



# Board of Directors Meeting

## A G E N D A

April 18, 2023

2:00 p.m.

1. First Nations Acknowledgement	
2. Call to Order	
3. Adoption of Agenda	
4. Disclosure of Conflicts of Interest	
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# 1. First Nations Acknowledgement

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

# 5. Approval of Previous Meeting Minutes

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## 5.1) Board of Directors Meeting Minutes – March 28, 2024



## Board of Directors Meeting

### DRAFT MINUTES

A special meeting of the Lower Thames Valley Conservation Authority's Board of Directors was held in person and remotely via the LTVCA's Administration Office at 100 Thames Street, Chatham, at 2:00 P.M. on Thursday, March 28, 2024. The following directors were in attendance: S. Emons, T. Thompson, K. Loveland, P. Tiessen, L. Vogler, H. Aerts, M. Vink, A. Finn and P. Van Meerbergen. R. Leatham, S. Hipple and M. Bondy sent their regrets.

1. First Nations Acknowledgment

Mark Peacock read the First Nations acknowledgement.

2. Call to Order

3. Adoption of Agenda

**BD-2024-1 K. Loveland – P. Tiessen**

**Moved That** the agenda be adopted as presented.

CARRIED

4. Disclosures of Conflicts of Interest

None Declared.

5. Approval of Previous Meeting Minutes

**BD-2024-2 L. Vogler – T. Thompson**

**Moved That** the Board of Directors meeting minutes of February 22, 2024 be approved.

CARRIED

6. Business Arising from the Minutes

None declared.

7. Business for Approval

a) 2023 Audit and 2024 Budget / Presentation

7.1) Audited Financial Statements

Laura Poland, from Baker, Tilly, provided information around the 2023 Audited Financial Statements.

**BD-2024-3 T. Thompson – H. Aerts**

**Moved That** LTVCA's 2023 Audited Financial Statements be approved as presented.

CARRIED

7.2) 2024 Budget

**BD-2024-4 P. Tiessen – K. Loveland**

**Moved That** the 2024 proposed budget totalling \$4,356,094 be approved as presented in the budget tables.

CARRIED

b) Requirements to come into conformity with O. Reg. 41/24 and CA Act changes / Presentations on Legislative Requirements and Chatham-Kent Shoreline Policies

Mark Peacock provided a Power Point Presentation to the Board of Directors on the new Ontario Regulation 41/24 and the CA Act changes that are to come into effect on April 1, 2024.

7.3) Policies and Procedures to Support C.A. Act Planning and Permitting

Jason Wintermute provided a Power Point Presentation to the Board of Directors on the updated Policies and Procedures to support our planning and regulation departments.

**BD-2024-5 T. Thompson – L. Vogler**

**Moved That** the LTVCA begin using the erosion rates for the Lake Erie shoreline in Chatham-Kent as noted in the Chatham-Kent Lake Erie Shoreline Study (Zuzek, 2020) beginning April 1st, 2024; and

**Further That** effective April 1, 2024, the following 3 documents no longer be used for administering the Conservation Authorities Act and its Regulations: 1) Lower Thames Valley Conservation Authority Guidelines to Support Administration of the LTVCA's "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation" (Ontario Regulation 152/06); 2) Lower Thames Valley Conservation Authority LTVCA Dock Policy (October 2022); and 3) Lower Thames Valley Conservation Authority Lake Erie Shoreline Development Policy within the Municipality of Chatham-Kent (August 2022); and

**Further That** effective April 1, 2024, that the LTVCA use the document entitled Policies and Procedures to Support Administration of the Conservation Authorities Act Part VI and Ontario Regulation 41/24 for administering Part VI of the Conservation Authorities Act and O. Reg. 41/24; and

**Further That** the LTVCA begin consultation with its member municipalities regarding the document entitled Policies and Procedures to Support Administration of the Conservation Authorities Act Part VI and Ontario Regulation 41/24, the LTVCA will post the document online for public input, and

**Further That** staff will provide any feedback received with proposed changes to the document and any associated resources at the June 2024 Board of Directors meeting.

CARRIED

#### 7.4) Online Mapping Requirements

**BD-2024-6 M. Vink – P. Tiessen**

**Moved That** LTVCA staff be directed to seek input from member municipalities regarding the on-line mapping tool and to promote the tool on its website for public input.

CARRIED

#### 7.5) Delegation of Powers under Section 28 of the Conservation Authorities Act

**BD-2024-7 K. Loveland – P. Van Meerbergen**

**Moved That** the Board of Directors approves the delegation to the Executive Committee of the power to sit as the LTVCA's Hearing Board regarding permits issued under Section 28 of the Conservation Authorities Act. This delegation of powers is to be effective as of April 1, 2024; and

**Further That** the Board of Directors approves the delegation to LTVCA staff of the power to issue, extend and cancel permits issued under Section 28 of the Conservation Authorities Act. This delegation of powers is to be effective as of April 1, 2024; and

**Further That** the Board of Directors approves the delegation to the LTVCA's CAO / Secretary-Treasurer of the power to undertake Administrative Reviews of permits issued under Section 28 of the Conservation Authorities Act. This delegation of powers is to be effective as of April 1, 2024.

CARRIED

#### 7.6) Designation of Provincial Offences Officers

**BD-2024-8 P. Tiessen – M. Vink**

**Moved That** the Board of Directors re-designate the following staff members as Provincial Offences Officers (P.O.O.), on behalf of the Lower Thames Valley Conservation Authority, under the Conservation Authorities Act and associated relevant Regulations. Jason Wintermute, Valerie Towsley, and Jason Homewood are designated as P.O.O. for enforcement of Section 28, and Adam Gibbs is designated as a P.O.O. for enforcement of Section 29 of the Conservation Authorities Act.

CARRIED

#### 7.7) Fee Policies and Schedules

**BD-2024-9 H. Aerts – K. Loveland**

**Moved That** the Board of Directors approve the LTVCA Fee Policy and Schedules, and that the Fee Policy and Schedules be placed on the LTVCA's website under Public Consultation for 30 days, sent out to our member municipalities for feed back, and a memo about the update of the Policy to our various web-based platforms for public consultation and feedback.

CARRIED

- c) Approval of RFP: Architectural & Engineering Services - Longwoods Road Resource Centre - LULA Elevator [to be walked in to meeting]

**BD-2024-10 K. Loveland – T. Thompson**

**Moved That** the Board of Director approve the RFP for Architectural and Engineering Services, Longwood's Road Resource Centre - LULA Elevator project be awarded to ~~Artas~~ Artas Engineering and Design Inc. for a total value of \$17,880.00 (before HST);

**And That** the CAO and Chair be authorized to sign contractual documents in this award.

CARRIED

8. Correspondence

- 8.1) Designation, Ontario Ministry of Natural Resources and Forestry
- 8.2) LTVCA Correspondence out to Members: Legislative and Regulatory Changes Affecting Conservation Authority Development Permitting (Effective April 1, 2024)

**BD-2024-11 L. Vogler – M. Vink**

**Moved That** Correspondence items 8.1) to 8.2) be received for information.

CARRIED

9. Other Business

None noted.

10. Adjournment

**BD-2024-12 P. Van Meerbergen – P. Tiessen**

**Moved That** the meeting be adjourned.

CARRIED

\_\_\_\_\_  
Sarah Emons  
Chair

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

# 7. Presentations

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## 7.1) Watershed Based Resource Management Strategy

Mark Peacock will provide a presentation to the Board of Directors on our Watershed Based Resource Management Strategy.

## 7.2) Five Deliverables Required by the Province by December 31, 2024

Mark Peacock will provide a presentation on the five deliverables required by the Province:

- Asset Management Plan
- Land Inventory of CA Owned Lands
- Conservation Area Strategy
- Ice Management Plan
- Flood Control Structures Operations Plan

# 9. Business for Approval

## 9.1) Income and Expenditure vs Budget to February 29, 2024

Date: April 18, 2024  
 Memo to: LTVCA Board of Directors  
 Subject: **Income and Expenditure vs Budget to February 29, 2024**  
 From: Todd Casier, CPA, CA, Manager, Finance and Administrative Services

### Background:

Review the 2024 Budget to the Revenue and Expenditures for the 2 months ended February 29, 2024.

REVENUE	2024	2024 BUDGET		2024	\$ VARIANCE
	BUDGET	FEB PROJECTED		ACTUAL TO FEB 29	TO PROJECTED
GRANTS	1,468,581	244,764	*	340,742	95,978
GENERAL LEVY	1,661,053	0	^	0	0
DIRECT SPECIAL BENEFIT	205,000	0	^	0	0
GENERAL REVENUES	1,021,460	170,243	*	98,568	(71,675)
FOUNDATION GRANTS & REVENUES	0	0	*	0	0
RESERVES	0	0	*	0	0
<b>CASH FUNDING</b>	<b>4,356,094</b>	<b>415,007</b>		<b>439,310</b>	<b>24,303</b>
OTHER	0	0		0	0
<b>TOTAL FUNDING</b>	<b>4,356,094</b>	<b>415,007</b>		<b>439,310</b>	<b>24,303</b>

\*-based on a 2 of 12 month proration of the budget  
 ^-Not approved or invoiced as of February 29, 2024

Grant income is greater than budgeted due to the reversal of deferred 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 was not invoiced as Budget was approved at a Special Board of Directors meeting held on March 28, 2024.

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 and is partially off-set by interest income.

Foundation Grants and Revenues budget are zero because of the uncertainty of funds available.

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

EXPENSES	2024	2024 BUDGET		2024	\$ VARIANCE
	BUDGET	FEB PROJECTED		ACTUAL TO FEB 29	TO PROJECTED
<b>WATER MANAGEMENT</b>					
FLOOD CONTROL STRUCTURES	201,524	33,587		32,182	(1,405)
EROSION CONTROL STRUCTURES	12	2		5	3
FLOOD FORECASTING AND WARNING	123,534	20,589		12,358	(8,231)



TECHNICAL STUDIES	119,061	19,843	12,872	(6,971)
PLANNING & REGULATIONS	448,690	74,782	49,155	(25,627)
WATERSHED MONITORING (PGMN)	143,333	23,889	24,905	1,016
SOURCE PROTECTION	27,690	4,615	4,790	175
THAMES MOUTH DEBRIS REMOVAL	0	0	0	0
<b>Water Management Subtotal</b>	<b>1,063,844</b>	<b>177,307</b>	<b>136,267</b>	<b>(41,040)</b>
<b>CONSERVATION &amp; RECREATION PROPERTIES</b>				
<b>CONSERVATION AREAS</b>	<b>781,568</b>	<b>130,261</b>	<b>98,090</b>	<b>(32,171)</b>
<b>COMMUNITY RELATIONS AND EDUCATION</b>				
COMMUNITY RELATIONS	165,495	27,582	17,316	(10,266)
CONSERVATION EDUCATION	131,363	21,894	22,914	1,020
SKA-NAH-DOHT VILLAGE	144,587	24,098	7,076	(17,022)
<b>Community Relations &amp; Education Subtotal</b>	<b>441,445</b>	<b>73,574</b>	<b>47,306</b>	<b>(26,268)</b>
<b>CONSERVATION SERVICES/STEWARDSHIP</b>				
CONSERVATION SERVICES (FORESTRY)	199,888	33,315	22,664	(10,651)
CHATHAM-KENT GREENING PROJECT	600,481	100,080	87,592	(12,488)
PHOSPHORUS REDUCTION	1,070,568	178,428	128,695	(49,733)
SPECIES AT RISK	198,300	33,050	65,555	32,505
<b>Conservation Services/Stewardship Subtotal</b>	<b>2,069,237</b>	<b>344,873</b>	<b>304,506</b>	<b>(40,367)</b>
<b>CAPITAL/MISCELLANEOUS</b>				
ADMINISTRATION BUILDING REPAIRS/UPGRADES	0	0	0	0
UNION GAS CENTENNIAL PROJECT	0	0	0	0
EMPLOYMENT PROGRAMS (FED/PROV)	0	0	0	0
<b>Capital/Miscellaneous Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EXPENDITURES</b>	<b>4,356,094</b>	<b>726,015</b>	<b>586,169</b>	<b>(139,846)</b>

### *Water Management*

Flood Control Structures is comparable to budget.

Flood Forecasting and Warning expenses are below budget due to several large annual invoices received later in the year.

Technical Studies are below budget due to staff being spent in other areas.

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 and SKA-NAH-DOHT Museum and Village are below budget due to the seasonal nature of large activities in these programs. Conservation Education is comparable to budget.

### *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 above budget due to March 31 year-end budget expenditures.

**Capital/Miscellaneous**

No Capital/Miscellaneous expenses to date.

**Summary:**

	2024 BUDGET	2024 BUDGET FEB PROJECTED	2024 ACTUAL TO FEB 29	\$ VARIANCE TO PROJECTED
TOTAL CASH FUNDING	4,356,094	415,007	439,310	24,303
TOTAL EXPENDITURES	4,356,094	726,015	586,169	(139,846)
<b>OPERATING SURPLUS (DEFICIT)</b>	<b>0</b>	<b>(311,008)</b>	<b>(146,859)</b>	<b>164,149</b>
LESS: ACQUISITION OF CAPITAL ASSET	0	0		0
<b>NET CASH FUNDING SURPLUS (DEFICIT)</b>	<b>0</b>	<b>(311,008)</b>	<b>(146,859)</b>	<b>164,149</b>

At February 29, 2024, LTVCA's operating surplus is favourable mostly due to less expenditures compared to budget because of the seasonal nature of a large amount of the Conservation Authorities expenses.

**Recommendation:** That the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended February 29, 2024.

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

# 10. Business for Information

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## 10.1) C.A.O. / Secretary Treasurer Report

Date: April 18, 2024  
Memo to: LTVCA Board of Directors  
Subject: **C.A.O.'s Report**  
From: Mark Peacock, P. Eng., C.A.O. / Secretary Treasurer

### **Longwoods Rd Resource Centre Revitalization and Indigenous Learning Centre - Update**

Work is proceeding with this project. Staff have been busy with project management of many elements of the rebuild. The construction contract is within 6 weeks of completion and following completion of the building contract the LTVCA will move forward with landscaping, sewage upgrades and installation of the fire reservoir.

A report detailing the finances of the project will be provided to the June 2024 BOD meeting.

### **Watershed Based Resource Management Strategy**

The LTVCA's Strategic Plan 2016 -2021, dated September 11, 2015, has served the LTVCA well, over the last seven to eight years. However, the CA had committed to reviewing the plan every five years. This review was pushed back as a result of COVID and regulations and bills being brought forward that impacted the CA Act. An updated Strategic Plan is also key to the LTVCA moving forward with a new Watershed Based Resource Management Strategy (WBRMS), as required by the Province under O. Reg. 686/21, Mandatory Programs and Services.

Staff are working to integrate these two plans into one planning initiative. Staff believe that much of the mandatory requirements of the WNRMS are already contained in the work completed for the strategic plan. These requirements are that the following be addressed in the strategy:

1. Natural Hazards
2. Conservation, management of lands owned by the Authority
3. Drinking water source protection per Clean Water Act
4. Prescribed by regulation: e.g.  
Provincial Water Quality Monitoring Network  
Provincial Groundwater Monitoring Network

It is noted that this may include municipal and other/authority programs if directed by municipal MOUs/agreements (sections 21.1.1, 21.1.2 CAA) also known as Category 2 and Category 3 programs. All municipalities signed agreements with a clause agreeing to the inclusion of category 2 and 3 programs in the WBRMS.

The general difference between a WBRMS and a strategic plan can be simplified as follows:

1. Watershed Based Resource Management Strategy – Managing the Resources
2. LTVCA Strategic Plan – Managing the Organization

A new work plan has been prepared to accomplish both of these objectives in the Watershed Based Resource Management Plan.

Last year a questionnaire was sent out to the board, staff and the public to gain input into the programs and services that the LTVCA currently provides, with follow-up sessions during staff meetings. Input was received on both how the

watershed should be managed and how the LTVCA organization could be improved. This input was divided into 5 areas of focus to allow organization into subject areas. We are currently at the stage of determining strategies for the outcomes from the five focus areas, which are:

## **Areas of Focus**

### **Watershed Management Areas**

1. Healthy and Climate Resilient Watersheds
2. Supporting Sustainable Growth
3. Connecting People to Nature

### **Organizational Areas**

4. LTVCA the Partner of Choice
5. LTVCA Organizational Excellence

When the strategies have been determined, a rough draft of the Watershed Based Resource Management Strategy will be ready for review by the Board of Directors.

## **Five Other Deliverables Required by the Province by December 31, 2024**

Changes to the Conservation Authority's Act and its regulations require the LTVCA to produce a number of documents prior to December 31, 2024. A presentation will be provided to the Board of Directors outlining these plans. These requirements are as follows:

### **1. LTVCA Asset Management Plan**

In 2023 the LTVCA applied for funding from the Federation of Canadian Municipalities for funding for this work. This funding was not received. Work has been begun by the Corporate Services Department developing and updating lists of assets (Asset Inventory) to complete this work. The steps required to prepare the plan are as follows:

- Step 1. Complete an Asset Inventory
- Step 2. Calculate Life-Cycle Costs
- Step 3. Set Levels of Service
- Step 4. Apply Cost-Effective Management
- Step 5. Execute Long-Term Financial Planning

### **2. LTVCA Ice Management Plan**

The LTVCA has elements of an Ice Management Plan in a number of documents. These include a number of technical reports prepared for the LTVCA Flood Forecasting and Warning Contingency Plan, and the Ice Guideline for Docks in Lower Thames River – Final Approved Report, G. Comfort, October 2021. These reports will be summarized to form the LTVCA Ice Management Plan.

### **3. LTVCA Flood Control Structures Operations Plan**

The LTVCA operates its Flood Control Structures using a number of individual guidelines and plans. These documents will be brought together into one plan to address this requirement.

### **4. LTVCA Lands Inventory**

The LTVCA staff have been assembling a spreadsheet Inventory of all CA lands to meet this requirement. All information is currently held within lands files kept by the LTVCA and this information is being transferred into a common spreadsheet prepared by Conservation Ontario.

### **5. LTVCA Conservation Areas Strategy**

Over the next 8 months the LTVCA lands staff will be preparing a Conservation Areas Strategy. The plan will describe the LTVCA's management objectives for its land holdings. LTVCA land holdings are operated for a variety

of activities including: water management (weirs and dams), conservation areas (recreational use), forestry (good forest management practices), and conservation reserves (providing ecosystem services to the watershed). Often, several of these uses overlap on a single land holding, therefore representing an integrated approach to management will be important in providing the maximum benefit of these lands to watershed residents.

**Recommended Resolution:** 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 only two flood messages issued since the last written report to the Board of Directors in February.

The first was a Shoreline Condition Statement – Flood Outlook message issued on February 17th related to potential shoreline flooding along Lake Erie, and in particular along Erie Shore Drive in Chatham-Kent. In the end, that event did not produce strong winds. Erie Shore Drive has seen little flooding recently, other than some lakeside rear yard water ponding due to wave uprush and spray. Since the last written report to the Board of Directors, the weather station at Cedar Springs has not recorded any events with sustained wind speeds greater than 40 km/h and only two events where they were over 35 km/h.

The other message was a Watershed Condition Statement – Flood Outlook message sent on March 8th. This message was issued because a Special Weather Statement had been issued by Environment Canada calling for up to 40 mm of rain. The region did not get the forecasted rains and water levels remained 1.5 m below the threshold of operating the McGregor Creek Diversion Channel.

#### Report on Lake Conditions

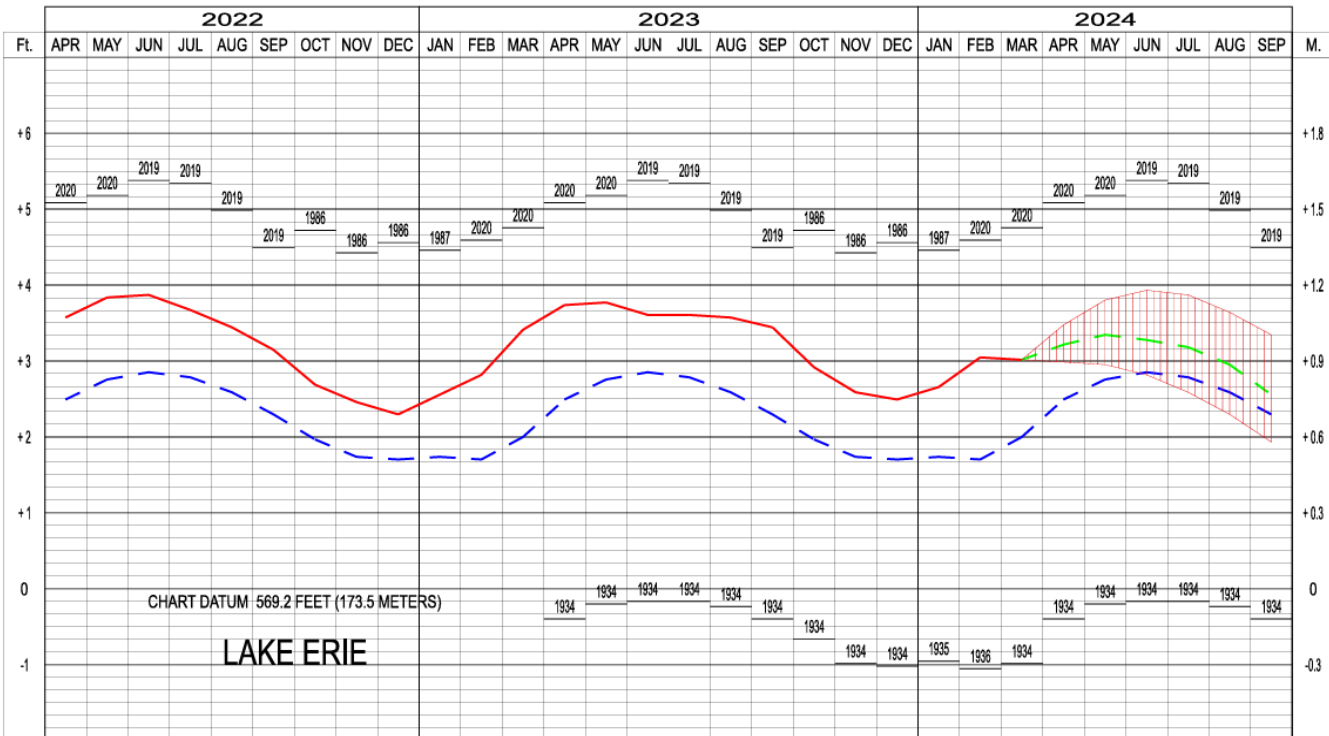
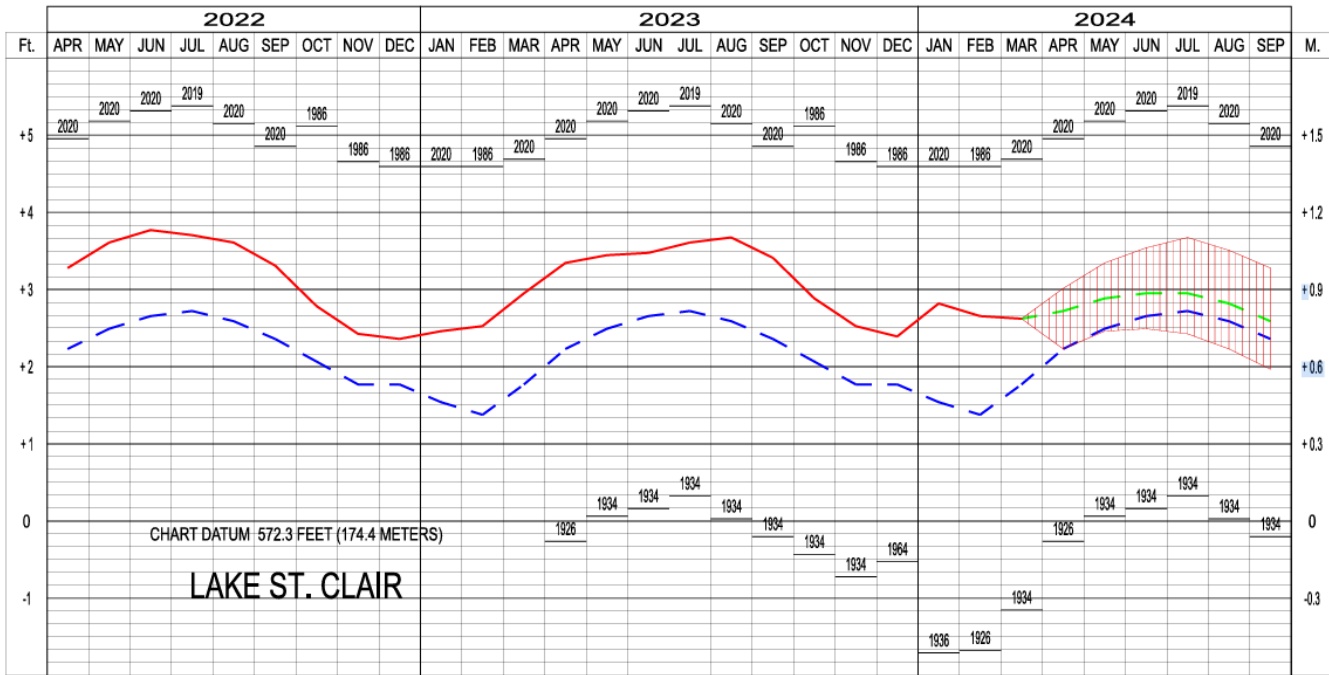
Average daily water levels on Lake Erie at the beginning of April were around 174.44 m (I.G.L.D.). The all-time record high monthly average for April was 175.05 m, set in 2020. Water levels at the beginning of April were still 18 cm above what would be considered normal for the month of April. Forecasts suggest water levels will rise around 5 cm by the beginning of May.

Average daily water levels on Lake St. Clair at the beginning of April were around 175.22 m (I.G.L.D.). The all-time record high monthly average for April was 175.91, set in 2020. Water levels at the beginning of April were 14 cm above what would be considered normal for the month of April. Forecasts suggest water levels will rise around 7 or 8 cm by the beginning of May.

Usually, water levels begin their seasonal rise on both lakes sometime during February. This year, both lakes have seen a significant slower rise than what would be expected in an average year. As a result, it looks like water level may be trending back to a more average water level situation. Stronger wind events (most likely gale force wind events lasting several hours in duration) are now required to cause minor flooding along the LTVCA's Lake St. Clair shoreline and along most of its Lake Erie shoreline. However, the damage caused by high lake levels over the last few years along Erie Shore Drive means it's likely still more vulnerable at lower wind speeds.

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

There have been no major rainfall events since the last report to the Board of Directors that required operations of any of the LTVCA's flood control structures.

Regular seasonal maintenance and minor repairs for the flood control have continued as per usual. This includes activities such as minor repairs related to vandalism, and vegetation management. LTVCA staff are still working on cleaning up the significant amount of debris brought on by the late January flood as mentioned in the last Board of Directors report.

### 10.2.3) Low Water Response Program

The Low Water Response Program looks at both precipitation and flow in local watercourses in determining whether there is a Low Water Condition. For precipitation, both 18-month and 3-month rainfall totals are examined and the program thresholds are: Level 1, 80% of average; Level 2, 60% of average; and Level 3, 40% of average. For flows, the average flow over the last month is examined and the summer/autumn/winter thresholds are: Level 1, 70% lowest average summer flow (LASF); Level 2, 50% LASF; and Level 3, 30% LASF. During the growing season, LTVCA staff create a brief report summarizing conditions around the watershed, which is available by request. Outside of the growing season, the LTVCA relies on provincial level summary reports provided by the MNRF to keep up-to-date.

The region saw a significant amount of rain in the later part of January. When looking over the last 3 months, this rain was offset by a dryer March. However, the provincial screening does not suggest any concerns with rainfall totals and a cursory examination of flows in the Thames River suggest there is no concern with river flows.

Further information on the Provincial Low Water Response Program can be found at <https://www.lioapplications.lrc.gov.on.ca/webapps/swmc/low-water-response/>

### 10.2.4) Watershed Monitoring

Watershed-wide surface water quality monitoring continues at 22 sites throughout the watershed. The winter break has ended for the Provincial (Surface) Water Quality Monitoring Program (PWQMN) and analyses for 11 of these samples are now being covered by that program. A 2-year agreement has been signed with MECP for funding that covers the remainder of the sampling program, which comes from a pool of funds dedicated to issues related to the Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health. In addition to regularly scheduled sampling, now that the region is starting to see some more rainfall, there have been several sampling runs to capture event-based runoff. This type of sampling is important as studies have shown increased nutrient runoff during winter and spring melt events, with larger runoff events leading to larger algae blooms later in the year.

Preparations are also being made for benthic sampling this spring. Benthic sampling usually occurs in late May or early June. Ideally, benthic sampling should occur before water temperatures reach 12 C, but logistical considerations often have a larger impact on when samples are collected. 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. A partnership with the University of Windsor will continue this year where they identify and enumerate the benthic organisms found in the samples.

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 2024 through to the end of March 2024, there were 37 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 77 phone calls and over 188 email responses to inquiries that staff have responded to.

Planning Numbers	2023 Totals	Jan Totals	Feb Totals	Mar Totals	2024 Totals
Chatham-Kent	270	14	16	15	45
Elgin	89	7	2	2	11
Essex	17	3	0	0	3
Middlesex	35	6	1	1	8
<b>Total Numbers</b>	<b>411</b>	<b>30</b>	<b>19</b>	<b>18</b>	<b>67</b>

### 10.3.2) Planning Fees

There were no planning fees receive yet for the time period between February 1, 2024 through to March 31, 2024.

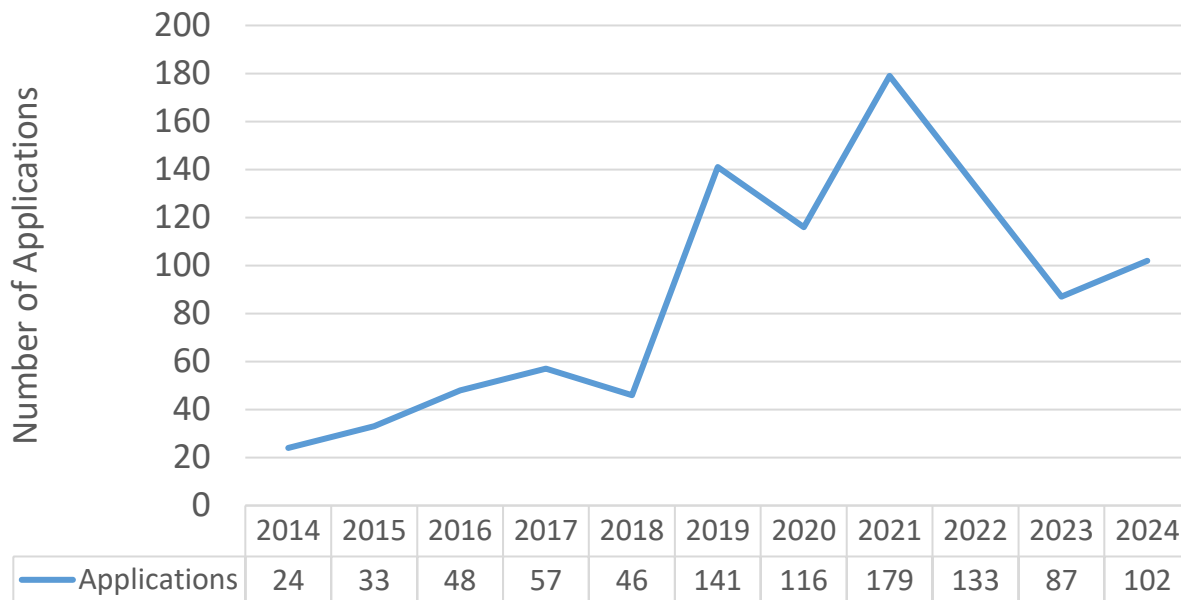
MUNICIPALITY	FEBRUARY 2024 – MARCH 2024	2024 TOTAL	2023 TOTAL
<b>Chatham-Kent</b>			
<b>Elgin County</b>			
Southwold		\$700.00	\$930.00
Dutton Dunwich		\$0	\$230.00
West Elgin		\$0	\$7,595.00
<b>Essex County</b>			
Lakeshore	<i>pending</i>		
<b>Middlesex County</b>			
Middlesex Centre			
<b>YTD Total</b>		<b>\$700.00</b>	<b>\$8,755.00</b>

### 10.3.3) Section 28 Regulations / Permitting

In the months of February and March, the LTVCA received 40 complete permit applications with respect to Section 28 of the Conservation Authorities Act and Ontario Regulation 152/06. Of the 102 complete permit applications received in the first three months of 2024, all but 12 had been approved by staff as of the end of March. Those 12 applications had yet to be reviewed and processed by staff.

Comparatively, the number of complete permit applications received by the end of March in previous years is tracked below:

## Number of Complete Applications Received by the End of March



\$16,825 in permit application fees had been collected thus far this year (as of the end of March).

### 10.3.4) Permit Processing Timelines

For applications issued in February and March, the charts and table below indicate that 32% of “routine” and 79% of “minor” permit applications met their applicable customer service standard for turnaround time.



Complexity of Application	# of Days to Review Permit Applications				
	0 - 14 Days	15 - 21 Days	21 - 28 Days	29 - 90 Days	> 90 Days
<b>Routine</b>	13	0	0	27	0
<b>Minor</b>	13	10	6	0	0
<b>Major</b>	0	0	0	0	0

For the months of February and March, the average turnaround time for a routine permit application was 23 days (ranged between 0 and 33 days). The customer service standard for routine permits is a turnaround within 14 days. The turnaround time for routine permits failed to meet the service standard for the majority of those permits issued in the

last two months due to changes in staffing and training requirements for new staff. It's anticipated that the turnaround time moving forward will improve as new staff have been trained and a number of what staff consider "routine" applications are now exempt from requiring permits under Ontario Regulation 41/24.

For the months of February and March, the average turnaround time for a minor permit application was 14 days (ranged between 2 and 27 days). For private property minor complexity permits, the average turnaround time was 15 days. The customer service standard for minor complexity permits is a turnaround within 21 days. For the most part, the processing time for minor permit applications is meeting the customer service targets.

### 10.3.5) Property Inquiries

Up to the end of March, 261 property inquiries (including permit pre-consultation questions) were received and responded to by the Regulations Technician which is 157 more since the last board report in February. The February and March inquiries were responded to with ~539 e-mails and ~10 phone calls.

At the time of writing of this staff report, the current response time to property and pre-consultation inquiries is up to 20 business days for e-mails and up to 20 business days for phone calls. There has been a significant decrease in response time due to the amount of required work related to the recent Conservation Authorities Act updates and the new regulation (e.g. policy development, online mapping, document and form updates, website updates, etc.). It's anticipated that a backlog will continue to persist in the next month or two as further policy document updates are completed (independently and in concert with incoming public and municipal consultation), there is continued work to align practices with O. Reg. 41/24 and O. Reg. 42/24 requirements, and the anticipated spring 'ramp up' in permit applications.

### 10.3.6) Regulation Mapping Update:

Since the last board meeting, the regulation screening map has since been posted online on the LTVCA's website for the public, consultants, private industry, and municipal staff. Staff continue to work on improving the screening map for both internal and external users. The posting of the screening map finally fulfils a customer service commitment made by the LTVCA in 2019 as well as complies with requirements in the new regulation, Ontario Regulation 41/24. Staff intend to provide the updated mapping to our municipalities as soon as possible.

### 10.3.7) Section 28 Enforcement

In the first three months of 2024, four complaints / tips were received from the public about possible enforcement issues. Three of the four issues are confirmed violations or potential violations of the Conservation Authorities Act and the regulation. 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

**O.Reg. 152/06 Permit Applications  
(Permits Issued in February and March 2024)**

B.D. 04/18/2024

App No.	Location	Community / Township	Municipality	Decision	Processing Time (days)
001-2024	12245 Magdala Road	Southwold	Southwold	Granted: Feb 12, 2024	33
002-2024	15688 Spence Line	Orford	Chatham-Kent	Granted: Feb 12, 2024	33
003-2024	15628 Spence Line	Orford	Chatham-Kent	Granted: Feb 12, 2024	33
005-2024	21608 Tomek Road	Harwich	Chatham-Kent	Granted: Feb 12, 2024	33
016-2024	37493 Southdel Drive	Southwold	Southwold	Granted: Feb 12, 2024	33
017-2024	Near 12137 Mill Road	Southwold	Southwold	Granted: Feb 12, 2024	33
018-2024	12299 Turner Road	Southwold	Southwold	Granted: Feb 12, 2024	33
019-2024	Second Line across from #35094	Southwold	Southwold	Granted: Feb 12, 2024	33
020-2024	34813 Second Line	Southwold	Southwold	Granted: Feb 12, 2024	33
021-2024	12215 Lawrence Road	Southwold	Southwold	Granted: Feb 12, 2024	33
022-2024	32996 Aberdeen Line	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
023-2024	Near 32862 Aberdeen Line	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
024-2024	32560 Aberdeen Line	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
025-2024	31673 Chalmers Line	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
026-2024	Near 12186 Currie Road	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
027-2024	29283 & 29431 Chalmers Line	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
028-2024	13264 Dunborough Road	Dunwich	Dutton Dunwich	Granted: Feb 12, 2024	33
029-2024	24365 Stalker Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
030-2024	24098 McDougall Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
031-2024	23168 McDougall Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
032-2024	Near 13674 Furnival Road	Aldborough	West Elgin	Granted: Feb 12, 2024	33
033-2024	Near 22279 Kintyre Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
034-2024	21609 Kintyre Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
035-2024	21311 Kintyre Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
036-2024	20383 Kintyre Line	Aldborough	West Elgin	Granted: Feb 12, 2024	33
037-2024	Near 13432 McLarty Line	Howard	Chatham-Kent	Granted: Feb 12, 2024	33
038-2024	Near 21640 Pinehurst Crescent	Harwich	Chatham-Kent	Granted: Feb 12, 2024	33
044-2024	8626 Furnival Road	Aldborough	West Elgin	Granted: Feb 02, 2024	16
045-2024	22678 Haggerty Road	Mosa	Southwest Middlesex	Granted: Feb 02, 2024	16
046-2024	18448 Raglan Road	Shrewsbury	Chatham-Kent	Granted: Feb 06, 2024	18
048-2024	821 Markham Drive	Lighthouse Cove	Lakeshore	Granted: Feb 06, 2024	16
049-2024	Lighthouse Cove Canal into Lake St. Clair	Lighthouse Cove	Lakeshore	Granted: Feb 06, 2024	18
050-2024	Erieau Road at Allison Drain	Harwich	Chatham-Kent	Granted: Feb 14, 2024	27
051-2024	Erieau Road at Duke Drain	Harwich	Chatham-Kent	Granted: Feb 14, 2024	27
055-2024	17364 Melody Drive	Lighthouse Cove	Lakeshore	Granted: Feb 07, 2024	14
056-2024	Haven Avenue	Lighthouse Cove	Lakeshore	Granted: Feb 01, 2024	16
057-2024	821 Markham Drive	Lighthouse Cove	Lakeshore	Granted: Feb 06, 2024	11
059-2024	290 Finney Street	West Lorne	West Elgin	Granted: Feb 26, 2024	27
060-2024	11944 Rose Beach Line	Howard	Chatham-Kent	Granted: Feb 02, 2024	2
061-2024	100 Junction Avenue	Chatham	Chatham-Kent	Granted: Feb 06, 2024	5

**O.Reg. 152/06 Permit Applications  
(Permits Issued in February and March 2024)**

**B.D. 04/18/2024**

App No.	Location	Community / Township	Municipality	Decision	Processing Time (days)
062-2024	Ancesser Drain near Pollard Line & Davidson Road	Tilbury East	Chatham-Kent	Granted: Feb 06, 2024	6
063-2024	Watercourse Near Pollard Line & Davidson Road	Tilbury East	Chatham-Kent	Granted: Feb 06, 2024	6
064-2024	570 Ross Lane	Erieau	Chatham-Kent	Granted: Feb 08, 2024	7
065-2024	9433 Longwoods Road	Caradoc	Strathroy-Caradoc	Granted: Feb 02, 2024	0
066-2024	Parkhouse Drive	Caradoc	Strathroy-Caradoc	Granted: Feb 06, 2024	0
067-2024	Thames River to South Street	Delaware	Middlesex Centre	Granted: Feb 06, 2024	0
068-2024	22083 Gibson Road	Caradoc	Strathroy-Caradoc	Granted: Feb 07, 2024	1
069-2024	7136 Talbot Trail	Raleigh	Chatham-Kent	Granted: Feb 06, 2024	0
070-2024	Fourth Concession Pump Works in Dover	Dover	Chatham-Kent	Granted: Feb 07, 2024	0
071-2024	Silver Clay Line	Dunwich	Dutton Dunwich	Granted: Feb 16, 2024	8
072-2024	Heron Line over Boyle Drain	Dover	Chatham-Kent	Granted: Feb 12, 2024	3
073-2024	McCaffrey Drain	Dunwich	Dutton Dunwich	Granted: Feb 26, 2024	14
074-2024	12304 Magnavilla Line	Howard	Chatham-Kent	Granted: Feb 16, 2024	0
075-2024	24222 Jeannettes Creek Road	Tilbury East	Chatham-Kent	Granted: Feb 26, 2024	3
076-2024	91 Rosewood Crescent	Chatham	Chatham-Kent	Granted: March 01, 2024	9
077-2024	1120 Post Point Lane	Erieau	Chatham-Kent	Granted: March 22, 2024	25
078-2024	127 Rosewood Crescent	Chatham	Chatham-Kent	Granted: March 01, 2024	4
079-2024	Walker Drain, Across from 9126 Drury Line	Harwich	Chatham-Kent	Granted: March 15, 2024	17
080-2024	128 Indian Creek Road East	Chatham	Chatham-Kent	Granted: March 22, 2024	24
081-2024	130 Sass Road	Chatham	Chatham-Kent	Granted: Feb 28, 2024	1
082-2024	Swain Drain Extension	Dunwich	Dutton Dunwich	Granted: Feb 29, 2024	1
083-2024	Kershaw Drain	Ekfrid	Southwest Middlesex	Granted: March 01, 2024	2
084-2024	23011 Gray Line	Aldborough	West Elgin	Granted: March 22, 2024	19
085-2024	21855 Hagerty Road	Wardsville	Southwest Middlesex	Granted: March 15, 2024	10
086-2024	2010 County Road 8	Mersea	Leamington	Granted: March 25, 2024	20
087-2024	19047 Blue Water Avenue	Lighthouse Cove	Lakeshore	Granted: March 28, 2024	23
090-2024	McGregor Creek near 22224 Creek Road	Harwich	Chatham-Kent	Granted: March 22, 2024	21

## 10.4) Conservation Area Lands

### 10.4.1) Conservation Areas

#### Longwoods Road Conservation Area

The Longwoods Road Resource Centre has been under major renovation and construction since October 2023, we are coming to an end as the finishing has begun with wood covering, lighting, and drywalling has begun. Overall the original building has received new furnaces, windows, doors and life safety system, while the new build focuses on the commercial kitchen, accessible bathroom, utility storage, furnace room and a grand hall for events and education.



*Longwoods RC Hall- Drywall Installation*



*Longwoods RC Hall- Window and Beam Work*

### **E.M Warwick**

E.M. Warwick concluded a short-term lease as a pilot project with the West Elgin Community Health Centre in the winter of 2023. The pilot program was a success and the West Elgin Community Health Centre has requested to continue to use the facility again for the 2023-2024 season. The program has concluded and the staff at the West Elgin Community Health Centre have decided that the program will no longer run due to volunteerism not being sufficient for their programming. Rentals at E.M Warwick are year-round and have picked up for the season and currently availability is very limited.

### **Big Bend**

Big Bend features seasonal campers, transient campers, events and hunt camps. Big Bend is a very popular site and seasonals are signing up for their return. Hunt camps this past fall were very happy and there have been further inquiries to allow for spring hunt camps to become available. Staff are exploring those options.

### **Mosa Forest**

Staff have been reviewing Mosa Forest also known as Skunks Misery over the past year and will be implementing some site changes to help reduce ATV access while enabling additional pedestrian usage. This winter staff have been reviewing Mosa and posting perimeter markers to delineate the property for better visualization of property lines, this is key for hunting regulations. Additional signage and trail markers have been added to the property to state our property

ownership and those activities that are allowed/prohibited. A parking lot will be added to allow for usage of the trails and viewing of our interpretive signage that was installed this winter. A boot brush will be added at the entrance to help us to keep our CA's clear from invasive species that may get tracked in on the bottom of boots and shoes. With these changes we hope to help reduce ATV activity and increase pedestrian foot traffic. These efforts are thanks to our Land Staff, Stewardship staff and our SAR Staff.



*Mosa Forest: Interpretive Signage along the Trail*

### **Walter Devereux**

Devereux has a wonderful display of our stewardship at work. The site features wetlands, tall grass prairie, tree plantings, a woodlot, trails, farmlands, drain infrastructure and more. Our Land staff have been working hard this winter to clear an additional trail through the upper woodlot area so that residents will exit the trail closer to the wetlands and get the full experience of our unique woodlot as the diversity of vegetation changes throughout.



*Walter Devereux: CA staff were busy clearing a new trail through the woodlot*

### **C.M. Wilson**

C.M Wilson Learning Centre is coming along wonderfully, the building is ready for users to come and enjoy the space, the classrooms have been cleaned up, painted and are being curated by staff to engage students. The overall building has received a fresh coat of paint and bathroom facilities have been cleaned and updated. We are meeting with stake holders throughout the month of April and May to discuss partnerships and support for the facility.



## Big O

Big O Conservation Area will have its annual Big O Birding Event taking place on Sunday May 5<sup>th</sup> at 10 am till 1 pm. Wild Ontario will be joining us again and staff are working on lining up a few other activities for the public to enjoy such as educational nature walks, and Eye Spy for the kids. Washrooms will be available on site as well.

A promotional poster for the 'Birding BIG 'O'' event. The top half features a large photograph of a yellow throated vireo perched on a tree branch. Below this, a yellow wavy line separates the image from a teal background. The title 'Birding BIG 'O'' is written in white and yellow. Two smaller inset photos show a bird on a branch and people participating in a nature walk. A list of activities with checkmarks is provided, along with contact information and the Lower Thames Conservation logo.

*Birding*  
**BIG 'O'**

When: May 5, 2024  
Time: 10 a.m.  
Where: Big O Conservation Area  
(ON-77, Comber, ON, N0P 1J0)

- ✓ Wild Ontario Bird Show
- ✓ Educational Nature Walks
- ✓ Children's Activities

Contact Us  
[info@ltvca.ca](mailto:info@ltvca.ca)

**Lower Thames**  
*Conservation*

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

#### Stewardship Update

Stewardship efforts are currently ramping up for the busy spring season. Here's a snapshot of recent activities and upcoming plans:

Stewardship is ramping up for the busy spring season. Deadline for Seedling orders was March 1, 2024. We have sold over 65,000 trees and 33,000 will be planted by LTVCA staff, funding came from Forest Ontario, Tree Canada, Ridge Landfill and ALUS Canada. Seedling orders come from Pine Needle Farms and Somerville Nursery and are tentatively scheduled for the week of April 22. We expect to have orders filled by the following week and ready for delivery. Clover seeding on tree projects is being contracted to Drone Spray Canada, who will be seeding the sites with a drone, which is new this year.

Earth Day events are starting to roll out and looks like it will be busy for staff including the Tree Giveaway, an event with CK Early ON at Two Creeks and Tilbury and Wheatley Horticultural society.

The wet conditions and lack of frozen ground has led to two wetland projects deferred to the 2024 fiscal year. As soon as conditions are right, excavation can begin which would add another 0.8 acres of wetland habitat.

Efforts are underway to seed native grasses around last year's newly constructed wetlands, with staff hand broadcasting the seed on some sites or coordinating with contractors to drill seed larger sites.

Projects have been ramping up for this year, with many on the list already and new ones continuously being added. Staff have been working on securing conservation agreements to lock those projects in place and guarantee wetland creation for eager landowners.



#### Urban Stewardship

Throughout the winter season, the Urban Stewardship program has continued its commitment to education and engagement by hosting three insightful webinar presentations. These presentations explored diverse topics, enriching the knowledge of our community members. The themes covered included "The Art of Nature," delving into the profound beauty and inspiration found in the natural world; "Beeing Friendly & Creating Community Gardens," highlighting the importance of bee-friendly practices and establishing pollinator habitat; and "Discovering Carolinian Canada," exploring the unique biodiversity and conservation efforts in the Carolinian region. These webinars have garnered positive feedback and have furthered our mission to promote environmental awareness and conservation.



We are excited to announce that the Urban Stewardship Program has been awarded a grant of \$4,800 from the TD Friends of the Environment Foundation (TD FEF). This funding will support our community-wide pollinator habitat initiative, which aims to enhance biodiversity and promote pollinator conservation in our region.



Recently, a presentation on native plants was delivered to the Wheatley Horticultural Society. This presentation served as an opportunity to share knowledge and promote the

importance of native flora in sustaining healthy ecosystems. Our engagement with local societies allows us to reach broader audiences and inspire action towards environmental stewardship.

As we transition into the upcoming field season, significant planning efforts are underway for various events and activities. We are enthusiastic about the prospect of engaging with our community through several volunteer events including tree plantings, garbage pickups, pollinator garden establishment, and tree giveaways!

### **ALUS Chatham-Kent Update**

Spring has been busy as we make sure we have enough projects to hit our targets for 2024. In March and April, ALUS CK has already been on eighteen site visits with farmers to assess new potential projects, such as trees, tallgrass prairie and wetlands, for 2024 and 2025.

Our Partnership Advisory Committee (PAC) held meetings on February 15th and March 25th. They approved over twenty new projects for 2024, including: twelve new tree projects that will see 8,775 trees planted on 14 acres in Chatham-Kent; six new tallgrass prairie projects that will cover 32 acres, and; 8 acres of pasture where haying will be delayed until the confirmed Bobolinks are done nesting for the year. Six of the participants are returning to add to their existing projects and the PAC was very pleased to see farmers continuing to be good stewards of their land.

With these approvals we've doubled our tree target, hit our tallgrass prairie targets, and are well on our way to reaching our wetland targets. We're still on stand-by for two wetlands that were approved in 2023, but the conditions have not been dry enough to excavate without ruining the farmer's' fields.

We're continuing the process of verifying all projects that were established in 2019, to ensure they still exist and that the acreage matches what was recorded in the original conservation agreement. If everything looks good, participants are asked if they want to renew their conservation agreement for another five years. So far, we've verified three projects and the two participants have signed their renewal contracts. With a newly confirmed grant, aimed at helping our Farmer Liaisons, we will be able to verify all the projects that are up for renewal this year.

Leads continue to come in and we're already planning projects for 2025!

### **ALUS Elgin**

Catching up with 2024 project planning to meet program goals is currently a priority. Landowners continue to contact the program with their interests in establishing projects this year or becoming participants as the program permits.

Differences between 2023 Year End account standings and 2022 Year End account standings prompted a review of the 2022 financials. It was determined that an extra year of contract payment amounts was set aside for each existing conservation agreement at the end of 2022. The current plan is to invest these funds. Interest will be used for program delivery moving forward.

As per ALUS Elgin Terms of Reference, elections of the PAC (Partnership Advisory Committee) Executive happen during the first meeting of every year. Both Steve Walsh and Drake Larson were re-elected to their previous positions of Chair and Secretary, respectively. Both are serving their third terms in those positions, which will be their last. Terms are two years in length, with the elections of these two positions alternating with the election of the position of vice-chair (to be done next in 2025).

The PAC had its first two meetings in March, on the 19<sup>th</sup> and the 27<sup>th</sup>. During the 19<sup>th</sup> meeting, funding sources and their requirements for 2024 projects were reviewed. We anticipate offering all 2023 expired contracts a renewal in 2024. Staff funding was also discussed, as the current sources are only available until the end of 2024. Seven projects were approved, with three project decisions delayed pending further information. Elgin County's unique topography lends itself to soil erosion. With the age and experience of the program, we are now finding ourselves confronted with more technically challenging questions and problems to answer. This is both exciting and demanding, as we will need to

consider those program demands moving forward both in terms of seeking funding eligible for those projects and maintaining program scope. The PAC followed up on discussing it's involvement in projects and the special conditions surrounding their maintenance during the 27<sup>th</sup> meeting. Strategic Planning was also a topic at this meeting: at this point in time, the ALUS Elgin program does not have one. The program coordinator, Stephanie Cullen, feels that the PACs development and involvement in a Strategic Plan will assist with the direction of the program and continuity in staff transitions. Staff funding, Monitoring, Species at Risk and Community Engagement were suggested as focal points for a plan to start around.

The next PAC meeting is to take place at 10 am on April 16<sup>th</sup> at the Kettle Creek Administrative Building, where project proposals will again take up a major portion of the meeting. Program demands and encouragement from ALUS (Canada) have brought forward the idea of a standing monthly meeting date. Which day of the month this will be is currently being decided and will take affect in May.

We are happy to welcome Madelaine Boucher to the program on April 22<sup>nd</sup>. Madelaine is a graduate student in Western University's Masters of Environment and Sustainability program and will be completing the final part of that program in a co-op placement with ALUS Elgin. We are looking forward to seeing how she will apply her expertise to program delivery.

### **ALUS Middlesex**

ALUS Middlesex has been busy planning for the upcoming field season, with hopes to achieve ambitious acre targets. The upcoming season will include a host of tree planting projects, numerous tall grass prairie buffers, and large-scale prairie establishments focused on enhancing space for pollinator species, as well as wetland restoration work focused on nutrient retention, flood attenuation and habitat creation (Figure 1).



*Figure 1: the Hogan wetland was completed at the beginning of April and has already started to recharge. This is the 2<sup>nd</sup> wetland project to be established this year.*

The team has been eagerly looking for new opportunities to connect with landowners; attending, for the first time, the March Classic hosted by the Grain Farmers of Ontario at RBC Place London. This annual event hosts more than 60 exhibits, providing attendees the opportunity to hear from world-class speakers, and network with industry partners. This year's theme, *advancing our strong roots*, promoted a general theme of continual strength and resiliency, and featured

renowned speakers including acclaimed business journalist, Amanda Lang. Graham and Elise had the opportunity to speak with landowners from across the province (Figure 2: Elise speaks with attendees at the GFO's March Classic exhibition).



In February, Graham and Elise successfully completed the *Agricultural Erosion Control Structures: A Design and Construction Course*, hosted by the University of Guelph Ridgetown Campus. This 5-day blended learning program provides attendees with the skills to recognize and analyze soil erosion issues across agricultural landscapes, as well as the tools to prepare appropriate design procedures. Both soil and water erosion pose an unrelenting threat to the farming community and guides a large percentage of the projects implemented by ALUS Middlesex. The team has already put these skills to good use, designing grassed waterways with related tall grass buffers and wetland features.

Graham shared his technical knowledge and experience on prescribed burns at a February Webinar Series hosted by the Canadian Wildlife Federation. Entitled *Becoming Firewise: Prescribed Fire Strategies for Sustainable Rights-of-way Management*. Graham was joined by other local experts to speak on the effectiveness of a prescribed burn as a prairie management tool (Figure 3). This year, ALUS Middlesex will help facilitate three local burns on prairie projects that were established 10 -14 years ago. A prescribed burn is typically recommended at year 5, post establishment. Not only does it serve as an effective method to remove invasive species or plants not specifically adapted to tolerate burning, it further removes standing dead plant material, warming the soil to encourage the development of underground shoots.



Figure 3: Graham lends his expertise alongside Jake Lozon and Jason Sickel on the topic of prescribed burns as a sustainable management practice, hosted by the Canadian Wildlife Federation.

Finally, ALUS Middlesex hosted their second PAC meeting of 2024 on Tuesday, March 12<sup>th</sup>. The team welcomed two more prospective members who were eager to learn more about the ALUS community and projects currently underway in Middlesex county.

### 10.5.2) Agricultural Phosphorus Reduction Initiatives

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

From February 2024 to March of 2024, LTVCA project staff continued to collect water quality and quantity data in the ONFARM study that is administered by the Ontario Soil and Crop Improvement Association. February 2024 was considered a dry month. 9.6 mm of rain occurring primarily on February 28, 2024. Samplers were set, but due to dry soils, little subsurface flow occurred. Therefore, no samples were collected.



*Water quality samples from a flow event collected by LTVCA staff members in March 2024.*

March 2024 had a total of 51.3 mm of rain and consisted of three, medium sized events. The events occurred from March 8-10, March 14-15, and March 26-27. The March 8-10 event was approximately 20 mm and allowed the soil to become saturated. The two succeeding events were smaller around 10 mm. These events occurred fast, and with little time for soils to dry and led to moderate subsurface runoff. However, on March 26-27, due to rain quantity and site differences, there was insufficient flow at the Merlin sites for sample collection, but sufficient levels at the Fairview site.

*This program is funded by the Sustainable Canadian Agricultural Partnership. 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, three Conservation Authorities and The Soil Resource Group.*

#### **LTVCA: Soil Health Program 2023/24 – Update**

The LTVCA Phosphorus Reduction program concluded its Soil Health Program on March 31<sup>st</sup>, 2024. 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 received \$423,000.00 in funding to administer the program from 2022-2024. The majority of the funding was allocated to provide incentives to farm businesses to plant cover crops during 2022 and 2023. The LTVCA also received funds to offset the cost of administering the program. This program was successful in promoting the planting of cover crop with farmers within the watershed with the objective to deliver on enhanced land management practices to increase carbon sequestration. The planting of cover crops offers multiple co-benefits for the environment. Cover crops sequester carbon, reduce agriculturally sourced nutrient loads, reduce erosion, and improve soil health. Successes from this project include a high level of engagement with local farmers who were interested in participating in the LTVCA Soil Health Program. In total 119 farm businesses participated in the program from 2022-2024. The total area managed for implementation of best management practices during the LTVCA Soil Health Program is 19,061 acres or 7,714 hectares. Using a coefficients method provided by the Ontario Ministry of Agriculture and Rural Affairs, the LTVCA estimates that roughly 4.32 Metric Tonnes of Total Phosphorus was reduced from 2022-2024 from the cover crop planting projects.

## LTVCA: OMAFRA-COA 2023/24 – Update

The LTVCA concluded projects funded from the OMAFRA-COA agreement on March 15, 2024. Funding from 2022-2024 has supported a variety of agriculturally based stewardship initiatives. The purpose of the Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health (COA) is to restore, protect and conserve Great Lakes water quality and ecosystem health. The OMAFRA-LTVCA agreement focused on activities that addressed the issue of excess nutrient loads with the objective to reduce harmful and nuisance algal blooms. Project activities included:

1. Green Infrastructure in Municipal Drain Pilot Projects
2. LTVCA Agricultural Stewardship Initiatives
3. A Soil Health Assessment Protocol Pilot Project
4. Development and implementation of an Agricultural Management Plan and Surface Water Monitoring Program by Chippewas of the Thames First Nation

The ongoing project activities and partnerships with Chippewa of the Thames First Nation (COTTFN) and the Chatham Kent Drainage Department helped to build capacity within each organization. As a result of initiatives, information has been shared related to how different land use affects drainage practices and water quality. The LTVCA worked alongside the COTTFN to provide training and expertise in water quality monitoring. Environmental Technician, Bee Bishop hosted a community event to showcase some of these results in February 2024.



*Community Info-Night hosted by Chippewa of the Thames First Nation on February 22, 2024. Water quality monitoring and agricultural initiatives were shared with local community member.*

### 10.5.3) Species at Risk (SAR) Programs

Funding agreements with Fisheries and Oceans Canada to secure Habitat Stewardship Program (HSP) and Canada Nature Fund for Aquatic SAR (CNFASAR) funds over three years is complete as are first year (2023-2024) deliverables. Riparian buffers (2.92 ha) were restored through two stewardship projects. An additional fifteen landowners have responded to a letter campaign encouraging riparian buffer installation and livestock exclusion in key areas to benefit aquatic SAR. Seven Aquatic Invasive Species Alert Flyers were printed and are ready for distribution. Artwork was gathered for redhorse/sucker and lamprey identification factsheets and LTVCA's aquatic SAR threat assessment and prioritization processes was presented at the Society for Canadian Aquatic Sciences conference. Lastly, temperature and dissolved oxygen monitoring equipment was purchased for installation at an additional three sites along the Thames River and two Rondeau Bay tributary locations to assess temporal (seasonal and annual) changes to habitat conditions for SAR in these areas.

#### Terrestrial Species at Risk



Figure 1: Eastern Wood-Pewee, found at Big Bend Conservation Area, but also present at Mosa Forest Conservation Area.

Recommended actions to protect SAR at the Mosa Forest Conservation Area have been incorporated into a draft management plan for the property. In addition, a review of the LTVCA's paper files has been done to identify SAR and significant natural features in LTVCA's conservation areas. Similarly, data has been downloaded from citizen science databases (e.g. eBird and iNaturalist) and has been partially reviewed to develop species lists, including SAR, for LTVCA conservation areas.

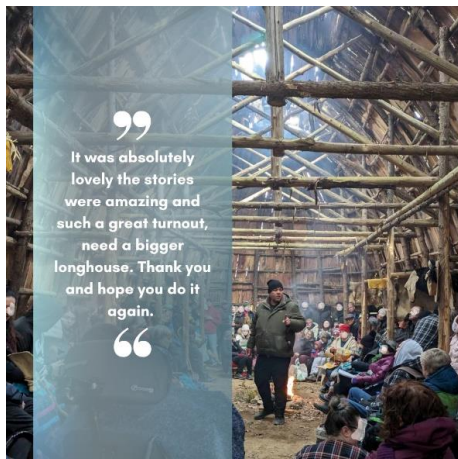


## 10.6) Communications, Education and Outreach

### 10.6.1) Social Media

As of April 5, 2024, the **Lower Thames Valley Conservation Authority's Facebook** page has 3,624 Followers, the **Instagram page for the Authority** has 1,290 Followers, and the Authority has 1,267 followers on **Twitter**.

### 10.6.2) Communications and Outreach



On Sunday, February 25, 2024 the Community Educator at Longwoods, with the support of the Curator, hosted a new event, Stories in the Longhouse. The event, attended by approximately 250-300 people, provided participants the opportunity to immerse themselves in a winter tradition of storytelling.

March Break programming was hosted at both C.M. Wilson and Longwoods Road Conservation Areas. Ska-Nah-Doht Museum was visited by 430 people during March Break, 247 of which participated in timed or paid activities. Approximately 140 people participated in activities at C.M. Wilson—this was the first time March Break activities have been offered at this location. Programs offered opportunities to learn about conservation and Indigenous culture.

### 10.6.3) Education Programming

The Indigenous Community Educator, with the support of the Education Team, have been working towards the delivery of the Blanket Exercise to LTVCA staff. Additional information and resources on the exercise has been shared with relevant colleagues during the planning process. Due to the busy spring schedule we have determined that the fall would be the best time to plan the exercise with staff.

The Education Team will be supporting the Battle of Longwoods Education Day at the beginning of May. Registration is lower than in past years.

Additionally, the Education Team will be supporting the Elgin County Water Festival, being held in St. Thomas in early May.

#### ***C.M. Wilson Learning Centre***

LTVCA educators had the opportunity to observe the St. Clair Region Conservation Authority programming presented at Queen Elizabeth Elementary School in Chatham. These programs and resources are being shared with LTVCA educators as resources when planning future off-site education programs.

In March, the Indigenous Community Educator submitted a proposal for the Indigenous education programs to be offered at C.M. Wilson Learning Centre. The education team finalized and have posted five programs on our website for educators to select from in addition to a range of conservation education programs. Training and resources will be provided to all LTVCA educators on these Indigenous education programs in the coming months as refinements are made.

#### ***Longwoods Road Conservation Area / Ska-Nah-Doht Village and Museum***

We are currently at capacity for programming at Longwoods / Ska-Nah-Doht for the remainder of the 2023/2024 school year. A wait list is being compiled. We anticipate seeing over 2,300 students on site April through June.

The Community Educator served as a judge for the Thames Valley District School Board Science Fair in late March and will be providing programming at the Thames Valley District and London District Catholic School Boards Heritage Fair in April.

## ***River and Creek Safety***

The Community Educator has come to a number of schools in the Eastern District to offer River and Creek Safety Programming throughout the month of March—these programs will continue at select schools in April.

Philanthropic groups within the Western District have been contacted. The Community Conservation Educator will be providing a presentation to the Rotary Club of Blenheim about the program in April.

Schools in the Western District will be contacted in the coming weeks for either spring or fall opportunities.

## ***Chatham-Kent and Lambton Children's Water Festival***



After 18 years of dedicated service, Don Hector has announced his retirement from his position as the leader of the Chatham-Kent & Lambton Children's Water Festival. Over that time period over 25,000 elementary and high school students have experienced the festival. Don's passion, commitment, and tireless efforts have been instrumental in shaping the festival into the celebrated event it is today. We extend our heartfelt gratitude to Don for his unwavering dedication and wish him nothing but the best in his well-deserved retirement, filled with successful fishing adventures.

As we bid farewell to Don, we also embrace an exciting new chapter for the Water Festival and invite individuals to join us in continuing this important community tradition. We are seeking dedicated volunteers to help

organize and run the festival, ensuring its continued success for years to come.

## C.M. Wilson Learning Centre



The Indigenous Community Educator has been tasked with painting two 7.5' x 9' murals on the two walls in the foyer of the C. M. Wilson Centre. Progress is being made and one mural is complete.

### **Ska-Nah-Doht Village and Museum**

As of April 5, 2024, the **Ska-Nah-Doht Village's Facebook** page has 3,771 Followers. The **Instagram page for the Village** has 640 Followers.

### **Advisory Committee**

Elections were held for positions on the SND Advisory Committee and sub-committees appointed at our last meeting.

### **CMOG**

The Community Museum Operating Grant required documentation for 2024 and 2025 applications have been announced. We are required to submit an Emergency and Disaster Plan June 30, 2024, and a Digitization Plan in June 2025. This is an annual grant that provides the museum with \$22,992 in operational support.

The Curator is working on creating an Emergency Preparedness Plan. A draft of the plan will be provided to the committee and the LTVCA HR Committee upon completion. The plan will require approval at, or in advance of, the Advisory Committee's June 2024 committee meeting.

Intention is for this to be developed taking into consideration the updates to the building that will be in place by the end of May, 2024.

### ***Fundraising for the Indigenous Community Education Centre and Ska-Nah-Doht Museum Revitalization***

The Curator continues to work with the Lower Thames Valley Conservation Foundation towards fundraising for the extension and revitalizations taking place at SND Museum.

As part of this endeavour, and SND's current 5-year strategic plan a community survey is being created with hopes of it being circulated in the coming months.

## 10.7) Wheatley Two Creeks Association Meeting Minutes – February 1, 2024

**General** meeting held on February 1 2024 at the Jackson's residence.

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

**Agenda:** Moved by Rick, sec. by Phil agenda be accepted as given, ( Carried ).

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

**Memorial Groves:** An existing plaque will be changed to honour Lee Palser's wife. Our flyer will be changed stating that no new trees will be planted except replacements for dead or damaged trees.

**Prop. & Equip.:** The North bridge needs repairing, it could be done with a come-along. It was agreed to spend \$300.00 for seedlings from L.T.V.C.A. to be planted this spring. Rick moved, Lee sec. ( Carried ). A logo made of metal was proposed representing Two Creeks at the meeting with the Chatham-Kent mayor, they offered to pay for it.

**Concerts:** All concerts have been booked.

**Financial Report:** Submitted by Roger. Account balance as of Dec. 31 2023 was \$39,439.56. Account balance as of Jan. 31 2024 was \$37,475.64. Moved by Roger, sec. by Lee report be accepted as given. ( Carried ).

**Correspondence:** None.

**Old Business:** None.

**New Business:** Letters will be sent out soon asking for donations to Two Creeks. Gerry applied to Hydro One for a grant that could be worth up to \$2000.00. Our Annual meeting will be next month. The Board members that are on 1 year terms are : Gerry Soulliere, Linda Pearce, Lee Pearce. We will be electing 3 new 3 year Board members and 4 Executive Officers.

**Adjournment:** Roger moved for adjournment at 7:55 pm.

Phil Humphries, secretary.

## 10.8) Wheatley Two Creeks Association Annual Meeting Minutes – March 7, 2024

**ANNUAL** meeting March 7 2024 at the Wheatley Friendship Club

**ATTENDANCE:** Sheilah Marans, Mark Peacock, Genevieve Campagne, Rick Taves, Bob Niven, Gerry Soulliere, Bruce & Marj Jackson, Mike Diesbourg, Lorna Bell, Ken Hatt, Lee & Linda Pearce, Roger Dundas, Pauline Sample.

**FINANCIAL REPORT:** Submitted by Roger. Opening Balance: \$37,475.64. Revenues: \$50,820.00. Operating Expenses: \$33,685.00. Capital Expenses: \$22,000.00. Closing Balance: \$32,610.64.

Moved by Roger, sec. by Lorna report be accepted as given ( Carried ).

**NEW BUSINESS:** Election of 3 three year board members.

Rick opened nominations for 3 three year board members

Gerry Soulliere nominated by Lorna Bell

Ken Hatt nominated by Lee Pearce

Linda Pearce nominated by Rick Taves

Sheilah Marans nominated by Gerry Soulliere

Lorna Bell nominated by Marj Jackson

With no other nominations Rick declared nominations closed. With Linda and Sheilah declining and Gerry, Ken and Lorna accepting we have our new 3 year board members.

### **Our Board Members for 2024-2025**

3 year term: Gerry Soulliere, Ken Hatt, Lorna Bell.

2 year term: Joe Pinsonneault, Bob Niven, Roger Dundas.

1 year term: Mike Diesbourg, Phil Humphries, Rick Taves.

Roger moved for adjournment at 6:30pm.

## 10.9) Wheatley Two Creeks Association Meeting Minutes – March 7, 2024

**General** meeting following the **Annual** held at the Wheatley Friendship Club March 7 2024.

**ELECTION OF OFFICERS:** Rick opened nominations for President. Gerry was nominated by Rick. With no other nominations, nominations were closed for President. With Gerry accepting, he was elected President for 2024-2025. Rick opened nominations for Vice-President. Marj nominated Joe. With no other nominations, nominations were closed for Vice-President. With Joe accepting, he was elected Vice-President for 2024-2025. Rick opened nominations for Treasurer. Roger was nominated by Mike. With no other nominations, nominations were closed. With Roger accepting, he was elected Treasurer for 2024-2025. Rick opened nominations for Secretary. Marj nominated Phil. With no other nominations, nominations were closed for Secretary. With Phil accepting, he was elected Secretary for 2024-2025.

**OUR 2024-2025 EXECUTIVE:** President-Gerry Soulliere, Vice-President-Joe Pinsonneault, Treasurer-Roger Dundas, Secretary-Phil Humphries.

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

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

**Memorial Groves:** There was nothing to report.

**Prop. & Equip.:** The north bridge needs work to make it safe or could be replaced entirely. The Willow bridge and culvert need replacing. We are discussing which options to go with for each bridge. Mark Rivard will be asked to look at repairing the Willow bridge. We may create our own entrance near the northwest corner if we cannot use the existing gate. A company in Rodney may do the post repair for the large pavilion. We will be planting the new trees in May with help from the local school kids and L.T.V.C.A.

**Concerts:** We will spend \$400.00 to put an ad in the Southpoint Sun. Moved by Roger, sec. by Lorna ( Carried ). We applied for a \$5000.00 grant from the Chatham- Kent community fund but were given \$2200.00. We also applied to the Friends of the Environment group. We may ask for sponsorships from companies not given donation letters for next year.

**Financial Report:** Submitted by Roger. Account balance as of Jan. 31 2024 was \$37,475.64. Account balance as of Feb. 29 2024 was \$36,428.44. Moved by Roger sec. by Phil report be accepted as given ( Carried ).

**Correspondence:** None.

**Old Business:** None.

**New Business:** Sheilah proposed having a 50/50 draw at next years concerts or possibly doing it online. We will decide at a later date.

**Adjournment:** Roger moved for adjournment at 7:40pm

Phil Humphries, secretary.

# 11. Correspondence

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## 11.1) Update on Conservation Authority Exceptions for the Drainage Community Further to the Release of Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits under the *Conservation Authorities Act*

**Update on Conservation Authority Exceptions for the Drainage  
Community Further to the Release of Ontario Regulation 41/21:  
Prohibited Activities, Exemptions and Permits under the  
*Conservation Authorities Act***

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March 28, 2024

On April 1, 2024 a new Minister's regulation ([Ontario Regulation 41/24: Prohibited Activities, Exemptions and Permits](#)) under the *Conservation Authorities Act* will be enacted. This regulation will replace the existing individual Conservation Authority (CA) "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses" regulations made under Section 28 of the *Conservation Authorities Act*.

The administration of O. Reg. 41/24 is a Mandatory Program and Service of the Conservation Authorities as per Section 21.1.1 of the [Conservation Authorities Act](#) and as stipulated in [O. Reg. 686/21: Mandatory Programs and Services](#). Under section 6 of O. Reg. 686/21 CAs shall provide programs and services to review proposals made under the *Drainage Act*. Under section 8 of O. Reg. 686/21, Conservation Authorities shall provide programs and services to ensure that the Authority carries out its duties, functions and responsibilities to administer and enforce the provisions of Parts VI [Regulation of Areas Over Which Authorities Have Jurisdiction] and VII [Enforcement and Offences] of the Act and any regulations made under those Parts.

### Key Changes

While much of the CA regulatory process remains the same, key changes of interest for our drainage partners include:

- The definition of a "watercourse" has been amended from "***an identifiable depression in the ground in which a flow of water regularly or continuously occurs***" to "***a defined channel, having a bed and banks or sides, in which a flow of water regularly or continuously occurs***".
- The regulated area around wetlands ("other areas") will be consistent at 30 m, including around provincially significant wetlands.
- Exceptions for certain low-risk activities, with specific reference to activities for municipal drains (see below for further information).

Excerpt from [O. Reg. 41/24: Prohibited Activities, Exemptions and Permits](#)

5. Paragraph 2 of subsection 28 (1) of the Act does not apply to,  
(e) the maintenance or repair of municipal drains as described in, and **conducted in accordance with the mitigation requirements** [emphasis added] set out in the Drainage Act and the Conservation Authorities Act Protocol, approved by the Minister and available on a



government of Ontario website, as it may be amended from time to time;

**Note: Applicants are encouraged to confirm exceptions with the CA prior to carrying out the work.**

## **Implementation of the Drainage Act and Conservation Authorities Act Protocol as of April 1, 2024**

The [Drainage Act and Conservation Authorities Act Protocol](#) (DART Protocol) establishes a means for municipalities and Conservation Authorities to fulfill their responsibilities under the *Drainage Act* and *Conservation Authorities Act* respectively without compromising the intent of either statute. The DART protocol addresses the maintenance and repair of municipal drains under the *Drainage Act* and does not address issues around new drains and improvements to existing drains. In addition, the DART protocol establishes a communication platform for CAs and municipalities to discuss workplans and projects and provides a dispute mechanism should the need arise. This ongoing communication and workplanning is essential to maintaining well-functioning municipal drains as well as healthy watersheds. Having both organizations aware of the work is necessary so that they are equipped to address any public concerns about the maintenance and repair activities as well as allowing CAs to maintain their stream gauge infrastructure for low water and flood forecasting and warning purposes. Further to this, continued notice of excepted drain maintenance and repair activities is required.

Given the exception under O. Reg. 41/24, it is required that the following procedures be followed for drain maintenance and repair activities in accordance with the DART Protocol, O. Reg. 41/24 and the Conservation Authorities Act.

### **Procedures for General Works not Located in a Regulated Wetland Limit (See Table 1; Standard Compliance Requirements A-L):**

1. The municipality completes Page One of the Drain Maintenance or Repair Notification form for each drain maintenance or repair project and submits it to the CA.
2. The municipality completes the work in accordance with the description of typical works and mitigation requirements and applicable legislation/regulations.

3. There is no fee associated with the submission of this Drain Maintenance or Repair Notification Form.

Should the municipality be unable to meet the mitigation requirements listed in the SCRs or the project be beyond the scope of an SCR statement, a permit application and review process would be required. In the event of non-adherence by the municipality to the description of typical works or mitigation requirements in the aforementioned SCRs the CAs may issue a notice of violation and if necessary, enter into legal proceedings.

**Procedures for Works Within a Regulated Wetland Limit (See Table 1; Standard Compliance Requirements M-O):**

1. The municipality completes the Drain Maintenance or Repair Notification form for each drain maintenance or repair project and submits the form to the CA.
2. The CA acknowledges receipt of the form to the municipality.
3. The CA screens the work proposed in the notification form and may request additional information if the notification form is incomplete.
4. In accordance with the DART protocol, it is recommended that a permit be required for these activities. The CA may issue a permit with conditions that incorporate mitigation requirements outlined in the SCRs for works within regulated wetland limits.
5. If the CA requires the municipality to obtain a permit, the municipality will undertake the normal permit application procedures.
6. Timely, clear and open communication between all parties is encouraged.
7. The municipality is encouraged to pre-consult with the CA as early as possible to identify, discuss, mitigate and resolve any potential issues or concerns from either party.
8. The CA will make a permit decision and notify the municipality of this decision in writing in accordance with requirements under the *Conservation Authorities Act* and O. Reg. 41/24.
9. The CA may place conditions on a permit, but due to the municipality's duty to maintain drainage works under the Drainage Act, a CA and a municipality shall work cooperatively to maintain the drain with written permission, with or without conditions. If the CA does not feel it can approve the permit or the municipality disagrees with the conditions placed on the permit, and no

agreement can be reached between the parties, the issue can be referred to the Drainage Issues Resolution Team.

10. The municipality undertakes the work in accordance with the permit.

### **Transition**

For those applications submitted prior to the enactment of O. Reg. 41/24 (i.e. pre-April 1, 2024), the permitting process that applied at the time the application was made will apply. New permit applications submitted on or after April 1, 2024 will follow the processes outlined in the updated Section 28 of the *Conservation Authorities Act*, O. Reg. 41/24 and in this document.

### **Other Agency Approvals**

Issuance of a permit or exception does not relieve the applicant from the responsibility of acquiring approval from other agencies or relieve the applicant from compliance with any conditions imposed on the work.

## 12. Other Business

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## 13. Adjournment

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