objective	Ownership	Measurement	Candidate Initiatives	Budget Implications
4. Improve Transparency and Understanding of Financial Statements	Financial Services Specialist & Management Team	Quarterly statements for each program reviewed with program managers	Year 1- Quarterly statements reflecting reality Year 3- Managers have adequate information and capacity for financial decisions Year 5- Managers manage budgets in collaboration with Todd	Budget neutral Budget neutral Budget neutral

To address this requirement, the budgeting process is being revised, allowing managers more say in budget development and more responsibility in financial management of their departments. Providing additional time for this to happen means that a preliminary budget report is being presented at the August 2018 Board meeting.

Revised Budget Preparation Process:

- 1) July – meeting with Managers to review general budget approach and breakdown
- 2) July – spreadsheets prepared showing each account with current to date results, the past two years of actuals and initial proposed budget assuming:
 - a) Salaries carried forward with increase based on approx. 2% economic adjustment and merit increases
 - b) Payroll allocated based on past experience and current expectations

- c) Projects being carried forward will be based on known expectations
- d) General Expenses based on past trends modified by current expectations
- 3) July – Managers review staff work plans with staff to determine changes and new projects/priorities/requirements for 2019 budget
- 4) End of July – Todd provide spreadsheets to managers for their areas of budget
- 5) August – Budget Preparation Report to Board providing general assumptions and process to develop 2019 preliminary budget
- 6) August – Mark and Todd meet with individual Managers to review and prepare preliminary budget (more than one meeting per manager may be required)
- 7) September – Mark and Todd meet to review overall budget and challenges and compile complete preliminary budget
- 8) End of September – meeting with managers to review preliminary budget prior to finalization
- 9) October Board Meeting – Preliminary Budget and levy presented to the Board of Directors for review and approval
- 10) October – budget and levy circulation and notification (min 30 days as per Act)
- 11) January – final review of budget with management team
- 12) February – final review and approval by board at annual meeting

Budget Preparation Assumptions:

The budget will be prepared based on a 2% total general levy increase. This will allow the LTVCA to meet the expected Municipality of Chatham Kent 1.8% preliminary budget increase requirements assuming the current trend in CVA apportionment will continue in 2018.

Recommendations: That the Board direct staff to prepare the 2019 budget based on a 2% general levy increase and bring the preliminary 2019 budget back to the October meeting for review and approval.

7.4) Sharon Creek Dwelling

Report to Board

Date: August 23, 2018
Memo to: LTVCA Board of Directors
Subject: Moving House to Sharon Creek Conservation Area
From: Randall Van Wagner, BSc, Manager of Conservation Lands and Services

Background:

With close proximity to City of London the Sharon Creek Conservation Area is very busy. A number of groups use the area including the London Canoe Club, London Stand Up Paddlers, church groups, and London Anglers. There is a constant need for presence on the property due to past and continuing vandalism and partying. A great deal of staff time is used for security, maintenance, and enforcement of CA regulations and day use passes at this site.

A local resident has offered to donate a house to the Lower Thames Valley Conservation Authority to allow a presence at the Sharon Creek Conservation Area. The house has been appraised at approximately \$350,000. The house, built in the late 1990's is well maintained and is close to Sharon Creek Conservation Area. It is proposed to move the house to Sharon Creek Conservation Area.

Project Process and Benefits:

A local environmental group, the Thames River Keepers, has come forward to partner in the project. The group is an incorporated non-profit group that works closely with the area's First Nations, educating, promoting and protecting the Thames River.

LTVCA would draft a formal agreement with the group where we would charge rent per month, but in turn would also pay the group for their services (maintenance and security).

The project process would include:

- Obtain approval from LTVCA board to move ahead with negotiations to relocate house and draft an agreement with the Thames River Keepers
- Negotiating an agreement between the LTVCA and the Thames River Keepers to undertake the project
- Assessing value of house donation – Donor to engage independent 3rd party to undertake this evaluation
- Obtain municipal approval to move house
- Obtain approval from LTVCA board to enter into agreement with the Thames River Keepers and to proceed with project
- Obtain municipal permits to move house
- Construct foundation and septic bed to service house – well and well house already on property
- Move House
- Member of Thames River Keepers to become resident of house

Moving the House will create the following benefits for LTVCA

- Presence at Sharon Creek CA to address security and vandalism issues
- Thames River Keepers will live on site, maintain property, host events etc.
- An asset to the Authority
- Be in agreement with 2016 LTVCA Strategic Plan
- Improve user experience
- Alleviate staff time

Finances:

Costs: The draft budget is as follows:

Expenses	Approx. cost	Funded by
Move house	\$38,000	Thames River Keepers
Septic system	\$20,000	LTVCA
Foundation	\$30,000	LTVCA
Services	\$10,000	LTVCA

Revenue: Funding would be from:

- a. Approximately \$38,000 from the Thames River Keepers
- b. \$20,000 from reserves of Friends of Sharon Creek, held by LTVCA Foundation
- c. Approximately from LTVCA reserves or other sources \$40-\$50,000

Recommendation: That the LTVCA Board of Directors direct staff to move ahead with negotiations to relocate house and draft an agreement with the Thames River Keepers. Once agreement is drafted it will be presented back to the Board of Directors for final approval.

7.5) Draft Regulations and Planning Policy

Preliminary comments have been received from the initial target groups and placed into a response template for review and commenting purposes (attached separately to the Agenda). Some changes have been made, but as other comments dealt with the CA Act, these could not be incorporated into the Policy. Since the preliminary draft was sent out, the policy was reformatted to follow the layout of the MNRF Technical Guidelines for consistency purposes.

Staff will be providing a link to the Authority's website after this meeting with the updated version and will seek broader comments back from the public in general as well as contacts that the CA deals with on a regular basis, e.g. contractors, realtors, etc. as well as the initial target group (surrounding CA's, municipal planners, municipal drainage superintendents, municipal building inspectors, LENSEA).

Recommendation: That the Board of Directors note and receive the changes made to the draft policy and that a broader circulation be initiated.

7.6) A proposed or pending acquisition/disposal of land by the Authority, in Camera Session

8. Business for Information

8.1) Water Management

8.1.1) Flood Forecasting and Operations

There have been three Watershed Condition Statements issued since the last Board of Directors Agenda was drafted. All three messages were issued for the Lake Erie shoreline. In all three cases, forecasts called for sustained winds between 35 and 40 km/hr with gusts up to 60 km/hr and predicted waves of 1.5m in height. For the first two events on June 9th and 22nd, the winds were out of the northeast and had the potential for creating issues along Rose Beach Line and the bay side of Erieau and Shrewsbury. The third event on July 21st, winds were out of the southeast and had the potential for creating issues along Erie Shore Drive. In the past, minor flooding issues seemed to arise when winds exceeded 35 km/hr so significant flooding was not expected. Staff were unable to observe lake conditions on June 9th and July 21st however, minor flooding was observed on June 22nd along Erie Shore Drive (7 properties) including one house which appeared to be pumping water out of their crawlspace. While no overland flooding was observed on that same date in Erieau, a few properties were observed actively pumping water from their crawlspaces. As high lake levels continue, the risk of flooding remains and there is the potential for shoreline residents to get lake water spraying onto their properties even when flood messages haven't been issued.

8.1.2) Low Water Response Program

Under the Low Water Response Program, three indicators of drought are examined; 3 month total rainfall, 18 month total rainfall and monthly average flows in the river. For reporting up to July 31st, all of the indicators suggested that the Lower Thames watershed was not in any type of low water condition. The area has experienced quite a bit of thundershower activity which has kept both the rainfall totals and river flows up. Since thundershowers generally don't hit the whole region equally, it is likely that there are regions of the watershed that are substantially dryer. However, that doesn't appear to be the case for the region as a whole. The watershed condition reports for the Low Water Response Program are available upon request.

8.2) Regulations and Planning

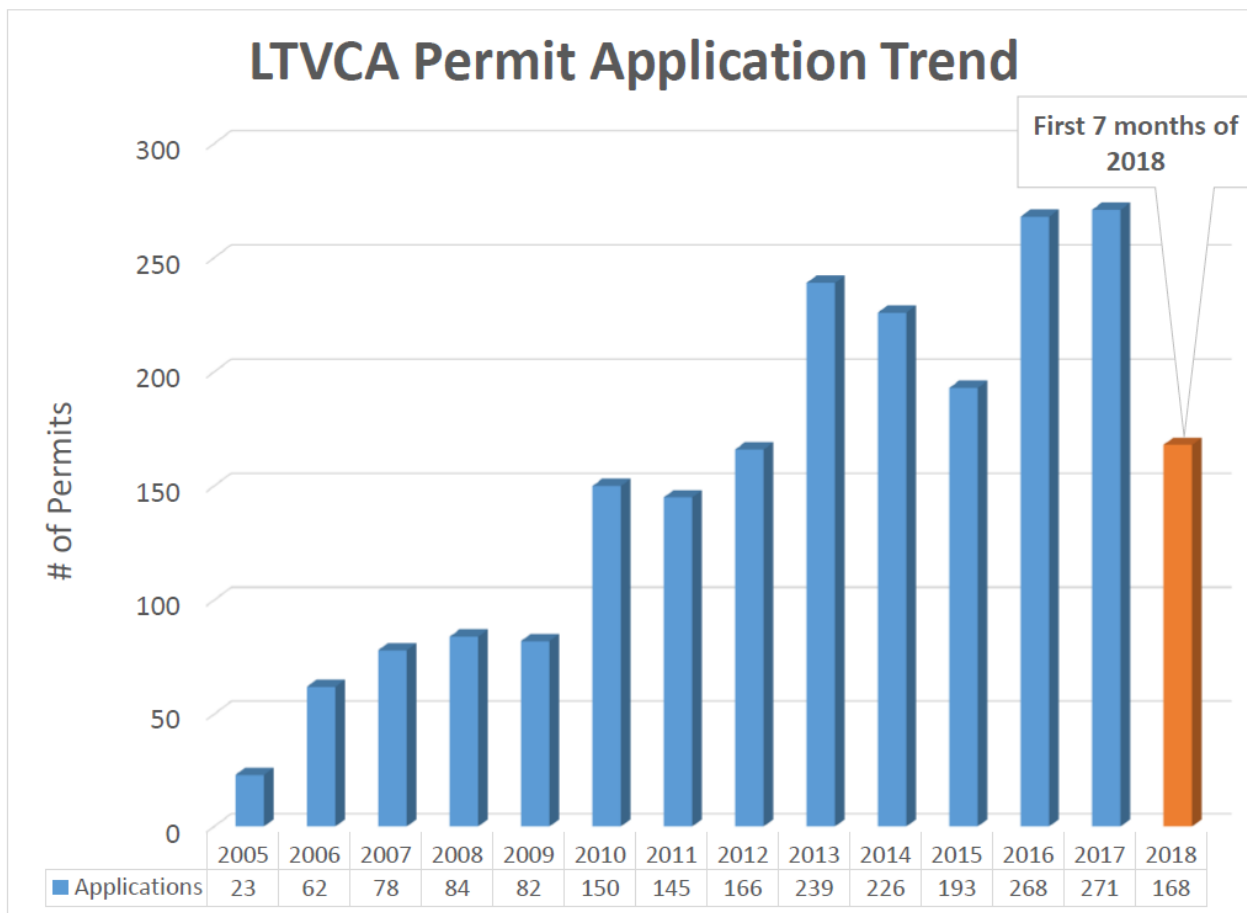
8.2.1) Section 28 Regulations /Permitting

Permitting

The total number of permit applications with respect to Section 28 of the Conservation Authorities Act and Ontario Regulation 152/06 within the first five months of 2018 was 85 which was down approximately 33% from those reported in the same time frame last year. Since the last board update on 21 June 2018 and up to the end of 31 July 2018, staff have received an additional 83 permit applications. In the last two months, the number of permit applications has doubled compared to the first five months of the year.

Due to the significant amount of permit applications received in the last two months, the amount of time it takes to review and approve each application has increased with some applicants waiting in excess of 45 days to receive a permit. Most applications are being reviewed and approved within two to three weeks of submittal of a 'complete' application. Of the 83 new permit applications, 68 of those applications were able to be approved by staff, five applications require additional documentation in order to be approved, and the remainder (nine) have yet to be reviewed.

Between 01 January 2018 and 31 July 2018, there have been 168 permit applications received by our office. In 2015, 2016, and 2017, staff had received and reviewed a total of 96, 146, and 172 permit applications, respectively, within the same time period.



It appears that the number of permit applications for 2018 will likely be within the vicinity of the numbers observed in 2016 and 2017 (both were record-breaking years) and could potentially be the third year in a row that sees record-breaking numbers.

Below are some Section 28 Permitting statistics for 2018 up to and including 31 July 2018:

- 31 properties were surveyed for permit and official plan flood proofing requirements;
- 64% of all applications have been within Chatham-Kent and 13% have been within Lakeshore;
- 61% of the applications have been for private property owners for construction, shoreline protection repairs, or bank alterations;
- 36% of applications have been for municipal projects (drainage or infrastructure); and
- Total of permit application fees = \$38,625.00 (average of \$229.91 per permit issued).

8.2.2) Property Inquiries

In the spring, the number of property inquiries to the regulations technician had increased from approximately four per business day to six per business day. In the last two months, the average amount of property inquiries to the regulations technician was six per business day. The total amount of property inquiries for 2018 up to and including 31 July 2018 was 751. These numbers do not include the property inquiries that the resource technician has received. Due to the volume in the regulations department, responses to property inquiries (either a return call or an e-mail response) can take up to four weeks depending on the nature of the inquiry.

Some of the reasons that staff receive property inquiries include:

- Realtors looking to sell a property and wanting to know any potential restrictions for future buyers.
- People purchasing property who want to know more about the site-specific hazards and regulations.
- Landowners wanting to learn about best management practices specific to their property.
- Landowners wanting specific information on what is permitted in regulated areas.
- Insurance companies looking for floodplain information.
- Municipal staff or utility companies planning future projects.

8.2.3) Section 28 Enforcement

19 additional Section 28 enforcement related complaints/violations have been received so far in 2018. They are considered “additional” as there are multiple on-going investigations and enforcement related work stemming back to 2014. Three of the 16 complaints/violations arose in the last two months. Of the 19 complaints/violations received so far in 2018, 15 were in Chatham-Kent, one was in Lakeshore, one was in West Elgin, one was in Dutton Dunwich, and one was in Southwold.

Staffing resources continue to be a problem when it comes to dealing with complaints and violations in a quick and effective manner as many enforcement files remain open. Where applicable, staff work with other municipal, provincial, and federal partners on joint investigations (where complaints or violations cover multiple laws or bylaws). Whenever another agency can handle the investigation on their own (better resources and better equipped), staff internally close the file as it relates to the Conservation Authorities Act violation.

8.2.4) O.Reg. 152/06 Permit Applications

Staff Report

O.Reg. 152/06 Permit Applications (2018)

B.D. 08/23/18

APP#	LOCATION	COMMUNITY/ TOWNSHIP	MUNICIPALITY	APP'N TYPE	DECISION
086-2018	Cameron Grant Drain	Dunwich	Dutton Dunwich	Alteration	Granted: June 04, 2018
087-2018	22709 Silver Clay Line	Aldborough	West Elgin	Alteration	Granted: June 04, 2018
088-2018	12 Albert Street	Shrewsbury	Chatham-Kent	Construction	Granted: June 04, 2018
089-2018	19015 Lakeside Drive	Lighthouse Cove	Lakeshore	Construction	Granted: June 04, 2018
090-2018	17 Renaissance Place	Chatham	Chatham-Kent	Construction	Granted: June 04, 2018
091-2018	18530 Erie Shore Drive	Erie Shore Drive	Chatham-Kent	Alteration	Granted: June 04, 2018
092-2018	7553 Riverview Line	Raleigh	Chatham-Kent	Construction	Granted: June 06, 2018
093-2018	Dale Drive & Bear Line Road	Chatham	Chatham-Kent	Alteration	Granted: June 06, 2018
094-2018	27941 Park Drive	Duttona Beach	Dutton Dunwich	Construction	Granted: June 07, 2018
095-2018	Har-De-Bo Drain	Aldborough	West Elgin	Alteration	Granted: June 07, 2018
096-2018	Dale Emery Pumping Works Main Drain	Dover	Chatham-Kent	Alteration	Granted: June 06, 2018
097-2018	Earl Pepper Drain	Raleigh	Chatham-Kent	Alteration	Granted: June 07, 2018
098-2018	Kearns Drain	Raleigh	Chatham-Kent	Alteration	Granted: June 07, 2018
099-2018	Leibner Drain Branch	Aldborough	West Elgin	Alteration	Granted: June 08, 2018
100-2018	Hind Drain	Aldborough	West Elgin	Alteration	Granted: June 08, 2018
101-2018	6538 Krista Lane	Ekfrid	Southwest Middlesex	Construction	Granted: June 07, 2018
102-2018	Nelson Drain	Tilbury East	Chatham-Kent	Alteration	Granted: June 08, 2018
103-2018	Palmer Street Drain	Ridgetown	Chatham-Kent	Alteration	Granted: June 07, 2018
104-2018	866 Hiawatha Beach	Romney	Chatham-Kent	Alteration	Granted: June 08, 2018
105-2018	Derbyshire Drain	Romney	Chatham-Kent	Alteration	Granted: June 08, 2018
106-2018	31613 Celtic Line	Dunwich	Dutton Dunwich	Alteration	Granted: June 20, 2018
107-2018	10588-10590 Sinclair Line	Harwich	Chatham-Kent	Alteration	Granted: June 20, 2018
108-2018	18529 Kent Bridge Road	Howard	Chatham-Kent	Alteration	Granted: June 20, 2018
109-2018	22413 Talbot Line	Aldborough	West Elgin	Alteration	Granted: June 22, 2018
110-2018	8115 Union Road	Southwold	Southwold	Alteration	Granted: June 22, 2018
111-2018	Daugherty Drain	Southwold	Southwold	Alteration	Granted: July 13, 2018
112-2018	McGregor Creek Drain	Harwich	Chatham-Kent	Alteration	Granted: June 27, 2018
113-2018	Graham Drain	Raleigh	Chatham-Kent	Alteration	Granted: June 18, 2018
114-2018	Souigny Drain	Raleigh	Chatham-Kent	Alteration	Granted: June 20, 2018
115-2018	McPherson Drain	Orford	Chatham-Kent	Alteration	Granted: June 20, 2018
116-2018	Duffus Drain	Howard	Chatham-Kent	Alteration	Granted: June 22, 2018
117-2018	15 Prince Street North	Chatham	Chatham-Kent	Construction	Granted: June 20, 2018
118-2018	29643 Lakeview Line	Dunwich	Dutton Dunwich	Alteration	Granted: June 22, 2018
119-2018	30022 Lakeview Line	Dunwich	Dutton Dunwich	Alteration	Granted: June 22, 2018
121-2018	Carrol Line @ Graham Road	Aldborough	West Elgin	Alteration	Granted: July 10, 2018
122-2018	Abray Drain	Howard & Orford	Chatham-Kent	Alteration	Granted: June 22, 2018
123-2018	Kuri Drain and Pump Works	Dover	Chatham-Kent	Alteration	Granted: June 22, 2018
124-2018	57 Detroit Drive	Chatham	Chatham-Kent	Construction	Granted: June 27, 2018
131-2018	0 Island Crescent	Lighthouse Cove	Lakeshore	Alteration	Granted: July 10, 2018
132-2018	11575 Wildwood Line	Rondeau	Chatham-Kent	Construction	Granted: July 10, 2018
133-2018	4873 Tecumseh Line	Tilbury East	Chatham-Kent	Alteration	Granted: July 10, 2018
134-2018	1025 Kerr Avenue	Erieau	Chatham-Kent	Construction	Granted: July 10, 2018
135-2018	Beaubien Drain	Dover	Chatham-Kent	Alteration	Granted: June 27, 2018
136-2018	Mount Creek Drain	Dover	Chatham-Kent	Alteration	Granted: June 27, 2018

APP#	LOCATION	COMMUNITY/ TOWNSHIP	MUNICIPALITY	APP'N TYPE	DECISION
137-2018	Indian Creek Drain	Chatham	Chatham-Kent	Alteration	Granted: June 28, 2018
138-2018	Gregory Drain	Raleigh	Chatham-Kent	Alteration	Granted: June 28, 2018
139-2018	Hutchinson Drain	Southwold	Southwold	Alteration	Granted: July 18, 2018
140-2018	8577 Furnival Road	Port Glasgow	West Elgin	Alteration	Granted: July 10, 2018
141-2018	19015 Light Cove Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: July 10, 2018
142-2018	425 Mariners Road	Erieau	Chatham-Kent	Construction	Granted: July 13, 2018
143-2018	30294 Fingal Line	Dunwich	Dutton Dunwich	Alteration	Granted: July 24, 2018
144-2018	13588 Longwoods Road	Camden	Chatham-Kent	Construction	Granted: July 13, 2018
146-2018	19035 Light Cove Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: July 18, 2018
147-2018	Blythe Drain	Raleigh	Chatham-Kent	Alteration	Granted: July 17, 2018
148-2018	Harold Walker Drain	Tilbury East	Chatham-Kent	Alteration	Granted: July 17, 2018
149-2018	Boudreau Drain	Raleigh	Chatham-Kent	Alteration	Granted: July 17, 2018
150-2018	Wilton Drain No. 2	Aldborough	West Elgin	Alteration	Granted: July 31, 2018
153-2018	8 Manchester Place	Chatham	Chatham-Kent	Construction	Granted: July 26, 2018
154-2018	18132 Erie Shore Drive	Erie Shore Drive	Chatham-Kent	Construction	Granted: July 13, 2018
156-2018	6 Indian Creek Road East	Chatham	Chatham-Kent	Construction	Granted: July 24, 2018
157-2018	1550 Carpenter Lane	Erieau	Chatham-Kent	Construction	Granted: July 31, 2018
158-2018	Ingram Drain	Howard	Chatham-Kent	Alteration	Granted: July 31, 2018
160-2018	6964 Talbot Trail	Raleigh	Chatham-Kent	Construction	Granted: July 20, 2018
161-2018	13560 Norton Line	Thamesville	Chatham-Kent	Construction	Granted: July 24, 2018
162-2018	56 Wellington Street	Shrewsbury	Chatham-Kent	Construction	Granted: July 24, 2018
163-2018	11 Victoria Street	Shrewsbury	Chatham-Kent	Construction	Granted: July 24, 2018

Recommendation:

That permit applications #086-2018 to #119-2018, #121-2018 to #124-2018, #131-2018 to #144-2018, #146-2018 to #150-2018, #153-2018, #154-2018, #156-2018 to #158-2018, and #160-2018 to #163-2018 be received for information.

8.3) Conservation Areas

8.3.1) June 1 – July 31 Visitation / Camping Stats (STATS NOT AVAILABLE)

These stats are from May 31/18

Longwoods Road Conservation Area – 3,541 people (3,069 in 2017) (Includes 2 people per pay & display permit (transaction) Pay and Display Permits - 327 vehicles (367 in 2017)

E.M. Warwick Conservation Area – 267 people (280 in 2017)

Big Bend Conservation Area – 27 people (90 in 2017)

C.M. Wilson Conservation Area – 1,268 people (1,990 in 2017) (Includes 2 people per pay & display permit (transaction) Pay and Display Permits – 108 vehicles (155 in 2017)

Sharon Creek Conservation Area – 42 people May

Season's Day Use Permits: 35- 2018 Day Use Permits sold April/May (5 sold in April/May 2017). Total Season's Day Use Permits sold so far in 2018 is 64.

8.3.2) Conservation Areas

CM Wilson Conservation Area

Staff have implemented a new self-serve canoe, bicycle equipment use station. Campers, day use, and day use permit holders are free to use equipment on site. New life rings have been installed at water's edge.

Sharon Creek Conservation Area

Staff have installed two new docks for paddlers and fishermen. 2 new life rings are on site, along with new signage. The new Mackay Pay phone app continues to sell day use fees, as well as driving Season's Pass permits.

American Friends of Conservation

Staff attended a one day workshop at Backus Page House to learn how this non-profit group can assist with land donations from US citizens that own land in Ontario.

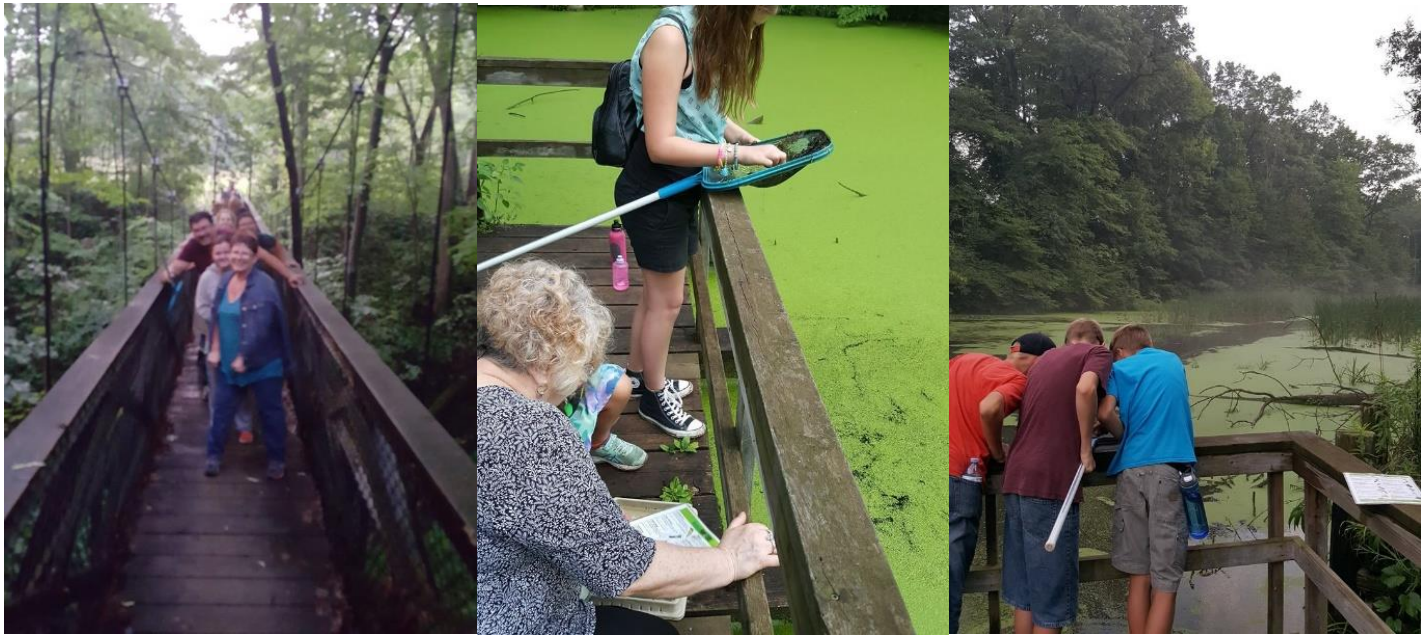
Ward Donation

The appraisal has been accepted, the severance is now underway and in the hands of the municipality of Chatham-Kent. A memorial rock acknowledging the donors is being engraved and will soon be placed on site.

8.3.3) Conservation Area Events

Twilight Tuesdays July 3 to August 21 (Longwoods Road Conservation Area)

Every Tuesday evening at 7:30 pm, staff are conducting evening tours of the trails and Ska-Nah-Doht Village. The nights end with a bonfire, sing-a-long and marshmallows! Jerry De Zwart – Conservation Education Technician and Karen Mattila – Museum Curator have been terrific hike leaders! Crowds up to 50 people have enjoyed the nighttime at Longwoods! And special thanks to our 2 summer students Mila and Eddie (Canada Summer Jobs) for helping with these events. Hike topics have included going back in time to the Ice Age to learn about the forming of the Great Lakes and mastodons, learning how to find your way home by the stars, all about bugs and raptors!



Salthaven Wildlife Rehabilitation and Education Centre July 7 (Sharon Creek Conservation Area)

Brian Salt from Salthaven Wildlife Rehabilitation and Education Centre gave an outdoor wildlife presentation at the amphitheatre down by the water, at Sharon Creek Conservation Area. The presentation started at 10 a.m. Salthaven is committed to the care and rehabilitation of sick, injured, orphaned or otherwise compromised wildlife; their goal is to return healthy animals to their natural habitat. Through education they are dedicated to increasing public awareness about and respect for the issues affecting Canadian Wildlife. This event was arranged as our way of demonstrating increased programming and facilities as a result of the new MacKay Pay system of day use payment.



Artifact Day July 15 (Longwoods Road Conservation Area)

Artifact Day was the best turn out of collections in all our years! Thanks to the 18 + participants who brought their treasures to be identified. Big thanks to the London Chapter - Ontario Archaeological Society for flintknapping and I.D.'s - special thanks to Dr. Chris Ellis.



Coming Up!

“Spirit of the Harvest” September 30th

Join us for Spirit of the Harvest at Ska-Nah-Doht Village and celebrate with music, food and crafts. Activities will begin at 11:00 a.m. and run until 4:00 p.m., rain or shine! Admission to be announced. Try corn soup and fry bread, an annual favourite! Stop by the Resource Centre/Museum to view our newest exhibit, The Community Collection, featuring family collections from community donors. Some of these items will be back in the vault soon, so it may be your only time to view these extraordinary gems of the museum’s collection.

There is something for everyone so make it a family day! Watch the demonstrations of flint knapping with members of the Ontario Archaeological Society and friends—the best knappers in North America. Follow the scarecrows on the annual scavenger hunt or drop by the craft stations to make your own art. Take time to visit our local artisans and crafters who literally have something for everyone’s taste! Enjoy a walk down the trails to see the fall colours of our 155-acre park or enjoy the view from the wagon rides offered throughout the day.

8.3.4) Enforcement – Section 29

MEU conducted several random patrols for section 29 – mainly at Sharon Creek Conservation Area. Mainly warnings as under Section 29, the trespassing charge is fairly steep at \$125. A request has been submitted to Middlesex Centre to see if LTVCA can go under their by-law to issue parking ticket violations.

8.4) Conservation Services

8.4.1) Conservation Services

1. Current Special Projects

a. CKPH Future Climate Change Impacts

A grant is being sought in partnership with Chatham-Kent Public Health to assist in assessing the Health Impacts and Vulnerabilities Related to Climate Change in Chatham-Kent. This will describe current health risks and project future health risks. Our partnership involves communicating our efforts to combat climate change and help steer a climate change action plan for the community.

b. CKCPF Outdoor Classroom

Plans are moving forward with the implementation of an Outdoor Classroom for Harwich Raleigh Public School in Blenheim as part of a Chatham-Kent Community Partnership Fund grant received this year. The outdoor classroom will feature a semi-circle of armour stones for seating on a mulched pad. Additionally, several larger Carolinian trees will be planted to cast shade on the area during the hottest part of the day.

c. Tomorrows Greener Communities Today



AarKel Tool & Die Inc.

100 large trees are on order for this fall. This program allows businesses or schools to participate in creating areas around the workplace or school that are an escape from the hot sun to reduce skin cancer risk and reduce stress during break times.

d. Bee City Initiative

In partnership with Amy Wilcox of the Municipality of Chatham-Kent we have initiated the designation of Chatham as a Bee Friendly City through Bee City Canada. Program participants must actively be:

- Creating, maintaining and/or improving pollinator habitat.
- Educating their community, employees and/or customers about the importance of pollinators.
- Celebrating pollinators during International Pollinator Week or at other times.

This is something the LTVCA Stewardship has been doing for years now already so it makes sense to acquire designation.

e. TD Tree Days

Tree Days is once again set to go for 2018. It will be on Oct 13th this year. TD Friends of the Environment contributes \$2500 toward an annual community planting. This year it will be at the Bloomfield Tourist Kiosk. All volunteers welcome.

f. CK PUC projects

i. Thamesville Waste Water Treatment Plant

Darren Galbraith is the Area Manager for North and Central Chatham-Kent. They are currently in the process of renovating the Thamesville Wastewater Treatment Plant. In doing so the opportunity presented itself to restore the additional Municipal land surrounding the facility. The plan is to seed it down with Pollinator grasses and forbs. Carolinian tree seedlings will then be planted in the spring of 2019.

ii. Roadside projects

To appease public concerns in Chatham-Kent regarding roadside mowing and tree removal, the Stewardship staff have begun putting together a list of roadside sites with maps to work with the municipality to restore these areas. This list has been given to Manager, Public Works South. Provided site lines and infrastructure are not obstructed the hope is that we can proceed with these sites.

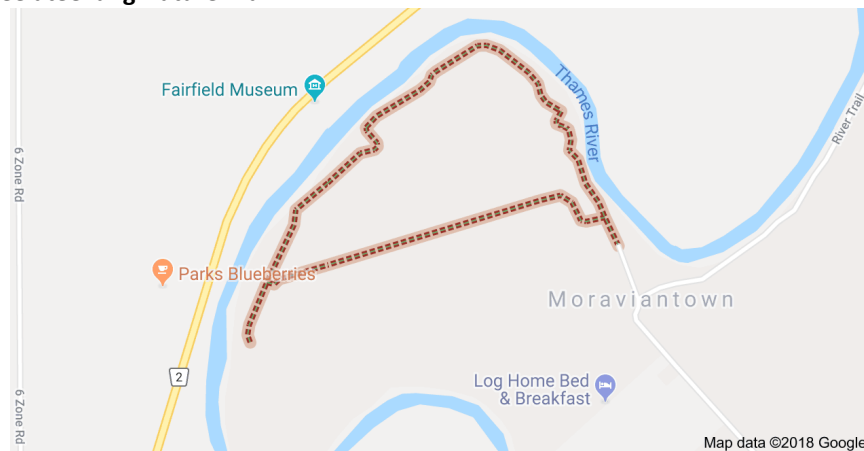
2. Alternative Land Use Service (ALUS)

Our agreements are in place and Amanda Blain will take on the ALUS coordinator duties. The current step is forming the Program Advisory Committee (PAC). The PAC will consist of environmentally conscious landowners who have a keen interest in the environment and are well connected with the community while being from all corners of Chatham-Kent. This program will assist our community and add to our project recruitment tool box for Chatham-Kent.

3. MTO Highway 401 Exit 90

The interchange will see 50 replacement trees this fall. There was some mortality due to a stretch of dry weather in July.

4. Meesingw - Weelateéxung Nature Trail



Arrangements are being made to host a tour of the Moravian town interpretive trail along the Thames River for the South West Woodlot Association this fall. This trail known as the **Weelateéxung Nature Trail** is the Delaware Nation's newest hot spot for local hikers, birders and nature lovers! Weelateéxung means "the good path" and you'll quickly understand why as you walk the trail which hugs the southern shore of the Thames River. There are signs to help you find the trail, and help you discover special plants and animals, which are of cultural significance to the Delaware People.

5. Current Stewardship Projects

- **34 Wetland** projects are currently being worked on for 2018
- There are **31 Reforestation** projects being worked on for 2019
- There are **5 Prairie** projects being worked on for 2019
- We are also currently doing a cost analysis of our spring seedling storage to see if a facility of our own makes more economic sense long term

8.4.2) Aquatic Species at Risk (SAR)

1. Aquatic Species at Risk (SAR)

LTVCA has been approved for \$84,954 in Habitat Stewardship Program funding for the 2018/19 fiscal year targeted at aquatic species at risk conservation and recovery in the LTVCA watershed. Details of the funding agreement are currently being negotiated, but a major portion of the work will include a threat assessment to aquatic SAR in the lower Thames River. Mei-Ling Bonato has been extended as the SAR Communications Assistant and has been working on a series of Facebook posts regarding fish and mussel SAR in the watershed as well as on a mussel SAR brochure. Daniel Taddeo was hired with Canada Summer Jobs funding to assist with aquatic fieldwork. He and Vicki will be working with Environment Canada and the University of Guelph in August to assess freshwater mussel populations near two bridges in the watershed. This work is part of a larger study to assess road salt impacts on these populations.

2. Drain Classification Project

Daniel is also assisting Vicki in drain classification work associated with a small DFO contract for \$8,800 for this purpose.

8.4.3) OMAFRA & Phosphorus Reduction

Phosphorus Reduction Updates

ECCC - McGregor and Jeannettes Creek Phosphorus Reduction Program

The LTVCA was successful in acquiring \$600,000.00 from the Environment and Climate Change Canada (ECCC) Great Lakes Protection Initiative for the project entitled the “McGregor and Jeannette’s Phosphorus Reduction Program.” The project will occur from June of 2018 to March of 2022. The funding acquired from ECCC will be used to extend the monitoring and research activities that began through the GLASI Jeannette’s Creek Priority Subwatershed Project from 2015-2018. The new project will be geographically expanded and will offer financial contributions to agricultural producers within the entire catchment areas of McGregor and Jeannette’s Creek to implement Best Management Practices (BMPs). Some additional monitoring activities will also occur within McGregor Creek over the duration of the project. The main goal of the project is to improve soil health and reduce the amount of agriculturally sourced phosphorus entering the Thames River, Lake St. Clair and ultimately the Western Basin of Lake Erie.

Similar to the GLASI project, the LTVCA will partner with Dr. Ramesh Rudra’s modeling team from the Water Resources Engineering department at the University of Guelph to develop a Soil and Water Assessment Tool (SWAT) for the McGregor and Jeannette’s Creek subwatersheds. The tool will be used to simulate and quantify the effectiveness of implemented BMPs at reducing agriculturally sourced phosphorus loads. The SWAT model will be calibrated using measured results from LTVCA monitoring stations located throughout McGregor and Jeannette’s Creek subwatersheds. Phosphorus reductions achieved through the program will support Canada and Ontario’s goal of reducing Phosphorus loading from the Thames River by 40%, based on the 2008 load.

The LTVCA intends to formally launch the program during September of 2018. The LTVCA is actively pursuing additional funding opportunities to support and enhance the objectives and goals of this project. During July, a proposal was submitted to the Agricultural Adaptation Council (AAC) “Canadian Agricultural Partnership: Organizations and Collaborations” fund to acquire additional funding to offset LTVCA human resources and monitoring costs. The proposal is currently being reviewed by AAC.

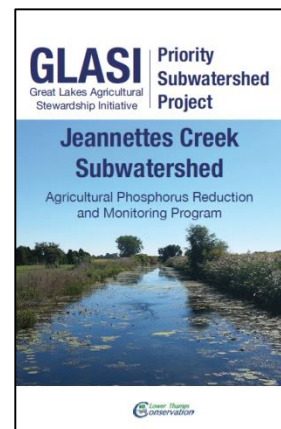


GLASI Jeannette's Creek Priority Subwatershed Project – SWAT Model and Continued Monitoring

The GLASI Jeannette's Creek Priority Subwatershed Project (PSP) agreement concluded on March 31st of 2018. During the summer of 2018, the LTVCA project staff continued to conduct water quality sampling during precipitation and flow events within the Jeannette's Creek priority subwatershed. The subwatershed has experienced dry conditions during the months of June and July, with respective monthly rainfall accumulations totaling 66mm and 67mm. During this period, the LTVCA collected 5 samples from pump flow events that were submitted to Caduceon Environmental Laboratories for nutrient concentration analyses. No runoff events have been observed or recorded at the BMP edge of field research sites near Merlin during this time period.

During the summer LTVCA project staff have continued to assemble and quality control check data collected from various subwatershed monitoring instruments. Once complete, the LTVCA submits the data to the University of Guelph to develop a SWAT model for the Jeannette's Creek priority subwatershed. The University of Waterloo also receives data from the Merlin BMP edge of field research sites, to conduct a comparative analysis to determine the effectiveness of the two different cropping systems at retaining nutrients on the two Brookston Clay fields. Initial reports for both projects should be complete by January 19th of 2019.

From this point forward, monitoring activities and objectives in relation to this project will continue through the ECCC funded McGregor and Jeannette's Creek Phosphorus Reduction Program.



OMAFRA – Phosphorus Filter Tank Site

The LTVCA continues to monitor water quantity and quality at the new phosphorus filter tank site. Two ISCOs auto-samplers have been installed and the LTVCA has been taking samples for water quality analysis at the inlet and outlet of the phosphorus filter tank since the beginning of May. During the months of June and July, the total monthly rainfall accumulation at the site was 66mm and 64mm respectively. No significant flow events have been sampled or observed since the beginning of June, due to the dry weather, increased evapotranspiration, and crop water demand. The LTVCA has taken base flow samples during minor tile flow events over the past two months.

The LTVCA is working alongside OMAFRA, and the Thames River Phosphorus Reduction Collaborative (TRPRC) to monitor the phosphorus filter tank and Filtrexx NutriLoxx P sorption test material to determine if it is a cost-effective practice that can be implemented to reduce phosphorus loads from subsurface tile drainage systems on fields with high soil P test values.



8.5) Community Relations

8.5.1) Media releases

Media releases are written as needed to focus attention on Conservation Authority programs and services. They are emailed to local print and radio media, watershed politicians, LTVCA and LTVCF Directors, member municipalities of the LTVCA (Clerks, Councils, CAO's), Ska-Nah-Doht Village Advisory Committee, LTVCA staff, neighbouring Conservation Authorities and Conservation Ontario.

Three media releases were written/distributed between June 18, 2018 and August 3, 2018.

1. (June 18) "Private Landowners and Interested Individuals Crucial to Success of Stewardship Initiatives"
2. (June 19) "Enjoy a Salthaven Wildlife Presentation at Sharon Creek Conservation Area"
3. (July 3) "Artifact Day with Ska-Nah-Doht and the OAS" July 15

All Directors are emailed a copy of the above media releases and as well, they are posted on our website, Facebook and Twitter accounts. Local watershed media contacts (daily and weekly print, television and radio stations) database update is ongoing.

8.5.2) Displays and Exhibits

Displays and Exhibits are created to update programs and information for the public.

- The **2018 International Plowing Match** will be held September 18-22, in Pain Court, Chatham-Kent. The LTVCA, St. Clair Region and Essex Region Conservation Authorities are creating a tent exhibit around the theme "what the CA's are doing to protect the Great Lakes". This theme will incorporate components of phosphorus reduction, wetlands, stewardship/BMPS etc. The tent will also incorporate components of the Children's Water Festival which will not be held as a stand-alone festival in 2018 due to obvious conflicts of time and resources.

Over the spring and summer, five planning meetings have been held with LTVCA, St. Clair Region and Essex Region Conservation Authority staff and the volunteer coordinator of the Chatham-Kent and Lambton Children's Water Festival. Each organization has had lots to contribute to the exhibit! With the match just around the corner, our tent layout plans are coming together nicely! Hope to see you at our tent in September.

8.5.3) Advertisements and Marketing

Paid Advertisements are taken out in the local tourist guides for Chatham-Kent, Middlesex and Elgin for C.M. Wilson and Longwoods Road Conservation Area for 2018. Staff also take out advertisements in the local print media to inform the public about workshops and seminars.

A new **Visual Identity Branding Manual** for the LTVCA is being developed. A Visual Identity Branding Policy is nearing completion.

On July 25th, Rick Battson (retired Communications Director from the St. Clair Region Conservation Authority) joined Bonnie Carey and volunteered his photography expertise touring Sharon Creek, Big Bend and E.M. Warwick Conservation Areas. He took some wonderful promotional photographs of some special models (Randall VanWagner and Randall's children Ewen and Marin) enjoying these conservation areas! It is hoped that we can visit our other conservation areas during the fall, winter and spring months too!



8.5.4) LTVCA Website and Social Media (YouTube, Twitter and Facebook)

The LTVCA's website and social media (YouTube, Twitter and Facebook) are updated several times daily with current/relevant Conservation Authority information and events. The website address is www.ltvca.ca. We encourage you to check in with us daily and share with your friends! Updates highlighting LTVCA projects, events and current conservation activities relating to the watershed are posted. Photos and video clips of programs and projects are taken regularly.

We were complimented on our positive social media presence with regards to the LTVCA's Facebook page that continues to increase and currently has nearly 1, 277 followers!

8.5.5) Lower Thames Valley Conservation Foundation

The next meeting of the LTVC Foundation is scheduled for September 5th.

With the change in the Provincial government, the Ontario Trillium Foundation has put on hold any grant announcements and as a result, we have not heard about the status of the Feasibility application that was submitted for Longwoods back in February through the Foundation. As well, OTF is not currently accepting any new capital grant applications, although we are preparing one for cabin restoration at Longwoods.

The McKinlay Memorial Forest Dedication Service at the Merlin Conservation Area on Sunday, June 10 was attended by over 70 people.



The McKinlay Woodlands Memorial Forest Dedication Service at C.M. Wilson Conservation Area is scheduled for September 9th with an estimated 1,000 people to attend.

The Memorial Forest Dedication Service at the Big Bend Conservation Area will be held on September 16.

The Tilbury Northside Park Memorial Forest Dedication Service will be held on September 23.

8.5.6) Volunteers

Our volunteers continue to play a huge role with the LTVCA. From helping with special events to trail work, we are very grateful for their support.

Of special note are our 'blue bird nesting box volunteers' at Longwoods and Sharon Creek Conservation Areas! They have helped out several families of Eastern Bluebirds this season! Thank you to Eddie Merks (Longwoods) and Jordan Meunier (Sharon Creek) for being such great caregivers!



8.6) Conservation Authority Education

8.6.1) Conservation Youth Group Workshops

Workshops are held at Longwoods Road Conservation Area and LTVCA outreach locations to youth and their leaders. Youth groups work towards badges for various outdoor activities. There are no statistics available since May 31.

8.6.2) Conservation Field Trips for Students

There are no statistics since May 31. The Haudenosaunee (People of the Longhouse) dependence on keeping a natural balance structured their whole existence. Their close ties to Mother Earth provide a perfect platform from which to develop our future educational objectives that will help internalize the value of our connection to and stewardship of the natural world. The months of May and June provided opportunity to interweave a couple of our nature and heritage programs to offer the public and schools better “bang for the buck” during their visits to Longwoods/Ska-Nah-Doht. Teachers and students enjoyed these “test” programs and were very enthusiastic about receiving them in future.

8.6.3) Conservation Classroom Programs and Outreach

There are no statistics since May 31.

8.6.4) Ska-Nah-Doht Village and Museum Field Trips for Students

There are no statistics since May 31. We are planning new programming for September as the curriculum is set to change again. There will be more demands for expertise in First Nations Studies as elements of Indigenous culture are being added to every elementary grade level from 4 to 8. We are in an excellent position to see increases in bookings for 2018-19. Curator, Karen Mattila is working with Conservation Education Technician Jerry De Zwart to make sure that we are offering the best programming for schools looking to meet multi-level subject options as well as fill-up their buses. Pilot programs such as “Balance & Biodiversity” have already proven very popular giving teachers many options in one field trip. And according to the “Comment Board” in the Resource Centre, the children love it too!

8.6.5) Ska-Nah-Doht Village and Museum Group Workshops and Group Self-guided Tours

Workshops are performed at Ska-Nah-Doht and LTVCA outreach locations for youth and their leaders. Youth groups work towards badges for various outdoor activities.

There are no statistics since May 31st.

8.6.6) Ska-Nah-Doht Village and Museum Activities

The gift shop sales have been demanding between school, visitors and the beginning of Pow Wow season the inventory is at critical levels. Ska-Nah-Doht was also a part of Sunfest in London at Victoria Park July 5th to 8th.



With a little help from our friends - thanks to the Stewardship Rangers (Alymer) lots of improvements happened at Ska-Nah-Doht on July 11th!



8.7) Wheatley Two Creeks Association Minutes

WHEATLEY TWO CREEKS ASSOCIATION

Minutes of regular meeting held **July 5th 2018** at the Wheatley Legion

Attendance: Gerry & Muggs Soulliere, Joe Pinsonneault, Pauline Sample, Ron Haley, Mike Diesbourg, Lorna Bell, Randall VanWagner, Mark Peacock, Marj. & Bruce Jackson, Coleen Campbell.

Agenda: Moved by Lorna, sec. by Phil agenda be accepted as outlined (Carried).

Minutes: Moved by Phil , sec. by Joe minutes be accepted as read (Carried).

Memorial Groves: Randall stated that he would supply tree collars for trees 4" and smaller in the Groves. Rick may cut some of the trails tomorrow. Joe & I cut and removed some trees that fell in the Groves and woods.

Prop. & Equip. : We have ordered a new motor for the Bushhog but it will need some work to get it operational. Kevin Getty will cut the Groves every 2 weeks. Will send a thankyou note to Adam Stein for his help in reroofing the Small Pavillion. Lee has replaced the flag near the storage barn. Will need a new flag for the hill. Will try to work on repairs to the North Bridge in the fall.

Concerts: Rick & Lionel will play music before the Lights take the stage on Sept. 2nd. Joe is working on filling all the dates with warmup acts. Will need approximately \$1000.00 in collections for the remainder of the season to break even for the year. The Essex Kent Christain Farmers would like to set up a stall and sell produce at the concerts and split the profits between us and the Scouts, a decision is pending.

Financial Reports: Ron applied for and received a renewal of our charitable status for 2018.

The Account Balance as of May 31st was \$36,263.37. The Account Balance as of June 30th was \$35,668.74. Balances were moved by Phil, sec. by Mike.

Correspondence: A thankyou card sent to Adam Stein.

Old Business: Will put job descriptions on agenda for the next meeting.

New Business: Mark and Randall said that they would supply us with new 4' x 8' signs going North and South on Kent rd. #1 advertising Two Creeks.

Adjournment: Joe motioned for adjournment at 8:00pm.

Phil Humphries, Secretary.

8.8) GMs Report

General Manager / Secretary Treasurer Report

Date: August 23, 2018
Memo to: LTVCA Board of Directors
Subject: General Manager's Report
From: Mark Peacock, P. Eng., General Manager / Secretary Treasurer

Monthly Staff Meetings and Wellness Committee:

Objective 7. of the strategic plan - Improve Internal Communications recommends monthly staff meetings. To this end monthly staff meeting continue to occur in 2018 and have included a pot luck lunch, business, training and a learning session. Additionally, staff have formed a wellness committee that is moving forward with a staff wellness event in August. The wellness committee addresses Objective 10 - Improve Human Resources recommendations of the strategic plan.

Planning/Regulations:

As the LTVCA moves forward with implementing changes to our Section 28 regulations (through Bill 139), staff have been meeting with the municipalities most affected. The LTVCA is committed to work with our municipalities in addressing their concerns regarding these new requirements. The LTVCA will be working closely with the Town of Lakeshore staff to address technical issues around development at Lighthouse Cove. This will include developing a terms of reference and applications for funding (from the National Disaster Mitigation Program) to address ingress and egress issues.

Risk Management Planning:

Traditionally the LTVCA has addressed risk issues by having insurance to cover any losses that might be incurred. The problem with this is that society is more litigative and insurance companies are looking to reduce exposure to claims. The result is that insurance companies are making organizations more responsible to address risk in their operations. The LTVCA has begun a proactive Risk Management Planning process to help limit our chances of needing to place a claim.

Risk management is the identification, evaluation, and prioritization of risks followed by planned economical application of resources to minimize, monitor, and control the probability or impact of unfortunate events.

The risk management process has included:

1. Risk Management Process Defined by management
2. Management Team develop first version of register assessment and proposed response
3. Managers review with staff
4. Managers review to ensure enterprise approach
5. Report to Board with details of Plan – October 2018
6. Staff use Risk Management Plan for development of future Action Plans (Work Plans)

The Risk Management Plan will be presented to the Board during the October 2018 meeting.

Budget Planning

Monthly managers meetings continue and a number of initiatives have been worked on. This includes redefining the budgeting process to allow more input from managers and staff as recommended by the Strategic Plan.

New Government Changes

As I'm sure all are aware, Premier Doug Ford announced his new cabinet and made a number of changes regarding ministry responsibilities.

Mr. Jeff Yurek has been named Minister of Natural Resources and Forestry and Mr. Rod Phillips has been named Minister of Environment, Conservation and Parks. Rod Phillips is the former Chair of the Board of Postmedia, former President and CEO of the Ontario Lottery and Gaming Corporation and Sheppell.fgi, and recently the Canadian Chair of Afiniti, a leading artificial intelligence company, and Chair of the Board for Postmedia. He has also served as the Chief of Staff to former City of Toronto Mayor, Mel Lastman, as well as to the provincial Minister of Labour.

The newly named Ministry of Environment, Conservation and Parks will assume responsibilities for Conservation Authorities. Serge Imbrogno becomes the Deputy Minister for this ministry and will be assigned responsibility for provincial parks, Conservation Authorities and species-at-risk legislation.

Over the next couple of months Conservation Ontario will be reaching out to the Province to try and learn more about how these changes will affect the conservation authorities and how the changes will be implemented

Recommendation: The General Manager / Secretary Treasurer Report be received for information.

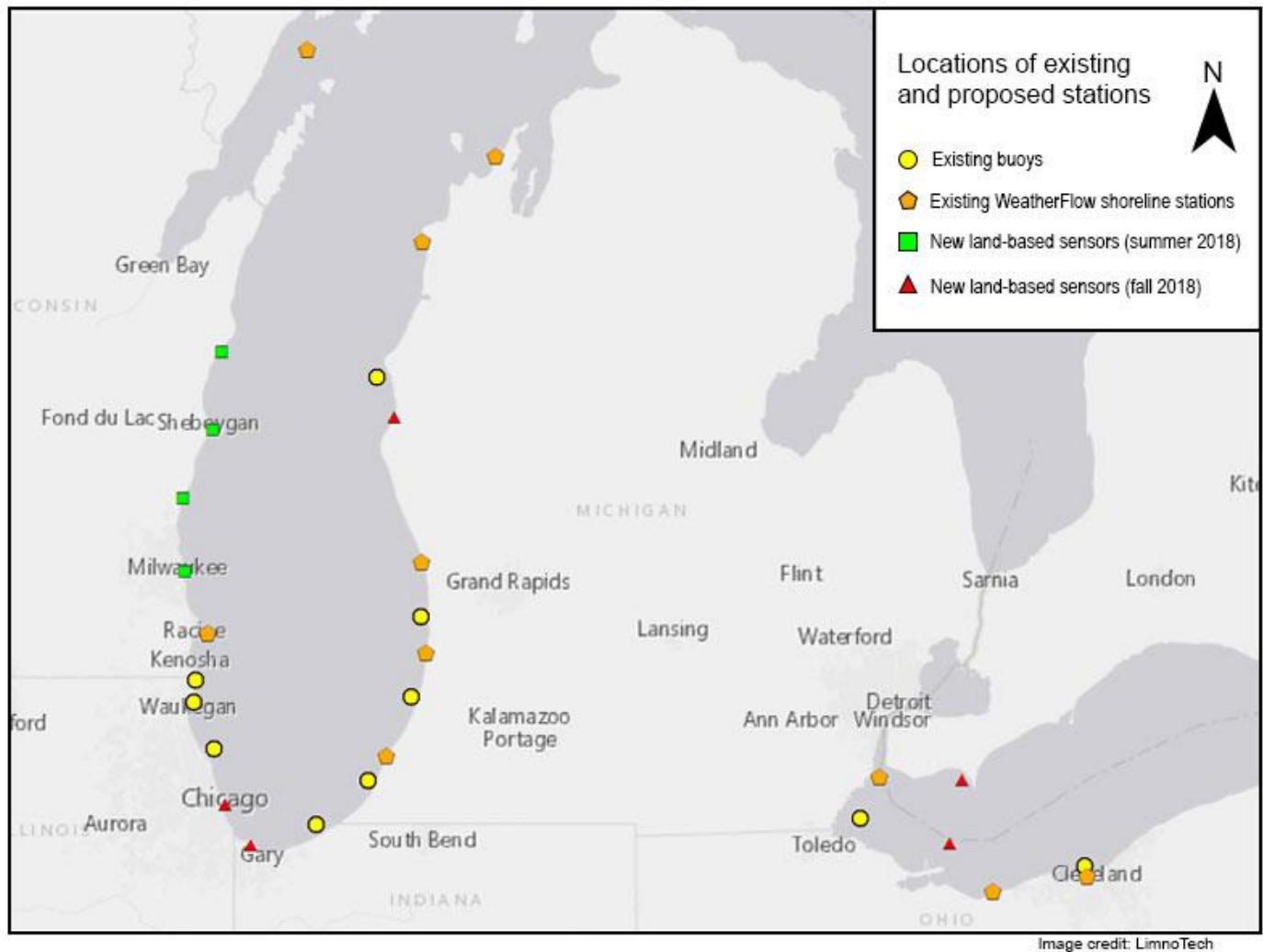
Respectfully Submitted
Mark Peacock, P. Eng.
General Manager / Secretary Treasurer

Recommendation: That the above reports, 8.1) through to 8.8) be received for information.

9. Correspondence

9.1) Scientists launch pilot project to warn of potentially dangerous 'meteotsunami' waves in Great Lakes

Experimental Great Lakes Meteotsunami Network



ANN ARBOR—Great Lakes researchers are establishing an experimental network of air-pressure sensors around lakes Michigan and Erie to see if they can detect potentially harmful "meteotsunami" waves.

Funding for the pilot project was provided by the University of Michigan-based Cooperative Institute for Great Lakes Research (CIGLR), which receives financial support from the National Oceanic and Atmospheric Administration.

The 29 sensors in the far-flung network will look for abrupt air-pressure changes—often associated with a line of fast-moving summer thunderstorms—that can trigger meteotsunami formation. The low-cost system uses a mix of newly installed sensors and existing instruments on research buoys and at shoreline weather stations.

Meteotsunamis are storm-driven waves similar in some ways to earthquake-generated tsunamis, though meteotsunamis are far less destructive than the largest seismic tsunamis. On average, about 100 meteotsunamis occur each year on the Great Lakes, though most are one foot or less in height and are too small to notice.

A meteotsunami is different than a seiche, another type of potentially dangerous wave that occurs in the Great Lakes.

On rare occasions, large Great Lakes meteotsunamis have been known to cause property damage, injuries and even deaths. In June 1954, a 10-foot wave now believed to be a meteotsunami struck the Lake Michigan shoreline near Chicago, sweeping several people off piers and killing seven.

Over the past decade, efforts to develop a meteotsunami warning system have been hindered by the need for real time, high-frequency data. The new pilot project addresses that technical challenge with a network of 29 sensors, each taking one air-pressure measurement per minute.

"Another destructive meteotsunami could happen on the Great Lakes tomorrow, and we're not ready for it," said the project's lead researcher, Ed Verhamme of LimnoTech, an environmental engineering and science firm based in Ann Arbor. "These rapid-response funds from CIGLR will allow us to move quickly to get the kind of observations needed to alert the public about this frequently overlooked hazard.

The key to spotting the atmospheric precursors of a meteotsunami is the ability to detect sudden, fleeting shifts in air pressure that may last just a few minutes. But the barometric-pressure sensors on most U.S. government-operated Great Lakes weather buoys and coastal weather stations report real-time measurements just once every 10 to 15 minutes, said NOAA physical scientist Philip Chu, a member of pilot project's research team.

"One measurement every 10 minutes or longer is just not frequent enough to be able to detect most of these events," said Chu, who works at the agency's Great Lakes Environmental Research Laboratory in Ann Arbor. "We need high-frequency measurements, and the instruments must report in real time to offer forecast capability."

In the CIGLR-funded pilot project, each sensor in the network sends data in real time to a central data-management system. Ten of the sensors are on existing buoys owned by LimnoTech and various universities, and 10 are at existing shoreline weather stations operated by WeatherFlow Inc.

Four new low-cost sensors were installed along Wisconsin's Lake Michigan shoreline this summer, and five more will be installed along lakes Michigan and Erie this fall. The new sensors are being added at places like boat launches, marinas and parks.

"You don't need to spend \$800 for an air-pressure sensor when a much cheaper sensor will do the same thing," Verhamme said. "We can stick a pressure sensor on a light pole at a marina parking lot or a boat launch. The end result of this effort will be measurements coming in once a minute from 29 stations."

Rapid-response funding of \$11,900 from CIGLR paid for the new sensors, for modifications to computer programs on the buoys, and to create the data-management system.

Data from many of the stations is already being collected and analyzed. The first test of the full 29-station network will begin next spring. Great Lakes water-level observations and a hydrodynamics model will be used to test the accuracy of the network's predictions.

"This project shows the power of cooperative institutes like CIGLR," said CIGLR director Bradley Cardinale, professor at the U-M School for Environment and Sustainability. "We help NOAA develop partnerships with universities, private businesses and nongovernmental organizations that can quickly move important research into applications that help society."

The rapid rise in water levels during a meteotsunami can happen within a few minutes to an hour. Sudden water-level changes can catch people off guard on piers and at beaches, damage waterfront property, disrupt maritime activities, create strong, hazardous currents, and can even disrupt the operation of shoreline power plants, according to NOAA.

In the past, some meteotsunamis have been misidentified as freak waves, tidal waves or seiches, said NOAA's Chu. A seiche is a rhythmic oscillation of water in a lake or partially enclosed body, like a larger-scale version of water sloshing back and forth in a bathtub.

Winds and atmospheric pressure changes can contribute to the formation of both seiches and meteotsunamis. However, winds are typically more important to seiche formation, while pressure changes often play a substantial role in the generation of meteotsunamis, according to NOAA.

If the new pilot project proves successful, the long-term goal would be to incorporate a meteotsunami alert or warning statement into the existing National Weather Service warning system to protect the roughly 30 million people living along Great Lakes coastlines, Chu said.

"If we can show that this approach is workable and that we can actually detect meteotsunamis ahead of time, then it could be possible to retrofit or upgrade instruments on most of the coastal stations to get high-frequency, real-time measurements," he said.

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Aug 3, 2018

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10.Events Calendar

October 13, 9 am-12pm	TD Detroit Drive Greenspace, Volunteer Tree Days Event, 150 Trees to Plant https://www.tdtreedays.com/en-ca/events/915-detroit-drive-greenspace
September 9	McKinlay Memorial Forest Dedication Service – CM Wilson CA
September 16	Big Bend Memorial Forest Dedication Service – Big Bend CA
September 23	Tilbury Northside Park Memorial Forest Dedication Service – Tilbury Northside Park
September 18-22	International Plowing Match – Paincourt
September 30	Spirit of the Harvest Event – Longwoods CA

Ongoing Events

First Thursday of month
7:30 pm

Wheatley Two Creeks Association Meetings
Royal Canadian Legion, Erie Street N., Wheatley

7 days a week
9:00 am – 4:30 pm

Ska-Nah-Doht Village & Museum
Longwoods Road Conservation Area

For more information contact:
LTVCA Administration Office: 519-354-7310
Longwoods Road Conservation Area: 519-264-2420
C.M. Wilson Conservation Area: 519-354-8184
www.ltvca.ca

11.Other Business
