



# Board of Directors Meeting

## A G E N D A

June 25, 2020

2:00 p.m.

1. First Nations Acknowledgement	
2. Call to Order	
3. Adoption of Agenda	
4. Disclosure of Conflicts of Interest	
5. Approval of Previous Meeting Minutes .....	3
5.1) Board of Directors Meeting Minutes – April 16, 2020 (Previously circulated).....	3
5.2) Board of Directors Poll Minutes – Land Donation – June 8, 2020.....	7
6. Business Arising from the Minutes	
7. New Business.....	9
7.1) Resignation of Board Member – City of London.....	9
8. Business for Approval.....	10
8.1) Chatham-Kent Shoreline Study, Background to Peter Zuzek Presentation, staff report and recommended resolution.....	10
8.2) Budget vs Revenue and Expenditures and COVID 19 Financial Update for the period ending April 30, 2020.....	12
8.3) In Camera Session – A proposed or pending acquisition or disposition of land by the Authority.....	14
8.4) In Camera Session – Advice that is subject to solicitor-client privilege.....	14
9. New Business.....	15
9.1) CAO's Report: Update to Board on Impacts to Operations from COVID-19 Pandemic.....	15
9.2) Water Management.....	19
9.3) Planning and Regulations.....	22
9.4) Conservation Areas.....	29
9.5) Conservation Services.....	31
9.6) Communications, Outreach and Education.....	35
9.7) Ska-Nah-Doht Advisory Committee Meeting Minutes – May 7, 2020.....	37
9.8) Joint Health & Safety Committee Meeting Minutes – May 9, June 4 & June 11, 2020.....	40
10. Correspondence.....	56
10.1) City of London, correspondence to the LTVCA Re: resignation of London representative.	56
10.2) PER Farms Corp c/o Ed Roodzant Erosion Control Project.....	57
11. Other Business.....	58
11.1) Provincial Offence Officer Designation – Adam Gibb.....	58
11.2) Meeting of the Executive to sit as the Hearing Committee (verbal).....	58
12. Adjournment.....	58

# 1. First Nations Acknowledgement

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We will begin by acknowledging that the land on which we gather is the traditional territory of First Nations people who have longstanding relationships to the land, water and region of southwestern Ontario. We also acknowledge the local lower Thames River watershed communities of this area which include Chippewa's of the Thames First Nation, Oneida Nation of the Thames, Munsee Delaware Nation and Delaware Nation at Moraviantown. We value the significant historical and contemporary contributions of local and regional First Nations and all of the Original peoples of Turtle Island (North America). We are thankful for the opportunity to live, learn and share with mutual respect and appreciation.

# 5. Approval of Previous Meeting Minutes

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## 5.1) Board of Directors Meeting Minutes – April 16, 2020



### Board of Directors Meeting

#### MINUTES

The meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held remotely via the LTVCA's Administration Office at 100 Thames Street, Chatham, at 2:00 P.M. on Thursday, April 16, 2020. The following directors were in attendance: L. McKinlay, T. Thompson, A. Finn, J. Wright, M. Hentz, P. Tiessen, J. Frawley, C. Cowell, S. Hipple, S. Emons and R. Leatham. Absent, K. Ainslie.

#### 1. Call to Order

Chair, Linda McKinlay called the meeting to order and thanked everyone for their patience and cooperation during these difficult times.

#### 2. Adoption of Agenda

BD-2020-24 P. Tiessen – S. Hipple

Moved that the agenda be adopted as present.

CARRIED

#### 3. Disclosures of Conflicts of Interest

None Declared.

#### 4. Approval of Previous Meeting Minutes (Previously circulated)

BD-2020-25 C. Cowell – R. Leatham

Moved that the Board of Directors meeting minutes of February 20, 2020 be approved as circulated.

CARRIED

#### 5. Business Arising From the Minutes

None declared.

#### 6. Business for Approval

M. Peacock gave a brief description of why this administrative by-law came into being as a result of the COVID 19 Pandemic.

##### 6.1) Administrative By-law

Moved that the Board of Directors approve the following clauses be added to the Administration By-law of the Lower Thames Valley Conservation Authority.

**Conducting Board Meetings During any Period where an Emergency has been declared under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act**

**Electronic participation, emergencies**

1. During any period where an emergency has been declared to exist, in all or part of an area over which a conservation authority has jurisdiction, under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act, that may prevent members of the authority from meeting in person, the by-laws provide:

- a. That members of the authority be permitted to participate in meetings electronically, which shall include the ability of those members participating electronically to register votes.
- b. That any member of the authority who is participating electronically in a meeting may be counted in determining whether or not a quorum of members is present at any point in time during the meeting in accordance with the requirement in subsection 16 (2) of the Conservation Authorities Act.
- c. That any member of the authority can participate electronically in a meeting that is closed to the public. and
- d. That any hearing or appeal that is dealt with in the by-laws can be conducted electronically with provisions for applicants and their agents to participate, if the conservation authority holds any such hearing or appeal during any period where an emergency has been declared to exist.

**Meetings open to the public, emergencies**

2. Conservation authorities will continue to implement best practices to make board meetings open to the public in accordance with subsection 15 (3) of the Conservation Authorities Act. Where possible, conservation authorities will provide for alternative means to allow the public to participate in any meetings electronically.  
**General, emergency measures**

3. If there is anything that is required to be done under the by-laws during the emergency, including the holding of an annual general meeting, that the by-laws permit postponement to a later date.

**Publication of information**

4. During any period where an emergency has been declared to exist, in all or part of an area over which a conservation authority has jurisdiction, under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act, the Lower Thames Valley Conservation Authority shall make By-law Section entitled "Conducting Board Meetings During any Period where an Emergency has been declared under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act" publicly available on a website or other electronic means. In accordance with subsection 19.1 (4) of the Conservation Authorities Act, an authority shall make any by-laws that are amended in accordance with this Direction available to the public in the manner it considers appropriate.

**Implementation procedure**

5. A conservation authority may hold a special meeting to amend a by-law for the purposes of implementing a Minister's Direction ("Direction") pursuant to subsection 19.1 (7) of the Conservation Authorities Act.

6. Despite any provision in a by-law made under subsection 19.1 (1) of the Conservation Authorities Act, members of the authority can participate electronically in any special meeting that is required to implement a Minister's Direction.

7. A member of the authority that is participating electronically in such a special meeting may be counted in determining whether or not a quorum of members is present at any time during the meeting.

CARRIED

**6.2) Budget vs Revenue and Expenditures and COVID 19 Financial Update for the period ending February 29, 2020**

**BD-2020-27** T. Thompson – P. Tiessen

Moved that the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended February 29, 2020.

CARRIED

**6.3) Implications of the COVID-19 Pandemic on the LTVCA 2020 Budget**

Board Member, S. Emons, asked if the LTVCA have had any communications from the Province moving forward as it relates to the budget implications. M. Peacock stated that staff have been constantly in communications with the Province, Conservation Ontario and other Conservation Authorities getting direction on how to address Covid-19 issues. Regarding the budget he informed the Board of Directors that program costs have been cut based on elements of programs impacted by COVID-19, but notes that Authorities will be running a deficit this year.

**BD-2020-28** C. Cowell – A. Finn

Moved that the Board of Directors receives the Implications of the COVID-19 Pandemic on the LTVCA 2020 Budget for information and that this report be forwarded to member municipalities for their information.

CARRIED

**6.4) Update to Board on Impacts to Operations from COVID-19 Pandemic**

**BD-2020-29** S. Hipple – R. Leatham

Moved that the Update to Board on Impacts to Operations from COVID-19 Pandemic Report be received for information.

CARRIED

**6.5) Provincial Offence Officer Designation – Vance Stark**

**BD-2020-30** S. Emons – A. Finn

Moved that Vance Stark, Eastern District Supervisor, be appointed as a Provincial Offences Officers to enforce Section 28 and/or Section 29 of the Conservation Authorities Act on behalf of the Lower Thames Valley Conservation Authority.

CARRIED

**6.6) Reconstruction of Elevated Boardwalk, Longwood Road C. A. Request For Proposals Results**

**BD-2020-31** T. Thompson – P. Tiessen

Moved that the LTVCA reallocate \$3,613.00 from the cancelled TODDs Signage budget item to the Reconstruction of the Elevated Boardwalk, (Millstream Trail) Longwood Road C. A. and;

That the LTVCA supports the Lower Thames Valley Conservation Foundation awarding the contract for the Reconstruction of Elevated Boardwalk, (Millstream Trail) Longwood Road C. A. to Millworks Custom Carpentry and Stone at a total cost of \$97,613.00 including taxes.

CARRIED

7. Correspondence

7.1) MNRF Correspondence to LTVCA Re: Operational & WECl Program Funding

BD-2020-32 A. Finn – J. Wright

Moved that correspondence item 7.1) be received for information.

CARRIED

8. Events Calendar

9. Other Business


10. Adjournment

BD-2020-33 R. Leatham – S. Emons

Moved that the meeting be adjourned.

CARRIED

Linda McKinlay  
Chair



Mark Peacock, P. Eng.  
CAO/Secretary-Treasurer

## 5.2) Board of Directors Poll Minutes – Land Donation – June 8, 2020



# Board of Directors Meeting

## MINUTES

An email poll of the Lower Thames Valley Conservation Authority's Board of Directors was initiated Thursday, June 4, 2020 at 3:11 PM regarding a potential time sensitive donation of land to the Authority abutting the Big 'O' Conservation.

The following information was provided to the members for consideration:

1. A staff report providing information on location, size, taxes and costs, as well as reasoning for supporting the donation.
2. A draft agreement between the Authority and the landowner.

At the direction of the Chair, the reports were circulated to the Board of Directors for review and commenting. No concerns were received. On Monday, June, 8th an email poll was undertaken.

The members voted on the following recommended resolution:

### Recommendation:

THAT The Board of Directors of the Lower Thames Valley Conservation Authority authorizes the Chair and CAO to sign an agreement to acquire, through donation, lands adjacent to the Big O Conservation area specifically:

Lot 1:

Part Lot 20, Plan 286, Tilbury West; As in R983270 Part North ½ Lot 7, Concession SMR, Tilbury West and being Part 1 on Plan R12R-5672, except part 1 on 12R-14474, Town of Lakeshore, County of Essex; and

Lot 2:

Part of North ½ Lot 7, Concession SMR, Tilbury West and being Part 1 on Plan R12R-14475, T/W R798785, Town of Lakeshore, County of Essex.

The following members replied:

<u>Mun.</u>	<u>Member</u>	<u>Date of response</u>	<u>Big O Land Donation Decision</u>
WE	Richard Leatham	Sat 6/6/2020 1:17 PM	Looks good to me it will make the area so much better
DD	Mike Hentz	Mon 6/8/2020 8:22 AM	I have reviewed the information ,provided about the land acquisition . I support LTVCA , in closing the deal for the land.




LE	Paul Tiessen	Mon 6/8/2020 8:52 AM	I am in support of closing the land deal to acquire the properties adjacent to the Big "O" Conservation lands.
LA	Linda McKinlay	Mon 6/8/2020 10:23 AM	I am in favour of this acquisition of this property
CK	Trevor Thompson	Mon 6/8/2020 1:51 PM	In support
CK	Amy Finn	Mon 6/8/2020 5:19 PM	I fully support the acquisition of the donated land
SC	Sandi Hipple	Tue 6/9/2020 10:37 AM	After reading the documents I am in agreement as well!
SO	Sarah Emons		no response received by time of decision
MC	Jeannie Frawley		no response received by time of decision
CK	John Wright		no response received by time of decision
SWM	Christa Cowell		no response received by time of decision
LO	vacant	n/a	n/a

As a result of the above, the motion carried with 2/3's of the Board of Directors voting in favour of accepting the donation, meeting the LTVCA's Board approved Administrative By-law – 2018-01 requirements.

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Linda McKinlay  
Chair




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Mark Peacock, P. Eng.  
CAO/Secretary-Treasurer



# 7. New Business

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## 7.1) Resignation of Board Member – City of London

In early June the Chair received word that the City of London member - Kimble F. Ainslie resigned as of May 19, 2020. The City of London council reviewed the resignation in their meeting of June 19, 2020. The LTVCA will be informed of his replacement by the City of London when an appointment has been made.

*Respectfully submitted*

Mark Peacock, P. Eng.  
C.A.O./Secretary-Treasurer

# 8. Business for Approval

## 8.1) Chatham-Kent Shoreline Study, Background to Peter Zuzek Presentation

### Background

In November 2017, the Lower Thames Valley Conservation Authority and the Municipality of Chatham-Kent began a partnership in the development of a Lake Erie Integrated Shoreline Management Plan to address the effects of climate change on the Great Lakes.

The project was promoted through Canada's Climate Change Adaptation Platform, with financial support from Natural Resources Canada (NRCan). Matching funds or in-kind support were received from:

- Municipality of Chatham-Kent
- Lower Thames Valley Conservation Authority
- Province of Ontario
- Federal Government
- International Joint Commission

Approval for funding was received in 2018.

Mr. Peter Zuzek of Zuzek Inc., in partnership with Linda Mortsch from the University of Waterloo, were retained by the Municipality of Chatham-Kent to assess the vulnerability of the shoreline to coastal hazards, including the projected impacts of climate change on future lake levels, ice cover, storm surge, and the nearshore wave climate. Potential damages from flooding and erosion related to property, infrastructure, and the coastal ecosystem were quantified. Mr. Zuzek is a Professional Geoscientist and recognized shoreline expert in his field. Extensive technical studies were conducted along the shoreline of Lake Erie in Chatham-Kent. Four rounds of public engagement were held in the preparation of the report. Each session presented attendees with detailed historical, factual and technical information. More importantly, participants were provided an opportunity to share their ideas and concerns on erosion and flooding challenges facing Chatham-Kent.

The results of the study were released to the public through a media release on April 24, 2020. Instructions on accessing the report were also emailed to all individuals who had previously provided contact information at the public meetings. Recommendations were categorized into four regions as noted in Figure 1:

Figure 1



The LTVCA will be using the erosion rates and flood elevations provided in the finalized CK Shoreline Study to determine the setback limit for new development and re-development along the Lake Erie shoreline for Chatham-Kent.

In the past the Lower Thames Valley Conservation Authority has approved shoreline management plans. In its meeting of October 2015 the Board of Directors passed the following motion:

(a) *Elgin County Shoreline Management Plan*

5. *D. McKillop – S. Caveney*

*Moved that the Elgin County Shoreline Management Final Report be adopted and incorporated as the Elgin County Shoreline Management Plan and sent to the County of Elgin for adoption; and further,*

*That the Elgin County Shoreline Management Plan be adopted as the Lower Thames Valley Conservation Authority's Shoreline Management Plan for that portion of the Authority's jurisdiction within Elgin County for the purposes of enacting Ontario Regulation 152/06; and finally,*

*That the Technical Advisory Committee established for the purposes of the development of the Elgin County Shoreline Management Plan remain in place to collaboratively consider how the plan's recommendations may be carried out.*

*CARRIED*

#### **Recommendation:**

**Be it Resolved:** That the LTVCA continue to assist the Municipality of Chatham-Kent in their efforts to seek funding from both the Provincial and Federal governments to assist with significant flooding and erosion challenges facing Chatham-Kent described in the Chatham-Kent Shoreline Study.

**And that** LTVCA staff assist / support CK Administration to initiate discussions with the Provincial Government to obtain a commitment and Provincial funding to restore the Rondeau barrier beach.

**And that,** LTVCA staff assist CK Administration to work in the long term toward a strategy on the approaches for the remaining regions and sub-regions identified in Table 1 of the subject report.

**And that** using the information in the Shoreline Study, that LTVCA staff finalize the Planning and Regulation Policy and undertake hazard mapping updates identified in the subject report, with appropriate regulation limits related to the Lake Erie shoreline areas of erosion.

**And finally,** That the Chatham-Kent Shoreline Study be adopted as the Lower Thames Valley Conservation Authority's Shoreline Management Plan for that portion of the Authority's jurisdiction within the jurisdiction of the Municipality of Chatham-Kent for the purposes of enacting Ontario Regulation 152/06.

The reports align with the following objectives of the **LTVCA's Strategic Plan**:

1. Strengthen and Increase Collaboration with Community Stakeholders

*Respectfully Submitted*

Mark Peacock, P. Eng.

C.A.O. / Secretary Treasurer

## 8.2) Budget vs Revenue and Expenditures and COVID 19 Financial Update for the 2 months ended April 30, 2020.

### Background:

Review the 2020 Budget to the Revenue and Expenditures for the 4 months ended April 30, 2020.

REVENUE	2020 BUDGET	2020 BUDGET APR PROJECTED	2020 ACTUAL TO APR 30	\$ VARIANCE TO PROJECTED
GRANTS	1,128,919	376,306 *	529,145	152,839
GENERAL LEVY	1,462,457	1,462,457 ^	1,462,457	0
DIRECT SPECIAL BENEFIT	205,000	205,000 ^	205,000	0
GENERAL REVENUES	507,670	169,223 *	187,532	18,309
FOUNDATION GRANTS & REVENUES	0	0 *	911	911
RESERVES	0	0 *	0	0
<b>CASH FUNDING</b>	<b>3,304,046</b>	<b>2,212,986</b>	<b>2,385,045</b>	<b>172,059</b>
OTHER	0	0	0	0
<b>TOTAL FUNDING</b>	<b>3,304,046</b>	<b>2,212,986</b>	<b>2,385,045</b>	<b>172,059</b>

\*-based on a 4 of 12 month proration of the budget

^based on cash received to date

Grant income is greater than budgeted due to the reversal of deferred revenue for ongoing programs and the timing of grants invoiced, including several large grants for Wetland projects and two new Species at Risk grants.

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 slightly above budget due to the following factors:

- Technical Studies, Planning & Regulations, Conservation Services and Chatham Kent Greening and interest income are above budget. This is partially offset by Conservation Area revenues; Conservation Education and SKA-NAH-DOHT Village revenues being lower due partially to the seasonal nature of the revenues and decreased revenues for these programs due to COVID-19 restrictions.

Foundation Grants and Revenues budget are zero because of the uncertainty of funds available. The amount recorded is due to the payment on an invoice by the Foundation.

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

EXPENSES	2020 BUDGET	2020 BUDGET APR PROJECTED	2020 ACTUAL TO APR 30	\$ VARIANCE TO PROJECTED
<b>WATER MANAGEMENT</b>				
FLOOD CONTROL STRUCTURES	166,016	55,339	37,803	(17,536)
EROSION CONTROL STRUCTURES	11	4	267	263
FLOOD FORECASTING AND WARNING	200,387	66,796	56,434	(10,362)
TECHNICAL STUDIES	50,980	16,993	12,890	(4,103)
PLANNING & REGULATIONS	268,322	89,441	76,135	(13,306)
WATERSHED MONITORING (PGMN)	120,770	40,257	47,335	7,078
SOURCE PROTECTION	31,512	10,504	8,997	(1,507)
THAMES MOUTH DEBRIS REMOVAL	0	0	0	0

<b>Water Management Subtotal</b>	<b>837,998</b>	<b>279,334</b>	<b>239,861</b>	<b>(39,473)</b>
<b>CONSERVATION &amp; RECREATION PROPERTIES</b>				
<b>CONSERVATION AREAS</b>	<b>638,279</b>	<b>212,760</b>	<b>131,495</b>	<b>(81,265)</b>
<b>COMMUNITY RELATIONS AND EDUCATION</b>				
COMMUNITY RELATIONS	187,317	62,439	53,906	(8,533)
CONSERVATION EDUCATION	85,146	28,382	26,175	(2,207)
SKA-NAH-DOHT VILLAGE	172,449	57,483	28,769	(28,714)
<b>Community Relations &amp; Education Subtotal</b>	<b>444,912</b>	<b>148,304</b>	<b>108,850</b>	<b>(39,454)</b>
<b>CONSERVATION SERVICES/STEWARDSHIP</b>				
CONSERVATION SERVICES (FORESTRY)	62,624	20,875	17,088	(3,787)
CHATHAM-KENT GREENING PROJECT	459,834	153,278	109,271	(44,007)
PHOSPHORUS REDUCTION	653,528	217,843	222,299	4,456
SPECIES AT RISK	206,870	68,957	180,590	111,633
<b>Conservation Services/Stewardship Subtotal</b>	<b>1,382,856</b>	<b>460,953</b>	<b>529,248</b>	<b>68,295</b>
<b>CAPITAL/MISCELLANEOUS</b>				
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
<b>Capital/Miscellaneous Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>3,304,045</b>	<b>1,101,351</b>	<b>1,009,454</b>	<b>(91,897)</b>

### *Water Management*

Flood Control Structures are below budget as most large projects are performed during the summer months.

Flood Forecasting and Warning expenses are below budget due several large annual invoices received later in the year and partially off-set by staff time for flood events.

Technical Studies are below budget due to the time of the GIS technician being used by other programs.

Planning and Regulations are below budget due to flood events and staff time spent responding to the flood.

Watershed Monitoring is above budget due to the increased Provincial Water Quality Monitoring Network sampling and related costs.

Source Protection is below budget due to increased activity in the prior year leading to reduced activity in the current year.

### *Conservation Areas*

Conservation area expenses are below budget due to several factors. Only necessary (minimal) seasonal staff have been hired due to expected reduced camping season and income from COVID-19 restrictions and most large projects, operation of the campgrounds and other large operational costs are incurred during the summer months.

### *Community Relations and Education*

Community Relations, Conservation Education and SKA-NAH-DOHT Museum and Village are below budget due to the seasonal nature of large activities in these programs and one part time Village Educator contract has not been hired due to decreased demand and revenues caused by COVID-19 restrictions.

### *Conservation Services/Stewardship*

Conservation Services (Forestry) and Chatham-Kent Greening expenses are below budget as most activities and related expenses are completed during the spring and summer months.

Phosphorous Reduction is comparable to budget.

Species at Risk (SAR) is above budget due to large expenditures for services and materials to comply with grants ending March 31 and a contract GIS Technician employee required to complete the project for a program period ending Mar 31. Direct Expenditures in SAR are covered by the two SAR grants.

#### *Capital/Miscellaneous*

No Capital/Miscellaneous expenses to date.

#### **Summary:**

	2020 BUDGET	2020 BUDGET APR PROJECTED	2020 ACTUAL TO APR 30	\$ VARIANCE TO PROJECTED
TOTAL CASH FUNDING	3,304,046	2,212,986	2,385,045	172,059
TOTAL EXPENDITURES	3,304,045	1,101,351	1,009,454	(91,897)
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>1</b>	<b>1,111,635</b>	<b>1,375,591</b>	<b>263,956</b>
LESS: ACQUISITION OF CAPITAL ASSET	0	0	0	0
<b>NET CASH FUNDING SURPLUS (DEFICIT)</b>	<b>1</b>	<b>1,111,635</b>	<b>1,375,591</b>	<b>263,956</b>

At April 30<sup>th</sup>, 2020, LTVCA's operating surplus is favourable due to less expenditures compared to budget mostly because of the seasonal nature of a large amount of the Conservation Authorities expenses.

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. COVID-19 is starting to have some impact on the results on our operations at April 30<sup>th</sup>, 2020.

**Recommendation:** That the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended April 30<sup>th</sup>, 2020.

The reports align with the following objectives of the LTVCA's Strategic Plan:

4. Improve Transparency and Understanding of Financial Statements

*Respectfully Submitted*

Todd Casier, CPA, CA

Manager, Financial and Administrative Services

Mark Peacock, P. Eng.

C.A.O. / Secretary Treasurer

### **8.3) In Camera Session – A proposed or pending acquisition or disposition of land by the Authority**

### **8.4) In Camera Session – Advice that is subject to solicitor-client privilege**

# 9. Business for Information

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## 9.1) CAO's Report: Update to Board on Impacts to Operations from COVID-19 Pandemic

The Lower Thames Valley Conservation Authority (LTVCA) has been following the COVID-19 pandemic closely. As the situation has progressed, the LTVCA has abided by local, provincial and national health organizations recommendations in addressing this pandemic. This report will provide an update to Board Members on how the LTVCA is addressing this situation.

We have been in contact with provincial officials and Conservation Authority business continues to be deemed part of the "Essential Services" provided by government bodies. We are continuing to get clarification on elements of our business as the province moves into phases of reopening.

We continue to move forward with implementation of the LTVCA Pandemic Management Plan. As part of that plan, the Pandemic Management Committee continues to meet Mondays, Wednesdays and Fridays of each week to address staff concerns and assist in ongoing planning. Staff are coping in a positive and reasoned way with the pandemic.

Conservation Areas are a major draw for our communities as people self-isolate. Attendance at CAs has increased significantly and staff resources are being used to ensure areas stay clean, safe and visitors are able to self distance. Campgrounds have been opening on a phased basis and staff have worked with our insurer, other Conservation Authorities and their lawyers to develop the COVID-19 acknowledgement that all campers are required to sign. Attached below is the example C.M. Wilson Opening Phases document. We are currently moving into phase 3A of campground reopening with public washrooms opening on July 1 and Transient Camping opening on July 6.

LTVCA staff have been asked to participate in meetings through alternative means including teleconference and webinar.

The Spring tree plant has been completed with trees delivered with roadside pickup. Contract staff was significantly reduced - limited to tree planting, externally funded programs, and a very limited number. Staff from other areas were moved into tree planting to allow completion of the program.

Lastly, to the best of our ability, the Lower Thames Valley Conservation Authority is ensuring that services traditionally provided by the authority have not been compromised during this time. Education has been significantly impacted with classes and educational gatherings cancelled. Education staff are moving forward with remote education activities and opportunities to support students at home during this time.

The LTVCA continues to have the majority of staff working from home. We have very limited staff working at LTVCA facilities. Two staff members are continuing to staff the Administration office on a part time basis, these being Todd Casier, Manager Finance and Administration and Mark Peacock, CAO / Secretary Treasurer. The Resource Centre at Longwoods Road C.A. is only accessed when materials and resources are needed by staff working at home. Standard Operating procedures are being developed and used for all seasonal and permanent staff working from our workshops. There is no short term plan to bring staff back into worksites when tasks can be completed from home.



## Phases of Re-opening Campgrounds - C.M. Wilson Conservation Area



### **General Campground COVID-19 Safety Precautions:**

**Office:** Contactless payment whenever possible (reservations will all be paid prior to arrival). Cash payment from customers with exact change may be accepted for purchases of firewood and ice. Staff to wear disposable gloves to count money.

**Workshop:** Staff only signs. Hand sanitizer available.

**Campground Events:** Cancel all events. Communicate to campers via Facebook/email as possible. Depending on phase of opening, campers can submit distancing event ideas through Facebook/email. E.g. fishing derby with picture only submissions.

**Washrooms:** Depending on the phase of opening, washrooms cleaned on designated schedules. Washrooms will be closed to the public during cleaning. Hand sanitizer will be located outside of each washroom entrance. Staff will wear disposable gloves and mask for washroom cleaning. All common touch surfaces wiped down with disinfectant each cleaning. Bathroom use will be limited a single site of campers at a time.

**Laundry:** Depending on the phase of opening, the laundry building will be locked. When open, staff to organize a schedule that campers can sign up for. Limit of 1 family unit in laundry at a time. Staff will allow access to key to unlock for campers at the start of their time. Campers are asked to wipe surfaces they use and then lock up when they are finished. Campers will be required to sign up the day before, no same day appointments so staff are aware of the times. Hand sanitizer at these locations. Remove tables and any unnecessary touch surfaces.

**Canoe/Kayak use:** Not offered in 2020

**Dumpsters:** Lids to remain open during the day so campers aren't required to touch anything.

**Dumping Station:** Touch surfaces disinfected daily. Hand sanitizer at this location.

**Transient Sites:** Depending on the phase of opening, wipe down hydro and water connections and picnic tables with disinfectant following each reservation.

**Firewood:** prepackaged bundles for self-serve only at designated times. Staff may deliver to site during inspections.

**Playgrounds:** Sign playgrounds with closed signs. Open when province recommends.

**Ice Chests:** Self serve at designated times. User asked to disinfect after each use.

**Docks:** Open, social distancing required.

# Phases of Re-opening Campgrounds - C.M. Wilson Conservation Area



## **Phases of reopening Campgrounds**

### **Phase One: Open to permanent residents limited services**

COVID 19 Training mandatory for staff. Canadian seasonal campers who require housing during the COVID-19 emergency period but do not have another home in this country will be permitted to take residence at their campsite – utilities will be provided (water, hydro, dump station, garbage bins). Entrance gate to be opened at 8am and closed/locked at 7pm. Washrooms, playgrounds, pavilions and all other facilities will remain closed. Staff will continue to prepare the campgrounds for the season.

### **Phase Two: Open to seasonal campers to maintain trailers, no services**

Beginning May 29, 2020, seasonal campers will be permitted to access campground for maintenance of trailers but no overnight camping. Dump station and garbage bins to be open. Access allowed from 8am to 7 pm. All campers must follow federal, provincial and regional health guidelines and recommendations as directed. No group campsites / reservations permitted. All washroom, shower and laundry facilities will remain closed. Contactless transactions will be preferred (electronic payment etc.) Enhanced cleaning and disinfection practices are undertaken at central dump station and garbage bins. All recreational facilities must remain closed including picnic areas, playgrounds, etc. All community events to be cancelled or postponed.

### **Phase Three A: Open to seasonal campers' overnight use, limited services**

Beginning June 5, 2020, Seasonal, overnight stay campers will be allowed, however, all campers must follow federal, provincial and regional health guidelines and recommendations as publicly directed. No group campsites/reservations permitted. Shower and laundry facilities will not be open. Campers will be required to use bathroom facilities in their trailers or recreational vehicles. Contactless transactions will be preferred (electronic payment, delivery of firewood, etc.) Dump station, garbage bins and firewood sales to be available. Enhanced cleaning and disinfection practices are undertaken at central dump and garbage stations. All recreational facilities will remain closed including picnic areas, playgrounds, etc. All community events must be cancelled or postponed. In the event that a camper has no washroom facilities available in their trailer, arrangements can be made with the area supervisor.

### **Phase Three B: Open to seasonal campers overnight use, full services (Timing TBD by LTVCA)**

When appropriate, bathroom/shower and laundry facilities deemed will be opened. Enhanced cleaning and disinfection practices are undertaken at central dump and garbage stations, washrooms and laundry facilities. As deemed appropriate, all recreational facilities that can be opened while meeting provincial health recommendations. All community events may be permitted with participant limitations based on Provincial guidelines for gatherings.

## Phases of Re-opening Campgrounds - C.M. Wilson Conservation Area



### Phase Four: Campground fully open including transient campers (Timing TBD by LTVCA)

Seasonal and transient overnight stay campers will be allowed, however, all campers must follow federal, provincial and regional health guidelines and recommendations as publicly directed. Transient overnight and limited stay camper will be limited to 50% occupancy (50% of total # of available transient sites to be occupied). Group campsites/reservations permitted based on Provincial guidelines. Shower and laundry facilities will be open. Campers will be encouraged to use bathroom facilities in their trailers or recreational vehicles. Bathroom/showers facilities will be open with enhanced sanitization protocols. Contactless transactions will be preferred (electronic payment, delivery of firewood, etc.) Enhanced cleaning and disinfection practices to be undertaken at central dump and garbage stations. Enhanced cleaning and disinfection efforts are undertaken in campground sites and in all public/shared spaces (e.g. picnic table, garbage dumpsters and cans and other high-touch surfaces). All recreational facilities that can be opened while meeting provincial health recommendations will be opened. All community events may be permitted with participant limitations based on Provincial guidelines for gatherings.

### Acknowledgement and Assumption of Risk

#### (COVID-19) ACKNOWLEDGEMENT AND ASSUMPTION OF RISK

1. At the time of agreement, I/We (the occupants) is/are not experiencing any COVID-19 symptoms nor have had symptoms in the last 14 days.
2. I/We have not travelled outside of Canada or any area under a travel health advisory in the last 14 days.
3. I/We have not been advised to self-isolate due to any exposure of COVID-19.
4. I/We am/are fully aware of the risks and hazards that are associated with COVID-19 that may be experienced during my/our use and occupancy on the Campground, which risks and hazards include but are not limited to the risk of death, bodily injury or property damage.
5. I/We voluntarily agree to assume the risks and hazards that are associated with COVID-19, which include but are not limited to the risk of death, bodily injury or property damage, regardless of severity, that I/we may sustain as a result of my/our use and occupancy of the Campground, in whole or in part, however arising, including, but not limited to, by active or passive negligence.
6. I/We understand and agree to abide by the following documents "Phases of Re-Opening Campgrounds – C.M. Wilson Conservation Area" regarding use restrictions and services provided in the phased opening of the Campground.

A rectangular box with a black border, intended for the occupant's signature.

Signature of Occupant

## 9.2) Water Management

### 9.2.1) Flood Forecasting and Operations

Due to a reduced Board Agenda in April, this report covers a period from February 13<sup>th</sup> until June 15<sup>th</sup>. There have been forty-two flood messages issued during this period. For the Thames River and local watercourses, two Flood Watches, one Flood Outlook, one Safety Bulletin, and one combined message with shoreline flooding concerns for both lakes, were issued. The remaining thirty-seven messages all had to do with shoreline concerns. Two Flood Warnings were issued for each of Lake Erie and Lake St. Clair. Sixteen Flood Watches were issued for Lake Erie and nine for events that might have impacted both Lake Erie and Lake St. Clair. No Flood Watches were issued for events just on Lake St. Clair. Four Flood Outlook messages were issued for Lake Erie and one for an event that might have impacted both Lake Erie and Lake St. Clair. Again, there were no Flood Outlook messages for events expected to impact just Lake St. Clair. Monthly standing messages resumed in February after an unexpected rise in water levels in January. The April standing message was issued as a Flood Outlook, while the May and June messages were issued as Flood Watches.

It was a relatively quiet Spring in terms of flooding on our local watercourses and on the Thames River. There were no flood events on the Thames River itself and the McGregor Creek Diversion Channel Dam was only operated twice. The first operation period lasted from the morning of March 29<sup>th</sup> to the evening of March 30<sup>th</sup>. The second operational period only lasted a few hours on the afternoon of May 19<sup>th</sup>. That day, water levels had barely reached the operational threshold and it was decided to test the operation of the gates under pressure. By the time testing was over water levels had fallen back below the operational threshold so the dam was left open.

Wind events have impacted both Lake Erie and Lake St. Clair since the last Board report, as noted by the Flood Warnings. However, shoreline flooding was most certainly not limited to those four occasions. Shoreline flooding events tend to dry up very quickly after the winds die down. This means that many of the Flood Watches were also associated with events that produced flooding. The messages were just not escalated to a Flood Warning as LTVCA staff did not get a chance to respond until the flooding was already over. There continues to be significant shoreline damage occurring on both lakes, with instances of erosion, break wall failures and bluff slumps occurring. Further instances of shoreline flooding and erosion should be expected to continue throughout the summer and autumn.

As we move into summer, predicting shoreline flooding becomes more difficult. Not only are the lakes seeing record high water levels, but the weather systems that produce flooding are more difficult to predict. Summer thunderstorms are often associated with these weather systems. The sudden changes in wind speed and barometric pressure can cause lake-setup, waves and flooding. Over the last several years there have been unpredicted instances of flooding due to this effect, including an incident at the end of May in Lighthouse Cove. While the LTVCA will continue to issue flood messages based on predictions of sustained winds, such sudden changes in weather conditions that lead to flooding often can't be predicted with any reasonable lead time. Some instances of flooding will likely go unpredicted. The standing flood messages are designed to address this type of flooding.

#### *Report on Lake Conditions*

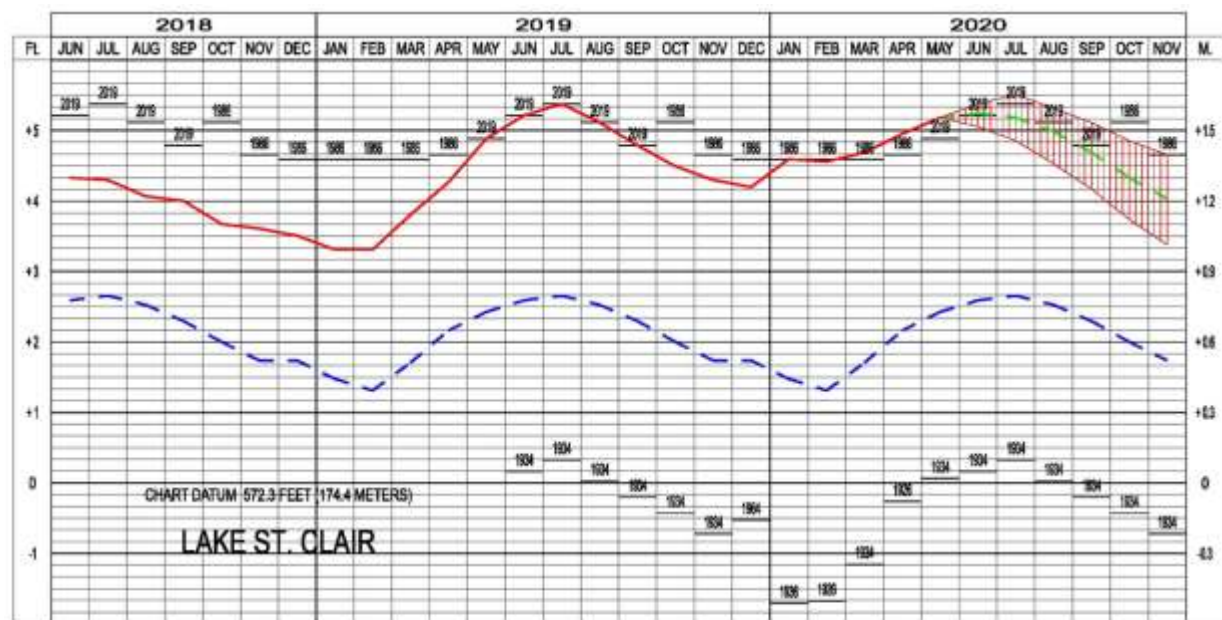
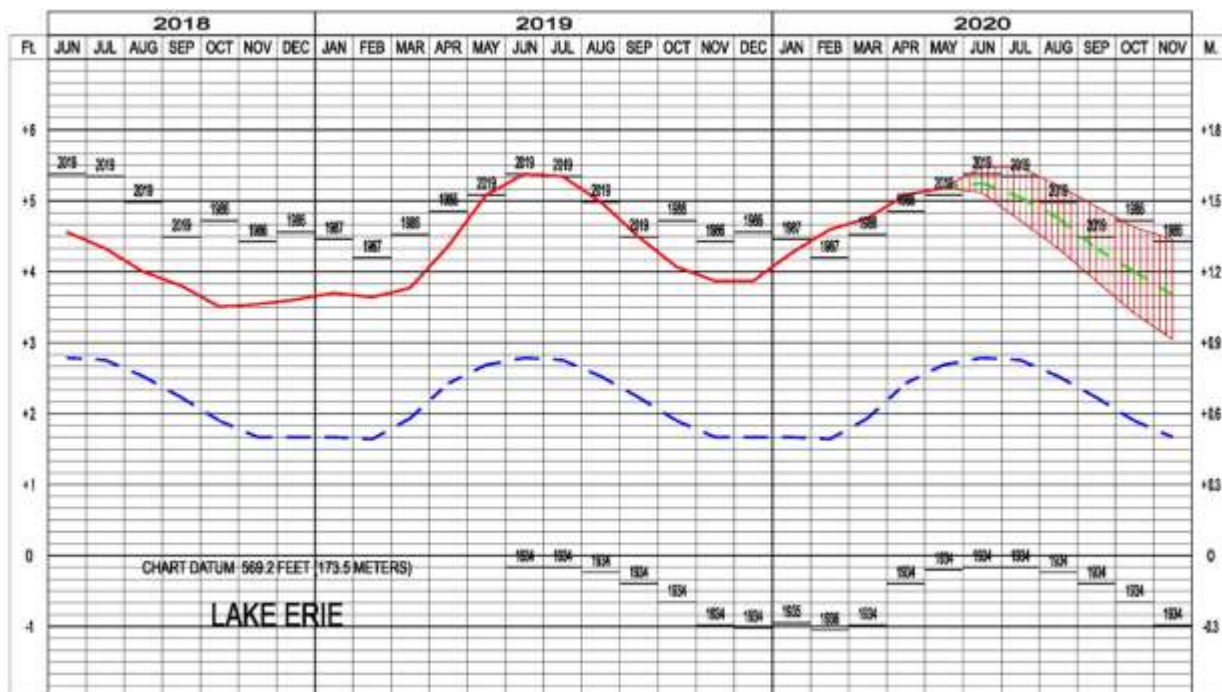
The average water level for Lake Erie on June 14, 2020 was 175.12 m (I.G.L.D.). This is only 2 cm below the all-time record June monthly average water level set last year, and only 7 cm below the peak daily water level observed last year on June 22<sup>nd</sup>. Lake level forecasts from June 12<sup>th</sup> (updated weekly) suggest that water levels on Lake Erie will drop by around 5 cm by mid-July.

The average water level for Lake St. Clair on June 14, 2020 was 176.04 m (I.G.L.D.). This is actually 5 cm above the all-time record June monthly average water level set last year, and only 4 cm below the peak daily water level observed last year on July 7/8th at an elevation of 176.08 m (I.G.L.D.). Lake level forecasts from June 12<sup>th</sup> (updated weekly) suggest that water levels on Lake St. Clair will still be at the same level by mid-July.

The current risk of flooding today is not significantly different than it was last year during peak water levels. Water levels can respond quickly to unexpected rainfall events. For example, an unexpected regional storm dropping 50 mm of



rain will add 5 cm of elevation to the lake right away, followed shortly thereafter by a further rise as water off the land makes its way into the lake. In addition, the impact of waves on the lake can have a significantly larger impact than the few centimetres difference between current lake levels and record lake levels. The impacts of such large waves simply overshadow such small changes in static water levels predicted in the forecast.



### 9.2.2) Flood Control Structures

Regular seasonal maintenance continues on all the Authority's flood control structures. The departure of Paul Kominek, Western District Supervisor, has not had an impact on regular maintenance of the flood control structures as it didn't occur within either the pre-flood season preparatory period or the post-flood season maintenance period.

Recently there were some issues with an actuator for the McGregor Creek Diversion Channel Dam. The actuator was removed and sent to the manufacturer for repairs. These repairs are not anticipated to have any impact on the safe operation of the structure.

### 9.2.3) Low Water Response Program

During the spring, summer and autumn, brief reports outlining the watershed conditions as they relate to the Low Water Response Program are typically created by LTVCA staff. Due to the increased workload associated with the pandemic, these reports have not been drafted so far this year. However, the Ministry of Natural Resources and Forestry does broad screening throughout the province all year long for the program. Based on that screening, the Lower Thames watershed was not in any type of low water condition.

### 9.2.4) Watershed Monitoring

Watershed wide surface water quality monitoring continues on a monthly basis at twenty-two sites throughout the watershed. The sampling is conducted as part of the Provincial Surface Water Quality Monitoring Network (PWQMN) program, supplemented by a Canada-Ontario Agreement grant. While the final approval of the grant has been delayed due to the pandemic, MECP program staff have suggested that this is only a delay.

Benthic monitoring was also conducted late May and early June. Sampling was conducted by Dan Bittman, Jerry De Zwart, and summer staff Elise Pinsonneault and Anastasia Heuvelmans. The samples have been preserved with the intention that organism identification will be undertaken later in the year by experts at the University of Windsor.

### 9.2.5) Geographic Information and Information Technology Services

Due to the pandemic, there has been a substantial increase in the amount of IT work required by staff at the LTVCA. Solutions were required to get employees working from home, which took a substantial amount of time to implement. Some of those solutions were software based and provided free of charge during the early stages of the pandemic. However, as the world moves to reopen the economy, some of these free solutions are being scaled back. Over the coming months it is expected that IT services will continue to take up a greater amount of staff time than typically seen when employees are working from the office.

The reports align with the following objectives of the **LTVCA's Strategic Plan**:

2. Strengthen and Increase Collaboration with Community Stakeholders
3. Increase the Awareness of the Value of Good Watershed Stewardship
4. Improve Capital Asset Review

## 9.3) Planning and Regulations

### 9.3.1) Planning

From April 1st to the end of May 31st, there have been 49 planning submissions reviewed by staff with respect to the Provincial Policy Statement, Section 28 of the Conservation Authorities Act and Ontario Regulation 152/06. On average it takes roughly 5 days to respond to submissions, ranging from same day response to 15 days for more involved planning submissions. There have also been 33 phone calls that have been dealt with in that time frame, and multiple emails.

Planning Numbers	2018 totals	2019 Totals	Jan totals	Feb-Mar totals	Apr-May totals	2020 Totals
Chatham-Kent	185	150	19	52	31	102
Elgin	94	76	6	11	7	24
Essex	58	16	3	8	3	14
Middlesex	55	48	0	4	8	12
Total Numbers	328	290	28	75	49	152

*\*OP, ZBL, OPA, ZBLA, Consents, Minor Variances, Plans of Subdivision, Legal Inquiries*

Staff involved in plan review activities are working from home, with COVID 19 Standard Operating Procedures in place as well as work from home plans. Several conference call / zoom meetings have taken place with proponents / consultants / agencies / member municipalities around planning matters. At this time, no site inspections have taken place for this department. Planning services continue to be used / accessed by the public, our member municipalities and other agencies via telephone and email communication at this time.

### 9.3.2) Section 28 Regulations / Permitting

#### Permitting

Since the last board update on 16 April 2020 and up to 31 May 2020, staff had received an additional 61 permit applications with respect to Section 28 of the Conservation Authorities Act and Ontario Regulation 152/06. Of the 187 permit applications received in the first five months of 2020, all but nine had been approved by staff. Eight of those nine applications were still open and being reviewed by staff as of the end of May. Currently, one application requires a Hearing in front of the Executive Committee as the application proposal is not compliant with board-approved policies. The Hearing was supposed to be conducted in April, however, it was cancelled due to the COVID-19 pandemic. The Hearing will be rescheduled for a later date.

Below are some Section 28 Permitting statistics up to 31 May 2020:

- Four habitat/stewardship projects in a LTVCA regulated area have been approved with their application fees waived;
- 80 property elevation surveys were completed for permit and official plan flood proofing requirements;
- 79% of all applications were within Chatham-Kent;
- 68% of the applications were for private property owners for projects such as construction or modification of structures, shoreline protection repairs, and/or bank alterations;
- 28% of the applications were for municipal projects (drainage or infrastructure);
- 4% of the applications were for utility projects (e.g. gas lines, fibre optics, etc.); and,
- Total of permit application fees = \$49,225.00 (approximately \$1,375 above this time last year).



## Permit Processing Timelines

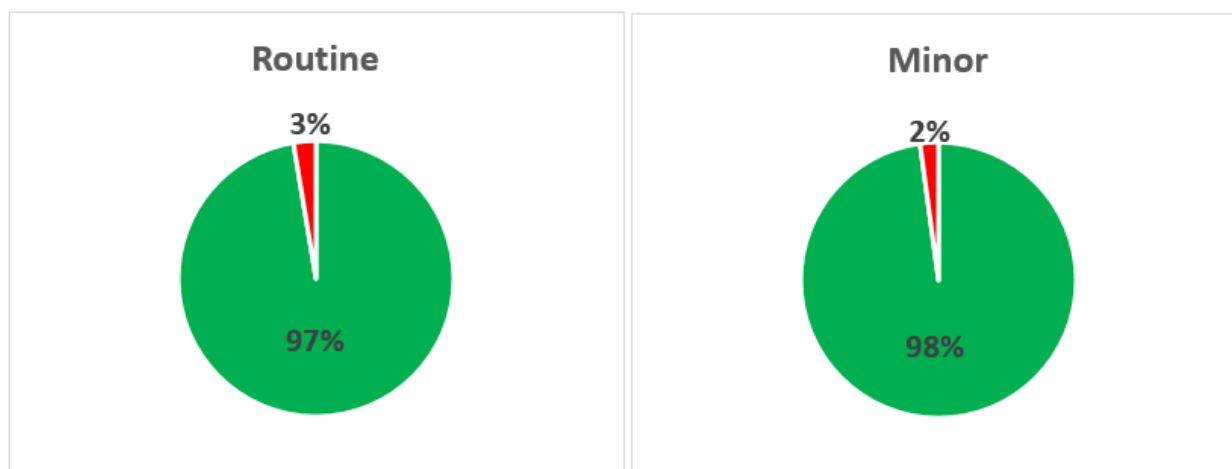
In 2019, Conservation Ontario developed “Client Service Standards for Conservation Authority Plan and Permit Review” with input from stakeholders such as the Ontario Home Builders’ Association. Conservation Ontario Council endorsed the document and its delivery standards on 24 June 2019.

One of the suggestions in the document was to breakdown permit applications into a minimum of three categories: major applications, minor applications, and routine applications. The differences between each category are based on the complexity of the application. Major applications require significant review and staff time, minor applications do not require as much staff time, and routine applications are generally quick and fairly standard (such as municipal drain maintenance). The document offers the following ‘best practices’ timelines for making a decision on a complete application:

Application Category	Turnaround Time Goal
<b>Routine</b>	14 Days
<b>Minor</b>	21 Days
<b>Major</b>	28 Days

If a decision has not been rendered by the LTVCA within the appropriate timeframe, the applicant may contact the Manager, Watershed and Information Services (Jason Wintermute) who serves as the “client service facilitator”. If the applicant is not satisfied with the response from the client service facilitator, the applicant can submit a request for administrative review by the CAO and then, if not satisfied, by the LTVCA’s Board of Directors.

The table below indicates that 97% of routine and 98% of minor permit applications met their applicable turnaround time goal. As of May 31<sup>st</sup>, there have been no “major” permit applications processed and approved. Two major applications exist in the queue – the application requiring a hearing (over 112 days since the complete application has been received) and a subdivision development application (over 10 days since the complete application has been received).



Complexity of Application	# of Days to Review Permit Applications (up to May 31 <sup>st</sup> , 2020)				
	0 - 14 Days	15 - 21 Days	21 - 28 Days	29 - 90 Days	> 90 Days
<b>Routine</b>	37	1	0	0	0
<b>Minor</b>	130	7	2	1	0
<b>Major</b>	0	0	0	0	0

### ***Property Inquiries & Permit Pre-Consultation***

Up to 31 May 2020, 678 property inquiries (including permit pre-consultation questions) were received and responded to by the Regulations Technician. At the writing of this report, the current response turnaround time is approximately 7 days. 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.

### **Section 28 Enforcement:**

In the first five months of 2020, 17 new complaints / tips were received from the public about possible Section 28 enforcement issues. 13 of the 17 issues are violations of the Conservation Authorities Act and Ontario Regulation 152/06 with one of those issues being resolved through a Violation Clearance Permit.

### 9.3.3) O. Reg. 152/06 Permit Applications

Staff Report

#### O.Reg. 152/06 Permit Applications (Up to May 31, 2020)

B.D. 06/25/20

APP#	LOCATION	COMMUNITY/ TOWNSHIP	MUNICIPALITY	APP'N TYPE	DECISION
015-2020	159 Metcalfe Street	Shrewsbury	Chatham-Kent	Construction	Granted: Feb 04, 2020
016-2020	101 Tuscany Trail	Chatham	Chatham-Kent	Construction	Granted: Feb 04, 2020
020-2020	Government Drain #2 near Highway 77	Tilbury West	Lakeshore	Alteration	Granted: Feb 11, 2020
021-2020	8538 Havens Lake Road	Aldborough	West Elgin	Alteration	Granted: Feb 04, 2020
022-2020	8577 Furnival Road	Aldborough	West Elgin	Construction	Granted: Feb 04, 2020
023-2020	McCargon Drain No. 2	Howard	Chatham-Kent	Alteration	Granted: Feb 04, 2020
024-2020	2 Third Street	Erie Beach	Chatham-Kent	Alteration	Granted: March 03, 2020
025-2020	19090 Bluewater Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: Feb 06, 2020
026-2020	15 Sienna Court	Chatham	Chatham-Kent	Construction	Granted: Feb 06, 2020
027-2020	685 Duplessis Drive	Lighthouse Cove	Lakeshore	Construction	Granted: Feb 07, 2020
028-2020	13779 Talbot Trail	Howard	Chatham-Kent	Construction	Granted: Feb 06, 2020
029-2020	503 Towanda Boulevard	Erie Beach	Chatham-Kent	Alteration	Granted: Feb 12, 2020
030-2020	Walnut Line	Dunwich	Dutton Dunwich	Construction	Granted: Feb 07, 2020
031-2020	7538 Grande River Line	Dover	Chatham-Kent	Construction	Granted: Feb 05, 2020
032-2020	West Drain	Raleigh	Chatham-Kent	Alteration	Granted: Feb 06, 2020
033-2020	Talbot Trail Lot 151 Drain	Raleigh	Chatham-Kent	Construction	Granted: Feb 10, 2020
034-2020	19050 Haven Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: Feb 12, 2020
035-2020	19005 Haven Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: Feb 12, 2020
036-2020	Camythorne Drain	Raleigh	Chatham-Kent	Alteration	Granted: Feb 11, 2020
037-2020	Campbell Leatherdale Drain	Howard	Chatham-Kent	Alteration	Granted: Feb 11, 2020
038-2020	830 Towanda Boulevard	Erie Beach	Chatham-Kent	Alteration	Granted: Feb 19, 2020
039-2020	1708 Longwoods Road	Wardsville	Southwest Middlesex	Construction	Granted: Feb 12, 2020
040-2020	Duart Drain 2020	Orford	Chatham-Kent	Alteration	Granted: March 09, 2020
041-2020	J. Vyn No. 2 Drain	Howard	Chatham-Kent	Construction	Granted: Feb 11, 2020
042-2020	11793 Bates Drive	Rondeau	Chatham-Kent	Construction	Granted: Feb 19, 2020
043-2020	20 Merritt Avenue	Chatham	Chatham-Kent	Construction	Granted: Feb 11, 2020
044-2020	McDowell Drain and McDowell Drain Branch # 1	Howard	Chatham-Kent	Alteration	Granted: Feb 13, 2020
045-2020	Dawson Drain	Orford	Chatham-Kent	Alteration	Granted: Feb 13, 2020
046-2020	4835 Queens Line	Tilbury East	Chatham-Kent	Construction	Granted: Feb 25, 2020
047-2020	180 Ross Lane	Erieau	Chatham-Kent	Construction	Granted: Feb 19, 2020
048-2020	4891 Talbot Trail	Tilbury East	Chatham-Kent	Construction	Granted: March 09, 2020
049-2020	5235 Coutts Line	Tilbury East	Chatham-Kent	Construction	Granted: Feb 24, 2020
050-2020	114 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
051-2020	118 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
052-2020	122 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
053-2020	126 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
054-2020	130 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
055-2020	134 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
056-2020	138 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
057-2020	142 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
058-2020	146 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
059-2020	150 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: Feb 24, 2020
060-2020	17420 Melody Drive	Lighthouse Cove	Lakeshore	Construction	Granted: March 09, 2020
061-2020	Detain Drain	Wheatley	Chatham-Kent	Alteration	Granted: March 04, 2020



APP#	LOCATION	COMMUNITY/ TOWNSHIP	MUNICIPALITY	APP'N TYPE	DECISION
062-2020	Ashton Drain	Orford	Chatham-Kent	Alteration	Granted: March 08, 2020
063-2020	Clinansmith Branch Drain	Raleigh	Chatham-Kent	Alteration	Granted: March 08, 2020
064-2020	Dolson Creek Mechanical Works Drain	Dover	Chatham-Kent	Alteration	Granted: March 09, 2020
065-2020	Austin Drain	Orford	Chatham-Kent	Alteration	Granted: March 09, 2020
066-2020	123 London Road	Thamesville	Chatham-Kent	Construction	Granted: March 10, 2020
067-2020	8753 Heron Line	Dover	Chatham-Kent	Construction	Granted: March 10, 2020
068-2020	Caradoo-Campbell Drain	Ekfrid	Southwest Middlesex	Alteration	Granted: March 04, 2020
069-2020	Coyne Road	Dunwich	Dutton Dunwich	Construction	Granted: Feb 27, 2020
070-2020	Fysh Line over North Marsh Drain	Howard	Chatham-Kent	Alteration	Granted: Feb 27, 2020
071-2020	24585 Pioneer Line	West Lorne	West Elgin	Construction	Granted: Feb 28, 2020
072-2020	22167 Douglas Line	Port Glasgow	West Elgin	Construction	Granted: March 10, 2020
073-2020	195 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 09, 2020
074-2020	187 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 09, 2020
075-2020	191 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 09, 2020
076-2020	199 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 09, 2020
077-2020	19070 Haven Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: March 10, 2020
078-2020	34 Stonegate Walk	Chatham	Chatham-Kent	Construction	Granted: March 10, 2020
084-2020	4915 Tecumseh line	Tilbury East	Chatham-Kent	Construction	Granted: March 11, 2020
085-2020	Tecumseh Line over Tremblay Creek	Tilbury West	Lakeshore	Alteration	Granted: March 11, 2020
086-2020	Erie Shore Drive	Erie Shore Drive	Chatham-Kent	Alteration	Granted: March 08, 2020
087-2020	Taylor Road Drain	Howard	Chatham-Kent	Alteration	Granted: March 11, 2020
088-2020	Bell Drain	Raleigh	Chatham-Kent	Construction	Granted: March 10, 2020
089-2020	10896 River Line	Harwich	Chatham-Kent	Construction	Granted: March 12, 2020
090-2020	7 Hart Place	Chatham	Chatham-Kent	Construction	Granted: March 12, 2020
091-2020	19150 Harbour Drive	Lighthouse Cove	Lakeshore	Construction	Granted: April 03, 2020
092-2020	North Branch Cruickshank Drain	Zone	Chatham-Kent	Alteration	Granted: March 11, 2020
093-2020	Faubert Drain	Dover	Chatham-Kent	Alteration	Granted: March 11, 2020
094-2020	Home Drain	Raleigh	Chatham-Kent	Alteration	Granted: March 11, 2020
095-2020	22222 Creek Road	Harwich	Chatham-Kent	Construction	Granted: March 18, 2020
096-2020	Cornwall Drain	Orford	Chatham-Kent	Alteration	Granted: March 11, 2020
098-2020	325 Mariners Road	Erieau	Chatham-Kent	Alteration	Granted: March 12, 2020
099-2020	8544 Mallard Line	Dover	Chatham-Kent	Construction	Granted: March 19, 2020
100-2020	183 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
101-2020	171 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
102-2020	175 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
103-2020	179 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
104-2020	202 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
105-2020	198 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
106-2020	194 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
107-2020	190 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
108-2020	188 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
109-2020	182 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
110-2020	178 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
111-2020	174 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020
112-2020	62 Detroit Drive	Chatham	Chatham-Kent	Construction	Granted: March 18, 2020



APP#	LOCATION	COMMUNITY/ TOWNSHIP	MUNICIPALITY	APP'N TYPE	DECISION
113-2020	C. McCallum Drain	Dunwich	Dutton Dunwich	Alteration	Granted: March 17, 2020
114-2020	Pioneer Line and Furnival Road	Aldborough	West Elgin	Alteration	Granted: March 18, 2020
115-2020	Silver Clay Line and Blacks Road	Aldborough	West Elgin	Alteration	Granted: March 18, 2020
116-2020	14 Birmingham Lane	Chatham	Chatham-Kent	Construction	Granted: April 02, 2020
117-2020	1708 Longwoods Road	Wardsville	Southwest Middlesex	Construction	Granted: March 18, 2020
118-2020	11488 Rondeau Drive	Rondeau Bay Estates	Chatham-Kent	Construction	Granted: April 02, 2020
119-2020	32774 Erin Line	Dunwich	Dutton Dunwich	Construction	Granted: March 28, 2020
120-2020	12360 Magnavilla Line	Howard	Chatham-Kent	Construction	Granted: April 02, 2020
121-2020	21046 Kent Bridge Road	Harwich	Chatham-Kent	Alteration	Granted: April 01, 2020
122-2020	16660 Couture Beach Road	Tilbury West	Lakeshore	Alteration	Granted: April 09, 2020
123-2020	Fingal Line over Casey Drain	Southwold	Southwold	Alteration	Granted: April 02, 2020
124-2020	8842 Rivard Line	Dover	Chatham-Kent	Alteration	Granted: April 03, 2020
125-2020	20976 Pier Road	Wheatley	Chatham-Kent	Construction	Granted: April 06, 2020
126-2020	19101 Lakeside Drive	Lighthouse Cove	Lakeshore	Construction	Granted: April 03, 2020
127-2020	Millar Drain	Howard	Chatham-Kent	Alteration	Granted: April 03, 2020
128-2020	119 Braemar Boulevard	Chatham	Chatham-Kent	Construction	Granted: April 09, 2020
129-2020	53 Detroit Drive	Chatham	Chatham-Kent	Construction	Granted: April 09, 2020
130-2020	19624 Erieau Road	Harwich	Chatham-Kent	Alteration	Granted: April 09, 2020
131-2020	Townline Drain	Raleigh	Chatham-Kent	Alteration	Granted: April 16, 2020
132-2020	18310 Erie Shore Drive	Erie Shore Drive	Chatham-Kent	Alteration	Granted: April 20, 2020
133-2020	18312 Erie Shore Drive	Erie Shore Drive	Chatham-Kent	Alteration	Granted: April 20, 2020
134-2020	966 Highway 77	Mersea	Leamington	Construction	Granted: April 22, 2020
135-2020	11630 Catherine Street	West Lorne	West Elgin	Construction	Granted: April 24, 2020
136-2020	Pike Pump	Raleigh	Chatham-Kent	Alteration	Granted: April 27, 2020
137-2020	25325 Crinan Line	Aldborough	West Elgin	Construction	Granted: April 28, 2020
138-2020	Gowrie Drain	Dover	Chatham-Kent	Alteration	Granted: April 28, 2020
139-2020	166 Queen Street	Wardsville	Chatham-Kent	Construction	Granted: April 28, 2020
140-2020	4208 Tecumseh Line	Jeannettes Creek	Chatham-Kent	Construction	Granted: May 01, 2020
141-2020	McDougall Drain	Tilbury East	Chatham-Kent	Alteration	Granted: April 29, 2020
142-2020	Johnston Drain	Zone	Chatham-Kent	Alteration	Granted: April 30, 2020
143-2020	Johnston McRoberts Drain	Zone	Chatham-Kent	Alteration	Granted: April 30, 2020
144-2020	Stenton Drain	Raleigh	Chatham-Kent	Alteration	Granted: May 04, 2020
145-2020	6671 Riverview Line	Raleigh	Chatham-Kent	Construction	Granted: May 06, 2020
146-2020	19145 Crest River Avenue	Lighthouse Cove	Lakeshore	Construction	Granted: May 08, 2020
147-2020	15 Prince Street North	Chatham	Chatham-Kent	Construction	Granted: May 11, 2020
148-2020	20924 Pickrel Avenue	Wheatley	Chatham-Kent	Alteration	Granted: May 12, 2020
149-2020	North Marsh Drain	Howard	Chatham-Kent	Alteration	Granted: May 05, 2020
150-2020	Fourth Concession Outlet Drain	Harwich	Chatham-Kent	Alteration	Granted: May 06, 2020
151-2020	McGregor Holdaway Drain	Harwich	Chatham-Kent	Alteration	Granted: May 06, 2020
152-2020	Bullis Creek Drain	Raleigh	Chatham-Kent	Alteration	Granted: May 06, 2020
153-2020	25912 Jacob Road	Dover	Chatham-Kent	Construction	Granted: May 13, 2020
154-2020	6170 Gentleman Drive	Ekfrid	Southwest Middlesex	Alteration	Granted: May 12, 2020
155-2020	164 Detroit Line	Wheatley	Chatham-Kent	Alteration	Granted: May 13, 2020
156-2020	674 Grand Avenue East	Chatham	Chatham-Kent	Alteration	Granted: May 13, 2020
157-2020	866-868 Hiawatha Beach	Wheatley	Chatham-Kent	Alteration	Granted: May 12, 2020

APP#	LOCATION	COMMUNITY/ TOWNSHIP	MUNICIPALITY	APP'N TYPE	DECISION
158-2020	872 Hiawatha Beach	Wheatley	Chatham-Kent	Alteration	Granted: May 12, 2020
159-2020	882-884 Hiawatha Beach	Wheatley	Chatham-Kent	Alteration	Granted: May 12, 2020
160-2020	Jeanette's Creek Drain (Raleigh Plains Outlet)	Tilbury East	Chatham-Kent	Alteration	Granted: May 20, 2020
161-2020	Jeanette's Creek Drain (Raleigh Plains Outlet)	Tilbury East	Chatham-Kent	Alteration	Granted: May 20, 2020
162-2020	84 Parkwood Drive	Chatham	Chatham-Kent	Construction	Granted: May 20, 2020
163-2020	22479 Talbot Line	Aldborough	West Elgin	Construction	Granted: May 21, 2020
164-2020	Union Drain	Harwich	Chatham-Kent	Alteration	Granted: May 21, 2020
165-2020	17388 Melody Drive	Lighthouse Cove	Lakeshore	Alteration	Granted: May 21, 2020
166-2020	O'Rourke Drain	Raleigh	Chatham-Kent	Alteration	Granted: May 21, 2020
167-2020	Cammaert Drain #2	Raleigh	Chatham-Kent	Alteration	Granted: May 21, 2020
168-2020	62 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 21, 2020
169-2020	208 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 22, 2020
170-2020	210 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 22, 2020
171-2020	214 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 22, 2020
172-2020	43 Wallace Street	Thamesville	Chatham-Kent	Construction	Granted: May 21, 2020
173-2020	28810 Thamesview Line	Dunwich	Dutton Dunwich	Alteration	Granted: May 22, 2020
174-2020	28870 and 29204 Ash Line	Dunwich	Dutton Dunwich	Alteration	Granted: May 22, 2020
175-2020	Molean Switzer Drain	Ekfrid	Southwest Middlesex	Alteration	Granted: May 22, 2020
177-2020	10288 Graham Road	Aldborough	West Elgin	Construction	Granted: May 22, 2020
178-2020	74 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 28, 2020
179-2020	78 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 28, 2020
180-2020	82 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 28, 2020
181-2020	154 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 28, 2020
182-2020	162 Moonstone Crescent	Chatham	Chatham-Kent	Construction	Granted: May 28, 2020
183-2020	Eichenberger Drain	Ekfrid	Southwest Middlesex	Alteration	Granted: May 28, 2020
185-2020	Bert Brown Drain	Orford	Chatham-Kent	Alteration	Granted: May 29, 2020
186-2020	2 Sixth Street	Erie Beach	Chatham-Kent	Alteration	Granted: May 29, 2020

The reports align with the following objectives of the **LTVCA's Strategic Plan**:

2. Strengthen and Increase Collaboration with Community Stakeholders
3. Increase the Awareness of the Value of Good Watershed Stewardship



## 9.4) Conservation Area Lands

### January 1 to May 31 Visitation / Camping Stats

Note – no school programs or special events or camping as of March 2020

**Longwoods Road Conservation Area** – 3,111 people (4,416 in 2019) (Includes 2 people per pay & display permit (transaction) Pay and Display Permits – 1,424 vehicles (583 in 2019)

**E.M. Warwick Conservation Area** – 0 people (375 in 2019)

**Big Bend Conservation Area** – 0 people (105 in 2019)

**C.M. Wilson Conservation Area** – 364 people (1,984 in 2019) (Includes 2 people per pay & display permit (transaction) Pay and Display Permits – 182 vehicles (214 in 2019)

**Sharon Creek Conservation Area** – 311 Day Use Transactions on MacKay Pay (98 transactions in 2019)

**2020 Parking Passes** – 155 sold since November 2019 (59 of those purchased through MacKay Pay); 100 sold same period 2019 (36 of those purchased through MacKay Pay). Staff have been very busy selling 2020 LTVCA Parking Passes! This has been very popular, and is a great way to support our Conservation Lands program.

It should be noted that our Conservation Areas in general have all been very busy, and these statistics are only tracking people that pay LTVCA, we currently do not have a means of tracking visitors that do not pay for the use of our facilities.

**C.M. Wilson Conservation Area-** Seasonal campers were recently allowed to stay overnight at their trailers, but washrooms and other public facilities remain closed due to COVID 19 restrictions. Temporary signage has been installed at our public CA's to remind visitors about the importance of social distancing, even in outdoor situations like trails, pavilions and campsites. The Western District Supervisor position has been filled by Adam Gibbs, who has been Park Warden at Ivanhoe Provincial Park for the past 14 years, and will bring great experience in enforcement, park operations and standards as well as winning an award for social media marketing of Provincial Parks.

**Big "O" Conservation Area-** two additional parcels have been donated to the LTVCA adjacent to our parking area. Approximately 3 acres in size, this new land will be naturally restored and incorporated into the existing property and be available for public access and frontage along highway 77. We wish to thank Pat Lavin for his generous donation that is valued at over \$235,000.



**Lighthouse Cove-** The historic lighthouse and home have been subject to the high water levels like the rest of the town. Typically the Canadian Coast Guard rents this home from LTVCA, and use it as their base for patrolling Lake St. Clair and the Detroit River. Unfortunately they had to move staff to another location, but agreed to hold onto the lease at a reduced rate, in hopes the water levels drop and can move staff back. Until that time, staff have sandbagged the perimeter and have pumps going to limit the amount of water in the basement. Along with this, over 20 mature trees have died and had to be removed.

**Sharon Creek Conservation Area-** this property continues to be a popular destination, especially during the COVID-19 pandemic, people want to get outside, exercise and relax, which has had an impact on our natural areas. Staff have had to ramp up patrols and install educational signage to remind visitors. MEU (contracted security) has been scheduled to provide random patrols, and several charges were laid the weekend of June 12<sup>th</sup>. The Middlesex Health Unit was consulted about the opening of our washrooms, and staff are working on a plan with signage, cleaning schedule with a potential opening of July 1<sup>st</sup>.



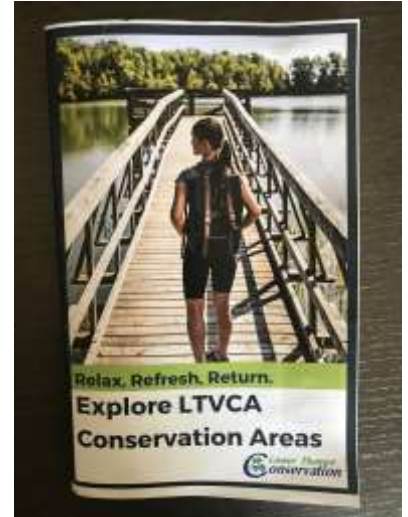
**Longwoods Road Conservation Area-** Canada Summer Jobs staff are in the process of being hired, where three positions will assist with the re-barking of the Longhouses and assist with the upkeep of the trails and property. Funds through our First Nation's partners were acquired to hire a fourth seasonal position that will also be out of the Longwoods Road workshop, but will assist our Eastern District Supervisor with our other properties.

**Big Bend Conservation Area-** Currently we are open for only Seasonal Campers (long term), and right now we have three confirmed sites. Staff are following directions from the Province, and plan on phasing in the full opening of our campgrounds to overnight (short stay) visitors.

**Conservation Area Brochure-** Many staff and volunteers contributed their talents to the completion of our new *Conservation Area Brochure*, which is now completed. Hard copies will be mailed out to partners and board members, and will be available at our Administration Office in Chatham, CM Wilson Conservation Area and Longwoods Road Resource Centre.

A big thank you to our sponsors who contributed over \$3,000 to this project.

We are looking forward to next year, anticipating raising more funds which ultimately can go back into protecting these environmentally sensitive areas.



The reports align with the following objectives of the **LTVCA's Strategic Plan**:

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## 9.5) Conservation Services

### 9.5.1) Tree Planting and Habitat Restoration Programs

#### **Largestock Trees:**

New partnerships were established with the real estate community with the Meadows subdivision located in Chatham near Bloomfield Road and Park Avenue. The LTVCA and Maple City Homes provided residents with a new tree for their newly moved into home.

The West Elgin Roads Department was also supplied trees for a community give away aimed at replacing annual trees that need to come down for maintenance and infrastructure needs.

The Municipality of Dutton Dunwich had a similar give away for landowners in their jurisdiction. These were refreshing events during the pandemic for landowners to get their tree and plant it on their property with their families and connect with nature.

#### **Seedlings:**

This year was a great season despite Covid-19. Just over 91,000 seedlings were distributed throughout the watershed this May. This is the equivalent of approximately 152 acres of trees. Nursery deliveries were on time (last week of April). Cold storage was adequate and the staff at Manitree were very accommodating. Trees were all dispersed on time (by May 31) with all plantings completed. Our seasonal Co-Op employees Anastasia Heuvelmans and Elise Pinsonneault were exceptional in assisting with the tree season. We were successful at acquiring their wages from Eco Jobs and Project Learning Canada. They will be with us from April 29 through August 15 2020.

Tree planting machines remained in reasonably good order. A few minor repairs are required. Landowners who planted their own trees were successful and completing the job with LTVCA planters.

Hired contractors planted approximately 22,000 trees while staff planted about 50,000. The remaining trees were planted by individual landowners.

#### **Challenges:**

Staff distancing: Having to drive separate vehicles to every planting site was excessive however it allowed everyone to feel comfortable with the task at hand and planting went smoothly.

#### **Improvements/discoveries:**

Tree Delivery Service: Seedling delivery went over really well with customers. They appreciated the convenience of home delivery. Likewise, it was a huge time savings for staff. The expectation was that the amount of driving would be cost prohibitive but in actual fact the time saved from waiting at the cold storage for customers to pick up their orders saved funds. This is something we intend to continue going forward.

In conclusion, project calls continue to come in and stewardship staff are doing their best to accommodate landowners wishing to do projects. We are currently working on completing our wetland and prairie acreage for 2020 while signing up new landowners for 2021. We pride ourselves on having happy project recipients and are pleased to say this year went well with many appreciative landowners.

## 9.5.2) Phosphorus Reduction Initiatives

### **COVID-19 Phosphorus Reduction Initiative Updates**

The LTVCA has been in frequent communication with provincial and federal funding partners throughout the duration of the COVID-19 pandemic regarding the challenges COVID-19 will present to our ongoing Phosphorus Reduction Initiatives and have had discussions regarding the status of active funding agreements. At the time of writing this progress report, we have been reassured by Environment and Climate Change Canada (ECCC), the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA), and the Ontario Soil and Crop Improvement Association (OSCIA) that it is their intention to continue these transfer payments agreements and projects for the foreseeable future.

The majority of the LTVCA phosphorus reduction program activities have continued since the beginning of the pandemic under new standard operating procedures. Water quality and quantity monitoring operations continued during the period of March-June since the most activities are conducted individually or in pairs. Furthermore, LTVCA staff were able to remotely plan 2020 Best Management Practice projects with farmers to ensure subwatershed implementation targets are still achieved.

The most significant impact the COVID-19 pandemic will have on LTVCA Phosphorus Reduction projects is in relation to education and outreach activities. As part of various ongoing initiatives there were plans to host workshops, host field days/demonstrations, attend conference events, and conduct in person presentations. All such activities are currently not feasible. The LTVCA is adapting and is prioritizing tasks that can be effectively completed remotely. The project team is now focusing on analyzing the data that has been collected through several Phosphorus Reduction Initiatives since 2016 to inform the creation of communications and education material. The results of this work will be used to create new material for watershed stakeholders such as: research reports, case studies, fact sheets, farmer newsletters, and possibly videos.

### **CAP and ECCC: McGregor and Jeannettes Creek Phosphorus Reduction Program Best Management Practice (BMP) Incentive Program**

The LTVCA began accepting and processing 2020 BMP project applications with farmers for the McGregor and Jeannettes Creek Phosphorus Reduction Program during February. Prior to the COVID-19 pandemic, LTVCA staff were able to conduct site visits with subwatershed farmers to plan and submit funding applications for agronomic BMP projects that have the capacity to improve soil health and water quality. As of May 5<sup>th</sup>, the LTVCA had fully allocated the 2020 BMP incentive program budget for farmer projects. If all projects proceed as proposed, the program will provide approximately \$85,000.00 to 38 farm businesses to implement the following BMPs:

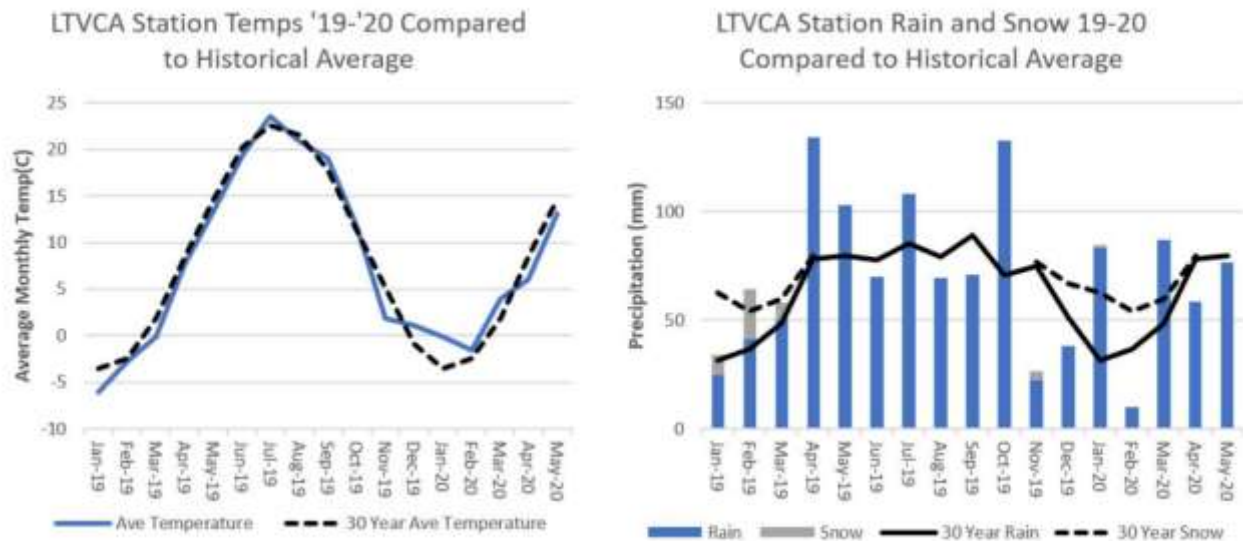
- 2800 acres of cover crops
- 4800 acres of grid and zone soil sampling
- 3100 acres of alternative phosphorus application practices
- 6 erosion control projects



The BMP incentive program is solely funded by an Environment & Climate Change Canada (ECCC) Great Lakes Protection Initiative grants and contributions agreement.

## McGregor and Jeannettes Creek Subwatershed Monitoring & Modeling

LTVCA project staff continued to collect water quality samples and flow data at our monitoring stations in the McGregor and Jeannettes Creek subwatershed during the Winter and Spring of 2020. The LTVCA observed relatively lower levels of precipitation in the Jeannettes and McGregor Creek subwatersheds this Winter and Spring. The below table illustrates the precipitation volumes and temperatures that were recorded at the LTVCA Merlin weather station from 2019-2020 (Note: the LTVCA is still in the process of calculating the portion of winter precipitation that was snowfall).



As a result of the reduced levels of precipitation observed this flow season, event-based sampling demand was lower than 2019. However, LTVCA staff were still extremely busy in the field collecting water quality samples. In total approximately 375 water quality samples were submitted to Caduceon Environmental Laboratories for nutrient concentration analysis from the stations within McGregor and Jeannettes Creek. The collected water quality data will be used to calculate nutrient loads. Furthermore, the University of Guelph Water Resource Engineers will use the collected data to configure the subwatershed Soil & Water Assessment Tool (SWAT) models. The SWAT models will be used to estimate the phosphorus reductions that result from the implementation agricultural BMPs.

Sampling, monitoring, and modeling activities are funded in part by the following agencies and organizations:

1. Environment and Climate Change Canada (ECCC): Great Lakes Protection Initiative (GLPI)
2. Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) – Canadian Agricultural Partnership
3. Agriculture and Agri-Food Canada (AAFC) – Canadian Agricultural Partnership
4. Ontario Soil and Crop Improvement Association (OSCIA) – Administer the ONFARM project

### On-Farm Applied Research & Monitoring (ONFARM) Program

The ONFARM Program was launched during December of 2019, with the goal of to support the agricultural sector to strengthen environmental stewardship, enhance water quality, and improve soil health. The project is



being administered by the Ontario Soil & Crop Improvement Association (OSCIA) and is funded by the Canadian Agricultural Partnership. The LTVCA is one of five Conservation Authorities that will conduct high intensity environmental monitoring in the former Great Lakes Agricultural Stewardship Initiative (GLASI) priority subwatersheds. The LTVCA project will occur in a 20km<sup>2</sup> area of the Jeannettes Creek subwatershed, where the LTVCA has been collecting water quality, water quantity, soil health, climate, and crop management data since 2016.

All ONFARM water quality and soil sampling activities have occurred as planned during 2020 within the Jeannettes Creek study subwatershed. Some education and outreach aspects of the project have been slightly delayed because of the COVID-19 pandemic. More information will be provided about the project in future board reports. The program provides a significant amount of dollars to the LTVCA to support water quality and soil health monitoring operations in Jeannettes Creek.

### 9.5.3) Aquatic Species at Risk (SAR)

SAR Staff have been finalizing the Lower Thames Valley Conservation Authority Aquatic Species at Risk Threat Assessment. This extensive, two – year project provides detailed information regarding subwatershed characteristics, aquatic species at risk (SAR), invasive species, soil characteristics, land cover, ecosystem modifications, population density and human use, drainage and barriers to connectivity, surface and groundwater quality and quantity, restoration projects and climate change. A document has been developed for each of LTVCA's 55 subwatersheds. Based on this work, a subwatershed prioritization exercise is now being completed to identify where restoration activities will make the most difference to aquatic SAR throughout the LTVCA.

A Salt Vulnerable Areas report is being finalized for Southwest Middlesex. This report identifies the significant aquatic resources in the area as well as the current level of chloride loading to freshwater environments and the SAR that live there. It also identifies reductions that could be realized through 10% and 25% reductions in chloride application due to road salt.

An eDNA Sampler has been purchased to sample waters in the LTVCA's watersheds to detect the presence of fish and mussel SAR as one step in a field monitoring program. Preparations are being made for a late summer field season that may include eDNA sampling for fish and mussel SAR, deployment of temperature/light data loggers in aquatic habitats and/or drone surveys of riparian areas to identify locations in need of habitat restoration to benefit aquatic SAR. Canada Summer Jobs has approved an Aquatic Biologist student position to assist with this work.

The reports align with the following objectives of the **LTVCA's Strategic Plan**:

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## 9.6) Communications, Outreach and Education

### 9.6.1) Website Updates

The LTVCA website is updated to inform the public about the procedures we are using to respond to inquiries and requests to purchase items from the Conservation Authority as offices are closed to the public.

### 9.6.2) Social Media

Since the April Board of Directors' Meeting, daily social media posts (Facebook - 2,085 followers; Twitter – 1,088 followers; and recently Instagram) have been issued with a focus on following environmental issues across our watershed, and how we are social distancing/adapting to the COVID-19 Pandemic and keeping public informed about what the LTVCA is up to.

We've also tried being a little more creative with introducing video clips of staff speaking about features at Longwoods and Ska-Nah-Doht – providing short virtual tours of the site. These have been encouraging visitors to come out and explore the conservation area on their own. We have had great response and have had fun learning this new skill!

We have reinforced the importance of all the COVID-19 protocols including social distancing, removal of garbage and pet waste, and have encouraged visitors to support our conservation areas through payment of parking fees or purchase of 2020 parking passes.

*Some of the main topics covered on our social media platforms over the past 2 months have included:*

- encouraging people to use our conservation areas safely during the pandemic
- daily departmental updates and information about our Water Management, Conservation Areas, Outreach and Education, Stewardship, and Phosphorus Monitoring
- Watershed Conditions statements and local media coverage of flood events
- articles of public interest regarding ecosystems and the environment, and local environmental issues (erosion, flooding, emergency preparedness, pollinators...)
- watershed community based environmental initiatives, like Earth Day, Carolinian Canada In the Zone
- updates on LTVCA employment grants, projects and coops
- cool facts about nature – local plants, birds, trees, animals and things families can do with their children to engage with nature in their own back yards or in a conservation area during the pandemic – helping people to reconnect with nature
- supporting Conservation Ontario's social media posts re: Drinking Water Source Protection and Healthy Hikes campaigns
- status of camping in our conservation areas
- sharing of neighbouring Conservation Authorities' information

### 9.6.3) Health and Safety

Staff have also been ensuring that our LTVCA team is compliant with our health and safety protocols during this Pandemic from interviewing, to hiring to training. Training packages are being reviewed and COVID-19 standard operating procedures are developed for everything we are doing. Health and Safety training is extremely important for current and newly hired staff and we are ensuring that all staff receive the proper training and are safe. Ensuring staff have adequate Personal Protection Equipment for COVID-19 has also been a new activity.



#### 9.6.4) Employment Programs

Some may work mostly from home for now, however, some will work under COVID-19 standard operating procedures in conservation areas. Outreach and Education Staff have been busy arranging for and overseeing the hiring for a 42 week job creation program grant for several workers to assist with outdoor maintenance of our eastern conservation areas and artifact collection archiving. This is through an Ontario Job Creation Program. As well a successful application to the Canada Summer Jobs Program will allow for the hiring of 2 youth for 8 weeks each. Their jobs will be to develop and implement a virtual “Camp-in-a-Bag” for curb-side pick-up at Longwoods Road Conservation Area. A month long April Althouse College Student Placement (offsite) was very successful. This placement assisted with the candidate’s qualifications to graduate teachers’ college.

#### 9.6.5) What Else Have We Been Up To?

The River and Creek Safety Program could only reach 2/3 of the grade two’s this year as the pandemic closed schools. A thank you letter was sent out to the service clubs and donors without which we could not run this program. Recognition and a big thanks goes out to RCL Caradoc 251, Glencoe Lions Club, Rodney Lions Club, RCL Delaware 598, and West Elgin Mutual Insurance for all their support.

The COVID 19 pandemic has provided some welcome catch-up time and also new challenges for the future. Chatham-Kent & Lambton Children’s Water Festival Activity Centre script rewrites have been completed and can hopefully (big crossing of fingers here) be used for the event this October. Education Instructor Programming Guides have been completed for student visitors to Longwoods Road CA. Updates to educational PowerPoint presentations for adult and youth audiences continue, along with nature posts to social media.

New Pollinator interpretive signs with QR code links to our Pollinator webpage have been placed in the Longwoods Native Garden Kiosk. The Native Gardens have been cleaned and prepped for visitors to enjoy on their nature excursions. Efforts to sustain and improve our Species At Risk continue with maintenance/checks of southern flying squirrel nest boxes and bluebird nest boxes.

Given the current situation with social distancing guidelines much thought has been put toward the future direction of environmental and heritage education. The use of webinars was researched and discussed but current limitations with our networking system do not allow for these as yet. The focus for now will be on developing short informative videos and pictures highlighting interesting plants and animals found within our watershed. With current challenges concerning school groups work is ongoing to adapt programming to develop new programs geared toward adult audiences i.e. team building.

Education staff have also been devoting 2 days per week since April to assist Lands staff with eastern conservation area checks to ensure these are free of hazards, vandalism and garbage. They have also been assisting other departments with benthic analysis and conservation area maintenance as needed.

#### 9.6.6) Lower Thames Valley Conservation Foundation

The Lower Thames Valley Conservation Foundation held their Annual General Meeting on April 21st via ZOOM conferencing. The next Foundation Directors’ meeting is scheduled for June 23 via ZOOM.

The reports align with the following objectives of the **LTVCA’s Strategic Plan**:

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## Ska-Nah-Doht Advisory Committee

### *MINUTES*

The meeting of the Ska-Nah-Doht Advisory Committee was held remotely via the Resource Centre in Longwoods Road Conservation Area at 8449 Irish Drive, Mount Brydges, ON, at 6:00 P.M. on Thursday, May 7, 2020. The following members were in attendance: D. Fairbairn, B. Bruinink, G. Bogart, R. Doane, J. Frawley, S. Emons, M. Hentz, and M. Peacock.

#### 1. Minutes of the Last Meeting

##### 1. S. Emons - G. Bogart

Moved that the minutes of the November 21, 2019 meeting be approved.

There being no objections motion

CARRIED

#### 2. Business for Approval

##### 2.1) Edit to Ska-Nah-Doht Village Advisory Constitution

##### 2. M. Hentz - J. Frawley

**Moved that the Committee accepts the addition to the Village Advisory Committee Constitution as follows:**

**#10.** Conducting Ska-Nah-Doht Village Advisory Committee Meetings during any period where an emergency has been declared to exist under section 4 or 7.0.1 of the Emergency Management and Civil Protection Act that may prevent members of the committee from meeting in person, the constitution provide:

- a.) That members of the committee be permitted to participate in meetings electronically, which shall include the ability of those members participating electronically to register votes.
- b.) That any member of the committee who is participating electronically in a meeting may be counted in determining whether or not a quorum of members is present at any point in time during the meeting.

and that the LTVCA Board approves this recommendation at the next meeting.

There being no objections motion

CARRIED

##### 2.2) Election of Chair and Vice-Chair

M. Peacock assumed the chair for the elections and declared the positions of Chair and Vice-Chair vacant and outlined the voting procedure.

a) Chair

M. Peacock called for nominations for Chair of the Ska-Nah-Doht Advisory Committee.

R. Doane nominated D. Fairbairn

D. Fairbairn accepted the nomination.

M. Peacock called twice more for nominations. There being no further nominations,

3. G. Bogart - R. Doane

Moved that nominations for Chair of the committee be closed.
--

There being no objections motion

CARRIED

Mr. D. Fairbairn was declared to be elected as Chair.

b) Vice-Chair

M. Peacock called for nominations for Vice-Chair of the Ska-Nah-Doht Advisory Committee.

D. Fairbairn nominated B. Bruinink.

B. Bruinink accepted the nomination.

M. Peacock called twice more for nominations. There being no further nominations,

4. S. Emons - M. Hentz

Moved that nominations for Vice-Chair of the committee be closed.
---

There being no objections motion

CARRIED

B. Bruinink was declared to be elected as Vice-Chair.

2.3) Appointment of Sub-Committees\*

a) Education (2 members) - G. Bogart and S. Emons

b) Village Build (2 members) - D. Fairbairn and D. Fallon and Liam Browne (volunteer)

c) Policy (1-2 members) - B. Bruinink and M. Peacock

d) Events/Fundraising (2 members) - R. Doane and J. Frawley

\*Note: the Curator is included on all Sub-Committees

5. S. Emons - B. Bruinink

Moved that the above appointments to Sub-Committees be accepted.

There being no objections motion

CARRIED

3. Business for Information

3.1) Working Through the Pandemic

3.2) 2019 Audited Statements

3.3) Job Creation Partnership, Althouse College Placement and Summer Grant Applications

The Ontario Job Creation Partnership (OJCP) application has been approved for 3 positions for 42 weeks each.

6. G. Bogart - M. Hentz

Moved that items 3.1 through 3.3 be received for information.

There being no objections motion

CARRIED

4. Other Business

2020 schedule of meeting dates are:

Thursday, March 19 at 6:00 - Cancelled due to COVID-19

Thursday, June 25 at 6:00 pm

Thursday, September 17 at 6:00 pm

Thursday, November 19 at 2:00 pm

Research is continuing on the Ska-Nah-Doht Recognition Program.

Events scheduled for 2020 will be reviewed and cancelled if required, as per Ontario Emergency Orders.

5. Adjournment

7. B. Bruinink - S. Emons

Moved that the meeting be adjourned.

There being no objections motion

CARRIED

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D. Fairbairn  
Chair

## 9.8) Joint Health & Safety Committee Meeting Minutes – May 29, 2020, June 4, 2020 & June 11, 2020

### LOWER THAMES VALLEY CONSERVATION AUTHORITY



#### HEALTH AND SAFETY INSPECTION

FRIDAY, MAY 29, 2020

During Covid-19 Health and Safety Inspections are being completed by one Committee Member only.

Part AREA 4 site inspection completed by Agnes Vriends - Employee Representative.

Inspections included Ekfrid Forest, Dutton-Dunwich, Big Bend and Mosa Forest. See completed Workplace Inspection Record for details.

**ITEMS NOTED IN RED and BOLD are considered to need immediate attention.**

LTVCA Joint Health and Safety Committee  
**Workplace Inspection Record**

Inspection Location: see below Date/Time of Inspection: May 29, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
<b>LOCATION</b>	<b>Ekfrid Forest</b> - none noted	9:15 a.m.				
<b>LOCATION</b> - path around	<b>Dutton-Dunwich</b> - dead tree	9:30 a.m. - remove				
<b>LOCATION</b> - path to pond N side  - path to pond S side  - pavilion – behind/beside	<b>Big Bend</b> - dead tamarack? no buds seen  - steel posts left from old bench  - leaning tree – roots exposed	10:15 a.m. - remove if it is dead  - remove  - remove				
<b>LOCATION</b> - on Sassafras Rd between Concession Dr. & Centreville Dr.	<b>Mosa Forest</b> - new ATV entrance beside existing path	12 p.m. - put in another post				

# LOWER THAMES VALLEY CONSERVATION AUTHORITY



## HEALTH AND SAFETY INSPECTION

FRIDAY, JUNE 4, 2020

During Covid-19 Health and Safety Inspections are being completed by one Committee Member only.

Part AREA 2 site inspection completed by Valerie Towsley - Employee Representative.

Inspections included the Well Head site, Skakel, Devereux, Stirling, Rondeau Bay Marshes, McGeachy Pond, Sinclairs Bush, Myslik and CM Wilson Conservation Area. See completed Workplace Inspection Record for details.

**ITEMS NOTED IN RED and BOLD are considered to need immediate attention.**



LTVCA Joint Health and Safety Committee  
**Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
LOCATION	Well Head site	7:37 a.m.				
	- none noted					
LOCATION	Skakel	7:54 a.m.				
	- none noted					
LOCATION	Devereux	8:01 a.m.				
- prairie path along north side of property	- oak branches hanging low over the path	- limb back branches				
	- dead ash trees between the road side cedars and the pathway oaks	- remove dead leaning ash trees that are leaning towards the path				
- prairie path as it nears the NE corner	- new pathway between old path section overgrown, high tick potential in this area	- mow this section				
- prairie	- thick bio-accumulation of prairie plant / grass materials	- mow/burn/bale whichever is more appropriate				
- SE end of woodland trail	- overgrown shrubs covering trail	- trim back as tick hazard				
- SW corner of woodland trail	- trail very wet as it's a low section	- relocate trail out of low wet area or find another solution (e.g. mulch)				

LTVCA Joint Health and Safety Committee  
**Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
- woodland trail N of the Selective Harvesting post	- trail sometimes hard to distinguish, dead tree down across old pathway	- need better trail markings				
- west trail near access gate	- dead limb on Basswood tree overhanging trail near gate	- limb back dead branches				
<b>LOCATION</b>	<b><u>Stirling</u></b>	9:15 a.m.				
- along farmers field	- dead standing ash trees along farm field on east side of bush	- may need to remove trees if/when they fall into the farmers field				
<b>LOCATION</b>	<b>Rondeau Bay Marsh</b>	9:25 a.m.				
- south end of Wellington Road	- start of trail head covered with water (over 4") as well as further down the trail towards the trail end	- post no access until further notice (?)				
<b>LOCATION</b>	<b>McGeachy Pond</b>	9:42 a.m.				
- outlet pipe along Erieau Road	- vegetation growing up and out of the overflow pipe for the pond	- remove any soil / <u>vegetation</u> growing out of pipe (contact CK drainage? – may be a cost if they clean it out)				
- Parking sign pointed in the direction of	- sign leaning back towards the pond, vegetation	- is this sign needed in this location anymore as it's now a one way road? Will				

LTVCA Joint Health and Safety Committee  
**Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
Erieau Road	overgrowing it	eventually end up in the pond				
- west end parking lot	- it looks like the municipality has placed sand/gravel in the parking area	- the materials are very soft, vehicles may get stuck				
- west end of trail	- trail filter fabric and granular chip fines have been pushed off the trail by lake activity, trail uneven for approx. 100 m	- replace filter fabric and redistribute the granular fines for the trail				
- west of first westerly dock	- trail filter fabric and granular chip fines have been pushed off the trail by lake activity, trail uneven for approx. 10-15 m	- replace filter fabric and redistribute the granular fines for the trail				
- westerly fishing dock	- dock is in poor repair, leaning in multiple directions, beaver has created a new dam at the base of the dock/land covering the end portion closest to shore with mud and limbs	- block the path down to the dock and abandon the dock and let the beaver enjoy his new home base				
- walk bridge at east end parking lot	- rotten boards and overhanging vegetation, dead limbs in trees over bridge	- remove rotten boards and replace with new boards, trim back overhanging vines/vegetation and				

LTVCA Joint Health and Safety Committee  
Workplace Inspection Record

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
<b>LOCATION</b> - along Harwich Road, ~100 m N from Sinclair Line	<b>Sinclair's Bush</b> - dead tree leaning toward road, hung up on two other trees	remove dead branches 10:32 a.m. - with equipment push dead tree back into CA property and let it fall where it may				
<b>LOCATION</b> - Campbell Line along northerly property limits	<b>Myslik</b> - fencing in state of disrepair	11:20 a.m. - remove and/or replace				
<b>LOCATION</b> - Campground	<b>CM Wilson</b> - dead limbs on Locust tree overhanging road at the back of the first campsite off of Sycamore  - low hanging branches along most southerly road, potential trailer hits  - no access to campground washroom  - back rear eaves on men's side of washroom, board loose from critter	12:35 p.m. - limb back away from road  - limb back  - did not inspect interior of washrooms  - nail back in place				

LTVCA Joint Health and Safety Committee  
**Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
- Workshop	activity  - poison ivy patch behind women's side of washroom along pathway  - dead trees between campsites 91 and 92  - storage room beside office is messy / unkempt  - 2 fire extinguishers with 2016 and 2017 tags  - 5 extra 2020 fire extinguishers located on the kitchen table  - hazard marking on floor under electric panel in the tool room beginning to fade  - International 244 both front tires look worn (lack of tread depth) with both tires showing cracks  - outside of building, both gas and diesel	- spray to kill  - cut and drop trees  - tidy room for ease of finding supplies/equipment / remove trip hazards  - put aside and do not put in buildings / vehicles until next cycle of inspection  - need to ensure all extra tanks with 2020 tags are put back in there appropriate locations  - clean floor area under panel and repaint red flagging, keep area clear of all other items  - look into replacement cycle for tires for this equipment  - look into options for containment under tanks				



LTVCA Joint Health and Safety Committee  
Workplace Inspection Record

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
- Chemical shed	tanks have marks where spills have occurred  - rear east door from kitchen overgrown with vegetation, and does this door even open?  - missing chemical hazard sign on outside door of shed  - did not have a key for the chemical shed so did not inspect interior	e.g. concrete <del>silled</del> basin  - trim vegetation, check door to ensure it's a viable fire escape route, if not need to mark as not an exit route  - replace sign on shed asap				
- Pump shed	- hazard marking on floor under electric panel beginning to fade	- clean floor area under panel and repaint red flagging, keep area clear of all other items				
- Barn	- did not have a key for the Barn so did not inspect interior  - hole in front of barn ~3 m off of ground and another at ground elevation  - protective screen over the kitchen window ripped off, trim damaged, and hole in	- patch holes  - replace screen and repair damage				

LTVCA Joint Health and Safety Committee  
Workplace Inspection Record

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
<ul style="list-style-type: none"> <li>- Day use area and trail systems</li> </ul>	interior metal mesh					
	<ul style="list-style-type: none"> <li>- critter hole (assuming ground hog) under back step on the west side of the barn</li> </ul>	<ul style="list-style-type: none"> <li>- attempt to remove the critter and fill in the hole (trip/fall hazard) and block from further/future incursions</li> </ul>				
	<ul style="list-style-type: none"> <li>- trail system between the day use area and the campground overgrown with vegetation right at entrance (tick hazard) and trail through bush very wet</li> </ul>	<ul style="list-style-type: none"> <li>- trim trail head area and review options for dealing with wet trail through woodlot</li> </ul>				
	<ul style="list-style-type: none"> <li>- tree across / hanging over south east end of trail around the pond</li> </ul>	<ul style="list-style-type: none"> <li>- cut and remove hazard</li> </ul>				
<ul style="list-style-type: none"> <li>- Day use washrooms</li> </ul>	<ul style="list-style-type: none"> <li>- standing dead ash trees / dead limbs within the McKinlay Forest area at the northeast end of the pond</li> </ul>	<ul style="list-style-type: none"> <li>- cut and drop dead trees, limb back dead branches near trail</li> </ul>				
	<ul style="list-style-type: none"> <li>- did not have a key for the washrooms so did not inspect interior</li> </ul>	<ul style="list-style-type: none"> <li>- no exterior concerns</li> </ul>				
<ul style="list-style-type: none"> <li>- Bill Merritt dock</li> </ul>	<ul style="list-style-type: none"> <li>- dock missing boards on both access ramps up to the dock</li> </ul>	<ul style="list-style-type: none"> <li>- replace missing boards</li> </ul>				

LTVCA Joint Health and Safety Committee  
**Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 4, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
- Natural Regeneration Area	- north hand rail rotten  - dead trees along the railway/401 end of the trail  - dock sitting in the water (pond water elevation high, dock sits low and as a consequence is sitting in the water) is resulting in the deck boards rotting	- replace the hand rail with a new board  - cut and drop in place away from trail  - review replacement schedule of this dock and when rebuilding, raise the elevation of the structure so that it is higher than the water elevation				
- Laundry facility	- did not have a key for the laundry facility so did not inspect interior	- no exterior concerns				
END 2:15 p.m.						

# LOWER THAMES VALLEY CONSERVATION AUTHORITY



## HEALTH AND SAFETY INSPECTION

**THURSDAY, JUNE 11, 2020**

During Covid-19 Health and Safety Inspections are being completed by one Committee Member only.

Part AREA 2 and part AREA 4 site inspections completed by Valerie Towsley - Employee Representative.

Inspections included the Elva Gray Tallgrass Prairie site in Area 2, and the EM Warwick and Feasby Conservation Area in Area 4. Also, as a result of the wind storm the night prior to the inspection, Devereux CA in Area 2 was re-visited for any hazard trees obstructing the trail system. See completed Workplace Inspection Record for details.

**ITEMS NOTED IN RED and BOLD are considered to need immediate attention.**

**LTVCA Joint Health and Safety Committee  
Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 11, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
<b>LOCATION</b>	<b>AREA 2</b>					
	<b>Elva Gray Tallgrass Prairie site</b>	9:25 a.m.				
	- none noted					
<b>LOCATION</b>	<b>AREA 4</b>					
	<b>EM Warwick</b>	9:57 a.m.				
Day Use parking area	- 2 trees down hanging over the laneway into the parking area	- cut and move limbs and trunk away from laneway				
Laneway to cabins	- dead standing ash tree just inside gated area between gate and hydro wires	- cut and drop away from hydro lines, or consult hydro staff to ensure safety of removal (they may do it if it's a risk)				
The Cabins <b>The Erie</b>	- main building rear screen door is jammed shut, could not open	- free up door as it is a fire exit for the building				
<b>The Ontario</b>	- screen door doesn't close properly / latch	- fix latching mechanism or remove screen door (no other cabin has a screen door)				
	- dead branches on the Oak tree between Ontario and Superior cabins	- limb back dead branches				



LTVCA Joint Health and Safety Committee  
Workplace Inspection Record

Inspection Location: see below

Date/Time of Inspection: June 11, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
<b>The Superior</b>	- check all Oak trees along the west side of the cabins for dead limbs	- limb back dead branches				
<b>The Huron</b>	- none noted					
<b>The Michigan</b>	- none noted					
	- <b>Note:</b> all cabins smell musty					
Bluff / pavilion area	- hazard tape has been removed	- any replacement tape will meet the same fate, consider posting a warning sign for an unstable bluff area / use at own risk				
Beach Trail	- small hillside path where a low span has been installed due to wet area, not long enough, has become a trip hazard	- lengthen wooden span to cover entire wet zone of hillside / or place mulch up to level of span				
	- dead leaning tree by trail propped up on another tree (near 1 <sup>st</sup> corner turn down to lake)	- cut and drop / line downslope side of pathway as a marker / barrier				
	- dead standing tree by trail just west of above	- cut and drop / line pathway				

**LTVCA Joint Health and Safety Committee  
Workplace Inspection Record**

Inspection Location: see below

Date/Time of Inspection: June 11, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		

<b>LOCATION</b>	<b>Feasby</b>	11:09 a.m.				
	- along roadway several dead standing trees	- cut and drop, push back into property limits or cut up and remove from property				
<b>LOCATION</b>	<b>AREA 2</b>					
	<b>Devereux</b>	11:56 a.m.				
Prairie Path along McLarty Line	- small branches down across pathway from dead ash trees	- removed from trail at time of inspection – no action required				
Forest Trail	- small branches down across trail way throughout bush	- removed from trail at time of inspection – no action required				
	- four larger trees down across / overhanging trail system, too large to move by hand					
1 <sup>st</sup> downed tree located at northerly trail head	- large cherry tree (multiple branches) down across the entire path blocking pedestrian movement	- cut and remove tree and branches from trail head and push back into the bush / trail limit				
2 <sup>nd</sup> downed tree located half way from northerly	- large (over 100' tall) maple tipped out of the ground during the	- cut and drop safely, pushing limbs and branches off to the side of				

LTVCA Joint Health and Safety Committee  
Workplace Inspection Record

Inspection Location: see below

Date/Time of Inspection: June 11, 2020

Item; location	Hazards Observed	Recommended Action	CAO Response		Action Taken/ Required to Repair	Completed By (Date/initials)
			Complete by (date)	Alternative Action		
<p>trail head to southerly silviculture sign</p> <p>- 3<sup>rd</sup> downed tree located directly under #2</p> <p>- 4<sup>th</sup> downed tree located near old tree that fell blocking the original trail route (trail rerouted)</p> <p><b>END 12:35 p.m.</b></p>	<p>storm event, that fell towards / over the trail way, hung up in other trees along the trail</p> <p>- large limb of the same maple tree blocking the trail completely from side to side, under the leaning tree</p> <p>- branches of a tree that fell during the storm partially blocking the trail, too large to move by hand</p>	<p>the trail</p> <p>- cut and remove obstruction from trail</p> <p>- cut and remove obstruction from trail</p>				

# 10. Correspondence

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## 10.1) City of London, correspondence to the LTVCA Re: resignation of London representative

**Sent:** Tuesday, May 19, 2020 1:35 PM  
**To:** Saunders, Cathy <[csaunder@london.ca](mailto:csaunder@london.ca)>  
**Subject:** Resignation: LTVCA

Ms. Saunders:

I regret to inform you that I am resigning as the London representative of the Lower Thames Valley Conservation Authority, effective immediately.

Kimble F. Ainslie  
Chairman  
Nordex Research  
London ON

## 10.2) PER Farms Corp c/o Ed Roodzant Erosion Control Project



22220 Marsh Line, Rodney ON N0L 2C0

Tel (519) 785-0882

June 17, 2020

Lower Thames Conservation Authority  
Colin Little  
100 Thames Street  
Chatham, Ontario

RE: PER Farms Corp. c/o Ed Roodzant Erosion Control Project

Dear Colin,

I would like to take this opportunity to thank you and the Lower Thames Conservation Authority for helping to fund my project on erosion control structures on multiple sites this year.

The process has been straight forward, simple and very beneficial for our farms. I have been fortunate to work with and receive funding from multiple partners this year including: the Canadian Agricultural Partnership Program, the Elgin Clean Water Program and the Lower Thames Conservation Authority.

Colin you have been instrumental in helping with forms, permits and all day to day communications. You go above and beyond in your work. Your time and contribution is greatly appreciated. These programs are an important part of farming and taking care of the land. I look forward to working with you again in the future.

Sincerely,

Ed Roodzant  
PER Farms Corp.

# 11. Other Business

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## 11.1) Provincial Offence Officer Designation – Adam Gibb

The Authority has backfilled the position left vacant when Paul Kominek, Western District Supervisor, handed in his resignation earlier this month. Adam Gibb started work on Monday, June 22, 2020, working out of the CM Wilson Conservation Area. Adam was a park Warden at Grundy Lake and Ivanhoe Provincial Parks. He has extensive training and is a designated peace officer giving him the power to issue tickets and make arrests. Our CA Class Designation process speaks to Level 1 training or equivalent, and one of the examples is the park warden course. This training is sufficient to be designated as a CA Provincial Offences Officer. Staff will also be providing Adam with CA-specific training so that he is aware of Section 28 and 29 limitations.

**Recommendation:** That Adam Gibb, Western District Supervisor, be appointed as a Provincial Offences Officer to enforce Section 28 and/or Section 29 of the Conservation Authorities Act on behalf of the Lower Thames Valley Conservation Authority.

The reports align with the following objectives of the LTVCA's Strategic Plan:

9. Improve Conservation Areas Operations

*Recommended:*

Randall Van Wagner

Manager, Conservation Lands and Services

*Reviewed:*

Mark Peacock, P. Eng.

C.A.O. / Secretary-Treasurer

## 11.2) Meeting of the Executive to sit as the Hearing Committee

A verbal report will be provided.

# 12. Adjournment

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