



Board of Directors Meeting

A G E N D A

April 21, 2022

2:00 p.m.

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1. First Nations Acknowledgement

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 Chippewas of the Thames First Nation, Oneida Nation of the Thames, Munsee Delaware Nation, Delaware Nation, and Caldwell Nation. 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

5.1) Board of Directors Remote Meeting Minutes February 24, 2022



Board of Directors Meeting

DRAFT MINUTES

The Annual Meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held remotely via Zoom at 2:00 P.M. on Thursday, February 24, 2022. The following directors were in attendance: T. Thompson, L. McKinlay, M. Hentz, C. Cowell, S. Hipple, R. Leatham, P. Tiessen and S. Emons. A. Finn. J. Wright sent his regrets.

At 2 P.M. the LTVCA Volunteer Heroes Awards were presented to:

Dr. Chris Ellis - Environmental Education Category
Andrew McCallum – Board & Committee Category
Barry Frazer - Special Events Category

Environmental Award was presented to:

Robert Glenn - Most Generous Landowner
Joan Durdan-Fitzpatrick for District -33 Chatham-Kent Retired Teachers of Ontario - Most Dedicated Organization

1. First Nations Acknowledgement

M. Peacock read the First Nations Acknowledgement to the Board of Directors.

Roll Call

In attendance:

Trevor Thompson, Municipality of Chatham-Kent
Linda McKinlay, Town of Lakeshore
Mike Hentz, Municipality of Dutton Dunwich
Sandi Hipple, Municipality of Strathroy-Caradoc
Christa Cowell, Municipality of Southwest Middlesex
Richard Leatham, Municipality of West Elgin
Paul Tiessen, Municipality of Leamington
Sarah Emons, Township of Southwold
Hugh Aerts, Municipality of Middlesex Centre
Amy Finn, Municipality of Chatham-Kent

Regrets sent:

John Wright, Municipality of Chatham-Kent

2. Call to Order

3. Adoption of Agenda

Motion: AGM-2022-01

1. C. Cowell - P. Tiessen

Moved that the agenda be adopted as presented.

CARRIED

4. Disclosures of Conflicts of Interest
None Declared.

5. Chair's Remarks

The Chair, Trevor Thompson, provided remarks on accomplishments and challenges in 2021.

6. Approval of Previous Meeting Minutes

Motion: AGM-2022-02

2. S. Emons - M. Hentz

Moved that the Board of Directors minutes for the December 16, 2021 meeting be approved as presented.

CARRIED

7. Business Arising from the Minutes

None Declared.

8. Presentation – Annual General Meeting

8.1) 2021 Annual Report

B. Carey provided a Power Point Presentation on 2021 LTVCA programs and events.

9. Business for Approval – Annual General Meeting

9.1) 2021 Annual Report

Motion: AGM-2022-03

3. C. Cowell - S. Hipple

Moved that the LTVCA's 2021 Annual Report be approved as presented.

CARRIED

9.2) 2021 Audited Financial Statements, presented by Ms. Laura Poland

Ms. Laura Poland, representative of Baker Tilly CK, presented the 2021 Audited Financial Statements to the Board of Directors.

Motion: AGM-2022-04

4. M. Hentz - P. Tiessen

Moved that the LTVCA's 2021 Audited Financial Statements be approved as presented.

CARRIED

9.3) Election of Officers

Motion: AGM-2022-05

5. L. McKinlay – S. Hipple

Moved that Mark Peacock chair the LTVCA's 2022 elections.

CARRIED

Mr. Mark Peacock assumed the chair for the elections, declared all elected offices, positions and appointments vacant, and outlined the voting procedures to the Board of Directors.

a) Chair

Mr. Peacock called for nominations for Chair of the LTVCA for 2022.

L. McKinlay nominated T. Thompson. T. Thompson accepted the nomination.

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

Motion: AGM-2022-06

6. P. Tiessen - S. Emons

Moved that nominations for Chair be closed.

CARRIED

T. Thompson was declared to be elected as Chair.

b) Vice-Chairs

Mr. Peacock called for nominations for 1st Vice-Chair of the LTVCA for 2022.

T. Thompson nominated L. McKinlay. L. McKinlay accepted the nomination.

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

Motion: AGM-2022-07

7. S. Hipple – C. Cowell

Moved that nominations for 1st Vice-Chair be closed.

CARRIED

L. McKinlay was declared to be elected as 1st Vice-Chair.

Mr. Peacock called for nominations for 2nd Vice-Chair of the LTVCA for 2022.

T. Thompson nominated C. Cowell. C. Cowell accepted the nomination.

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

Motion: AGM-2022-08

8. P. Tiessen - R. Leatham

Moved that nominations for 2nd Vice-Chair be closed.

CARRIED

C. Cowell was declared to be elected as 2nd Vice-Chair.

c) Executive Committee (3 members to be elected)

Mr. Peacock called for nominations to the Executive Committee for 2022.

L. McKinlay nominated R. Leatham and P. Tiessen. Both accepted the nomination.

T. Thompson nominated H. Aerts. H. Aerts declined.

L. McKinlay nominated S. Emons. S. Emons accepted the nomination.

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

Motion: AGM-2022-09

9. L. McKinlay - M. Hentz

Moved that nominations for the Executive Committee be closed.

CARRIED

R. Leatham, P. Tiessen and S. Emons were declared members of the Executive Committee.

d) Ska-Nah-Doht Village Advisory Committee (3 members to be elected)

Mr. Peacock called for nominations to the Ska-Nah-Doht Village Advisory Committee for 2022.

C. Cowell nominated S. Hipple and M. Hentz. Both accepted the nomination.

L. McKinlay nominated S. Emons. S. Emons accepted the nomination.

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

Motion: AGM-2022-10

10. T. Thompson - P. Tiessen

Moved that nominations for the Ska-Nah-Doht Advisory Committee be closed.

CARRIED

S. Hipple, M. Hentz and S. Emons were declared members of the Ska-Nah-Doht Village Advisory Committee.

e) Ice Management Committee (2 members to be appointed from the Municipality of Chatham-Kent, plus the member from the Town of Lakeshore). Chair and Vice-Chair are ex-officio.

Mr. Peacock called for nominations for the Ice Management Committee of the LTVCA for 2022.

P. Tiessen nominated T. Thompson. T. Thompson accepted the nomination.

T. Thompson nominated L. McKinlay. L. McKinlay accepted the nomination.

C. Cowell nominated A. Finn. A. Finn accepted the nomination.

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

Motion: AGM-2022-11

11. R. Leatham – C. Cowell

Moved that nominations for the Ice Management Committee be closed.

CARRIED

T. Thompson, L. McKinlay and A. Finn were declared members of the Ice Management Committee.

Mr. Peacock congratulated those elected and turned the chair over to T. Thompson, the Chair for 2022, to continue with the rest of the meeting.

9.4) 2022 Budget and Levy

T. Casier presented the 2022 Budget and Levy.

Motion: AGM-2022-12

12. L. McKinlay - S. Emons

Moved that the non-matching levy of \$1,425,157 be approved and apportioned in accordance with the levy apportionment table. (weighted vote)

A recorded weighted vote followed with all members voting in favour of the motion.

CARRIED

Motion: AGM-2022-13

13. M. Hentz – S. Emons

Moved that the 2022 proposed budget totalling \$3,892,506 be adopted as presented, and that the matching levy of \$81,467 and the Chatham-Kent Greening, Natural Heritage and Flood Control Levy of \$205,000 be approved and apportioned in accordance with the table accompanying the budget.

CARRIED

9.5) Appointment of Auditor

Motion: AGM-2022-14

14. L. McKinlay – M. Hentz

Moved that the firm of Baker, Tilly CK, LP be appointed as the Lower Thames Valley Conservation Authority's auditor until the next Annual Meeting in February 2023.

CARRIED

9.6) Appointment of Bank

Motion: AGM-2022-15

15. C. Cowell – P. Tiessen

Moved that the Canadian Imperial Bank of Commerce be appointed as the Lower Thames Valley Conservation Authority's bank until the next Annual Meeting in February 2023.

CARRIED

9.7) Appointment of Solicitor

Motion: AGM-2022-16

16. L. McKinlay – S. Emons

Moved that the firm of Mr. James D. Wickett be appointed the Lower Thames Valley Conservation Authority's solicitor until the next Annual Meeting in February 2023.

CARRIED

9.8) Authorization to Borrow

Motion: AGM-2022-17

17. R. Leatham – S. Hipple

Moved that the Authority Chair or Vice-Chair and the CAO/Secretary Treasurer be authorized to borrow from the Canadian Imperial Bank of Commerce a sum not to exceed \$300,000 for the Lower Thames Valley Conservation Authority and to be repaid from grants received from the Province of Ontario, Government of Canada, levies assessed the member municipalities and self-generated revenues.

CARRIED

9.9) Appointment to Conservation Ontario

Motion: AGM-2022-18

18. L. McKinlay – P. Tiessen

Moved that the Chair be appointed as Voting Representative; and CAO as first Alternative.

CARRIED

9.10) 2022 Board of Directors Meeting Schedule

Thursday, April 21, 2022 – 2:00-4:00 pm

Thursday, June 16, 2022 – 2:00-4:00 pm

Thursday, August 18, 2022 – 2:00-4:00 pm

Thursday, October 20, 2022 – 2:00-4:00 pm

Thursday, December 15, 2022 – 2:00-4:00 pm

Thursday, February 23, 2023 – 2:00-4:00 pm

Motion: AGM-2022-19

19. S. Emons – P. Tiessen

Moved that the meeting schedule for 2022 and the Annual General Meeting for 2023 be endorsed.

CARRIED

10. Presentations – Business Meeting

10.1) Ice Jam Risk for February/March 2022

Jason Wintermute provided a Power Point Presentation on Ice Jam Risk February/March 2022.

10.2) Conservation Authorities Act Changes - Bill 229 Update - Phase 2 Regulations, Ag Representative, and Inventory of Programs and Services

Mark Peacock, and Todd Casier provided a Power Point Presentation on Update on Conservation Authorities Act Changes - Bill 229 - Phase 2 Regulations, Agricultural Representative Appointment and the Inventory of Programs and Services.

Motion: AGM-2022-20

20. M. Hentz – S. Hipple

Moved that a letter be prepared and signed by the chair, to inform the Minister of Environment, Conservation and Parks that there is significant representation from the agricultural sector through the current membership of the Board of Directors, and further that the Board of Directors requests that the Minister not appoint an Agricultural member to the LTVCA Board.

CARRIED

10.3) Bill 229 - Draft Municipal / LTVCA Planning MOU & Draft Municipal Planning Fee Schedule

Valerie Towsley provided a Power Point Presentation on the Draft Municipal / LTVCA Planning MOU & Draft Municipal Planning Fee Schedule.

10.4) Magic of Lights Review – 2021-2022

Randall Van Wagner provided a Power Point Presentation on the Magic of Lights.

Motion: AGM-2022-21

21. R. Leatham – S. Hipple

Moved that the Board of Directors receive presentations 10.1) - 10.4).

CARRIED

11. Business for Approval - Business Meeting

11.1) Bill 229 - Draft Municipal / LTVCA Planning MOU

Motion: AGM-2022-22

22. P. Tiessen – L. McKinlay

Moved that the Bill 229 - Draft Municipal / LTVCA MOU be approved for consultation with member municipalities, and that, once finalized with member municipalities, that the MOU(s) be brought back to the Board of Directors for final approval.

CARRIED

11.2) Bill 229 - Draft Municipal Planning Fee Schedule

Motion: AGM-2022-23

23. M. Hentz – S. Emons

Moved that the Draft Planning Fees be approved for consultation as attached.

CARRIED

11.3) ALUS Chatham-Kent Project Advisory Committee (PAC) Terms of Reference

Motion: AGM-2022-24

24. C. Cowell – L. McKinlay

Moved that the LTVCA Board of Directors approve the ALUS CK PAC Terms of Reference.

CARRIED

11.4) ALUS Elgin Project Advisory Committee (PAC) Terms of Reference

Motion: AGM-2022-25

25. H. Aerts – S. Emons

Moved that the LTVCA Board of Directors approve the ALUS Elgin PAC Terms of Reference and that the LTVCA appoint a Board member to sit on this committee.

CARRIED

NOTE: During discussions on this item, the Board of Directors noted that the appointment to this committee would occur at a subsequent board meeting.

11.5) Inventory of Programs and Services

Motion: AGM-2022-26

26. M. Hentz – S. Hipple

Moved that the Lower Thames Valley Conservation Authority Inventory of Programs and Services, dated February 16, 2022 be approved.

And Further that the Lower Thames Valley Conservation Authority Inventory of Programs and Services be posted to the LTVCA web site, and provided to member municipalities and the province by February 28, 2022.

CARRIED

12. Business for Information

12.1) Municipality of Lakeshore Shoreline Management Plan

Motion: AGM-2022-27

27. L. McKinlay – P. Tiessen

Moved that the LTVCA staff report entitled Municipality of Lakeshore Shoreline Management Plan be received for information purposes.

CARRIED

12.2) Conservation Authorities Act Changes - Bill 229 - Phase 2 Regulations

Motion: AGM-2022-28

28. C. Cowell – R. Leatham

Moved that the Conservation Authorities Act Changes – Bill 229 – Phase 2 Regulations report be received for information purposes.

CARRIED

12.3) CAO's Report

Motion: AGM-2022-29

29. L. McKinlay – P. Tiessen

Moved that the C.A.O. / Secretary Treasurer Report be received for information.

CARRIED

- 12.4) Water Management
- 12.5) Planning and Regulations
- 12.6) Conservation Area Lands
- 12.7) Conservation Services
- 12.8) Communications, Outreach and Education
- 12.9) Draft Executive Committee Minutes – February 9, 2022
- 12.10) Wheatley Two Creeks Association Minutes – December 2, 2021

Motion: AGM-2022-30

30. M. Hentz – L. McKinlay

Moved that Business for Information items 12.4) to 12.10) be received for information.

CARRIED

13. Correspondence

- 13.1) Correspondence from Minister Rickford re BC Flooding
- 13.2) Municipality of Lakeshore – Shoreline Management Plan Public Consultation Event

Motion: AGM-2022-31

31. P. Tiessen – H. Aerts

Moved that Correspondence items 11.1) and 11.2) be received for information as presented.

CARRIED

14. Other Business

None noted.

15. Adjournment

Motion: AGM-2022-32

32. L. McKinlay – C. Cowell

Moved that the meeting be adjourned.

CARRIED

Trevor Thompson
Chair

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

7. Presentations

7.1) Municipality of Lakeshore Shoreline Management Plan

Mark Peacock will provide a power point presentation the Municipality of Lakeshore Shoreline Management Plan.

7.2) Ska-Nah-Doht Village and Museum 5 Year Strategic Plan, 2022-2026

Alison Klages, will provide a PowerPoint presentation on Ska-Nah-Doht Village and Museum **5 Year Strategic Plan, 2022-2026**.

7.3) Revisions to the Draft Planning Fee Schedule

Valerie Towsley will provide a power point presentation on Revisions to the Draft Planning Fee Schedule.

7.4) Indigenous Community Education Centre and Revitalization of the Longwoods Resource Centre

Mark Peacock will provide a power point presentation on the Indigenous Community Education Centre and Revitalization of the Longwoods Resource Centre.

9. Business for Approval

9.1) Income and Expenditure vs Budget to February 28, 2022

Date: April 21, 2022
Memo to: LTVCA Board of Directors
Subject: **Income and Expenditure vs Budget to February 28, 2022**
From: Todd Casier, CPA, CA, Manager, Finance and Administrative Services

Background:

Review the 2022 Budget to the Revenue and Expenditures for the 2 months ended February 28, 2022.

REVENUE	2022 BUDGET	2022 BUDGET FEB PROJECTED	2022 ACTUAL TO FEB 28	\$ VARIANCE TO PROJECTED
GRANTS	1,542,782	257,130 *	195,777	(61,353)
GENERAL LEVY	1,506,624	1,506,624 ^	1,226,723	(279,901)
DIRECT SPECIAL BENEFIT	205,000	205,000 ^	205,000	0
GENERAL REVENUES	638,100	106,350 *	90,734	(15,616)
FOUNDATION GRANTS & REVENUES	0	0 *	4,144	4,144
RESERVES	0	0 *	0	0
CASH FUNDING	3,892,506	2,075,104	1,722,378	(352,726)
OTHER	0	0	0	0
TOTAL FUNDING	3,892,506	2,075,104	1,722,378	(352,726)

*-based on a 2 of 12 month proration of the budget

^-based on cash received to date

Grant income is less than budgeted due to the reversal of receivable revenue for ongoing programs and the timing of grants invoiced.

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, spent funds for grant programs not invoiced are set-up as receivables and added to grant income, unspent funds are reduced from grant income and deferred for future expenditures.

Levy revenue is shown on a cash basis. The following municipalities are paid in full as of April 14th, 2022: Chatham-Kent, Dutton/Dunwich, Leamington, London, Middlesex Centre, Southwold and West Elgin.

General Revenue is below budget due to the following factors:

- Conservation Areas, Education, Conservation Services and Chatham-Kent Greening are below budget as most activities and income are received later in the year.

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	2022 BUDGET	2022 BUDGET FEB PROJECTED	2022 ACTUAL TO FEB 28	\$ VARIANCE TO PROJECTED
WATER MANAGEMENT				
FLOOD CONTROL STRUCTURES	183,042	30,507	51,164	20,657
EROSION CONTROL STRUCTURES	12	2	5	3
FLOOD FORECASTING AND WARNING	202,762	33,794	21,457	(12,337)
TECHNICAL STUDIES	124,979	20,830	38,922	18,092
PLANNING & REGULATIONS	378,967	63,161	48,079	(15,082)
WATERSHED MONITORING (PGMN)	124,315	20,719	20,144	(575)
SOURCE PROTECTION	31,878	5,313	2,306	(3,007)
THAMES MOUTH DEBRIS REMOVAL	0	0	0	0
Water Management Subtotal	1,045,955	174,326	182,077	7,751
CONSERVATION & RECREATION PROPERTIES				
CONSERVATION AREAS	626,125	104,354	63,914	(40,440)
COMMUNITY RELATIONS AND EDUCATION				
COMMUNITY RELATIONS	161,719	26,953	19,445	(7,508)
CONSERVATION EDUCATION	84,111	14,018	5,101	(8,917)
SKA-NAH-DOHT VILLAGE	130,575	21,763	12,393	(9,370)
Community Relations & Education Subtotal	376,405	62,734	36,939	(25,795)
CONSERVATION SERVICES/STEWARDSHIP				
CONSERVATION SERVICES (FORESTRY)	94,006	15,668	6,465	(9,203)
CHATHAM-KENT GREENING PROJECT	541,174	90,196	23,734	(66,462)
PHOSPHORUS REDUCTION	908,429	151,405	134,234	(17,171)
SPECIES AT RISK	300,412	50,069	55,074	5,005
Conservation Services/Stewardship Subtotal	1,844,021	307,338	219,507	(87,831)
CAPITAL/MISCELLANEOUS				
ADMINISTRATION BUILDING	0	0	0	0
REPAIRS/UPGRADES	0	0	0	0
UNION GAS CENTENNIAL PROJECT	0	0	0	0
EMPLOYMENT PROGRAMS (FED/PROV)	0	0	0	0
Capital/Miscellaneous Subtotal	0	0	0	0
TOTAL EXPENDITURES	3,892,506	648,752	502,437	(146,315)

Water Management

Flood Control Structures are above budget due to the replacement of two actuators at the Rivard Dam.

Flood Forecasting and Warning expenses are below budget due to several large annual invoices received later in the year and no flood event on the Thames River to February 28th, 2022.

Technical Studies are above budget due to services performed for the Rondeau Barrier Beach Grant and not included in the budget.

Planning and Regulations are below budget due some larger expenses incurred later in the year.

Watershed Monitoring is comparable to budget.

Source Protection is comparable to budget.

Conservation Areas

Conservation area expenses are below budget as 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.

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 below budget as most activities and related expenses are completed during the spring and summer months.

Species at Risk is comparable to budget.

Capital/Miscellaneous

No Capital/Miscellaneous expenses to date.

Summary:

	2022 BUDGET	2022 BUDGET FEB PROJECTED	2022 ACTUAL TO FEB 28	\$ VARIANCE TO PROJECTED
TOTAL CASH FUNDING	3,892,506	2,075,104	1,722,378	(352,726)
TOTAL EXPENDITURES	3,892,506	648,752	502,437	(146,315)
OPERATING SURPLUS (DEFICIT)	0	1,426,352	1,219,941	(206,411)
LESS: ACQUISITION OF CAPITAL ASSET	0	0		0
NET CASH FUNDING SURPLUS (DEFICIT)	0	1,426,352	1,219,941	(206,411)

At February 28, 2022, LTVCA's operating surplus is not favourable mostly due to the outstanding General Levy payments not received as of April 14, 2022 and not due until April 30th. This is slightly offset by less expenditures compared to budget due to 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 annual General Levy and Special Levy versus all other income and expenses are prorated for the period.

Recommendation: That the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended February 28, 2022.

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

9.2) Municipality of Lakeshore Shoreline Management Plan

Background

Responding to high water levels in Lake St. Clair, environmental changes brought about by climate change, and the Municipality of Lakeshore Council's declaration of a climate emergency, Municipality of Lakeshore Council had identified a strategic priority of completing a Shoreline Management Plan for the shores of Lake St. Clair within its Strategic Plan for the 2018 to 2022 term of office. Staff of the LTVCA have been supporting the municipality in the development of that plan.

Accordingly, the Municipality of Lakeshore retained Stantec Consulting Ltd. along with Zuzek Inc. in 2019 to develop a Shoreline Management Plan for the entire Lake St. Clair Shoreline located within the boundary of the municipality. The area of the plan that is included in the LTVCA watershed is the reach containing the community of Lighthouse Cove.

This Plan investigated the shoreline flooding and erosion hazards. The Shoreline Management Plan (SMP), provided as a link by LTVCA staff after the Board of Directors meeting of February 2022, provides updated shoreline Flood Hazard Mapping, while acknowledging the increased shoreline risks that may be caused by climate change and provides recommendations for the long-term management, maintenance of shoreline infrastructure and provides direction on managing growth along the shoreline.

The Conservation Authorities with jurisdiction to regulate development along the Lakeshore shoreline, through O. Reg. 158/06 (Essex Region Conservation Authority) and O. Reg. 156/08 (Lower Thames Valley Conservation Authority), have been doing so since at least the mid-2000's when the province standardized the content of C.A. regulations to ensure all applicable C.A.s were regulating the Great Lakes shorelines. Early technical information was provided by federal and provincial agencies, as well as local studies including flood lines produced for Essex County in 1976. The SMP therefore provides the technical investigation to generate updated coastal hazard mapping using oblique drone photography, a near shore water depth survey, and a review of the built history of the shoreline, among other sources. The updated Flood Hazard Mapping provided in the SMP is aligned with the technical guidance provided by the Province to map such hazards.

The 2020 Provincial Policy Statement now mandates municipalities and Conservation Authorities to have regard to the impacts of a changing climate when planning for the risks associated with natural hazards. At the time of preparing the SMP, there was no technical guidance from the Province on how to integrate the impacts of a changing climate for erosion, flooding, and dynamic beach hazard mapping. The LTVCA, ERCA and the Municipality of Lakeshore have been given a tool – the climate change analysis found within the document – to consider how to address the issue of climate change on the Lake St. Clair shoreline.

Discussion

The draft Shoreline Management Plan was presented to the public on February 22, 2022 and was made available on the Municipality's consultation website (PlaceSpeak). The public feedback has been summarized in What We Heard Report (Available from the municipality) and incorporated into the draft report where it was appropriate to do so. Additionally, three Public Information Centres were hosted during the development of the plan to obtain feedback from the public, and interested stakeholders including ViaRail, were circulated for comments

The Essex Region Conservation Authority and the Lower Thames Valley Conservation Authority have been involved in the review of the Plan as members of the Technical Advisory Committee. Following Lakeshore Council's endorsement of the Plan on March 25, 2022, the Conservation Authorities have been asked to present the Shoreline Management Plan to their respective Boards, with a recommendation to adopt the technical analysis contained in the Plan.

It is important to note that the plan contains recommendations that will not become actioned until additional municipal, Conservation Authority and public review has occurred.

Following adoption, the Conservation Authorities will work with the Municipality to implement the recommendations. Land use recommendations of the Plan will be implemented through future amendments to the Official Plan and Zoning By-law. These changes will be initiated by Lakeshore, with input from the Conservation Authorities, and with further public engagement and notice that is required under the Planning Act. Other recommendations will be considered by Lakeshore, with the appropriate agencies and members of the public involved in implementing solutions.

A presentation of the plan will be provided at the April Board of Director's meeting.

Recommendation: That the LTVCA approve the Municipality of Lakeshore Shoreline Management Plan as a technical document, and further

That the LTVCA staff be directed to work with the Municipality of Lakeshore in the implementation of the plan, ensuring that public consultation is undertaken as recommendations of the plan are brought forward for implementation.

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

1. Strengthen and Increase Collaboration with Community Stakeholders

Prepared by:
Jason Wintermute
Manager, Watershed and Information Services

Recommended by:
Mark Peacock, P. Eng.
CAO, Secretary Treasurer

9.3) Ska-Nah-Doht Village and Museum 5 Year Strategic Plan, 2022-2026

The purpose of the Strategic Plan

The purpose of the 5 Year Strategic Plan, 2022-2026 (hereafter ‘the plan’) is to guide the work done at Ska-Nah-Doht Village and Museum (SND). It will act to align this work with the Mission, Vision, and Values of SND and the LTVCA. The strategic goals of our 10 member municipalities were also taken into consideration during the development of the plan.

The 5 Year Strategic Plan, 2022-2026 will be used to guide community consultation on our strategic priorities and inform the creation of a Strategic Implementation Plan, with defined goals and checkpoints.

Developing the Strategic Plan

A draft of the plan was created by examining the previous 5 Year Strategic Plan 2017-2021 as well as the results of the Longwoods Road Conservation Area (LRCA) Visioning Project and Longwoods Feasibility Study. The SND Village Advisory Committee and the LTVCA Board of Directors were consulted and asked to provide feedback.

If requested, the Curator was available to present the plan to any of the municipal councils of the communities within the LTVCA watershed.

A final draft of the plan was provided for review to the LTVCA Board of Directors at the Annual General Meeting held in February of this year.

Value of the Strategic Plan and Operating Standards

A Strategic Plan is a requirement for museums that receive Community Museum Operating Grant support. It is also a valuable supporting document when applying for other funding opportunities. Further, Community Museum Operating Standards are looked to by heritage and culture funders. It is important that SND continues to meet these benchmarks.

The plan will enable staff to prioritize efforts, effectively allocate resources, align with stakeholder values, and set goals that are backed by data.

The aim of the 5 Year Strategic Plan, 2022-2026 is to strengthen the position of SND to ensure it can continue to act as a steward for local heritage and a proponent of the mission and values of the LTVCA. The majority of the efforts will focus on developing community engagement, raising awareness of the organization, the completion of capital projects, and the building of stable funding operations.

Ska-Nah-Doht Village and Museum and LTVCA will undertake this work in consultation with member municipalities (staff and council), local First Nations Communities, local residents, and members of the public.

Strategic Goals

Strategic Goals have been developed for the plan and recommended actions around these goals are found within the plan. The Goals are as follows:

1. Community Engagement
2. Raise Awareness
3. Infrastructure Projects
4. Stable Funding Operations

A presentation will be provided at the April Board of Directors meeting reviewing the plan.

Recommendation: That the Ska-Nah-Doht Village and Museum 5 Year Strategic Plan, 2022-2026 be approved.

The report aligns with the following objectives of the LTVCA's Strategic Plan:

1. Strengthen and Increase Collaboration with Community Stakeholders

Prepared by:

Alison Klages
Curator
Ska-Nah-Doht Village and Museum

Recommended by:

Mark Peacock, P. Eng.
CAO, Secretary Treasurer

9.4) ALUS Elgin Project Advisory Committee (PAC) Appointment of LTVCA Member

The LTVCA has partnered with Alternative Land Use Service (ALUS) Elgin by being the legal entity for provision of the local ALUS program. This includes providing administrative support and housing staff. Essentially the program compensates farmers for taking agricultural land out of production with an annual payment for providing tall grass prairie, wetlands or tree planting on that former agricultural land. These programs have committees made up of farmers and the local agricultural community that advise on the proposed projects and provide guidance to the coordinators. ALUS Coordinators are LTVCA staff fully funded by the ALUS program. Since these programs are administered by the LTVCA, the Board of Directors is required to approve each Partnership Advisory Committee (PAC) Terms of Reference which they did at Board of Director's meeting of February 2022.

The ALUS Elgin PAC has requested that a LTVCA Board Member sit on this PAC. LTVCA staff have polled the three BOD members from Elgin County municipalities and two members have expressed an interest in the committee. Upon consultation, an appointee is being recommended.

Recommendation: That the LTVCA Board of Directors appoint Sarah Emons to sit on ALUS Elgin Partnership Advisory Committee.

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

1. Strengthen and Increase Collaboration with Community Stakeholders

Prepared by:

Randall Van Wagner
Manager, Conservation Lands and Services

Recommended by:

Mark Peacock, P. Eng.
CAO, Secretary Treasurer

9.5) Wind Farm Proposal - Skakel Conservation Area

The LTVCA was recently approached by a wind farm company that is interested in putting either an access road or tower on the Skakel Conservation Area. This 50 acre property was donated with the intent of naturally restoring it. The family is still involved in the project as is the McKinlay Funeral Home with our Memorial Tree program. Years ago a similar proposal was on the table for the Rowsom Conservation Area southwest of Tilbury, and due to the controversy surrounding these structures our BOD decided against it.

Due to the use of the property as a memorial grove and the commitment to restore the property, it is recommended by staff that the wind farm company be advised that the proposal for placement of a tower or other access use be refused.

Recommendation: That the proposal to put either an access road or tower on the Skakel Conservation Area be refused.

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

1. Strengthen and Increase Collaboration with Community Stakeholders
4. Improve Transparency and Understanding of Financial Statements

Prepared by:
Randall Van Wagner
Manager, Conservation Lands and Services

Recommended by:
Mark Peacock, P. Eng.
CAO, Secretary Treasurer

9.6) Indigenous Community Education Centre and Revitalization of the Longwoods Resource Centre

The Indigenous Community Education Centre and Revitalization of the Longwoods Road Resource Centre project will strive to create an Indigenous Community meeting area in our Longwoods Road Resource Centre and revitalize the existing centre. This centre is already a popular visitor site where schools, groups and family's can learn about what our region was like prior to European Settlement. On site is the Ska-Nah Doht Village which is a replica of a Haudenosaunee Village and continues to be a regional attraction. With the addition of this Community meeting space, groups can meet and collaborate on new environmental initiatives, and provide a common meeting space for people to learn about the past and better communicate on future endeavours. In the Lower Thames Watershed there are four Indigenous groups: The Oneida of the Thames, The Munsee-Delaware, The Chippewa's of the Thames First Nation and the Delaware Nation. The proposed Indigenous Community Meeting space will be unique to Southern Ontario and provide an inclusive space for general public, staff and our Indigenous partners to gather, share and educate.

The LTVCA conducted a feasibility study in 2016 for the Longwoods Resource Centre. Through this consultation process we reached out to our Indigenous neighbours, surveyed general public and conducted presentations to our Board of Directors and other Community Groups to engage the surrounding stakeholders interest in the project. The results of the feasibility study indicate that the current facility is dated, needs an upgrade and suggests several options for the future.

Longwoods Road Conservation Area already provides our surrounding communities with opportunities for learning about our environment, traditional Indigenous knowledge and provides accessible access to natural ravines set in a beautiful Carolinian Forest. The Carey Carolinian Arboretum engages the public about the importance of our native plant communities and conserving these natural spaces. This expansion and the creation of an Indigenous Community Meeting room/hall will continue to promote the conservation ethic, promote recycling and waste management and be a regional draw for residents, visitors, schools and practitioners that will leave with a greater understanding of our past and an enriched comprehension of our surrounding environment, the issues we are faced with and the tools and programs to protect our vitally important watershed.

Components of the Work

Revitalizing the Existing Resource Centre Building

The current Resource Centre is approximately 50 years old and very little in the line of major capital work has been required or completed to date. However the time has come to address some of the aging elements of the building. These elements are:

1. Replacement of windows
2. Replacement of roofing
3. Replacement of the HVAC system
4. Construction of Wheelchair Accessible washroom on the Basement Floor
5. Septic System upgrades
6. Trail to provide wheelchair accessibility between floors

The cost of this work is estimated at \$149,000.00 (including in-kind work for trail construction)

Construction of new Indigenous Education Centre

The main component of the project will be to extend the existing basement to the southeast side of the building. This extension will create a 2000 sq. ft. gathering room for first nations, community groups and education programs to use. The cost of this work is estimated at \$300/sq. ft. with engineering costs of \$50,000 for a total of \$650,000.

Commercial Kitchen Costs

The proposal includes repurposing a part of the existing basement adjacent the addition into a kitchen. The kitchen would allow commercial food businesses the ability to service functions in the new hall. Additionally, groups could also access the kitchen for their uses as well. The costing included in this section are for repurposing the basement area, building, servicing and outfitting the kitchen. The total cost for this work is estimated at \$130,000.

New Public Area Accessories

The new Indigenous Community Education Centre will require some accessories to be used. This includes cabinets, tables and chairs. The cost of this element is estimated at \$31,000.

In-Kind Work

The LTVCA has expertise on staff in the areas of project management, civil engineering and landscaping. The project contains \$56,000 of in-kind work. Staff Included in this work will be Mark Peacock, Randall Van Wagner, Vance Stark and maintenance/landscaping crews.

Preliminary Budget

The preliminary budget for the work is as follows:

Longwood Resource Centre – Indigenous Community Education Centre		
Indigenous Community Education Centre new build		
Construct 2000 sq. ft. addition	\$300.00/sq. ft.	\$600,000.00
Architectural / Structural / Civil Mechanical Engineering		\$50,000.00
Sub total: New Build		\$650,000.00
Existing Building Upgrades		
Replace existing windows		\$ 50,000.00
Replace Roof to match new		\$ 12,000.00
Upgrade Heating and Cooling System		\$ 25,000.00
Build Wheelchair Accessible Washroom		\$ 20,000.00
Update/ Enlarge Septic System		\$ 30,000.00
Wheelchair Accessible walkway	Materials	\$ 6,000.00
Subtotal Existing Building Upgrades		\$143,000.00
Commercial Kitchen Costs		
kitchen equip		\$ 60,000.00
fridge in storage area and shelving		\$ 8,000.00
ventilation / fire suppression		\$ 28,000.00
plumbing and electrical upgrades		\$ 20,000.00
pass through service area		\$ 5,000.00
Dishes and cutlery (144 services)		\$ 9,000.00
Sub total: Kitchen		\$ 130,000.00

Public Area Accessories			
Cabinets, shelving and coat hangers			\$ 10,000.00
Chairs	120	\$ 100.00	\$ 12,000.00
Tables	20	\$ 450.00	\$ 9,000.00
Sub total: Public Areas			\$ 31,000.00
In-Kind Contributions			
Permits and Servicing			\$10,000.00
Project Management (RFP, Tendering, Procurement			\$ 30,000.00
Civil Engineering In-House			\$ 10,000.00
Walkway Construction			\$ 6,000.00
Sub Total: In-Kind			\$ 56,000.00
<u>Total Project Costs</u>			<u>\$1,010,000.00</u>
Original Project Costs			\$ 790,000.00
Additional Project Costs			\$ 220,000.00
<u>Costs Project Total:</u>			<u>\$1,010,000.00</u>

Project Revenues

In-Kind Support		\$56,000.00
Foundations Support		\$204, 000
Grants		\$750,000.00
<u>Total Project Revenue</u>		<u>\$ 1,010,000.00</u>

Funding Note: The Lower Thames Valley Conservation Foundation has committed to raising \$204,000 for this project. The LTVCA Board of Directors, at its last meeting, passed a motion to make up the difference should the foundation not be able to raise these funds. This money would be withdrawn from reserves currently held by the LTVCA.

Moving Forward

A funding grant of \$750,000 has been approved for this project, with very tight timelines. This means that we are going to have to hit the ground running.

The following phases of the project will begin immediately and be substantially completed by mid 2023.

Phases of Project

1. Sign agreement with funding agency for grant
2. Complete Request For Proposals for Architectural and Mechanical / Structural / Electrical Engineering
3. Call for Proposals and Award Architectural and Mechanical / Structural / Electrical Engineering
4. Complete plans and specifications for Building Permit
5. Complete civil engineering for upgrade of septic system
6. Submit Building Permit and Septic System Upgrade Permit
7. Prepare tender documents for construction
8. Tender project

9. Award tender and commence construction
10. Manage project to completion
11. Complete landscaping with LTVCA forces following completion of construction

In order to begin this project, staff are requesting that the Board of Directors authorize the chair and the CAO to sign the funding agreement, upon satisfactory review of the agreement. Additionally, it is requested that the Chair and CAO be authorized to prepare, advertise and award the RFP for Architectural and Mechanical / Structural / Electrical Engineering services. Upon receipt of the bids for this work an email will be sent to the board members. If concerns are raised by the board a special board meeting will be conducted to address those concerns and award the work. If no concerns are raised that the Chair and CAO will move forward with awarding the Architectural and Mechanical / Structural / Electrical Engineering work.

Recommendation: That the Board of Directors authorize the Chair and the CAO to sign the funding agreement for the Indigenous Community Education Centre and Revitalization of the Longwoods Road Resource Centre, and

That the Board of Directors authorize the Chair and the CAO to sign the RFP for Architectural and Mechanical / Structural / Electrical Engineering services should upon review of the bids, board members do not have concerns with the bid.

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

1. Strengthen and Increase Collaboration with Community Stakeholders
4. Improve Transparency and Understanding of Financial Statements

Prepared and Respectfully Submitted by:

Mark Peacock, P. Eng.

CAO, Secretary Treasurer

9.7) Naming of the McGregor Creek Diversion Channel

The LTVCA have been approached by an area farmer who would like to have the LTVCA Diversion Channel named to recognize a community leader that was instrumental in having the channel constructed. Staff have met with area Councillors and have consulted past management on this potentially sensitive issue. It has been determined that a number of people might have strong opinions regarding the naming of the channel. As such it will be necessary to provide the general public with an opportunity to nominate individuals they feel are deserving of this honour.

Therefore, LTVCA staff are recommending that the LTVCA create an online nomination form for a specific time frame, and advertise the request for input into this matter. After that deadline is met, names / recommendations will be brought back to the LTVCA Board of Directors for a recommendation to move forward.

Recommendation: That staff create an online nomination form for the naming of the McGregor Creek Diversion Channel and advertise this project, and

That names will be brought back to the LTVCA Board of Directors for a decision to be made at the June Board of Directors meeting.

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

1. Strengthen and Increase Collaboration with Community Stakeholders

Prepared by:
Randall Van Wagner
Manager, Conservation Lands and Services

Recommended by:
Mark Peacock, P. Eng.
CAO, Secretary Treasurer

9.8) Planning Fee Schedule

The municipal planning fee schedule (see below) has been finalized and will be placed on the LTVCA's website for public feedback. As noted in prior reports to the Board of Directors, staff compared the fee schedules of our neighbouring CA's to maintain some consistency. It was determined that ERCA's fee schedule, which was the lowest of those selected, would suit our purposes. Staff will review the fees being charged at the end of the year to make sure costs are being covered, and will evaluate to see if any changes need to be made to the schedule at that time. A report on these fees will be brought back to the board at that time.

Recommendation: That the fee schedule be approved for use in order to start the collection of fees for planning purposes.

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

1. Strengthen and Increase Collaboration with Community Stakeholders
4. Improve Transparency and Understanding of Financial Statements
6. Strengthen Staff Stability (financial stability, attraction & retention)

Prepared by:
Valerie Towsley
Watershed Resource Planner

Recommended by:
Mark Peacock, P. Eng.
CAO, Secretary Treasurer

SCHEDULE 3

LTVCA Planning Fee Schedule

<u>Plan Review Fee Schedule</u>	<u>LTVCA current Fees</u>	<u>New LTVCA Planning Fee Schedule</u>
legal / private / realtor inquiries (fee charged for each assessment roll number, not by ownership)	\$125.00	\$125.00
clearance letters for subdivision/condominium approval (applies to each phase of subd. requested) (from draft plan to clearance, including SWM review) (where permit fee not required)		a. \$115/lot (max \$10,000 per phase) (outside of regulated area) b. \$350/lot (within regulated area) c. \$1,200 preliminary SWM review
a. \$115/lot (max \$10,000 per phase) detailed SWM Review and all other review (outside of regulated area)		
b. \$350/lot detailed SWM Review and all other review (within regulated area with each lot receiving a permit) (current fee)		
major OPA/ZBLA industrial, commercial, institutional, subdivision, etc.		\$300.00 (no SWM review required)
minor OPA/ZBLA single lot/unit residence		\$200.00
consent		\$200.00
minor variance		\$115.00
site plan control / approval		\$200.00
OPA / ZBLA combination		\$275.00
Consent / Minor Variance with ZBLA combination		\$250.00
consent with minor variance combination		\$250.00
multiple consent applications on a single application		\$115.00/lot (unregulated) \$350.00/lot (regulated)
input and review of relevant EIS's / EA's and other major studies, proponent driven		\$1,500.00
LTVCA staff appearing as an expert witness at a Committee of Adjustment hearing or Ontario Land Tribunal hearing:		
a. Acting on behalf of the municipality		a. no fee charged
b. At the request of the proponent		b. hourly rate

9.9) Planning MOU between the Municipality of Dutton Dunwich and the LTVCA

At the Municipality of Dutton Dunwich, April 13, 2022 council meeting, the Planning MOU (see below) between the municipality and the conservation authority was approved by council. This is the first of the MOU's to be approved as we move through the Bill 229 requirements. This MOU is the basis for all the other Planning MOU's yet to be taken before our member municipal councils. There may need to be subtle changes to these subsequent agreements in order to take into account the local/county planning conditions/processes.

Recommendation: That the Memorandum of Understanding (MOU) between the Municipality of Dutton Dunwich and the Lower Thames Valley Conservation Authority be approved.

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

1. Strengthen and Increase Collaboration with Community Stakeholders
4. Improve Transparency and Understanding of Financial Statements
6. Strengthen Staff Stability (financial stability, attraction & retention)

Prepared by:
Valerie Towsley
Watershed Resource Planner

Recommended by:
Mark Peacock, P. Eng.
CAO, Secretary Treasurer

SERVICE AGREEMENT/ Memorandum of Understanding (MOU)

BETWEEN

**The CORPORATION OF THE Municipality of Dutton Dunwich
(the "Municipality")**

AND

**The LOWER THAMES VALLEY
CONSERVATION AUTHORITY
(the "Conservation Authority" or "CA")**

Date: April 13, 2022

Endorsed by all Parties and in effect as of _____, 2022

1. THE PURPOSE of this agreement is to:

The Conservation Authority and the Municipality have a longstanding relationship of plan review activities. This MOU will be an important tool to help define roles and responsibilities within the context of a new protocol for land use planning service delivery.

The land use planning framework and the regulatory body under which Conservation Authorities operate in the Province has evolved into a significantly more complex system. The policy and regulatory systems have become more complex, with changing legislation, evolving Provincial Plans, with more specific and rigid tests for planning complete communities.

With a significantly evolved planning framework, it is important that an arrangement is in place to assist parties in managing growth and change while protecting the environment and public safety. It is crucial that the relationships between the parties and the roles and responsibilities in implementing the planning and regulatory framework are seamless, integrated and well understood.

This agreement only pertains to land use planning, infrastructure and development related issues. In this regard, the objectives of this MOU include ensuring that:

- each step of the planning review process is complementary, adds value to the decision making process, does not result in service duplication;
- the rigour of review is consistent with the scale and impacts of the project;
- the public and the natural environment is protected and natural heritage features are restored using a systems-based approach; and
- sharing information assists and expedites decision-making.

The purpose of this Memorandum includes:

- Identify the roles and responsibilities of the Parties and record their mutual understanding in planning policy and development matters (*e.g. CA will provide effective and timely plan review and technical clearance support/expertise to assist the Municipality in making decisions on planning documents and site-specific planning applications*);
- Set out the expectations for plan review and technical clearance on matters relating to natural heritage and water resources;
- Streamline the development application review process, municipal plan review system/process where opportunities exist;
- Improve alignment between planning services and conservation authority permitting processes;
- Establish a data and information sharing protocol;
- The MOU describes services in addition to those activities and services which are undertaken by the CA as part of their own legislative mandate or by agreement with others.

This MOU is intended to work in tandem with the legislative and policy framework for planning in the Province of Ontario. It is not intended to conflict with responsibilities that have been assigned to any of the Parties, either by statute, regulation, policy or other instrument. For example, the MOU is not intended to conflict with:

1. Responsibilities assigned to the Municipality in the following:
 - 1.1 The Planning Act; and
 - 1.2 Any MOU between the County of Elgin and the Province of Ontario relating to municipal plan review.
2. Responsibilities assigned to the Conservation Authority as of the signing of this MOU and subject to change, in the following:
 - 2.1 The Conservation Authority Act and associated Regulations.
 - 2.2 The MOU between the Conservation Authority (Conservation Ontario) and the Province of Ontario relating to municipal plan review, input and appeals relating to Natural Hazards (2001).
 - 2.3 Responsibilities assigned to the Conservation Authority by the Municipality through the Planning Act and applicable Delegation By-law i.e., Natural Heritage (Section 2.1) review and input.
3. This MOU is not intended to conflict with or preclude any MOU between any municipality, county or other agencies.
5. The Parties commit to undertaking the following work as detailed in the body of this MOU and summarized in Schedule 1.

2. DEFINITIONS

"Board"

Means the Board of Directors of the respective CA(s).

"Interests"

Means the interests of the Party as defined by its approved plans, policies, and programs.

"Natural Environment"

Means the natural heritage system and the water resource system including natural hazards and stormwater management.

"Natural Heritage System"

Means the same as the Provincial Policy Statement definition.

"Parties"

Means the upper- and lower-tier municipalities' planning policy and implementation departments and the Conservation Authority planning and development department.

"Plan Review"

The review of applications/studies as set out in the *Planning Act* or other relevant legislation; identifying the need for and assessing the adequacy of technical surveys, studies and reports relating to the watershed natural hazards, natural heritage and water policies for natural environment features or functions; and specifying and clearing conditions of approval. It also includes the review of municipal planning documents, such as Official Plans and amendments and may include studies associated with infrastructure development, such as Environmental Assessment Reports.

"Technical Clearance"

Assessing technical reports submitted by the proponent to determine if the reports satisfy the conditions through a comprehensive study (e.g. master environmental servicing plans, secondary plans, etc.) or plan review process and in order to clear the conditions of a plan of subdivision, severance application or other planning instrument.

"Technical Review"

Assessing technical reports submitted by the proponents' consultants in terms of applicable and most recent technical guidelines and standards and the approved terms of reference; specifying modifications or additional technical studies required and conditions of acceptance; validating the technical methods used to determine potential environmental impacts; identifying the nature and extent of mitigation measures required; recommending modifications to, or acceptance of, the technical report.

3. GUIDING PRINCIPLES

This Memorandum of Understanding is based on the following principles. The parties agree to work collaboratively to:

- a. Deliver timely, accurate, effective and customer-focussed planning services;
- b. Eliminate unnecessary duplication to maximize the utilization of existing resources and technical expertise and, where possible, coordinate efforts;
- c. Ensure the planning and regulatory systems are seamless, integrated, complementary and well understood;
- d. Share mapping resources / layers when needed;
- e. Continuously improve working relationships and enhance service performance of all Parties;
- f. Monitor the performance of this MOU and service delivery; and
- g. A data sharing agreement can be undertaken when the need arises. Staff will ensure that data sharing agreements are kept up to date.

4. MOU Framework

- 4.1 For the purposes of this MOU, planning services have been defined and organized into two categories: 1) Policy Planning; and 2) Development Planning. By organizing the MOU in this manner, it is not intended to limit or define the service delivery method or the service delivery entity within each of the Parties. The MOU is organized in this manner for ease of reading and reference.
- 4.2 The Parties recognize that there may be initiatives, specific studies and technical studies in support of development applications that exhibit components of both policy planning and development planning.
- 4.3 For the purposes of this MOU, Policy Planning includes:
- a. Provincial Plans, Policies and Initiatives
 - b. County Official Plan and Amendments
 - c. Local Official Plans and Amendments
 - d. Area Specific Plans (Secondary, Outline Plans and related Studies)
 - e. Community Improvement Plans and Incentives
 - f. Special Studies (e.g. watershed/subwatershed studies)
 - g. Guidelines

Section 5 of this MOU provides specific provisions.

- 4.4 For the purposes of this MOU, Development Planning includes:
- a. Comprehensive Zoning By-laws
 - b. Zoning By-law Amendments
 - c. Plans of Subdivision and Condominium
 - d. Consents
 - e. Minor Variances
 - f. Part Lot Control
 - g. Site Plans

Section 5 of this MOU provides specific provisions.

5. LAND USE PLANNING ROLES AND RESPONSIBILITIES

The CA will endeavor to provide timely comments / advice to the Municipality (refer to Schedule 2) on planning matters, and the Municipality will ensure consistency with Provincial Policies and the Official Plan Policies with respect to any planning application. The Municipality and the Conservation Authority agree that the CA will provide comments / advice as to whether planning applications are consistent with the PPS (S. 2.1, 2.2 and S. 3.1) for the following:

1. Zoning Bylaw comprehensive reviews and amendments
2. Secondary Plans/Outline Plans
3. Minor Variance
4. Site Plan Control
5. Watershed/subwatershed studies
6. Guidelines (e.g. Stormwater, etc.)
7. Site alteration by-laws

The Conservation Authority will also provide comments assessing the adequacy of technical environmental studies in meeting PPS (S. 2.1, 2.2 and S. 3.1) policy requirements and objectives. The CA will review documents that assess impacts on the natural environment related to:

- significant wetlands, coastal wetlands, local and unevaluated wetlands;
- significant woodlands;
- significant valley lands, valley lands and stream corridors;
- natural hazards (flooding and erosion);
- hazardous sites (unstable soils or bedrock unstable slopes);
- Source Water Protection areas (e.g. SGRA, HVA's, WHPA & IPZ's);
- ground water recharge areas;
- surface water quantity and quality;
- Hydrology and Hydraulic documents and modelling (e.g. LID, SWM Ponds, etc.);
- Impact and mitigation measures related to natural hazards.

The Conservation Authority will also provide comments:

- advising the Municipality of the adequacy of technical environmental studies in relation to the Municipality's Official Plan policy requirements and objectives;
- on the need for technical reports, the adequacy with reference to relevant guidelines/standards, or related conditions of approval, including but not limited to such studies or plans as:
 - Stormwater management
 - Lot grading and drainage
 - Geotechnical
 - Hydrogeological
 - Erosion and Sediment Control
 - Coastal Engineering Studies

- Environmental Impact Studies and related natural heritage impact and mitigation measures
- Fluvial Geomorphology
- Wetland water balance
- report defining features and assess the long-term ecological function and biodiversity of natural heritage systems, identifying opportunities where applicable for restoration or improvements.
- review documents that assess impacts on the natural environment related to:
 - significant wildlife habitat;
 - habitats of threatened and endangered species;
 - Species At Risk;
 - watercourses, fish and aquatic habitat;
 - areas of natural and scientific interest;
 - significant woodlands;
 - significant wetlands, local wetlands and coastal wetlands;
 - significant valleylands;
- to identify, where appropriate, the Fisheries and Oceans Canada self-assessment process pursuant to the federal Fisheries Act and other similar pieces of legislation affecting the interests of the Conservation Authority;
- to assist in the technical aspects of applying alternative development standards as a best management practice for stormwater management purposes (e.g. Low Impact Development (LID projects)) and enhancement of natural heritage features and functions.

5.1 The Parties agree that a high degree of policy alignment is important in advancing an integrated and seamless planning system.

5.2 Local Official Plans and Amendments

5.2.1 The Local Municipality leads and adopts policy based Local Official Plans and Amendments.

5.2.2 Prior to initiating policy based Official Plans or Official Plan amendments, the Local Municipality will share information on the initiative and seek input from the Conservation Authority.

5.2.3 The Conservation Authority will review and provide comments on policy-based Local Official Plan Amendments as it relates to their interests and mandates.

5.3 Area Specific Plans (Secondary Plans and Related Studies)

5.3.1 The Local Municipality will lead and adopt Area Specific Plans for growth areas.

5.3.2 In developing Area Specific Plans, the Local Municipality will engage the Conservation Authority as it relates to their interests and mandates.

5.3.3 The Local Municipality is responsible for undertaking studies in support of Area Specific Plans.

- 5.3.4 The Local Municipality will work collaboratively with the Conservation Authority to identify and scope the necessary studies required for the Area Specific Plans.
- 5.3.5 The Parties agree to work together to develop a Terms of Reference for each study required.
- 5.3.6 That the Terms of Reference will ensure that any Party involved in the review of any study, and where applicable, will provide technical clearance in writing to the Local Municipality in the timelines defined by the municipality.
- 5.3.7 The Parties agree that Terms of Reference for studies related to Area Specific Plans (e.g. subwatershed studies) must address key policy tests while being sensitive to context. Area Specific Plans for redevelopment areas may require the Parties to scope, modify or waive study requirements to recognize the existing policy framework and built context for these areas.
- 5.3.8 The Parties have a mutual interest in advancing work on Area Specific Plans. In recognition of this mutual interest, the Parties agree to work within the timelines and scope set out in the Terms of Reference under the proviso that all applicable materials have been received within the agreed to Area Specific Plans / Study initiation timelines.

5.4 Special Studies

- 5.4.1 From time to time the Parties will engage in special studies (e.g. watershed / subwatershed, geotechnical, flood line studies, Municipal Stormwater/Servicing Master Plans, etc.) related to land use and regulatory matters that affect the Municipality and the Conservation Authority.
- 5.4.2 The Parties will develop a work plan to collaboratively engage in these studies when it has been determined to be of mutual interest.

5.5 Attending Meetings

- 5.5.1 The CA will attend any meetings (council and/or planning meetings) and public consultation meetings when requested by the municipality.

6. **ROLES & RESPONSIBILITIES in the PLANNING SYSTEM relating to IMPLEMENTATION PLANNING**
- 6.1 All Parties agree that in reviewing and assessing development applications, comments must be scoped based on:
- 6.1.1 Legislative or Regulatory authority;
 - 6.1.2 Council or Board approved policies and by-laws;
 - 6.1.3 A consideration of the built context; and
 - 6.1.4 Interests that have been identified through pre-consultation, terms of reference, comprehensive complete application requirements, and/or requisite studies.
- 6.2 The Parties agree that it is important to advance an expeditious review of development applications based on Planning Act timelines. In all cases, the Parties will endeavour to provide comments to the approval authority that:
- 6.2.1 Will enable the approval authority of the particular planning application to make a decision; and
 - 6.2.2 Are in accordance with the timeframes set out in Schedule 2.
- 6.3 The CA will respond to general inquiries from the Municipality and applicants, will participate in informal or formal pre-consultation meetings with applicants and the Municipality (or provide written comments), and provide expert witness support to the Municipality as necessary where the subject lands involve natural hazards, natural heritage or CA regulated lands.
- 6.4 To ensure that the approval authority is in a position to make a decision on the application within the Planning Act timeframes, the Parties agree to share best practices and to examine ways to harmonize policies and approaches related to pre-consultation and complete application requirements.
- 6.5 The Parties agree to monitor and report on service delivery measures based on common goals and metrics, with an annual or semi-annual report as required by the municipality.

7. PLANNING for the NATURAL ENVIRONMENT

- 7.1 The Parties agree that a greater degree of coordination and timeliness between the Municipality and the Conservation Authority is necessary for advancing an integrated and seamless planning system as it relates to the natural environment.
- 7.2 The Parties agree that there is significant opportunity to improve and to clarify roles and responsibilities in planning for the natural environment.
- 7.3 The Parties agree to work collaboratively to advance an integrated and seamless planning model, based on the following principles:
- a. a high degree of policy alignment is important in advancing an integrated and seamless planning system;
 - b. the rigour of environmental review must match the scale and nature of impacts;
 - c. planning for the environment should not revisit the principle of land use at the site-specific stage when defined at the policy stage(s);
 - d. more effort needs to be put 'up front' in defining the components of the natural heritage system (refer to the Elgin Natural Heritage Systems Study);
 - e. good information and data lead to good policy;
 - f. eliminate unnecessary duplication;
 - g. optimize the use of staff expertise; and
 - h. seek opportunities for inter-municipal/agency educational workshops.

8. DATA and INFORMATION SHARING

- 8.1** The Parties will work together to define a screening map and guidelines to assist the Municipality in determining when an application will be circulated for review.
- 8.2** The Parties agree that data sharing, data modelling and GIS are important to service efficiencies and will establish and/or participate on a working group to advance an open data approach among the Parties, provided that the data sources are not restricted under third party licensing.

9. DISPUTE RESOLUTION

- 9.1 The LTVCA will have regard for previous comments provided by LTVCA staff. Any change in comments based on updated legislation or new information or other matters will be discussed with the Municipality in advance of any formal correspondence being sent out to the Municipality.
- 9.2 Where a dispute arises between two or more Parties' staff pertaining to service matters undertaken in sections 5, 6 or 7 above, the Parties agree that the staff will implement dispute resolution practices utilizing the following principles:
- a. Agree to a fair process for mediating issues;
 - b. Utilize the services of a neutral facilitator, if required;
 - c. Discuss the impasse item and avoid blame;
 - d. Accept responsibility;
 - e. Identify common agreement / ground;
 - f. Identify all options to resolve;
 - g. Select best option.
- 9.3 The Municipality or the Conservation Authority may recommend that a third party consultant be engaged to undertake any particular review where special expertise is required, or the authority has a conflict of interest or where it is otherwise mutually agreed that it would be in the best interest of the planning process.

10. DURATION AND FORMAL REVIEW

- 10.1 This MOU shall come into effect on the date of the last party to sign this MOU and shall remain in effect until such time as it may be replaced by an updated MOU resulting from a mandatory review that will regularly take place no more than five (5) years from the effective date of this MOU.
- 10.2 This MOU may be reviewed at any time before the mandatory review if agreed to by the Parties, particularly when Provincial legislation, CA Act Regulations or plans have been amended.
- 10.3 The mandatory review shall be overseen by the Parties' CAOs with any final recommended changes being subject to full agreement by all Parties.

11. GENERAL

- a) The CA will respond to general inquiries from the Municipality and applicants, participate in informal or formal pre-consultation meetings with applicants and the Municipality (or provide written comments), and provide expert witness support to the Municipality as necessary where the subject lands involve natural hazards or CA regulated lands.
- b) Nothing in the agreement precludes the Conservation Authority from commenting to the Municipality, and implementing their regulatory responsibilities, as they would normally exercise their rights under the *Planning Act*, the *Conservation Authority Act* (as amended), *Environmental Assessment Act*, recommendations from the Provincial Flood Advisors Report, delegated responsibilities or other applicable legislation.
- c) Nothing in this agreement precludes the Municipality from exercising responsibility under the *Municipal Act*, the *Planning Act*, the County Official Plan, the Municipal Official Plan or any other statutory requirement.
- d) Nothing in this agreement precludes the parties from respectfully disagreeing with comments provided by the other party.
- e) Where the Conservation Authority is in conflict between legislated responsibilities and the responsibilities of this agreement, the Municipality may seek third party opinions. This agreement would not prohibit the Municipality seeking third party opinions at any time or for any other matters.
- f) The Conservation Authority and the Municipality will endeavor to have open communication on activities or programs which may impact each other's mandates or responsibilities – e.g. the Municipality proposing to amend general by-laws; the CA undertaking work for the province to identify natural features.

12. TERMS OF THE AGREEMENT

- a) The Municipality and the Conservation Authority agree that:
 - 1. The term of this Agreement shall be for a period of five (5) years from the date of execution by the Municipality and the Agreement shall be automatically extended for an additional five (5) year term, on the same terms and conditions as contained herein at the discretion of the Municipality and the Conservation Authority, until terminated by any of the parties.
 - 2. The Municipality and the Conservation Authority will review this Agreement, to consider changes in programs of the parties or changes in Provincial policies, at least six months prior to the expiry of each five (5) year term. The Conservation Authority's CAO or Planning Department will monitor the agreement and its expiry;
- b) Any party may terminate this Agreement at any time upon delivering six (6) months written notice of termination, by registered mail, to all of the parties, which notice shall be deemed to be received on the third business day from the date of mailing.
- c) Any notice to be given pursuant to this Agreement shall be delivered to the parties at the following address:

Municipality of Dutton Dunwich

199 Currie Road

Dutton, ON N0L 1J0

Attention: Mayor Bob Purcell

Lower Thames Valley Conservation Authority

100 Thames Street

Chatham, ON N7L 2Y8

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

13. IMPLEMENTATION

The Municipality and the Conservation Authority agree:

- That the Municipality would be responsible for submitting meeting minutes/records of outcomes of pre-consultation meetings.
- The Municipality will establish a mechanism to determine complete application requirements as outlined in the County and Municipal Official Plans and to determine the technical checklist required for these studies. Refer to the technical checklist included in Schedule 1.
- That fees for planning services will be collected by the Municipality and will be remitted to the applicable CA on a quarterly basis as outlined in Section 15.

14. SERVICE DELIVERY STANDARDS

- a) The Municipality shall set timeframes for responding to planning document amendments and development applications in keeping with the requirements of legislated timelines and included in Schedule 2.
- b) Where an application is complex (requiring more than 3.5 hours of staff review/administration time), a pre-consultation meeting between the Municipality, respective Conservation Authority and the applicant and their agents may take place.

15. CONSERVATION AUTHORITY FEES

All parties of this MOU concur that the screening of applications is desirable. This process will ensure that only the appropriate applications are circulated to the Conservation Authority. Although this MOU does not contain specific provisions for screening, both the municipality and the CA are committed to this end to ensure the best possible service.

Collection of Fees

The Conservation Authorities Act provides the legislative basis to allow conservation authorities in Ontario to charge fees for services approved by the Minister (*Policies and Procedures for the Charging of Conservation Authority Fees*). Section 21 (m.1) of the Act, allows for the collection of fees for planning and development related activities, such as permitting, plan review and public and legal inquiries.

The LTVCA's fees are based on the following: partial user pay principle; adequate consultation and notification; and opportunity or right to an appeal.

For the review and provisions of comments for all planning applications, a fee will be assessed by the CA as outlined in Schedule 3. This fee schedule may be changed from time to time (with approval of the LTVCA Board of Directors) without the need to amend the agreement.

The Municipality will collect the fee on behalf of the conservation authority at the time an application is submitted. Fees collected from planning submissions will be tracked by both the municipality and the CA, with the municipality to remit the collected fees quarterly.

Appeal

An applicant, proponent, or developer has the right to appeal should there be any dissatisfaction with the prescribed fees. Any appeal shall be heard by the LTVCA's CAO/Secretary-Treasurer, with subsequent appeal to the Board of Directors.

Monitoring

The fees will be assessed on an annual basis by the LTVCA Board of Directors to evaluate their effectiveness and fairness. This document may be amended by mutual agreement from time to time, to reflect changes in programs, funding and personnel for both agencies, or changes to the CA Act or provincial policy.

16. List of Schedules to the MOU

Schedule 1: Summary of MOU Parties' Commitments/Undertakings 2022 to 2027

Schedule 2: Development Application review timelines

Schedule 3: LTVCA Planning Fee Schedule

THE MUNICIPALITY

Of Dutton Dunwich

CAO / Clerk-Treasurer

Heather Bouw

THE Lower Thames Valley

CONSERVATION AUTHORITY

CAO / Secretary-Treasurer

Mark Peacock, P. Eng.

Chief Administrative Officer

CAO / Secretary-Treasurer

Date: _____

Date: _____

SCHEDULE 1

SUMMARY OF MOU PARTIES' COMMITMENTS/UNDERTAKINGS 2022 to 2027 (60 months)

The following provides brief descriptions of the content work and outcomes expected for each undertaking. Upon initiation of each undertaking, further details will be developed and agreed upon by all Parties, taking into account the scope of the proposal related to its size and complexity. Listed requirements will occur at different phases of development (i.e. for plan of subdivision, stormwater management facility design may not be a requirement of a draft plan application, rather as part of the development process).

CA-Municipal Technical Checklist Recommendations for Planning Applications

Official Plan Amendments

- Covering letter, which outlines the proposal, provides contact names and describes all preliminary consultation and submission contents
- Application Fee (refer to CA Fee Schedule)
- Appropriate Plans/Drawings
- Natural Systems Map (natural hazards and natural heritage features with requisite buffers, overlaid with existing site conditions, property boundaries, and proposed development and site alteration)
- Topographic Information.

Potential technical requirements

- A list of support information and materials for Planning Act applications is typically provided in Official Plans; this list should be referred to for consideration
- Conceptual Channel Crossings Assessment
- Subwatershed Study
- Scoped or Full Comprehensive Environmental Impact and Enhancement Study
- Functional Servicing Plan/Stormwater Management Study
- Floodline Delineation Study/Hydraulics
- Functional Servicing Plan/Stormwater Management Study
- Geotechnical/Slope Stability Study
- Preliminary Grading Plans
- Fluvial Geomorphology Study
- Hydrogeological Assessment
- Conceptual Channel Crossings Assessment
- Low Impact Development Opportunity Assessment, as required by municipal policy
- Scoped or Full Environmental Impact and Enhancement Study
- Water Balance Analysis
- Watercourse Erosion Analysis
- Other reports/studies identified through the checklists or staff consultation.

A-2: Zoning By-law Amendments

- Covering Letter, which outlines the proposal, provides contact names and describes all preliminary consultation and submission contents
- Application Fee (Refer to Fee Schedule 3)
- Appropriate Plans/Drawings
- Natural Systems Map (natural hazards and natural heritage features with requisite buffers, overlaid with existing site conditions, property boundaries, and proposed development and site alteration)
- Topographic Information.

Potential technical requirements

- Channel Crossings Assessment
- Floodline Delineation Study/Hydraulics
- Functional Servicing Plan
- Geotechnical/Slope Stability Study
- Grading Plans
- Hydrogeological Assessment
- Low Impact Development Opportunity Assessment, as required by municipal policy
- Scoped or Full Environmental Impact and Enhancement Study
- Stormwater Management Study
- Structural Elevations and Construction Details
- Water Balance Analysis
- Watercourse Erosion Analysis
- Other reports/studies identified through the checklists or staff consultation.

A-3: Plans of Subdivisions

- Covering Letter, which outlines the proposal, provides contact names and describes all preliminary consultation and submission contents
- Application Fee (See Fee Schedule)
- Appropriate Plans/Drawings
- Natural Systems Map (natural hazards and natural heritage features with requisite buffers, overlaid with existing site conditions, property boundaries, and proposed development and site alteration)
- Topographic Information.

Potential technical requirements

- Channel Crossings Assessment
- Erosion and Sediment Control Plans
- Floodline Delineation Study/Hydraulics
- Functional Servicing Plan
- Geotechnical/Slope Stability Study
- Grading Plans
- Hydrogeological Assessment
- Landscaping/Site Rehabilitation Plan

- Low Impact Development Opportunity Assessment, as required by municipal policy
- Scoped or Full Environmental Impact and Enhancement Study
- Stormwater Management Facility Design
- Stormwater Management Study
- Structural Elevations and Construction Details
- Topsoil Stripping Review
- Water Balance Analysis
- Watercourse Erosion Analysis
- Restoration/Compensation Plan for vegetation that has been or will be removed
- Other reports/studies identified through the checklists or staff consultation.

A-4: Site Plan Controls

- Covering Letter, which outlines the proposal, provides contact names and describes all preliminary consultation and submission contents
- Application Fee (See Fee Schedule)
- Appropriate Plans/Drawings
- Natural Systems Map (natural hazards and natural heritage features with requisite buffers, overlaid with existing site conditions, property boundaries, and proposed development and site alteration)
- Topographic Information.

Potential technical requirements

- Channel Crossings Assessment
- Conformity Reports (Greenbelt, Niagara Escarpment, ORM, Rouge Park/Rouge Park North)
- Erosion and Sediment Control Plans
- Floodline Delineation Study/Hydraulics
- Functional Servicing Plan
- Geotechnical/Slope Stability Study
- Grading Plans
- Hydrogeological Assessment
- Landscaping/Site Rehabilitation Plan
- Low Impact Development Opportunity Assessment, as required by municipal policy
- Scoped or Full Environmental Impact and Enhancement Study
- Stormwater Management Facility Design
- Stormwater Management Study
- Structural Elevations and Construction Details
- Topsoil Stripping Review
- Water Balance Analysis
- Watercourse Erosion Analysis
- Other reports/studies identified through the checklists or staff consultation.

A-5: Consents (Severances) and Minor Variances

- Covering Letter, which outlines the proposal, provides contact names and describes all preliminary consultation and submission contents
- Application Fee (See Fee Schedule)

- Appropriate Plans/Drawings.

Potential technical requirements

- Erosion and Sediment Control Plans
- Floodline Delineation Study/Hydraulics
- Geotechnical/Slope Stability Study
- Grading Plans
- Hydrogeological Assessment
- Landscaping/Site Rehabilitation Plan
- Natural Systems Map (natural hazards and natural heritage features with requisite buffers, overlaid with existing site conditions, property boundaries, and proposed development and site alteration)
- Scoped or Full Environmental Impact and Enhancement Study
- Structural Elevations and Construction Details
- Topographic Information
- Other reports/studies identified through the checklists or staff consultation.

SCHEDULE 2

Non-Statutory Development Application Review Timelines

The following table is an example, which describes the non-statutory timeframes for development review applications that the parties will aim to achieve, broken down by certain major application types. Municipalities and CA are to negotiate an appropriate timeframe for review of these applications as part of the MOU process. **Note:** should the local Municipality recognize that there is a specific issue that requires additional time, the timelines may be extended.

APPLICATION TYPE	PRE-CONSULTATION	CIRCULATION (for pre-consultation, or after an application is deemed complete, or for any subsequent circulations)	COMMENTS AFTER FIRST CIRCULATION
Site specific County Official Plan amendments	Meeting scheduled with all parties and the applicant within x-21 calendar days of request ¹	Upper-tier Municipality to circulate to all parties within x-3 business days	Parties to provide comments within X- 21 calendar days
Site specific local Official Plan Amendments	Same as above	Local Municipality to circulate to all parties within x-3 business days	Parties to provide comments within X-21 calendar days
Site specific Zoning By-law Amendments	Same as above	Local Municipality to circulate to all parties within x-3 business days	Parties to provide comments within X-21 calendar days
Plans of Subdivision or Condominium	Same as above	Local Municipality to circulate to all parties within x-3 business days	Parties to provide comments within x-21 calendar days unless the local Municipality agrees there is a specific issue that requires additional time to resolve

Site Plans	Same as above	Local Municipality to circulate to all parties within x-3 business days	Parties to provide comments within x-14 calendar days unless the local Municipality agrees there is a specific issue that requires additional time to resolve
Consents and Minor Variances		Local Municipality to circulate to all parties within x-3 business days	Parties to provide comments within x-7 calendar days

¹To convene a pre-consultation meeting, the lead agency must have sufficient information from the applicant so that the parties can provide advice.

SCHEDULE 3

LTVCA Planning Fee Schedule

<u>Plan Review Fee Schedule</u>	<u>LTVCA current Fees</u>	<u>New LTVCA Planning Fee Schedule</u>
legal / private / realtor inquiries (fee charged for each assessment roll number, not by ownership)	\$125.00	\$125.00
clearance letters for subdivision/condominium approval (applies to each phase of subd. requested) (from draft plan to clearance, including SWM review) (where permit fee not required)		a. \$115/lot (max \$10,000 per phase) (outside of regulated area) b. \$350/lot (within regulated area) c. \$1,200 preliminary SWM review
a. \$115/lot (max \$10,000 per phase) detailed SWM Review and all other review (outside of regulated area)		
b. \$350/lot detailed SWM Review and all other review (within regulated area with each lot receiving a permit) (current fee)		
major OPA/ZBLA industrial, commercial, institutional, subdivision, etc.		\$300.00 (no SWM review required)
minor OPA/ZBLA single lot/unit residence		\$200.00
consent		\$200.00
minor variance		\$115.00
site plan control / approval		\$200.00
OPA / ZBLA combination		\$275.00
Consent / Minor Variance with ZBLA combination		\$250.00
consent with minor variance combination		\$250.00
multiple consent applications on a single application		\$115.00/lot (unregulated) \$350.00/lot (regulated)
input and review of relevant EIS's / EA's and other major studies, proponent driven		\$1,500.00
LTVCA staff appearing as an expert witness at a Committee of Adjustment hearing or Ontario Land Tribunal hearing:		
a. Acting on behalf of the municipality		a. no fee charged
b. At the request of the proponent		b. hourly rate

10. Business for Information

10.1) C.A.O.s Report

Date: April 21, 2022
Memo to: LTVCA Board of Directors
Subject: C.A.O.'s Report
From: Mark Peacock, P. Eng., C.A.O. / Secretary Treasurer

Covid-19 update

Opening of Offices

The Pandemic Management Committee continues to meet three times a week to review questions and provide direction to staff as they deal with Covid 19. All activities being undertaken away from home are being done under staff developed and approved Covid 19 Standard Operating Procedures (SOP) to ensure compliance with all local, provincial and federal requirements. All activities undertaken at LTVCA facilities are done in compliance with the LTVCA COVID-19 Safety Plan.

The Pandemic Management Committee recommend to staff that the administrative offices be opened to allow interested staff to return starting December 1, 2021 and staff have begun returning to work at the office. Many staff continued to work from home. The committee then decided to request all staff to move to a full return to the office with a proposed date of April 27, 2022. However, due to the resurgence of COVID-19 as part of the 6th wave, staff have been advised to continue working from home for the time being and the full return to work has been postponed for now. Beginning in April, the Administration office has been open for public walk-in traffic.

Chippewas of the Thames (COTTFN) Flood Plain Mapping Seminars

A floodplain / risk mapping project within COTTFN territory is being completed by the LTVCA and other project partners. Educational materials have also been developed and delivered to community members to ensure that there is an understanding of the importance of this work and initiative to participate. The four main objects of the project was:

1. LTVCA worked collaboratively with project partners to developed flood plain mapping that is technically sound and addresses the needs of the COTTFN community. Technical elements include a Hydrology Study, A Hydraulics Study, and Flood Plain Mapping.
2. LTVCA worked collaboratively with project partners to identify and develop 5 training/workshop modules to be delivered to First Nations Community Members as they relate to phases being undertaken during the floodplain mapping.
3. LTVCA is working with the community to define risks associated with the flood of COTTFN lands and develop alternatives to address these risks.
4. LTVCA worked collaboratively with project partners to identify and develop 5 seminar modules to be delivered to First Nations Communities and practitioners across Canada.

As part of the COTTFN flood plain mapping project, the LTVCA has been involved in developing and presenting seminars for first nations and flood plain practitioners on how to work with first nations in development of these studies. During February and March, 5 virtual seminars were prepared and presented to an audience of 70 to 100 people for each

seminar. Attendees were from across Canada, the United States and Europe. A link to these seminars will be provided once final editing has been completed.



Recommendation: That the C.A.O. / Secretary Treasurer Report be received for information.

The report aligns 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

10.2) Water Management

10.2.1) Flood Forecasting and Operations

Flood Messaging and Flood Events

There have been 11 flood messages issued since the last written report to the Board of Directors. One of these was a standing message issued for both Lake St. Clair and Lake Erie intended to cover the month of April.

Four messages were issued for potential flooding events on the Great Lakes shorelines. All four messages were Flood Watch messages issued for Lake Erie and along Erie Shore Drive in particular. The messages were issued March 5, 12, 18 and 30th. For the March 6th event, the shoreline was still largely protected by shoreline ice around Erie Shore Drive and no flooding was observed. There was some minor flooding along the road on the 13th. The winds didn't climb high enough to cause flooding on the 19th nor on the 31st.

There were also 5 messages related to potential Thames River spring flooding issued between February 15th and 23rd. There were 3 Flood Outlook messages, one Flood Watch and one Safety Bulletin. These messages were issued as there were some winter rains and melt events and the river ice began to break up. It was difficult to determine exactly how much flow there was in the river due to the ice. However, the gauges at Dutton and Thamesville rose to the point where under free flow conditions there would be about 380 to 390 m³/s of flow in the river. This was enough for the river to rise up into the river flats, but still well below the criteria to operate the 6th Street Dam in Chatham. A final message was issued on March 7 and it was a Safety Bulletin. Although water levels were not predicted to rise up to the point of getting into the flood flats, a message was issued since the watershed didn't really get a large spring melt and some residents may have been expecting one. The McGregor Creek Diversion Channel was operated on February 17th and on the 22nd in association with these events.

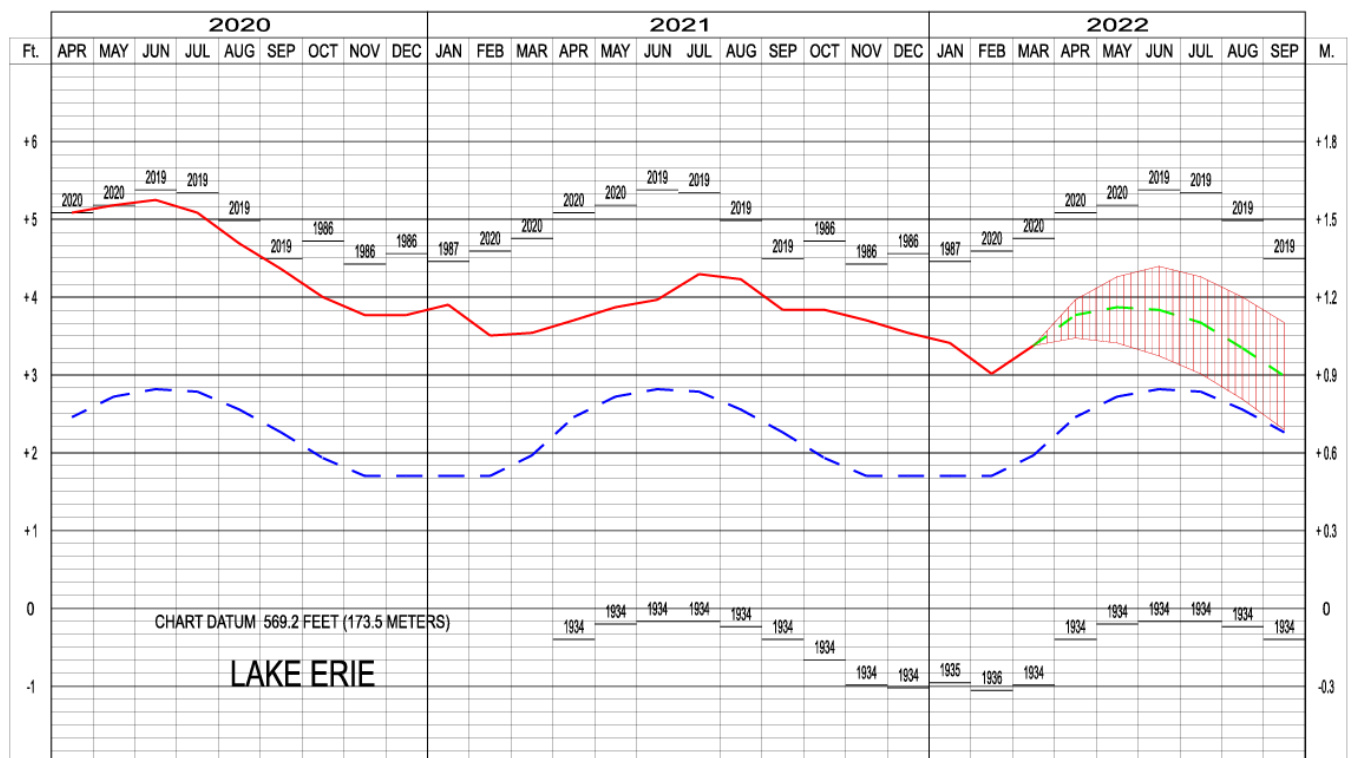
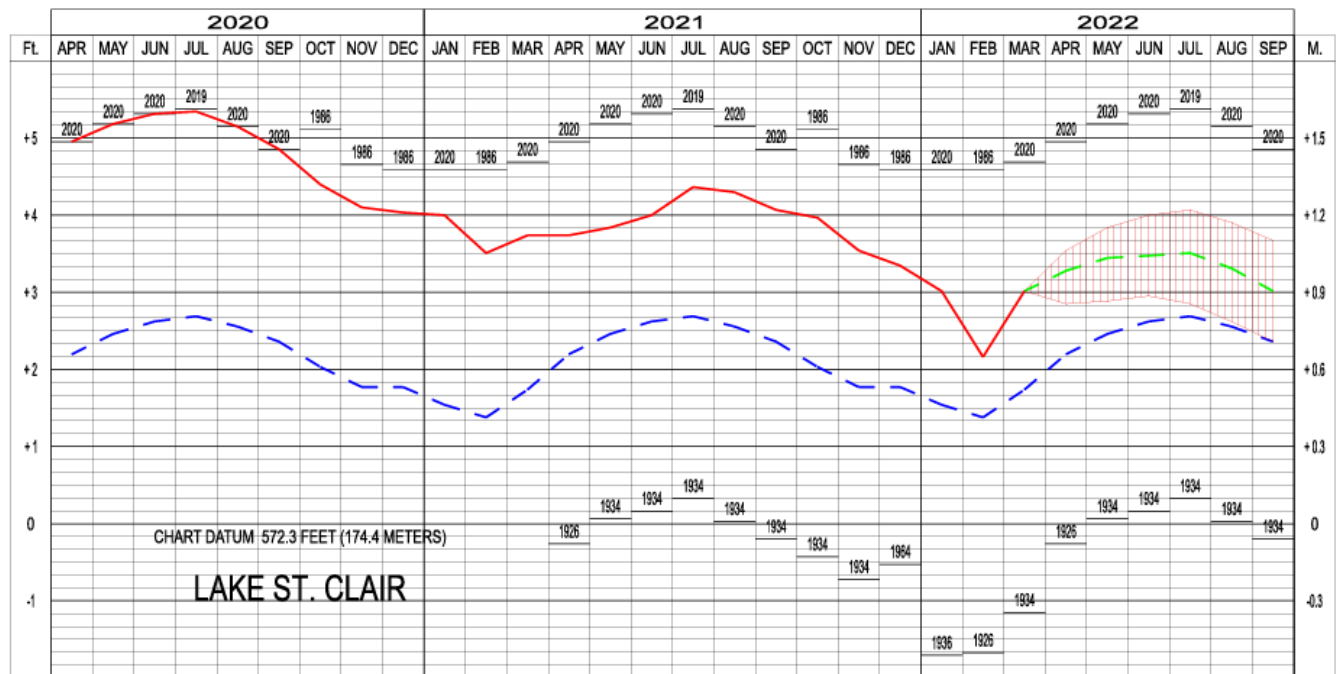
Report on Lake Conditions

Lake Erie's daily average water level on April 1st was 174.57 m (I.G.L.D.). The lake is now well into its seasonal rise and short-range forecasts are calling for water levels to rise up to around 174.7 m by mid-May. Water levels at the beginning of April were down 48 cm from the record high April monthly average set in 2020. However, they were still 32 cm above what would be considered normal water levels for April.

Lake St. Clair's daily average water level on April 1st was 175.34 m (I.G.L.D.). The lake is also now well into its seasonal rise and short-range forecasts are calling for water levels to rise up to around 175.5 m by mid-May. Water levels at the beginning of April were down 57 cm from the record high April monthly average set in 2020. However, they were still 27 cm above what would be considered normal water levels for April.

Long range forecasts suggest that water levels are now trending more towards normal. Stronger wind events are now required to cause flooding along the Lake St. Clair shoreline and along most of Lake Erie. However, Erie Shore Drive still appears to be more vulnerable at lower wind speeds, likely due to near-shore down-cutting and shoreline damage.

The figures below are published by the U.S. Army Corp of Engineers and graph the monthly average water levels and water level forecast over the next 6 months. These versions were published at the beginning of April.



10.2.2) Flood Control Structures

It has been a relatively quiet Spring where the 6th Street Dam did not need to be operated and the McGregor Creek Diversion Channel was only operated twice. As a result, work on the flood control structures has been limited to regular seasonal maintenance, some debris removal, and some wrap-up work on the Diversion Dam actuator installations.

10.2.3) Low Water Response Program

During the spring, summer and autumn, brief reports outlining the watershed conditions as they relate to the Provincial Low Water Response Program are created by LTVCA staff. This program is concerned with river and stream water usage (not Great Lakes), and that type of water usage is primarily agricultural in the LTVCA. For this reason, these reports are not drafted during the winter. However, the Ministry of Natural Resources and Forestry does broad screening throughout the province all year long for the program. Screening reports issued at the beginning of April suggested that there were no concerns regarding river and stream flows. However, there had been a deficit of precipitation over the last 3 months indicative of a Low Water Level 1 Condition. Precipitation will need to be closely monitored as spring approaches. It is anticipated that the preparation of in-house summary reports will begin next month.

10.2.4) Watershed Monitoring

Watershed-wide, surface water quality monitoring continues at 22 sites throughout the watershed. The sampling was being conducted under two programs, the Provincial (Surface) Water Quality Monitoring Program (PWQMN) and a special grant under Canada-Ontario Agreement (COA) Respecting the Great Lakes Basin Ecosystem. The PWQMN program has been extended beyond its typical November end date to allow for some winter sampling this year. Funding from the COA grant only ran through to March 31st. Final reporting is due in June. Although an application has been made to continue the COA funding through the provincial 2022-23 fiscal year, that approval has not yet been received. With the provincial election soon to be called, it seems unlikely that approval can be attained until after the election. Late approval of this grant after March 31st is typical for this program, and during the last election a similar situation occurred where approval wasn't obtained until after the election. In the past, the LTVCA has carried the expenses between March 31st and the date of approval with the COA grant allowing the LTVCA to claim expenses from March 31st to the date of approval.

In the later fall or early winter, the LTVCA conducts water quality sampling at groundwater wells throughout the watershed as part of the Provincial Groundwater Monitoring Network (PGMN). As per the program, C.A. staff conduct the field work and MECP funds the infrastructure and conducts the lab analyses. LTVCA staff were unable to complete the well sampling this winter.

Preparations are also being made for benthic sampling this spring. Benthic sampling usually occurs in late May or early June. The results of benthic sampling are a well known and often used indicator of ecosystem health. The data is used for Watershed Report Cards and by partner agencies. Prior to COVID, the benthic sampling program was being conducted in partnership with the University of Windsor. With the restriction of activities at the university over the last two years, the sampling has been conducted in-house with LTVCA staff. However, this means that there is now a backlog of samples that still need to be processed from the last few years. The LTVCA is exploring options on how to deal with the backlog, as well as options for re-engaging with the University.

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

10.3) Planning and Regulations

10.3.1) Planning

From the end of January 2022 through to the end of March 2022, there were 72 planning submissions reviewed by staff for this reporting season 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 106 phone calls and roughly 86 email responses to inquiries that staff have responded to.

Planning Numbers	2019 Totals	2020 Totals	2021 Totals	Jan Totals	Feb Totals	March Totals	2022 Totals
Chatham-Kent	150	259	306	16	11	16	43
Elgin	76	67	79	5	4	4	13
Essex	16	46	36	4	1	1	6
Middlesex	48	35	54	4	1	5	10
Total Numbers	290	407	475	29	17	26	72

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

Planning staff are back to working in the office. All COVID 19 Standard Operating Procedures and work from home plans are in place. Several conference call / zoom meetings have taken place with proponents / consultants / agencies / member municipalities and counties around planning matters. Planning services continue to be used / accessed by the public, our member municipalities and other agencies via telephone and email communication at this time.

10.3.2) Bill 229 Municipal Planning MOUs

To date, one MOU has been endorsed by a member municipality, with several others close to being finalized for presentations to councils. Several more meetings still need to be initiated. Staff attended a virtual meeting for the Municipality of Dutton Dunwich on April 13, 2022 and a presentation to council was provided. Staff answered questions from municipal councillors and staff.

Work has also begun on the Watershed Based Resource Management Strategy. Review of our 2015 Strategy will help build on updating our goals over the next few years. Staff will also be reviewing the Thames River Clear Water Revival, Shared Waters Approach to Water Quality & Quantity report to help guide our next steps.

10.3.3) Section 28 Regulations / Permitting

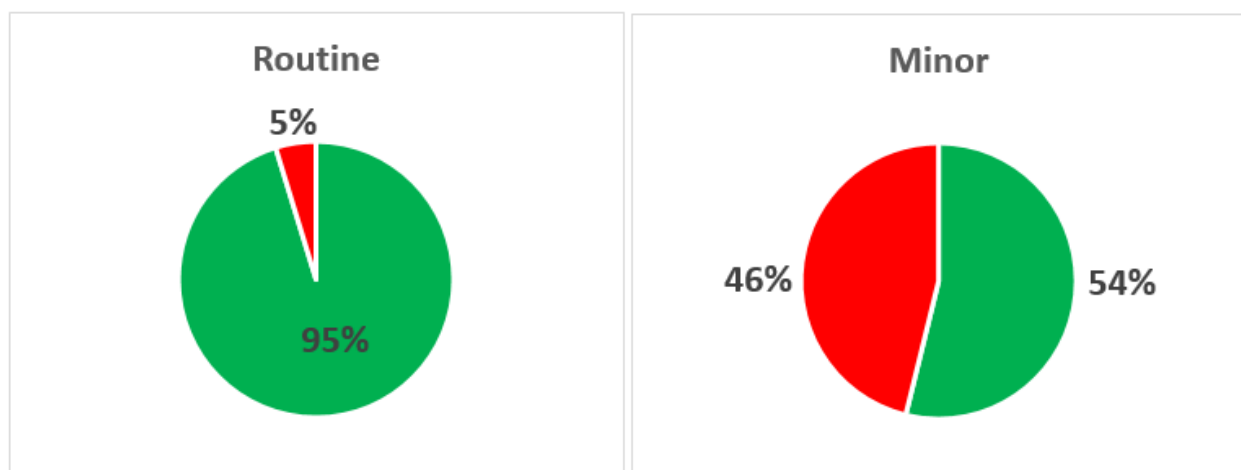
In the months of February and March, the LTVCA received 88 permit applications with respect to Section 28 of the Conservation Authorities Act and Ontario Regulation 152/06. Of the 133 permit applications received in the first three months of 2022, all but 26 had been approved by staff. One application can't be approved by staff as it doesn't comply with board-approved policies and a hearing in front of the Executive Committee has been requested (yet-to-be scheduled). The remaining 25 applications were in the queue to be reviewed by staff as of the end of March.

The regulations program continues to experience a strong demand for resources. In an attempt to keep pace with the demand and to support the Regulations Technician, the Watershed Resource Planner and Water Resources Engineer continue to help with processing permits. The Planning Technician has been trained and is now providing support for the program by surveying for floodplain development applications. There is no foreseeable decline in service demand for the future of the program.

\$28,125 has been collected thus far this year (as of the end of March) in permit application and hearing fees.

10.3.4) Permit Processing Timelines

For applications issued since the last board report and up to the end of November, the charts and table below indicate that 95% of “routine” and 54% of “minor” permit applications met their applicable customer service standard for turnaround time. Permit turnaround times continue to lag behind the LTVCA’s & Conservation Ontario’s customer service standards.



Complexity of Application	# of Days to Review Permit Applications				
	0 - 14 Days	15 - 21 Days	21 - 28 Days	29 - 90 Days	> 90 Days
Routine	40	1	0	1	0
Minor	29	6	10	20	0
Major	0	0	0	0	0

For the months of February and March, the average turnaround time for a routine permit application was five days (ranged between 0 and 50 days). The customer service standard for routine permits is a turnaround within 14 days. The processing time for routine permit continues to meet customer service targets. This improvement is largely due to the Water Resources Engineer that was hired near the end of 2020 taking on the task of processing most of the applications identified as being routine in complexity.

For the months of February and March, the average turnaround time for a minor permit application was 27 days (ranged between 6 and 69 days). For private property minor complexity permits, the average turnaround time was 39 days. The customer service standard for minor complexity permits is a turnaround within 21 days. The processing time for minor permit applications continues to miss customer service targets.

Another required aspect of the Regulations program is the organization and handling of Hearings. It can take a significant amount of time to manage the applications up to the point a Hearing is deemed required and requested. Then, further time is required to prepare, arrange, and conduct the Hearings. There were four Hearings conducted in 2021 and two Hearings so far in 2022. There remains a 2021 application which requires a Hearing plus an additional 2022 application which requires a Hearing (both yet-to-be scheduled)

10.3.5) Property Inquiries

Up to the end of March, 382 property inquiries (including permit pre-consultation questions) were received and responded to by the Regulations Technician which is 247 more since the last board report. At the time of writing of this staff report, the current response time to property and pre-consultation inquiries is approximately 5 business days for e-mails and 5-10 business days for phone calls.

10.3.6) Section 28 Enforcement

In the first three months of 2022, five complaints / tips were received from the public about possible Section 28 enforcement issues. Four out of the five issues are confirmed violations or potential violations of the Conservation Authorities Act and Ontario Regulation 152/06. None of the issues have been resolved.

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

10.3.7) O. Reg. 152/06 Permit Applications

Staff Report

O.Reg. 152/06 Permit Applications
(Up to Mar 31, 2022)

B.D. 04/21/2022

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
2021 Permits					
580-2021	866 Hiawatha Beach Road	Wheatley	Chatham-Kent	Granted: Feb 15, 2022	166
672-2021	19025 Crest River Avenue	Lighthouse Cove	Lakeshore	Granted: Feb 28, 2022	74
684-2021	460 Keil Drive South	Chatham	Chatham-Kent	Granted: Feb 28, 2022	68
2022 Permits					
003-2022	11461 Rondeau Drive	Rondeau Bay Estates	Chatham-Kent	Granted: Mar 10, 2022	65
004-2022	20040 Admiral Drive	Lighthouse Cove	Lakeshore	Granted: Feb 28, 2022	55
005-2022	70 Legacy Lane	Chatham	Chatham-Kent	Granted: Feb 28, 2022	53
006-2022	74 Legacy Lane	Chatham	Chatham-Kent	Granted: Feb 28, 2022	53
025-2022	87 1/2 Wellington Street	Shrewsbury	Chatham-Kent	Granted: Mar 10, 2022	58
026-2022	20500 County Road 42	Tilbury West	Lakeshore	Granted: Mar 22, 2022	69
028-2022	Government Drain #2	Ekfrid	Southwest Middlesex	Granted: Feb 01, 2022	4
032-2022	19080 Light Cove Avenue	Lighthouse Cove	Lakeshore	Granted: Mar 24, 2022	66
033-2022	110 Tuscany Trail	Chatham	Chatham-Kent	Granted: Feb 15, 2022	28
034-2022	Sampson Drain No. 2	Raleigh	Chatham-Kent	Granted: Feb 02, 2022	1
035-2022	Shepley Drain	Tibury East	Chatham-Kent	Granted: Feb 02, 2022	1
036-2022	12647 Longwoods Road	Camden	Chatham-Kent	Granted: Feb 02, 2022	0
037-2022	157 King Street West	Chatham	Chatham-Kent	Granted: Feb 02, 2022	13
038-2022	24319 Town Line Road	Dover	Chatham-Kent	Granted: Mar 24, 2022	53
039-2022	114 Tuscany Trail	Chatham	Chatham-Kent	Granted: Feb 28, 2022	38
040-2022	15416 Austin Line	Orford	Chatham-Kent	Granted: Feb 04, 2022	0
042-2022	Quenneville Drain	Zone	Chatham-Kent	Granted: Feb 11, 2022	1
043-2022	Lighthouse Cove Canal into Lake St. Clair	Lighthouse Cove	Lakeshore	Granted: Feb 28, 2022	32
044-2022	7467 Riverview Line	Raleigh	Chatham-Kent	Granted: Mar 24, 2022	58
045-2022	7472 Coyne Road	Duttona Beach	Dutton Dunwich	Granted: Mar 10, 2022	38
046-2022	6 Tracy Drive	Chatham	Chatham-Kent	Granted: Mar 09, 2022	35
047-2022	10697 Longwoods Road	Chatham	Chatham-Kent	Granted: Feb 11, 2022	0
048-2022	24782 Silver Clay Line	Aldborough	West Elgin	Granted: Feb 11, 2022	0
049-2022	Drake Road over Carter Drain	Raleigh	Chatham-Kent	Granted: Mar 02, 2022	28
050-2022	8686 Iona Road	Southwold	Southwold	Granted: Mar 22, 2022	61
051-2022	96 Howard Road	Chatham	Chatham-Kent	Granted: Feb 28, 2022	24
053-2022	460 Tisdelle Drive	Lighthouse Cove	Lakeshore	Granted: Mar 11, 2022	32
054-2022	Heron Line at Boyle Drain	Dover	Chatham-Kent	Granted: Feb 28, 2022	20
055-2022	32842 Chalmers Line	Dunwich	Dutton Dunwich	Granted: Mar 22, 2022	41
056-2022	763 Mariners Road	Erieau	Chatham-Kent	Granted: Feb 17, 2022	8
057-2022	317 Detroit Line	Wheatley	Chatham-Kent	Granted: Feb 17, 2022	7
058-2022	130 Tuscany Trail	Chatham	Chatham-Kent	Granted: Mar 22, 2022	38
059-2022	McCaffrey Drain	Dunwich	Dutton Dunwich	Granted: Feb 22, 2022	11
060-2022	Sherrif Bristow Drain	Mosa	Southwest Middlesex	Granted: Mar 07, 2022	21
061-2022	27 Wood Street	Shrewsbury	Chatham-Kent	Granted: Mar 10, 2022	24
062-2022	Keil Drive South	Chatham	Chatham-Kent	Granted: Mar 21, 2022	63

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
064-2022	Drake Road over Finn and Cooper Drain	Raleigh	Chatham-Kent	Granted: Mar 22, 2022	35
065-2022	Third Line over Raleigh Plains Drain	Raleigh	Chatham-Kent	Granted: Mar 22, 2022	35
066-2022	Charing Cross Road over Lewis Drain	Harwich	Chatham-Kent	Granted: Feb 28, 2022	12
067-2022	7 Tracy Drive	Chatham	Chatham-Kent	Granted: Mar 09, 2022	22
068-2022	22 Dundee Drive	Chatham	Chatham-Kent	Granted: Mar 15, 2022	20
069-2022	171 Howard Road	Chatham	Chatham-Kent	Granted: Feb 28, 2022	6
070-2022	7189 Parkhouse Drive	Caradoc	Strathroy-Caradoc	Granted: Mar 22, 2022	22
071-2022	8536 Havens Lake Road	Aldborough	West Elgin	Granted: Mar 25, 2022	28
072-2022	15003 County Road 46	Tilbury West	Lakeshore	Granted: Mar 22, 2022	25
074-2022	58 Dover Street	Chatham	Chatham-Kent	Granted: Mar 04, 2022	2
075-2022	10444 Longwoods Road	Louisville	Chatham-Kent	Granted: Mar 24, 2022	23
076-2022	565 Markham Drive	Lighthouse Cove	Lakeshore	Granted: Mar 25, 2022	24
077-2022	1894 Longwoods Road	Wardsville	Southwest Middlesex	Granted: Mar 04, 2022	3
078-2022	8009 Iona Road	Dunwich	Dutton Dunwich	Granted: Mar 04, 2022	2
080-2022	7728 Coyne Road	Duttona Beach	Dutton Dunwich	Granted: Mar 07, 2022	10
081-2022	154 Tuscany Trail	Chatham	Chatham-Kent	Granted: Mar 22, 2022	15
082-2022	McCargon Drain No.1	Howard	Chatham-Kent	Granted: Mar 09, 2022	1
083-2022	Scane Drain	Howard	Chatham-Kent	Granted: Mar 10, 2022	2
084-2022	6627 Eight Line over Carter Drain	Raleigh	Chatham-Kent	Granted: Mar 11, 2022	3
085-2022	18937 Hill Road over Morpeth Drain	Howard	Chatham-Kent	Granted: Mar 11, 2022	3
086-2022	11902 Rose Beach Lane over Ross Drain	Howard	Chatham-Kent	Granted: Mar 11, 2022	3
087-2022	Cooper Drain	Harwich	Chatham-Kent	Granted: Mar 09, 2022	1
088-2022	Laurentia Drain	Tilbury East	Chatham-Kent	Granted: Mar 22, 2022	13
089-2022	Four Rod Road Drain	Raleigh	Chatham-Kent	Granted: Mar 10, 2022	1
090-2022	English Line by Parrott Drain	Harwich	Chatham-Kent	Granted: Mar 10, 2022	0
091-2022	98 Lemuel Street	Thamesville	Chatham-Kent	Granted: Mar 29, 2022	21
092-2022	19140 Light Cove Avenue	Lighthouse Cove	Lakeshore	Granted: Mar 29, 2022	20
093-2022	601 Tweedsmuir Avenue West	Chatham	Chatham-Kent	Granted: Mar 31, 2022	21
094-2022	Glenmar Avenue	Chatham	Chatham-Kent	Granted: Mar 10, 2022	0
095-2022	McPhail Drain	Harwich	Chatham-Kent	Granted: Mar 14, 2022	0
096-2022	New Scotland Line over Bates-Bloomfield Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
097-2022	New Scotland Line over Clendenning Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
098-2022	New Scotland Line over Coleman Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
099-2022	New Scotland Line over Holdaway Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
100-2022	Kent Bridge Road over McLean Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
101-2022	New Scotland Line over Cumming Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
102-2022	New Scotland Line over Buchanan Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
103-2022	New Scotland Line over Hunter Gerow Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
104-2022	New Scotland Line over McDougall Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
105-2022	Rondeau Estates Line over Bates-Bloomfield Drain	Harwich	Chatham-Kent	Granted: Mar 22, 2022	7
106-2022	Sherrif Bristow Drain	Mosa	Southwest Middlesex	Granted: Mar 18, 2022	4
107-2022	McIntosh Drain No.2	Southwold	Southwold	Granted: Mar 22, 2022	6
108-2022	9500 River Line	Harwich	Chatham-Kent	Granted: Mar 21, 2022	7
116-2022	39 William Street North	Chatham	Chatham-Kent	Granted: Mar 24, 2022	0
124-2022	Rose Beach Line	Howard	Chatham-Kent	Granted: Mar 25, 2022	50
126-2022	Gamble Drain	Tilbury West	Lakeshore	Granted: Mar 28, 2022	0
131-2022	19 Thomas Street	Chatham	Chatham-Kent	Granted: Mar 29, 2022	0
132-2022	36 Holland Avenue	Chatham	Chatham-Kent	Granted: Mar 29, 2022	1

10.4) Conservation Area Lands

10.4.1) Conservation Area Visitation / Camping Stats, February 1 March 31, 2022

Longwoods Road Conservation Area – 1186 people (1671 Feb 1 – Mar 31 2021) (Includes two people per pay & display permit (transaction) Pay and Display Permits – 549 vehicles (816 Feb 1 – Mar 31 2021)

E.M. Warwick Conservation Area – 0 people (0 Feb 1 – Mar 31 2021)

Big Bend Conservation Area – 0 people (0 Feb 1 – Mar 31 2021)

C.M. Wilson Conservation Area – 166 people (616 Feb 1 – Mar 31 2021) (Includes two people per pay & display permit (transaction) Pay and Display Permits – 83 vehicles (308 Feb 1 – Mar 31 2021)

Sharon Creek Conservation Area – 40 Day Use Transactions on MacKay Pay (73 Feb 1 – Mar 31 2021)

2022 Parking Passes – 87 sold (59 sold Feb 1 – Mar 31 2021)

10.4.2) Conservation Areas

Longwoods Road Conservation Area

Staff are repairing roads, open areas in preparation for the upcoming “Battle of Longwoods” which will take place April 30 and May 1. New lead hand Nicholas Congdon was recently hired to assist staff with the maintenance and upkeep of our Eastern District properties.

Sharon Creek

Staff have reached out to general public and a date has been set for May 5th to host a “Friends of Sharon Creek” meeting. It is our hope to get this group back up and running and assist staff with projects, maintenance, public outreach and provide a presence at this high use property.

Please join us at **BIG "O" Conservation Area**

Free event! Guided hike by area birder: Paul Pratt; live bird demo, tour new tallgrass prairie area and light lunch provided!

**MAY 7
10AM
7034 HIGHWAY 77
COMBER**

email: Randall.vanwagner@ltvca.ca to pre-register

Lower Thames Conservation

Big "O"

After a two year break, we will be hosting our annual birding event in Comber on May 7th at 10 am. Area birder Paul Pratt will guide public around this birding hot spot. We will showcase new additions to the property including viewing platform, new property restoration as well as the release of a live bird.

Big Bend and CM Wilson

Staff are busy getting water systems up and running, checking chlorine levels, and preparing the campgrounds to open May 24th

Mosa and Ashton Forests



Through our Species at Risk program staff have acquired funding through grants to create a bat/bird and amphibian acoustic monitoring program which will provide valuable data on what species are present at our properties.

This information will be used to access other grants, provide guidance on property use and future management of these important Carolinian habitats.

Walter Devereux

Through a grant from the Nature Based Climate Solutions program a second wetland cell will be excavated at this demonstration site. Visitors will see first hand how farming can coincide with forests, prairie and wetlands.

2022 Guidebook

Now in our 3rd year, staff have done a good job getting new and past sponsors to contribute to this brochure style booklet that showcases all of our public properties. We are planning on having these printed off and ready for the start of camping season.

Two Creeks

New signage has been installed at this busy public site, following the same design at other properties to keep things consistent and up to date. The side panel allows the Two Creeks Association to post upcoming events and notices.



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

10.5) Conservation Services

10.5.1) General Updates

Larger tree stock has arrived (**445 trees**) and there are events happening such as the Port Glasgow Yacht Club planted 30 serviceberry shrubs and planted a pollinator buffer at the mouth of 16 mile creek.

There will be a tree give away which is sponsored by the Retired Teachers and another sponsored by Retro Suites. Ag Medica will plant trees at their building and hold a clean up on Earth Day.

Seedling orders are winding down and tree projects are finalized. Planting season is next. Just in time for field season, we have back filled the position in the East for stewardship with Connor Ferguson. Connor is the Conservation Services Assistant EAST and will work primarily with Jumanah and Peter to plan and implement projects in the Eastern district. His background is from Niagara College and University of Guelph in Ecosystem Restoration and Biology.

Over 71,000 trees are on order. Over the counter tree sales are currently at 13,200 trees.



Figure 1 - Mouth of 16 mile Creek

Reforestation projects for 2022 are at **118 acres totalling 56,000 trees. Wetland** acreage is currently sitting at **22 acres (9 projects). Prairie acreage is 64 acres (16 projects).**

All three ALUS communities are up and running and are staffed again. Funding allocations have been coming in and agreements are being signed for 2022.

ALUS Middlesex

ALUS Middlesex is looking to reach record growth for the third year in a row - recently approving 10 new projects at the latest partnership advisory committee (PAC) meeting. In preparation for the upcoming field season, the strategic planning accomplished in March has set into place many of the pieces that will help us build a successful year.

The final segment of a 4-month long partnership with Western University with the Community Education Learning course was just completed. Through field work, interviews with professionals, and literature review, biology students found that the different nature-based solutions ALUS offers can help increase ecosystem capacity, resilience, and provide vital habitat. This research project was capped off with the students presenting their findings to the public in the form of a webinar. As evidence to ALUS Middlesex's role in combatting habitat loss, new grants were recently awarded to ALUS Middlesex to continue this work. Funding to build new grassland and wetland habitat was received from Grasslands Ontario (\$90,000) and from Wildlife Habitat Canada (\$40,000).

Building on the success from last year, ALUS Middlesex is continuing its partnership with Fanshawe College and has accepted a co-op student from the Sustainable Agriculture program. Beginning in May, this GIS & Digital Assistant co-op position will help ALUS Middlesex advance its GIS database and furthering its position and reach on digital platforms.



Figure 2: Funding announcement from social media that will see \$90,000 go towards planting grasslands in Middlesex County.

ALUS Elgin

With over 650 project acres established and enrolled, and over 100 acres approved for establishment this year, ALUS Elgin is happy to showcase an ever-growing inventory of projects. Some of which are being recognised as examples of ecosystem service and climate change adaptation.

Working with ALUS Canada and Guelph University, ALUS Elgin continues to input real-time project data and GIS records into the new *Integrated Modelling for Watershed Evaluation of BMPs* program. The software program will use ALUS Elgin sites to support the quantification of ecosystem benefits that are as a result of agricultural restoration. The software program will be used as a tool for decision making and project validation – this is especially helpful when trying to visualize the benefits of ALUS projects in a changing climate.

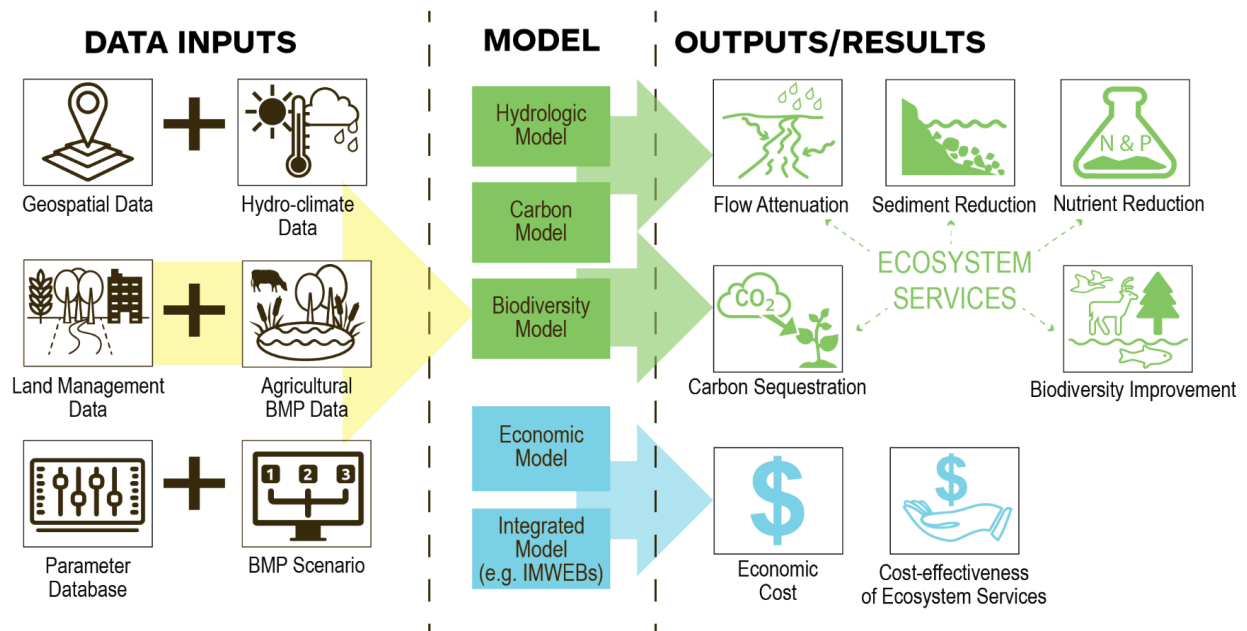


Figure: The picture shows how the IMWEBs model measures the benefits of ALUS Elgin projects at a wide range of spatial scales

Another project that ALUS Elgin is a part of is in partnership with the Canadian Center for Climate Services (CCCS). After an interview process with Environment and Climate Change Canada's CCCS department, the ALUS program is now included on a national Map of Adaptation Action Initiatives. This interactive map is available to the public and showcases the work being carried out by the farmers involved in the ALUS program to adapt to climate change.

At the community-level, the month of March saw ALUS Elgin working with biology students from the Community Education Learning (CEL) program at Western University. Students were mentored by the program coordinator and gained new knowledge on how restoration on agricultural lands can improve soil health. Students thoroughly researched the topic to produce an in-depth literature review. In addition to the gathering and synthesizing information through a literature review, students learned how to effectively communicate scientific data to the public. By creating brochures that summarise technical research, and that will be distributed by ALUS Elgin, the students of the CEL program have created greater accessibility to scientific information.

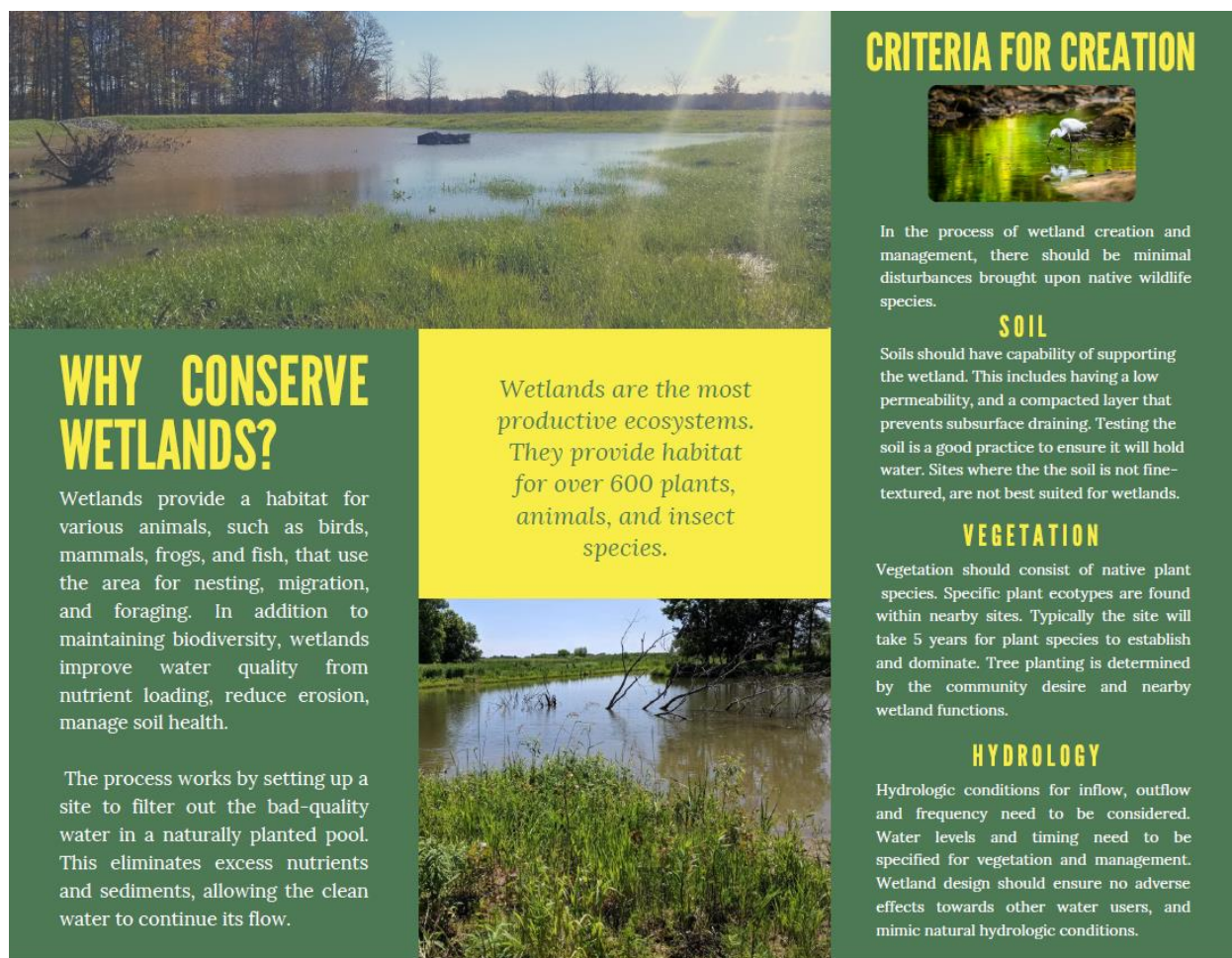


Figure: Displays part of a brochure created by a CEL student to spread awareness of the importance of wetland conservation.

ALUS Chatham-Kent Update

With spring just around the corner ALUS CK has been busy finalizing a list of great projects for the field season. A PAC meeting was held the first week of April, lots of good questions were asked about the projects but without quorum no voting took place. Projects will be sent out to the PAC committee for an online vote this week.

With a total of 61.8 acres of potential projects and plenty of funds for establishment we are likely to see majority of these projects come to life. Allocations for annual payments are short by about 10 acres but there are more potential funds on the way.

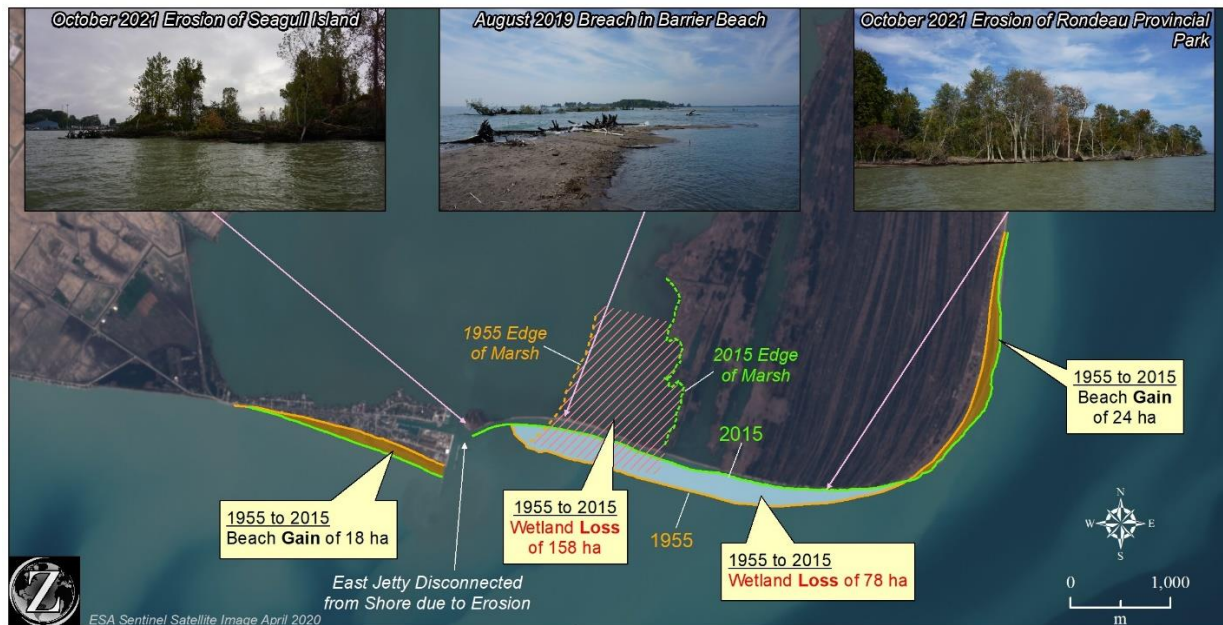
Ducks Unlimited and Imagine McGregor

Alyssa Broeders has agreed to assume this role as Wetland and Urban Stewardship technician. She is a local girl who has a background in environmental study from Niagara College and McMaster University. Alyssa will begin April 27th 2022.

Another major 2-acre wetland has been completed since the last meeting. This site is in the Ridgetown area and includes an addition 2 acres of trees and 1-acre prairie component for a total of 5 acres.

The final webinar of the season has concluded. Sam Whiteye <sam.whiteye@carolinian.org>; Stefan Weber <seed@carolinian.org>, who are First Nation Representatives gave the final Webinar in our winter series "Where It All Began". The focus of the webinar was about biodiversity, its importance, and ways to harvest and store seed.

Rondeau Barrier Beach Restoration

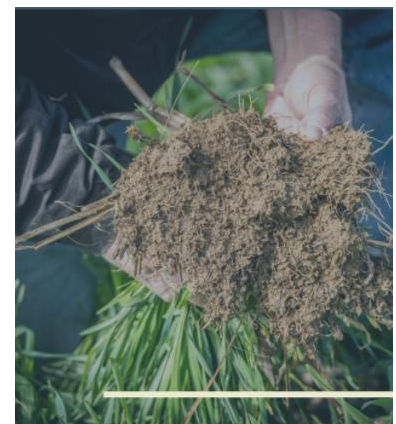


The Barrier Beach on the south side of Rondeau Provincial Park has been breached and as a result has caused a great deal of coastal wetlands to be eroded away. The LTVCA has received \$50,000 from the federal government to hire consultant Pete Zuzek to gather the scientific information required to come up with a possible solution. Due to the scale of this project and the resources required to undertake this work, a committee of federal, provincial and local stakeholders has been formed to work on this initiative. To date several public zoom meetings have been held to explain the issue at hand. Both were well attended with over 50 in attendance. A site meeting with DFO/SAR departments was held on April 12 with positive response and a verbal commitment to financially support the project. The committee is now in the planning phase and is looking into funding to support that piece.

10.5.2) Phosphorus Reduction Initiatives

LTVCA: Soil Health Program 2022 – Launch

The LTVCA launched the new 2022 Soil Health Program on April 13th. The LTVCA is now accepting applications for cover crop plantings that will occur during the 2022 and 2023 growing season. The objective of the program is to provide financial support to farmers who are planting cover crops to sequester carbon, improve soil health, and to reduce agriculturally sourced phosphorus loads. The program will offer farmers \$15.00/acre to plant cover crops in the LTVCA watershed. There is a \$140,000.00 cover crop incentive budget available per year, over the 2-year agreement. Applications will be assessed and approved on a merit and first come first served basis. The program application form is available on the LTVCA website or can be provided by the LTVCA Agricultural Program Coordinator, Colin Little (colin.little@ltvca.ca).



This project was undertaken with the financial support of the Nature Smart Climate Solutions Fund, a Government of Canada Department of Environment and Climate Change program, in partnership with Conservation Ontario. The LTVCA has been approved for \$423,000.00 in funding to administer the program from 2022-2024. The majority of the funding will be allocated to provide incentives to farm businesses to plant cover crops during 2022 and 2023. The LTVCA will also receive funds to offset the cost of administering the program.

McGregor and Jeannettes Creek Phosphorus Reduction Program (MJCPRP)

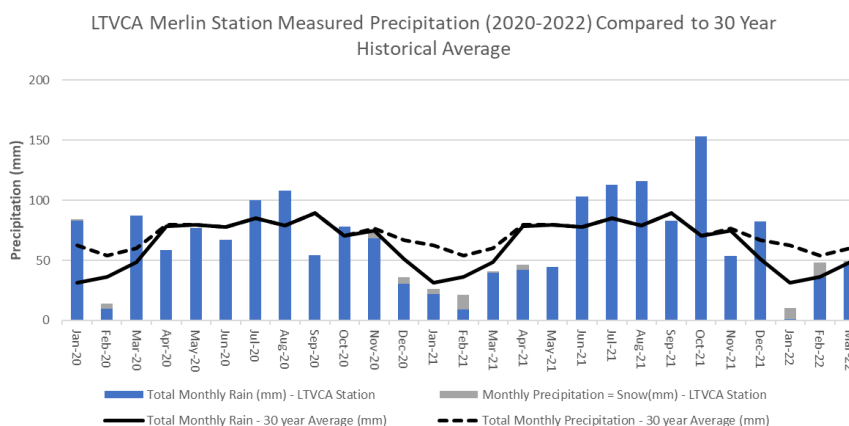
Financial contributions for the McGregor and Jeannettes Creek Phosphorus Reduction Program concluded on March 31st of 2022. The program was historically funded in part by the Environment & Climate Change Canada (ECCC) Great Lakes Protection Initiative (GLPI) and the Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) Canadian Agricultural Partnership (CAP). Due to the lack of funds, the Best Management Practice (BMP) Incentive program that was offered from 2019-2021 will not be available to watershed farmers during 2022. The LTVCA will continue to explore options to raise funds to relaunch the MJCPRP BMP incentive program, since preliminary research has indicated that these two subwatersheds are significant contributors to phosphorus loads in the Thames River watershed. Water quality and quantity monitoring operations in the subwatersheds will continue during 2022 through the Jeannettes Creek ONFARM and Thames River subwatershed GAP analysis projects.

The University of Guelph Water Resource Engineers will continue to use the collected data to configure subwatershed Soil & Water Assessment Tool (SWAT) models. The SWAT models will be used to estimate the phosphorus reductions that result from the implementation of agricultural BMPs. A draft report was submitted to the program funders during March of 2022 and a work extension has been provided to the LTVCA and University of Guelph to complete this aspect of the project by September 30th of 2022, at which time the results will be available.

On-Farm Applied Research & Monitoring (ONFARM) Program



From February to March of 2022, LTVCA project staff continued to collect water quality and quantity data in the Jeannettes Creek ONFARM study subwatershed. Approximately 100mm of precipitation was recorded at the Merlin edge of field sites during the period.



After a cold January with no runoff, warm weather and rainfall in late February caused the first flow events of the year. 16mm of rainfall on February 17th, in combination with the snowmelt, resulted in a large runoff event including significant surface water runoff at fields. The temperatures quickly dropped after the rain, freezing the water in the fields. An additional rainfall and melt event occurred on the 22nd. As a result of the frozen soils, the majority of the rainfall left the fields via surface water runoff. Subsurface tile drainage runoff still occurred. The LTVCA collected both surface and subsurface tile drainage samples throughout the events at the edge of field research sites. Additional samples were collected at the stream, and pump station monitoring sites in the ONFARM study subwatershed.

Furthermore, during February to March of 2022 the LTVCA conducted a voluntary land management surveying exercise with willing farmers in the ONFARM study subwatershed. In total 10 farmers in the subwatershed completed the survey for 24 fields. The survey was designed to collect information on crop rotations, crop yields, tillage practices, fertility practices, and Best Management Practices (BMPs). This extensive data will be used to configure a subwatershed IMWEBs model for the Jeannettes Creek study area. Dr. Wanhong Yang from the University of Guelph has been contracted to configure the model which has the capacity to simulate phosphorus loads and estimate nutrient reductions that could result from the implementation of BMPs. In the future, the LTVCA will also have the capacity to use the IMWEBs model to identify project implementation scenario that will allow us to achieve watershed P reduction target.



To learn more about the LTVCA's involvement in this initiative, watch the below YouTube video:
<https://www.youtube.com/watch?v=TON9EreMDXM>

This program is funded by the Canadian Agricultural Partnership, a five-year federal-provincial-territorial initiative. ONFARM was developed by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and delivered by the Ontario Soil and Crop Improvement Association (OSCIA) with support from various organizations including Agriculture and Agri-Food Canada, five Conservation Authorities and The Soil Resource Group. The current funding agreement for the program concludes during February of 2023.

10.5.3) Aquatic Species at Risk (SAR)

The SAR field crew is gearing up for another action-packed season of fish and mussel SAR monitoring. Sarah Rabideau has been re-hired in the SAR Monitoring Technician position and Gabby Carew will return as an Aquatic Biology Technician. Another Aquatic Biology Technician position has been posted to assist with this work. A *Fishing in Rondeau Bay* flyer has been printed to assist fisherfolk in the bay identify SAR fish from similar-looking species. These flyers will be distributed this spring. SAR and water quality staff participated in WISKI training for water quality and quantity data management and manipulation. Final reports regarding Aquatic Species Surveys, HOBO data logger results, Landowner Contact, Road Surveys and Habitat Restoration are being prepared for Fisheries and Oceans Canada.

**FISHING IN....
Rondeau Bay**

Rondeau Bay is a popular destination for sport fishing. This area is also home to many species at risk (SAR). Help to protect SAR by learning to identify them and returning them to the water safely.

WARMOUTH
Lepomis gulosus - **Special Concern**

Warmouth can be identified by...

- the 3-5 dark lines across its cheek,
- the size of its mouth (goes past its eye) and
- the teeth on its tongue.

Crappie have longer anal fins. Smallmouth Bass have a notch between the dorsal fins. Bluegill and Pumpkinseed have mouths that don't reach their eyes.

BE CAREFUL WITH BAITFISH

EASTERN SAND DARTER
Threatened

SILVER CHUB
Endangered

PUGNOSE SHINER
Threatened

These small SAR live in Rondeau Bay and can be difficult to identify. Be cautious. Use Fisheries and Oceans Canada's Baitfish Primer App to identify and collect bait species.

Stop the spread of invasive species! Clean and drain your boat, trailer and gear of aquatic organisms, mud and water before transport and dry them prior to launching.

Lower Thames Conservation
100 Thames Street
Chatham, ON. N7L 2Y8
www.ltvca.ca | 519-354-7310

Fisheries and Oceans Canada
Uncredited photos courtesy of NYSDEC.

SPOTTED GAR
Lepisosteus oculatus - **Endangered**

There are two gar species in Ontario. Look at the length to width ratio of the snout, as both species can have spots. Both of these species should not be mistaken for pike, especially when young.

Measure from the tip of the snout to the front of the eye.

Longnose Gar: Length is more than 12x the width

Spotted Gar: Length is less than 10x the width

Fish SAR have been found in the red areas on the adjacent map. Rondeau Bay and portions of its tributaries are designated as critical habitat necessary for the survival or recovery of SAR. Fishing is allowed, but use caution. If you are unsure if you have captured a SAR, quickly return it to the water where it was caught. Report sightings of species with photos to iNaturalist.

LAKE CHUBSUCKER
Erimyzon sucetta - **Endangered**

Lake Chubsucker can be identified by its...

- lack of a lateral line,
- small, upturned sucker mouth,
- arched back,
- large scales and
- black stripe along the front of the dorsal fin in juveniles.

The lateral line is a series of pore-like openings along the side of the body; not to be confused with a lateral stripe.

Distinguished from other suckers by its shorter dorsal fin and smaller, upturned mouth.

More information on local SAR can be found at:

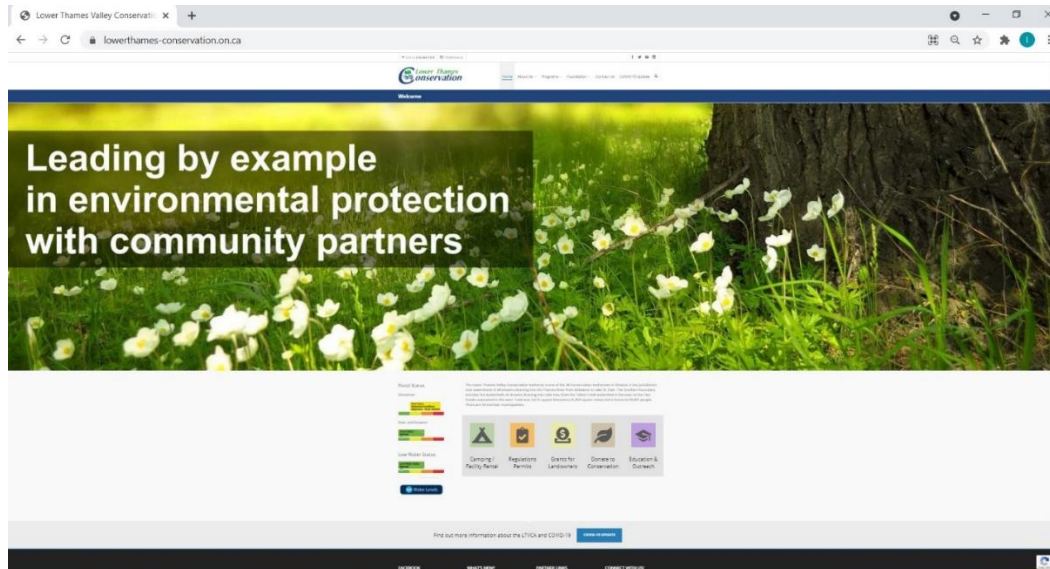
Bioacoustic Monitoring of Bat and Bird Species at Risk

Anabat Swift bat detectors and Song Meter Mini acoustic detectors for birds and amphibians) have been installed at Mosa Forest and Ashton Forest Conservation Areas to detect the presence of bats, birds and amphibians this field season. Staff will also be conducting Amphibian Call Counts and Breeding Bird Surveys at these sites in the coming months. Incidental observations of other species will be noted during field visits to the properties. This work will contribute to management planning for these sites. A Wildlife Biologist Technician position has been posted in anticipation of funding to assist with this work.

10.6) Communications, Outreach and Education

10.6.1) Website Updates

Ongoing are the postings of watershed and shoreline conditions, Minutes and Agendas of Board Reports, changes in fees, updates regarding programs and services of the LTVCA and virtual/onsite events and activities.



Our website alerts visitors of the current status of COVID-19 Pandemic health unit and government guidelines that affect our conservation area usage and our programs and services. During the pandemic 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 remain closed to the public.

10.6.2) Social Media

Daily social media posts on LTVCA's social media platforms were issued following the February 24, 2022 meeting of the Board of Directors. (**Facebook** – 2,911 followers for an increase of 46 new followers; **Twitter** – 1,223 followers for an increase of 4 new followers; **Instagram** – 946 followers for an increase of 34 new followers), **YouTube** - 94 subscribers for an increase of 8 new subscribers. Posts focus on the LTVCA's ongoing programs and services, following environmental issues across our watershed, how we are social adapting to the COVID-19 Pandemic and keeping public informed.

The **Ska-Nah-Doht Village's Facebook** page currently has 2,509 followers and 2,409 page likes. The **Instagram page for the Village** has 295 followers for an increase of 34 new followers.

Social media posts circulate daily to Directors of the LTVCA and Foundation, First Nations Communities, Municipal Councils/Clerks/CAO's, MP's and MPP's, Ska-Nah-Doht Advisory Committee, all staff, Conservation Ontario, and watershed media (as needed).

We have reinforced the importance of all the COVID-19 protocols, removal of garbage and pet waste, and have encouraged visitors to support our conservation areas through payment of parking fees and the purchase of 2022 parking passes.

In addition to the daily departmental posts, there were posts and media releases created on our social media and website for other major events associated with the LTVCA over the past couple of months:

- Shoreline and Watershed Conditions Statements as needed
- Attention Notices: Conservation Area Service Disruption; Cautionary Messages; Hours, Cancellations
- Rondeau Bay Community Meetings
- Other Like Organizations Events: Conservation Oriented Webinars; Conferences; Forums
- Watershed Media Links to Conservation Subjects and Conditions in watershed/province
- Online videos for teachers and groups re flooding, river and creek safety
- LTVCA AGM: Public Invitation to view LTVCA AGM on LTVCA YouTube and Facebook platforms; Presenting our 2021 LTVCA Annual Report; Congrats to our 2021 LTVCA Conservation Award Recipients!
- Employment Opportunities with the LTVCA
- Focus on Special Weeks/Days: Invasive Species Week; March Break at Longwoods; International Day of Action for Rivers; Happy Spring!; International Day of Forests; Bird Count .org; Family Day Weekend at Longwoods Road Conservation Area
- Conservation Area Spotlights: C.M. Wilson – a bird’s eye view; Mill Stream Conservation Area; Longwoods Spring ‘Tidy’; Ska-Nah-Doht Museum Public Hours and Snowshoe Rental
- Please return! Another Species at Risk “animal crossing” sign at Big Bend Conservation Area has gone missing.

Departmental Social Media Post Messages – February 12 – April 11, 2022

- **Water Management Mondays**
 - Feb. 14 - Agricultural Sector Position for each Conservation Authority in Ontario
 - Feb. 21 – The Municipality of Lakeshore has been undertaking a project to investigate and update the Lake St. Clair shoreline flooding and erosion hazards.
 - Feb. 28- Ice Jams on Thames River
 - Mar. 7 - Most of the ice is gone in the Lower Thames
 - Mar. 14 – Our Water Management Programs help protect you and your property
 - Mar. 21 – Tomorrow is World Water Day!
 - Mar. 28 – The Thames, A Canadian Heritage River
 - April 4 – Property in a Floodplain or Regulated Area? – Check with us first at LTVCA
 - April 11 – Shoreline Condition Statement – Flood Outlook – Standing Message – Lake Erie and Lake St. Clair – High Static Water Level April 2022.



- **Stewardship Tuesdays**

- *Feb.15 – The updated Afforestation Guide for Southern Ontario (2022) is now publicly available and an extremely useful resource!*
- *Feb.22 – Celebrating 10 Years of the Elgin Clean Water Program!*
- *Mar. 1 - It's Invasive Species Awareness Week February 28-March 4!*
- *Mar.8 – It's International Women's Day! – Still time to order trees!*
- *Mar.15 – Are you a lower Thames watershed landowner thinking about a stewardship project for your property?*
- *Mar. 22 – Don't Miss the Final Webinar of Winter Web Series – Where it all began – resilient landscapes and the importance of biodiversity.*
- *Mar. 29 – LTVCA has two different projects with Wildlife Habitat Canada for 2022-2023!*
- *April 5 – Do you have a spot for an Eastern Bluebird or Wood Duck nesting box on your property?*



- **Conservation Area Wednesdays**

- *Feb. 16 – LTVCA Announces Our 2022 Camping Season! May 20 - October 30*
- *Feb.24 – 'Leading the Pack' as a Good Example!*
- *Mar. 2 - Support a Conservation Area and the Watershed! 2022 LTVCA Conservation Areas Guidebook Ad Space Available!*
- *Mar. 9 – Make March Memories at our Conservation Areas*
- *Mar.16 – Looking Forward to Spring Camping Season Opens May 20th!*
- *Mar. 23 – What is Let's Camp?*
- *Mar. 30 - Welcome to C.M. Wilson Conservation Area - a place for adventure, downtime, and making memories in Chatham-Kent!*
- *April 6 – Battle of Longwoods is back! – Sat Apr 30 – Sun May 1*

Battle of Longwoods

Saturday April 30 & Sunday May 1
10 a.m. - 4 p.m.



Step back in time to March 4, 1814, as British troops attempt to expel American invaders. Hear the crack of muskets and roar of the cannon! Come and experience life in early 19th century. See the colourful clothing, smell the food prepared over open fires. Witness artillery demonstrations, participate in a mini-militia drill, explore the encampment, and more! Take a self-guided tour of Ska-Nah-Doht Village and nature trails. Let us entertain you for the day!

Entrance per person \$10 for 13 yrs+, 12 yrs & under free, military in uniform free.
LTVCA parking pass not applicable for this Event.

Longwoods Road Conservation Area is located at 8348 Longwoods Road (Middlesex Road 2), Mount Brydges
(6.5 km west of Delaware, 10 km east of Melbourne)

Presented in a partnership between
Royal Scots - Upper Thames Military Re-enactment Society &
Lower Thames Valley Conservation Authority.



For further
information



Royal Scots
UTMRS

Tom Ross
519 660 9999
tomlongwoods@
gmail.com

• Outreach and Education Thursdays

- Feb.17 – Family Day Weekend Snowshoe Rentals at Longwoods Road Conservation Area
- Feb. 24 - March Break! Wasn't it just January?
- Mar. 3 - Our first 'Pop-Up Exhibit' is out at Brick Yard Antiques and Restaurant located at 8898 Longwoods Road, Mount Brydges!
- Mar.10 – Yes we have Programs for Your Space – in class and virtual education
- Mar. 17 – Come take a Path of Discovery at SND and Longwoods
- Mar. 24 – Thank you to all who visited Museum and to Steve Maracle (March Break)
- Mar. 31 – Join us for a Longwoods 'Spring Tidy'
- April 7 – Love history? Middlesex Centre Archives Heritage Fair is this Saturday! SND will be there!

Outreach & Education

March Break? wasn't it just January?
Longwoods Road Conservation Area

March Break is almost here!

March 14 - 18 we'll be hosting free and low-cost activities like guided walks, drop-in crafts, and a special art activity with one of our local artist friends.

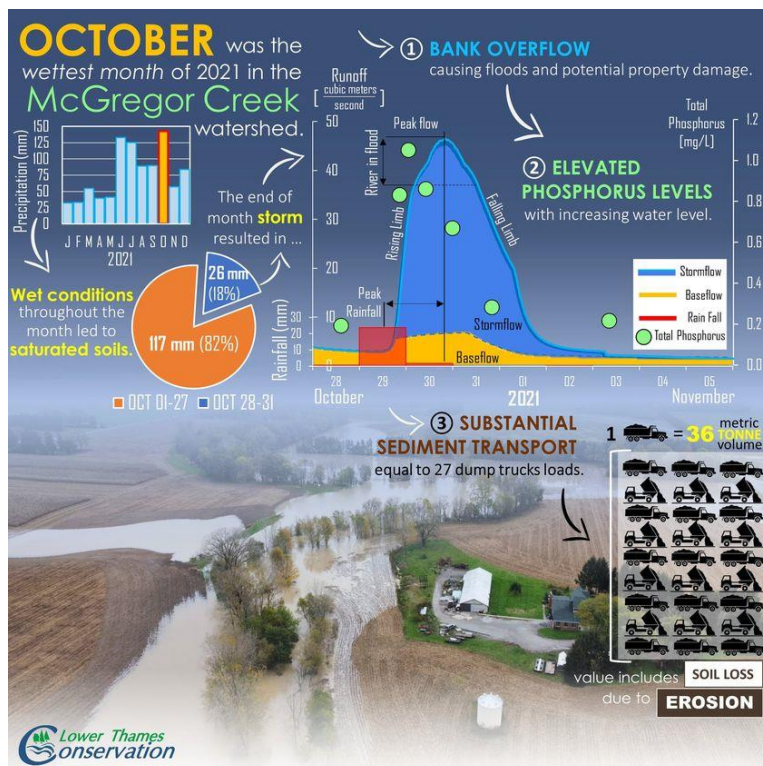
Further details coming soon!

Remember to Social Distance

Lower Thames Conservation
 519-264-2420
 info@ltvca.ca
 ltvca.ca

• Phosphorus / Water Quality Fridays

- Feb.18 – With warmer temperatures and rain, runoff is occurring again in the watershed.
- Feb.25 - Another round of rain + warm temperatures = RUNOFF
- Mar.4 - Did you know October was the wettest month of 2021 in the McGregor Creek Watershed? Wet conditions throughout the month led to saturated soils.
- Mar.11 – One of the parameters we measure at our Edge of Field sites is soil moisture.
- Mar.18 – Roadside Surveys for field practices
- Mar.25 – March thunderstorms caused 8 mm of rain to fall in 15 minutes
- April 1 – ‘Earth Month’ Reflections – the quality of our water is of critical importance to our wildlife, tourism, health, leisure and agricultural sectors – acoustic doppler current profiler deployed in McGregor Cr.
- April 8 – Looking to get into the field to learn more about new approaches to manage cover crops?



PLUS WE POST AND SHARE OTHERS' MESSAGES ON OUR SOCIAL MEDIA PLATFORMS:

- encourage people to use our conservation areas safely during the COVID-19 pandemic
- articles of public interest from local media regarding ecosystems and the environment, and local environmental issues (erosion, flooding, emergency preparedness, wetlands, grasslands, pollinators)
- watershed community based environmental initiatives including reposting municipal posts; sharing London Canoe Club posts (for Sharon Creek Conservation Area)
- 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 campaigns: *Healthy Hikes*
- sharing of neighbouring Conservation Authorities' information
- sharing of municipal public health information – CK Public Health, London Middlesex Health, St. Thomas Elgin Health, Windsor

10.6.3) Conservation Area Guidebook

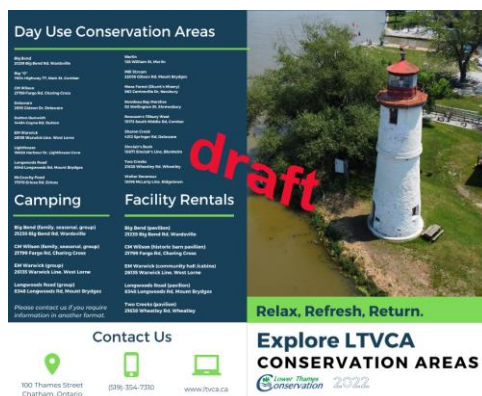
Staff are compiling the 2022 Conservation Area Guidebook. It is following a similar format to the 2021 Guidebook, showcasing 17 of our public conservation areas with maps, facilities and services. Once again, local businesses have stepped up to sponsor ad space in the booklet, which not only features watershed companies and organizations, but also supports the printing of the Guidebook. Last year, over 9,000 LTVCA Conservation Area Guidebooks were distributed at special events and at our conservation areas.

This 24-28 page booklet mirrors the information on the LTVCA's conservation areas webpages as well as the information in Conservation Ontario's Guidebook to Ontario's Conservation Areas. The cover matches the 2022 Parking Pass.

The booklet will have a chart listing all our Conservation Areas, and their facilities and features at the beginning (with page numbers), along with a gentle reminder of our area regulations. The maps of the conservation areas will also illustrate a QR code. This code will link a booklet page to a corresponding webpage, ensuring the public has the most current news and information about that conservation area.

Land acknowledgement, a map of our watershed and note of our 10 member municipalities, messages from key municipal figures, tips and dyk's, ways to purchase parking passes, special events, overviews of stewardship and agricultural programs, special thank yous, volunteer opportunities and ways to contact us will be included, along with ways to connect with us on our 4 social media platforms.

We hope to have it flying off the shelves by the long weekend in May.



10.6.4) Media Releases Issued Since Feb. 24, 2022

- LTVCA Annual General Meeting
- Battle of Longwoods
- Camping Reservations
- Rondeau Bay Barrier Beach Community Meeting
- Bill 229 and Lower Thames Valley Conservation Authority - Inventory of Programs and Services
- Earth Day
- LTVCA Soil Health Program

10.6.5) Education Programming Developments / Ska-Nah-Doht Village and Museum

Ska-Nah-Doht Museum and the Resource Centre had a busy March Break. We had 296 people join us for a day-to-day visit to our space, with 152 people taking part in a program with us over that week.

We are taking education and community program bookings for the spring and summer and anticipate classes returning to Longwoods Road Conservation Area in 2022. We have received information from local school boards that they would like further information available on our websites regarding field trips—we will be working on making these updates over the coming weeks. As an option, we offer in-class programs to classes that may have bussing issues. As at April 11 and to the end of June, 42 classes have booked field trips (estimated 960 students) and 5 community groups have booked weekend programs. This activity is very welcomed!

Pop-Up Exhibits are currently on the road and will be traveling throughout the watershed during 2022. If the program continues to go well, the exhibits may be made available into 2023.

We are planning events and workshops for 2022! The Battle of Longwoods and Twilight Tuesday will be returning this year at Longwoods, and we are planning for programming to take place at other conservation areas throughout the watershed. We have also been connecting with partner organizations who may be able to help us provide programming in their areas of expertise to support our endeavours. Please check this webpage frequently for our most up-to-date listings and event information:

<https://www.lowerthames-conservation.on.ca/about-us/events/>

The Curator, LTVCA Staff, and the Village Advisory Committee have provided a draft of Ska-Nah-Doht Village and Museum's **5 Year Strategic Plan, 2022-2026** for the Board's consideration and feedback. They will also be reviewing a number of Ska-Nah-Doht's policies over the coming months.

10.6.6) Lower Thames Valley Conservation Foundation

The Lower Thames Valley Conservation Foundation (LTVCF) is a not-for-profit, federally registered charity, governed by a volunteer Board of six Directors. The Executive – President Dan McKillop, Vice-president Ken Brooks and Secretary-Treasurer Don Pearson are recognized for their dedication and support in 2021.

The LTVCF works in partnership with the Lower Thames Valley Conservation Authority, to raise funds towards the wise management of our renewable natural resources. Since 1995, the Foundation has raised approximately \$1M for natural and cultural heritage conservation.

Next meeting of the Foundation Board of Directors is a scheduled zoom meeting for April 20, 2022. The Foundation's Annual General Meeting is May 18, 2022.



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



Ska-Nah-Doht Advisory Committee

DRAFT MINUTES

The meeting of the Ska-Nah-Doht Advisory Committee was held remotely at 6:00 P.M. on Thursday, March 17, 2022. The following members were in attendance: D. Fairbairn, B. Bruinink, D. Fallon, R. Doane, S. Emons, M. Hentz and M. Peacock. Also, in attendance: A. Klages, B. Carey and A. Vriends.

1. Minutes of the Last Meeting

SND-2022-1 D. Fairbairn – M. Hentz

Moved that the minutes of the September 11, 2021 meeting be approved.

CARRIED

2. Business for Approval

2.1) Election of Chair and Vice-Chair

SND-2022-2 B. Bruinink – M. Hentz

Moved that Mark Peacock chair the Ska-Nah-Doht Committee 2022 elections.

CARRIED

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.

D. Fairbairn nominated B. Bruinink. B. Bruinink accepted the nomination.

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

SND-2022-3 M. Hentz – S. Emons

Moved that nominations for Chair of the committee be closed.

CARRIED

B. Bruinink 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.

M. Peacock called a second time.

M. Hentz nominated S. Emons. S. Emons accepted the nomination.

M. Peacock called a third time for nominations. There being no further nominations,

SND-2022-4 D. Fairbairn – B. Bruinink

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

CARRIED

S. Emons was declared to be elected as Vice-Chair.

2.2) Appointment of Sub-Committees*

a) Education (2 members)

G. Bogart and S. Hipple was not in attendance. A. Klages will reach out to these committee members to see if they will stand on this sub-committee.

SND-2022-5 M. Hentz – S. Emons

Moved that G. Bogart and S. Hipple be appointed pending their approval.

CARRIED

b) Village Build (2 members)

D. Fairbairn and D. Fallon volunteered to be this sub-committee.

SND-2022-6 S. Emons – M. Hentz

Moved that D. Fairbairn and D. Fallon be on the Village Build Sub-Committee.

CARRIED

c) Policy (1-2 members)

B. Bruinink and M. Peacock volunteered to be this sub-committee.

SND-2022-7 R. Doane – M. Hentz

Moved that B. Bruinink and M. Peacock be on the Policy Sub-Committee.

CARRIED

d) Events/Fundraising (2 members)

S. Emons and R. Doane volunteered to be this sub-committee.

SND-2022-8 M. Hentz – B. Bruinink

Moved that S. Emons and R. Doane be on the Events/Fundraising Sub-Committee.

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

3. Business for Information

3.1) Youth Employment

Both 2021 Canada Summer Jobs contracts have been completed.

Application to Canada Summer Jobs for Youth Employees for 2022 was submitted in January.

3.2) Grant Updates

The Community Museum Operating Grant (\$22 992) and Museum Assistance Program (\$19 453) applications were successful for 2021 and we have received associated funds.

An application to the Canada Cultural Spaces Fund to support repairs and accessibility at the Heritage Log Cabins is being finalized. Initial quotes and estimates have been received for budget consideration and establishment of project scope. Further, the Curator has reached out to the local First Nations communities and is attempting to connect with the families that donated the cabins to discuss future plans and the possible opening of the cabins as display spaces.

Mountain Equipment Coop was approached regarding their grant programs but they are currently closed because of the pandemic.

Further grant opportunities include the Museum Assistance Program Collections Management and Indigenous Heritage streams, and the Telus Friends of the Environment Foundation.

3.3) Education and Workshops

Snowshoe rentals took place in February. In total 87 members of the public took advantage of these opportunities during Family Day Weekend alone.

Three new digital learning resources were created. These will be offered to schools at no cost for the moment. The previously created Fireside Chat video from 2021 was edited as part of this process and will be made available to educators. In total, 5 digital resources related to Ska-Nah-Doht Village and Museum are now available to educators.

The museum is hosting free and low-cost activities for March Break in collaboration with other Resource Centre staff.

3.4) Museum Reopening

The museum reopened in October with PPE including plexi-glass barriers, HEPA filtration systems, and MERV-13 filters. These continue to be used despite the lessening of restrictions. Clean and has been repainted.

Cleaning, fogging, and sanitization of the museum is completed regularly to ensure the safety of visitors.

Displays continue to be updated and the hands-on room is close to reopening.

As of March the museum is open to multiple groups at a time with no capacity limit, other than what space will allow.

3.5) Budget

A copy of the Audited Financial Statement for 2021 and the Approved Budget for 2022 are available on the LTVCA website.

SND-2022-9 D. Fairbairn – M. Hentz

Moved that items 3.1 through 3.5 be received for information.

CARRIED

4. Other Business

4.1) Strategic Direction

A draft of the 2022-2026, 5 Year Strategic Plan for Ska-Nah-Doht was submitted to the LTVCA Board of Directors for their information. No further comments have been submitted by members of the committee. The next step will be the formal submission of the plan to the LTVCA Board of Directors.

4.2) Policy Review

As per the Village's Constitution a policy review must take place each year. With work being completed on the Strategic Plan this was delayed into the new year. Policies will be reviewed based upon the current draft of the 2022-2026, 5 Year Strategic Plan. Updates to these policies will be submitted to the Policy Subcommittee and provided to the Advisory Committee for information.

SND-2022-10 D. Fairbairn – R. Doane

Moved that items 4.1 through 4.2 be received for information.

CARRIED

4.2) Meeting in Person

The Ska-Nah-Doht Committee meetings will follow the direction of the LTVCA. This could be in person and via zoom.

4.3) Events

Events for 2022 are still in the development phase.

5. Next Meeting Date

Thursday, June 23 at 6 p.m.

6. Adjournment

SND-2022-11 M. Hentz – S. Emons

Moved that the meeting be adjourned.

CARRIED

B. Bruinink
Chair

10.8) Wheatley Two Creeks Association Meeting Minutes March 3, 2022

WHEATLEY TWO CREEKS ASSOCIATION

General meeting following Annual held at Talbot Trail Golf Club March 3rd 2022

Attendance: Pauline Sample, Sheila Marans, Joe & Ginette Pinsonneault, Gerry Soulliere, Lorna Bell, Rick & Forest Taves, Ken Hatt, Mike Diesbourg ,Bruce & Marj Jackson, Roger Dundas, Lee & Linda Pearce.

ELECTION OF OFFICERS: Rick opened nominations for the position of President

Gerry Soulliere nominated by Joe

With no other nominations , nominations were closed for President

With the acceptance of Gerry , Gerry was elected President for 2022- 2023

Rick opened nominations for the position of Vice-President

Joe Pinsonneault nominated by Gerry, Linda Pearce nominated by Rick. With no other nominations, nominations were closed for Vice- President

With Linda declining and Joe accepting, Joe was elected Vice-President for 2022-2023

Rick opened nominations for the position of Secretary

Mike Diesbourg nominated by Phil, Lorna Bell nominated by Rick, Phil Humphries nominated by Lorna. With no other nominations, nominations were closed for Secretary.

With Lorna and Mike declining, Phil was elected Secretary for 2022-2023.

Rick opened nominations for the position of Treasurer.

Lorna Bell nominated by Lee, Roger Dundas nominated by Rick. With no other nominations, nominations were closed for Treasurer.

With Lorna declining, Roger was elected Treasurer for 2022-2023.

OUR 2022-2023 EXECUTIVE: President - Gerry Soulliere

Vice- President - Joe Pinsonneault

Secretary - Phil Humphries

Treasurer - Roger Dundas

AGENDA: Moved by Lorna, sec. by Rick agenda be accepted as outlined (Carried)

MINUTES: Moved by Phil, sec. by Mike minutes be accepted as read (Carried)

MEMORIAL GROVES: We will need more spikes for memorial posts. There have been several inquiries about memorial trees. Since the groves are at capacity we are telling people to pick out an existing tree or buy a new one that would be planted along one of the trails.

PROP. & EQUIP.: The xmas decorations need to be removed asap. We have not seen the report from the ministry on the black water coming into the park from the east earlier this year but there is no evidence of it now. We have applied for 3 separate grants, have not received a reply as yet. | Looking for contractors to build the wedding gazebo.

CONCERTS: All concerts have been booked. The buttons and posters will be made to mention that this is our 30 year anniversary.

FINANCIAL REPORT: Account balance as of Nov. 1st 2022 was \$40,035.11. Account balance as of Nov.31 2022 was \$39,101.65. Moved by Roger sec. by Rick report be accepted as given.

CORRESPONDENCE: None

OLD BUSINESS: If anyone would like to become a member of Two Creeks a nominal fee of \$5.00 is required.

NEW BUSINESS: A decision has not yet been reached on whether Bradt's can operate a vending truck in the park on concert days.

ADJOURNMENT: Roger moved for adjournment at 7:35pm

Phil Humphries, Secretary

11. Correspondence

11.1) Letter to Honourable David Piccini Re: Agricultural Sector Appointment to LTVCA



March 29, 2022

To: Honourable David Piccini
Minister of Environment, Conservation and Parks
College Park 5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

RE: Agricultural Sector Appointment to the Lower Thames Valley Conservation Authority

Dear Minister Piccini,

At the February 21, 2022 meeting of the Lower Thames Valley Conservation Authority's (LTVCA) Board of Directors, directed me to reach out to you regarding the appointment of an agricultural representative to the Board. The Board passed the following motion:

Motion: AGM-2022-20

M. Hentz – S. Hipple

Moved that a letter be prepared and signed by the chair, to inform the Minister of Environment, Conservation and Parks that there is significant representation from the agricultural sector through the current membership of the Board of Directors, and further that the Board of Directors requests that the Minister not appoint an Agricultural member to the LTVCA Board.

The LTVCA watershed is comprised of 10 member municipalities in Southwestern Ontario. The primary activity in the watershed is agriculture and the LTVCA Board of Directors is reflective of that. Of the 12 current members, 5 are active or retired members of the agricultural sector from across the region. The members farming activities include livestock and cash crops. In light of this fact, the LTVCA Board of Directors respectfully requests that the Minister consider foregoing the appointment of an agricultural sector representative to the LTVCA.

If you require further information, please do not hesitate to contact me.

Sincerely,

Trevor Thompson
Chair
Lower Thames Valley Conservation Authority

12. In Camera Session

12.1 A matter addressing one of the following:

- a) The security of the property of the Authority;
- b) Personal matters about an identifiable individual, including employees of the Authority;
- c) A proposed or pending acquisition or disposition of land by the Authority;
- d) Labour relations or employee negotiations;
- e) Litigation or potential litigation, including matters before administrative tribunals (e.g. Local Planning Appeal Tribunal), affecting the Authority;
- f) Advice that is subject to solicitor-client privilege;
- g) A matter in respect of which the General Membership, Executive Committee, Advisory Board or committee or other body may hold a closed meeting under another act;
- h) Information explicitly supplied in confidence to the Authority by Canada, a province or territory or a Crown agency of any of them;
- i) A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Authority, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j) A trade secret or scientific, technical, commercial or financial information that belongs to the Authority and has monetary value or potential monetary value; or
- k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Authority.

Moved that the Board of Directors meet 'in camera'.

CARRIED

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

13. Other Business

14. Adjournment
