



Board of Directors Meeting

A G E N D A

December 14, 2023

2:00 p.m.

1. First Nations Acknowledgement	
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4. Disclosure of Conflicts of Interest	
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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 Meeting Minutes – October 26, 2023



Board of Directors Meeting

DRAFT MINUTES

The 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, October 26, 2023. The following directors were in attendance: K. Loveland, L. Vogler, H. Aerts, A. Finn, T. Thompson, P. Van Meerbergen, M. Vink, and S. Hipple. S. Emons, R. Leatham, P. Tiessen, 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-2023-47 K. Loveland – P. Van Meerbergen

Moved that the agenda be adopted.

CARRIED

4. Disclosures of Conflicts of Interest

None Declared.

5. Approval of Previous Meeting Minutes

BD-2023-48 L. Vogler – M. Vink

Moved that the Board of Directors meeting minutes of August 17, 2023 be approved.

CARRIED

BD-2023-49 H. Aerts – K. Loveland

Moved that the Board of Directors meeting minutes of September 18, 2023 be approved.

CARRIED

6. Business Arising from the Minutes

None declared.

7. Presentations

7.1) Draft 2024 LTVCA Budget

T. Casier provided a power point presentation of the Draft 2024 LTVCA Budget to the LTVCA Board of Directors.

7.2) LTVCA Gifting Policies

M. Peacock provided a power point presentation of the LTVCA Gifting Policies to the LTVCA Board of Directors.

BD-2023-50 S. Hipple – L. Vogler

Moved that the Board of Directors receive presentations 7.1) and 7.2)

CARRIED

8. New Business

None noted.

9. Business for Approval

9.1) Income and Expenditure vs Budget to August 31, 2023

BD-2023-51 K. Loveland – P. Van Meerbergen

Moved that the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended August 31, 2023.

CARRIED

9.2) 2024 Preliminary Budget Report

BD-2023-52 H. Aerts – K. Loveland

Moved that the 2024 preliminary budget totalling \$4,356,094 be approved and that the member municipalities be advised of the budget and their share of the proposed levy as calculated; it being noted that the Authority is required to provide 30 days' notice of its intention to adopt a final budget and levy.

And that the final 2024 Budget be brought to the Annual Meeting of the Authority in 2024 for approval.

CARRIED

9.3) Draft Categories of Programs and Services Agreement and Planning MOU's

M. Peacock provided a brief update on the status of the meetings before councils.

BD-2023-53 S. Hipple – M. Vink

Moved that the Board of Directors approve the Chair and CAO signing of the Category Agreement for Middlesex Centre; and that the Agreement be posted on the LTVCA's website.

CARRIED

9.4) LTVCA Gifting Policies

BD-2023-54 H. Aerts – K. Loveland

Moved that the Board of Directors approves the following gifting policies:

1. General Gift Acceptance Policy
2. Gift of Securities Acceptance Policy
3. Donor Recognition Policy
4. Bequest Gift Acceptance Policy
5. Naming Policy

CARRIED

9.5) 2024 Conservation Areas Fee Schedule

BD-2023-55 S. Hipple – L. Vogler

Moved that the LTVCA Board of Directors approve the 2024 Conservation Areas Fee Schedule.

CARRIED

9.6) Ska-Nah-Doht Village and Museum Policies

Policy #3 – Collections – 3. iii – incomplete sentence.

Collections records will be stored digitally as well as in two (2) hard copies. One copy will be kept at Longwoods Road Conservation Area, the other will be kept at the _____.

BD-2023-56 K. Loveland – S. Hipple

Moved that the Governance, Finance, Collections, and Exhibitions Policies for Ska-Nah-Doht Village and Museum be approved as amended by adding 'LTVCA Administration Office' at the end of Policy # 3 - Collections, 3. iii - Care and Preservation of the Collection.

CARRIED

10. Business for Information

10.1) C.A.O.'s Report

BD-2023-57 H. Aerts – M. Vink

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

CARRIED

- 10.2) Water Management
- 10.3) Planning and Regulations
- 10.4) Conservation Area Lands
- 10.5) Conservation Services
- 10.6) Communications, Outreach and Education
- 10.7) Ska-Nah-Doht Advisory Committee Minutes - June 22, 2023
- 10.8) Ska-Nah-Doht Advisory Committee Minutes - September 28, 2023
- 10.9) Wheatley Two Creeks Association Minutes - July 27, 2023

BD-2023-58 S. Hipple – K. Loveland

Moved that New Business items 10.2) to 10.9) be received for information.

CARRIED

11. Correspondence

- 11.1) HCA Board Resolution re. Reverse Changes to the Conservation Authorities Act and Ontario Wetland Evaluation System

BD-2023-59 L. Vogler – S. Hipple

Moved that Correspondence item 11.1) be received for information.

CARRIED

12 Other Business

None noted.

13. Adjournment

BD-2023-60 P. Van Meerbergen – K. Loveland

Moved that the meeting be adjourned.

CARRIED

Trevor Thompson
Vice-Chair

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

DRAFT

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7. Presentations

7.1) Ska Nah Doht Revitalization and Indigenous Learning Centre Capital Project Update

7.2) Lake St. Clair Coastal Resilience Plan Proposal

7.3) Point Pelee Littoral Cells Resilience Plan

9. Business for Approval

9.1) Draft Categories of Programs and Services Agreement and Planning MOU's

Date: December 14, 2023
Memo to: LTVCA Board of Directors
From: Valerie Towsley, Watershed Resource Planner
Subject: Draft Categories of Programs and Services Agreement and Planning MOU's - Update

Draft Categories of Programs and Services Agreement - Update

Under Ontario Regulation 687/21 (<https://www.ontario.ca/laws/regulation/210687>) Conservation Authorities are required to enter into an agreement with our member Municipalities in order to levy members for services provided, other than mandatory services. As of January 1, 2024, Conservation Authorities will only be able to levy municipalities for Provincially mandated services unless they have an agreement with their member municipalities regarding additional services.

Meetings with all ten of our member municipalities CAO's and staff have been held. Only one municipal council meeting has yet to be held. We currently have five Category Agreements signed, four that have been partially signed and returned for the last signatures, with one left to go. See spreadsheet for status of Agreements.

CATEGORY AGREEMENT – MEETINGS BEFORE COUNCIL

MUNICIPALITY	DATE AND TIME BEFORE COUNCIL	DATE AND TIME WITH MUNICIPAL STAFF
Strathroy-Caradoc	December 18, 2023	September 26, 2023 – 2:00 pm
Chatham-Kent	December 4, 2023 – 6:00 pm	September 18, 2023
Lakeshore	November 7, 2023 – part signed	July 12, 2023
London	November 7, 2023 – part signed	Multiple emails by MVP
Southwest Middlesex	October 11, 2023 – part signed	September 28, 2023 – 1:00 pm
Dutton Dunwich	June 15, 2023 – signed	May 24, 2023
West Elgin	June 22, 2023 – signed	May 5, 2023
Southwold	July 10, 2023 – signed	n/a
Middlesex Centre	August 16, 2023 – signed	January 19, 2023
Leamington	January 1, 2024 – signed	August 30, 2023 – 1:00 pm

We are now looking to have the Categories of Programs and Services Agreement signed by all of our member Municipalities hopefully by the end of 2023. Staff have attended all of the council meetings to speak to the Agreement. Once the Agreements are signed, they will be posted to our website under the Governance section.

The next stage of this process is going back out to our members to discuss our Planning Fee Schedule. Three municipalities are currently collecting on behalf of the Authority, with the remaining municipalities discussing options for sending proponents to the CA first to pay the fee. This would make it cleaner on the municipal side, which is not an issue for the CA. There just needs to be a process agreed to on ensuring that proponents pay before the planning application can be considered complete by the municipality.

Recommendation: That the Board of Directors approve the Chair and CAO signing all of the remaining Category Agreements as they come in; and that the Agreements be posted on the LTVCA's website when all parties have signed the Agreement.

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

Customer/Stakeholder Objectives

- 1) Strengthen and Increase Collaboration with Community Stakeholders
- 2) Increase Awareness of the Value of Good Watershed Stewardship

Financial Objectives

- 4) Improve Transparency and Understanding of Financial Statements

Capacity Building Objectives

- 12) Strengthen Program Review Policy(s)

Respectfully Submitted:

Valerie Towsley

Watershed Resource Planner

Reviewed By:

Mark Peacock, P. Eng.

C.A.O. / Secretary Treasurer

9.2) 2024 CA Fee Schedule – Update

The 2024 Fee Schedule was approved at the October Board of Directors meeting however the Damage Deposit which is tied to the key Sign out Agreement needed clarification regarding specific types of events. The damage deposit will be based on the facility being used and whether or not the event is high risk which is outlined on the Key-Sign out Agreement form.

High Risk Events would be larger events with alcohol, such as weddings, stag and does, rally's, events with alcohol for purchase where a Special Occasion Permit is required.

Low Risk Events would be smaller events with or without alcohol such as baby showers, family reunions, group meetings, limited alcohol, alcohol not for purchase where a Special Occasion Permit is required.

Item	2023 Rate	Proposed Rate
Security Damage Deposits* Facility/ High Risk Events/ Key-Sign Out	\$150	\$500
Security Damage Deposit* Facility/ Low Risk Events/ Key- Sign Out	\$150	\$150
Security Damage Deposit* EM Warwick	\$150	\$150

EM Warwick* (Includes all buildings)	Weekends/night	Fri & Sat bundle	Sun-Thurs/night	Weekly
Year-Round	450.00	700.00	250.00	1100.00
Scouts/Cadets/Guides (Nov-Apr)	250.00	450.00	150.00	750.00
Reservation Deposit*	50% of total bill due at time of booking (\$250 of which non-refundable without 30 days' notice)			
Firewood	75.00 per ½ face cord			
Excess Garbage	50.00 per additional bag if over 4-bag limit			
Other				
Non-Camper Sewage Disposal	50.00 (CM Wilson Only, May-Oct)			
Cleaning Fee	150.00 first hour, 50/hour thereafter			
Rentals*	Per day, excludes parking where applicable (Guests must use Pay & Display machine OR Purchase permits in advance)			
Pavilion/Area Rental	100.00 (for outdoor and pavilion weddings \$200 consultation fee also applies)			
Barn (CM Wilson)	250.00 (50% of total bill due at time of booking (\$125 of which non-refundable without 30 days' notice))			
Per 25 Vehicle Permits	50.00			
Wedding Consultation Fee	200.00 (includes one CA Parking Pass for couple)			
CM Wilson Learning Centre†				
Hall Rental	\$500.00 per day			
Education Classroom Rental	\$250 per day (available for seminars, community groups)			
Boardroom	\$250 per day			
Full Facility	\$1000 per day			

Prices are subject to change

Includes one vehicle per site; Let's Camp processing Fee additional
 *Requires \$150 Security/Damage Deposit, to be refunded if applicable (Facility, Low Risk Event, Key Sign-out)
 † Requires \$500 Security/Damage Deposit, to be refunded if applicable (Facility, High Risk Event, Key Sign-out)
 * Reservation deposit applied to total bill

Snippet: from the 2024 Fee Schedule, outlining the locations of the changes.

**Lower Thames Valley Conservation Authority
2024 Conservation Areas Fee Schedule**

ALL PRICES INCLUDE HST

	Longwoods Road	Big Bend	CM Wilson	EM Warwick	Sharon Creek
Camping (Single Sites) [‡]		✓	✓		
Group Camping	✓	✓	✓	✓	
Seasonal Camping		✓	✓		
Pavilion/Area Rental	✓	✓	✓		✓
Day Use Fee	✓ coin or credit card		✓ coin or credit card		✓ Passport Canada
2024 CA Parking Pass	✓		✓		✓

Day Use Parking Passes

Vehicle Permit	5.00 per day
Bus	110.00 per day
2024 CA Parking Pass	60.00 each, or two for 90

Camping[‡]	Nightly	Monthly	Season (Victoria Day - Thanksgiving)
Premium Sites	40.00	700.00	2200.00 (other fees may apply)
<i>Hydro & Water/Waterfront Sites (Big Bend)</i>			
Hydro Only	38.00		
Unserviced	32.00		1800.00 (other fees may apply)
Extra Overnight Vehicle	5.00 per night		
Group Camping	100.00 per night		
Winter Storage of Camper	250.00 (Thanksgiving – Victoria Day (CM Wilson Only))		
Firewood	10.00/bag		

Big Bend Hunt Camp[‡] – Weekly Rates Only (Designated season)

Serviced (Hydro only)	266.00
Unserviced	228.00
Firewood	10.00/bag or 75.00 per ½ face cord

EM Warwick*	Weekends/night	Fri & Sat bundle	Sun-Thurs/night	Weekly
<i>(Includes all buildings)</i>				
Year-Round	450.00	700.00	250.00	1100.00
Scouts/Cadets/Guides (Nov-Apr)	250.00	450.00	150.00	750.00
Reservation Deposit*	50% of total bill due at time of booking (\$250 of which non-refundable without 30 days' notice)			
Firewood	75.00 per ½ face cord			
Excess Garbage	50.00 per additional bag if over 4-bag limit			

Other

Non-Camper Sewage Disposal	50.00 (CM Wilson Only, May-Oct)
Cleaning Fee	150.00 first hour, 50/hour thereafter

Rentals* *Per day, excludes parking where applicable (Guests must use Pay & Display machine OR Purchase permits in advance)*

Pavilion/Area Rental	100.00 (for outdoor and pavilion weddings \$200 consultation fee also applies)
Barn (CM Wilson)	250.00 (50% of total bill due at time of booking (\$125 of which non-refundable without 30 days' notice))
Per 25 Vehicle Permits	50.00
Wedding Consultation Fee	200.00 (includes one CA Parking Pass for couple)

CM Wilson Learning Centre[†]

Hall Rental	\$500.00 per day
Education Classroom Rental	\$250 per day (available for seminars, community groups)
Boardroom	\$250 per day
Full Facility	\$1000 per day

[‡] Includes one vehicle per site; Let's Camp processing Fee additional

*Requires \$150 Security/Damage Deposit, to be refunded if applicable (Facility, Low Risk Event, Key Sign-out)

[†] Requires \$500 Security/Damage Deposit, to be refunded if applicable (Facility, High Risk Event, Key Sign-out)

* Reservation deposit applied to total bill

Prices are subject to change

Longwoods Road- Indigenous Education Centre†

Hall Rental	\$750.00 per day
Full Facility	\$1000.00 per day (Includes use of the hall and kitchen- upper floor is excluded).

Wedding Packages

CM Wilson Barn Wedding Package†

1000.00	Includes:
	• Use of outdoor area for ceremony and photos, additional fees may apply for tents in outdoor area • Parking for 25 vehicles, one CA Parking Pass for couple ◦ Additional Parking Pass set can be purchased • Access to setup day before at 2:00 pm, including access to host rehearsal dinner • Teardown before 1:00 pm day after, including access to host brunch • 50% of total bill due at time of booking (\$250 of which non-refundable without 30 days' notice)

CM Wilson Learning Centre Wedding Package†

\$2000	Includes:
	• Use of outdoor area for ceremony and photos, additional fees may apply for tents in outdoor area • Includes use of the full facility (Hall, Boardroom, Washrooms, Educational Classroom, Small Kitchen) • Parking for 25 vehicles, one CA Parking Pass for couple ◦ Additional Parking Pass sets can be purchased • Access to setup day before at 2:00 pm, including access to host rehearsal dinner • Teardown before 1:00 pm day after. 50% of total bill due at time of booking (\$250 of which non-refundable without 30 days' notice)

Longwoods Road- Indigenous Education Centre Hall Wedding Package†

\$3000	Includes:
	• Use of outdoor area for ceremony and photos, additional fees may apply for tents in outdoor area • Includes use of the facility (Hall, Washrooms, Catering Kitchen) • Parking for 25 vehicles, one CA Parking Pass for couple ◦ Additional Parking Pass sets can be purchased • Access to setup day before at 2:00 pm, including access to host rehearsal dinner • Teardown before 1:00 pm day after. 50% of total bill due at time of booking (\$250 of which non-refundable without 30 days' notice)

Documentation required for events with Alcohol:

- Signed Rental Agreement
- AGCO Special Occasion Permit (SOP)
- Proof of Security
- Events by Organizations or events with Alcohol are to provide a Certificate of Insurance
 - Must name LTVCA as additionally insured
 - 2 Million Dollar Liability

‡ Includes one vehicle per site; Let's Camp processing Fee additional

*Requires \$150 Security/Damage Deposit, to be refunded if applicable (Facility, Low Risk Event, Key Sign-out)

‡ Requires \$500 Security/Damage Deposit, to be refunded if applicable (Facility, High Risk Event, Key Sign-out)

* Reservation deposit applied to total bill

Prices are subject to change

Recommendation: That the Board of Directors approve the 2024 Fee Schedule as amended.

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

9.3) Ska-Nah-Doht Village and Museum – Policies No. 5 - Interpretation and Education, 6 - Research, 7 – Conservation, and 8 - Physical Plant

Date: December 14, 2023
Memo to: LTVCA Board of Directors
From: Alison Klages, Curator / Team Lead Communications and Education
Subject: Ska-Nah-Doht Village and Museum – Policies No. 5, 6, 7 and 8

Preamble:

The Policy Sub-Committee of the Ska-Nah-Doht Village Advisory Committee has conducted a review of all Village policies. The Interpretation and Education, Research, Conservation, and Physical Plant Policies are being put forward by the Advisory Committee for approval at the December 2023, LTVCA Board of Directors meeting.

Recommendation: That the Board of Directors approve the Interpretation and Education, Research, Conservation, and Physical Plant Policies for Ska-Nah-Doht Village and Museum as provided.

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

Customer/Stakeholder Objectives

1) Strengthen and Increase Collaboration with Community Stakeholders

Capacity Building Objectives

12) Strengthen Program Review Policy(s)

Respectfully Submitted:

Alison Klages

Curator / Team Lead Communications and Education

Reviewed By:

Mark Peacock, P. Eng.

C.A.O. / Secretary Treasurer

SUBJECT: Policy #5: Interpretation and Education	ADOPTED BY: Ska-Nah-Doht Advisory Committee	ORIGINAL DRAFT: November 2002
AUTHOR(S): Policy Sub-Committee: A. Klages / W. Bruinink / M. Peacock	ADOPTED BY: Lower Thames Valley Conservation Authority Board of Directors	<u>CERTIFIED BY:</u> Mark Peacock Chief Administrative Officer/ /Secretary-Treasurer, LTVCA DATE: December 2019
NEXT REVIEW DATE:	REVISED EFFECTIVE: May 2023	



Ska-Nah-Doht Village and Museum Policy # 5: Interpretation and Education

OUR MISSION

Ska-Nah-Doht Village and Museum is an interactive museum that engages the public in the preservation and presentation of local Indigenous history, through experiences both on-site and in the community.

OUR VISION

Ska-Nah-Doht Village and Museum is a community leader in collecting and preserving local history, while faithfully interpreting the heritage of the Haudenosaunee - People of the Longhouse, and other local Nations.

Preamble

Ska-Nah-Doht was officially opened in 1973 as an educational facility to assist the local community in understanding the heritage of Southwestern Ontario, specifically the Haudenosaunee and other local Nations. The responsibility is to provide interpretive and educational resources through interaction with the collection and village displays. The museum's programs complement both the Ontario Curriculum and Indigenous Traditional Knowledge - formal and informal sources of learning with respect for the culture and traditions of local Indigenous communities. Located within Longwoods Road Conservation Area, the relationship formed between humans and the natural environment is an important interpretive theme.

1. Audience - the museum offers a combination of school, public and special event programming to meet the needs of the community and promote learning and enjoyment.
 - i. The Curator works to ensure that the original target audience of Elementary and Secondary School children remains a key participant.
 - ii. Museum staff will monitor changes to the Ontario Curriculum and respond to them as necessary.
 - iii. Ensure that themes and content of the interpretive and educational programs are consistent with its Mission Statement while meeting the needs and interests of the community.
 - iv. Continue to offer co-operative learning opportunities and mentorship for Secondary and Post-Secondary students by partnering with community institutions.
 - v. Ensure that public programs are developed and offered to audiences of all ages, interests and abilities as a resource for the community.

- vi. Continue to be a resource for museum educators with professional networks such as Huron Perth Middlesex Museum and Beyond the Blackboard.
- vii. Ensure special events are presented for families with an educational element.
- viii. Liaise with researchers to allow access to the facility and the collections, sharing results from their research to enhance public programs for the benefit of the community.
- ix. New audiences will be identified and strategies will be developed to attract these community members to the museum.

2. Resources and Budget

- i. A portion of the annual budget will be allocated to interpretive and educational programs.
- ii. Fees for schools, programs and special events, will be established based on fair market value within the local area while still enabling quality programming.
- iii. Special rate days will be offered throughout the year and self-guided opportunities will be available to ensure that community members of all economic levels can have access to the facility.
- iv. The Ska-Nah-Doht Village sites interpretation will be maintained in order to reflect new research and keep the public safe.
- v. Applicable grant and special project funding will be pursued.
- vi. Provisions have been made in the museums' collection for artifacts to be used in the educational programs. The *Education Collection* is artifacts without provenance representative of various cultural and temporal periods which were donated from 1973 to present (see Policy #3 Collections).

3. Roles and Function

- i. Programs development will be delegated to appropriately trained staff (also see Policy #10: Human Resources). The Curator will oversee the staff and programs to ensure ethical, behavioural, objectivity and accuracy is followed in the development of educational and interpretive programs.
- ii. The Turtle Trail Gift shop will compliment the educational programs and products will be sourced locally, ethically and will respect the culture and traditions of Indigenous Peoples.
- iii. Provincial and federal legislative requirements will be met in providing these programs e.g. Accessibility for Ontarians with Disabilities Act, 2005; copyrights.
- iv. To facilitate inclusivity to all community members and for marketing purposes, participation in off-site community activities and events will be offered in accordance with Our Mission Statement.

4. Training

- i. The budget will reflect and support staff by offering opportunities for training and professional development.
- ii. Staff training and orientation will be conducted. The Curator will ensure the proper handling of materials used in interactive programs. If the actual artifacts are to be used, the greatest efforts will be made to ensure the safe and proper handling of the artifacts (also see Policy #3 - Collections and Policy #7 – Artifact

Conservation). Where possible, artifacts lacking provenance or replicas will be used.

- iii. Volunteers will be trained and offered orientation the same as staff.
- iv. Advice and expertise will be sought from educational staff and as necessary from professionals outside the museum.

5. Marketing

- i. The museum will maintain liaison with heritage, education and community groups to ensure marketing material is distributed to the community.
- ii. The museum will continue professional affiliations with tourism organizations throughout Southern Ontario and beyond the borders.

6. Evaluation

- i. The museum ensures relevance, accuracy and effective communication of its programs. This will be achieved through clearly defined learning outcomes and regular evaluations of programs with participants including teachers, students and supervisors. This will be accomplished with private and publically posted comment forms and staff surveys. The data will be presented and evaluated by staff and will be reported and included in the Agenda and Minutes of the Advisory Committee.
- ii. Visitors will be invited to evaluate displays, programmes and overall experiences. This will be accomplished with private and publically posted comment forms and staff surveys. The data will be presented and evaluated by staff and will be reported and included in the Agenda and Minutes of the Advisory Committee.

SUBJECT: Policy 6: Research	ADOPTED BY: Ska-Nah-Doht Advisory Committee May 25, 2017	ORIGINAL DRAFT: September 2003
AUTHOR(S): Policy Sub-Committee: Karen Mattila/Bill Bruinink/Don Pearson	APPROVED BY: Lower Thames Valley Conservation Authority Board of Directors	CERTIFIED BY: Don Pearson General Manager/Secretary- Treasurer, LTVCA 
NEXT REVIEW DATE: November 2020	REVISED EFFECTIVE: June 15, 2017	DATE: June 15, 2017



Ska-Nah-Doht Village and Museum Policy # 6: Research

OUR MISSION

Ska-Nah-Doht Village and Museum is an interactive museum that engages the public in the preservation and presentation of local Indigenous history, through experiences both on-site and in the community.

OUR VISION

Ska-Nah-Doht Village and Museum is a community leader in collecting and preserving local history, while faithfully interpreting the heritage of the Haudenosaunee - People of the Longhouse, and other local Nations.

Preamble

The study of pre-contact communities is constantly expanding and as new information becomes available, old interpretations must change. As a result, the information presented by Ska-Nah-Doht in exhibits, programs, workshops and tours is not fixed; it is and should be updated regularly.

1. Research Program

- i. The museum will support research carried out by staff, the public and by academics from established museums or universities.
- ii. Research must be conducted in related areas of study in order to advance our understanding of the past and enhance our public presentations in the form of exhibit themes, education strategies, and other museum activities. Areas of study will include:
 - a. Indigenous Studies
 - b. Archaeology
 - c. Anthropology
 - d. Public history
 - e. Regional geography
 - f. Museum studies
 - g. Environmental heritage
- iii. Researchers will only be considered if there is proof of ethical behaviour in how the collection will be used and in regard for the:
 - a. Ontario Heritage Act R.R.O. 1990 c. 0.18.
 - b. Ethics Guidelines, Canadian Museums Association, 2006
 - c. Copyright Act, R.S. 1985

- d. Freedom of Information and Protection of Privacy Act R.S.O. 1990
- iv. The museum will strive to expand the knowledge of the pre-contact period of Southern Ontario with specific priority to the Glen Meyer period, 800 - 1200 A.D. and its relevance to the geographic area known as the Caradoc Sand plain. All research projects must be consistent with the Mission and Vision of the museum.
- v. The Museum will continue its association with the Ontario Archaeology Society, London Chapter to ensure access to updated information and current research. This relationship also creates opportunity for connections to researchers through its membership.
- vi. The museum will apply the research to its activities and monitor its success through community events, visitor surveys and programme evaluations both on site and in the community. Also see Exhibit Plan.
- vii. Time will be allocated for museum staff to carry out research in the areas of studies as listed in 1.i above. A budget will be allocated for travel, books, periodicals and other expenses necessary for research projects. Approval as per Policy #5: Finance.

2. Access and Control

- i. Only those researchers deemed acceptable will be allowed access to the collection i.e.) academic credentials and letters of support or references. The purpose for the use of the collection, in any research project, will be approved by the Curator. The Curator has the right to refuse access if the project is not consistent with the Mission and Vision of the museum.
- ii. Access to the collections will be by appointment only during the regular business hours of the museum. The Curator will be present at all times unless permission has been granted in advance and in writing.
- iii. Space will be provided for all researchers. Standard office amenities will be available.
- iv. User fees will apply for purposes of commercial gain. The museum will be acknowledged only if no risk will incur to the privacy of the donors or the individuals depicted, i.e. movie props. (Policy #12: Filming). The condition of artifacts to be used and their handling is always considered first as per Policy #3: Collections.
- v. The Curator will be the only person on staff to approve access to the artifact room and its collection. Removal of any items from the collection which includes transportation will be authorized by the Curator in writing. The condition of artifacts to be used in the research and their safe handling will always be considered first as per Policy #3: Collections (4.ii and 3.iii).
- vi. Copies of the research shall be made available to the Museum for information and for use in public programs with the permission of the researcher.

SUBJECT: Policy #7: Artifact Conservation	PRESENTED BY: Ska-Nah-Doht Advisory Committee	ORIGINAL DRAFT: September 2003
AUTHOR(S): Policy Sub-Committee: A. Klages / W. Bruinink / M. Peacock	ADOPTED BY: Lower Thames Valley Conservation Authority Board of Directors	CERTIFIED BY: Mark Peacock Chief Administrative Officer/ /Secretary-Treasurer, LTVCA
NEXT REVIEW DATE: November 2021	REVISED EFFECTIVE: May 2023	DATE: December , 2019



Ska-Nah-Doht Village and Museum Policy # 7: Artifact Conservation

OUR MISSION

Ska-Nah-Doht Village and Museum is an interactive museum that engages the public in the preservation and presentation of local Indigenous history, through experiences both on-site and in the community.

OUR VISION

Ska-Nah-Doht Village and Museum is a community leader in collecting and preserving local history, while faithfully interpreting the heritage of the Haudenosaunee - People of the Longhouse, and other local Nations.

Preamble

Ska-Nah-Doht has a responsibility to preserve and protect the collections in its care for future generations to enjoy and learn from. For the purpose of this policy, *conservation* will be defined as both *preservation* and *restoration* of artifacts.

1. Artifact Condition

- i. Preventative care will be ongoing. Periodic checks will be made of artifacts both in storage and on exhibit. In the event of obtaining borrowed material or long-term loans, consideration would be forthcoming regarding the well-being of the collections at the discretion of the Curator.
- ii. Any artifact conservation will be carried out by qualified personnel only. Conservation treatments will be recommended by the Curator and when necessary, consultation or advice from qualified experts.
- iii. In all cases of loans, the Curator will complete reports of outgoing and incoming material. Condition reports will be kept and only artifacts stable for display and transportation will be used. All packing would be carried out by trained staff and only safe courier methods used, under the direction of the Curator.

2. Staff Training

- i. Every person who has access to artifacts in the museum must be trained in all aspects of conservation especially regarding handling of objects during housekeeping, displays, research and transportation. There will be funding to facilitate staff training through both in house and outside programs. Approval as per Policy #2: Finance.

- ii. A manual of procedures for artifact handling and data entry of the collection will be available as part of the training process.¹
3. Storage
- i. The artifacts will be kept in a secure, environmentally controlled storage area used strictly for artifact storage.
 - ii. The collections will be made safe from harm due to environmental or human factors. These include extremes of temperature, humidity, extensive light, UV radiation and incorrect storage, handling or display, dust or dirt. (also see Policy #8: Physical Plant 3.i, 3.ii and 3.iii).
 - iii. Access to the artifact storage area shall be restricted. The collection will be made accessible for trained staff or researchers with permission of the Curator. The storage area will be equipped with an alarm system.
 - iv. The museum and artifact storage will have controlled humidity, temperature and air cleanliness. A regular maintenance schedule will be undertaken. (also see Policy #8: Physical Plant 4.i)
4. Exhibits
- i. Exhibits are set up and maintained by trained personnel under the guidance of the Curator. Conservation principles such as environmental control i.e. lighting and security are all paramount in the mounting of the display. Only those artifacts deemed by the Curator to be suitable in appearance and strength will be displayed.

¹ Work to achieve this will begin in 2023.

SUBJECT: Policy #8: Physical Plant	PRESENTED BY: Ska-Nah-Doht Advisory Committee November 21, 2019	ORIGINAL DRAFT: September 2003
AUTHOR(S): Policy Sub-Committee: A. Klages / W. Bruinink / M. Peacock	ADOPTED BY: Lower Thames Valley Conservation Authority Board of Directors	<u>CERTIFIED BY:</u> Mark Peacock Chief Administrative Officer/ /Secretary-Treasurer, LTVCA DATE: December <u> </u> 2019
NEXT REVIEW DATE: November 2021	REVISED EFFECTIVE: May 2023	



Ska-Nah-Doht Village and Museum Policy # 8: Physical Plant

OUR MISSION

Ska-Nah-Doht Village and Museum is an interactive museum that engages the public in the preservation and presentation of local Indigenous history, through experiences both on-site and in the community.

OUR VISION

Ska-Nah-Doht Village and Museum is a community leader in collecting and preserving local history, while faithfully interpreting the heritage of the Haudenosaunee - People of the Longhouse, and other local Nations.

Preamble

The Ska-Nah-Doht Village and Museum (buildings and grounds) must provide a safe and functional environment for visitors, staff, the collection and related activities. This objective will be with a balance to preserve the integrity of heritage buildings as artifacts themselves as well as archaeological resources resident to the property.

1. Design and Layout of Museum

- i. The design and layout of the museum, surrounding structures and sites will accommodate the physical and functional needs of all users, staff, collections and activities.
- ii. The layout will be appropriate to the statement of purpose and to its role and image in the community.

2. The museum and its surrounding structures will meet all Federal, Provincial and municipal safety and environmental standards to ensure the physical safety of all staff and visitors.

3. Security

- i. The Curator and staff of the Lower Thames Valley Conservation Authority (LTVCA) will ensure the safety of visitors, staff, collections and researchers. The museum will have alarms, detectors and sufficient security lighting for natural disasters such as flood and fire or vandalism.
- ii. The Curator and LTVCA staff will follow the written procedure and training of staff in response to emergencies as stated in the LTVCA regulations.
- iii. The Curator and LTVCA staff will establish procedure for the periodic testing and review of the effectiveness of emergency procedures presently in place as per Longwoods Safety Manual.

- iv. The Curator will insure that preventative or security systems do not negatively impact on collections or the museums character.
- v. An emergency preparedness plan for the museum and associated collections will be maintained. The emergency preparedness plan will be stored digitally as well as in two (2) hard copies. One copy will be kept at Longwoods Road Conservation Area, the other will be kept at the Administration Office.¹

4. Schedules

- i. The Curator and LTVCA staff will regularly inspect and maintain grounds and structures associated with the museum and heritage buildings.
- ii. The Curator will make recommendations for ongoing repairs and capital upgrades at the meetings of the Ska-Nah-Doht Advisory Committee.
- iii. The Curator and LTVCA staff will insure that health and safety codes are met and maintained within the museum and its associated structures.
- iv. The Curator and LTVCA staff will conduct daily, weekly and monthly inspections of housekeeping routines within the museum and its associated structures.

5. The Curator and LTVCA staff will maintain an environmental responsibility in the use of energy and materials especially the handling and disposal of waste including any hazardous material. Staff training will be provided.

6. The museum, its associated structures and archaeological sites will be maintained with integrity but not impede functionality associated with the museums programming and research.

7. The museum will be monitored for humidity and temperature to decrease the danger of environmental damage to buildings and the collections.

¹ Work to achieve this will begin in 2023.

9.4) Income and Expenditure vs Budget to November 30, 2023

Date: December 14, 2023
Memo to: LTVCA Board of Directors
Subject: **Income and Expenditure vs Budget to November 30, 2023**
From: Todd Casier, CPA, CA, Manager, Corporate Services

To be walked on during the meeting.

Recommendation:

That the Board of Directors receives the Budget vs Revenue and Expenditures report for the period ended November 30, 2023.

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, Corporate Services

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

10. Business for Information

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

Date: December 14, 2023

Memo to: LTVCA Board of Directors

Subject: **C.A.O.'s Report**

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

Bill 29 – Working to get Municipal Approvals of Non-Mandatory Levy

Valerie Towsley and I are continuing to spend a considerable amount of time working with municipal staff and councils to get approvals of the agreement that was passed by the board in our April 2023 meeting. We are continuing to have meetings with municipal staff to have agreements in place by the end of December of this year. We have all approvals except for the Municipalities of Chatham-Kent and Strathroy-Caradoc (at the time of writing this report). Both municipalities are to review this request on December 11, 2023 and the results of the Chatham-Kent review will be brought verbally to the Board of Director's meeting on December 14. Strathroy-Caradoc's meeting will be held on December 18, 2023.

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 is in its second month and all walls and floors have been poured. The two main walls have been framed including the post and beam window wall. Trusses are expected to be erected over the next 2 weeks. Asbestos was found in the grouting of original dry walling during the removal of materials from the existing building. The contractor has developed procedures to protect workers so that the asbestos can be removed safely and in compliance with regulations.

The Foundation is moving forward with fundraising and a number of promising leads are being followed up. The Foundation Fundraising Committee meets weekly and with the help of KEA Canada is managing the project on behalf of the Foundation.

Work From Home Policy

LTVCA administration has developed a work from home policy. There will be staff that due to their duties will not be eligible to work from home. The policy starts with eligible staff working from home one day per week. Each staff working from home will have a work plan approved for the work at home day. The LTVCA is a small shop and communications and interaction is important to ensuring successful program delivery. The plan includes provisions to ensure all clients receive personal support. The LTVCA policy will be starting off conservatively and assessing impacts as we roll the policy out.

Staff Holidays – Christmas 2023

Consistent with past years the LTVCA office will be closed between Christmas and New Years. The office will close at the end of the day, Friday December 22, 2023 and open again on Tuesday January 2, 2024. See calendar below.

December/January						23/24
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
17	18	19	20	21	22	23
				PR26 (Dec 10-23) Timesheets Due at 9:30 am		
Christmas Eve 24	Christmas Day 25	Boxing Day 26	27	28	29	30
	Christmas Day STAT HOLIDAY All Locations Closed	Boxing Day STAT HOLIDAY All Locations Closed	Full working day* May be taken off with OT/VAC only, or unpaid	Full working day* May be taken off with OT/VAC only, or unpaid	Full working day* May be taken off with OT/VAC only, or unpaid	
New Year's Eve December 31	New Year's Day January 1	2	4	5	6	7
	New Year's Day STAT HOLIDAY All Locations Closed	Full working day All Locations OPEN				

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) Lake St. Clair Coastal Resilience Plan Report

Date: December 17, 2023

Memo to: LTVCA Board of Directors

Subject: **Lake St. Clair Coastal Resilience Plan Report**

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

Project Description

1.0 General:

The following report describes a proposal to develop a Coastal Resilience Management Plan for the Canadian portion of Lake St. Clair. This project is one of five projects being brought forward by Conservation Ontario (CO) in a coordinated proposal for federal (NRCan) Climate Resilient Coastal Communities Program funding. If successful, the Government of Canada will provide a maximum of 75% towards the total project budget. The recipient must provide other sources of funding (cash or in-kind) for a minimum of 25% of the total project budget, which apply over the course of the whole project and do not need to match Natural Resources Canada's contribution per fiscal year. Projects will have a start date no earlier than April 1, 2024 and projects must be completed no later than December 31, 2027.

2.0 Summary of the Conservation Ontario Project Proposal: Adaptation to Coastal Hazards – Building Resilience

This project is one of five pilot projects being coordinated by Conservation Ontario working to develop Coastal Resilience Plans in different conditions throughout the Great Lakes. The region for this coordinated work is the entire Conservation Authority Great Lakes and St. Lawrence River coastal network. The primary project audience will be the member Conservation Authorities, municipalities, coastal communities and the province. The project will provide representative pilot projects demonstrating approaches to the development of coastal resilience plans addressing a variety of coastal environments and issues.

Each representative pilot project will:

- represent unique and diverse communities and economic, social, and environmental conditions that will be engaged in the development of the coastal resilience plan
- address modelling and mapping of climate change impacts including flooding and increased coastal erosion related to variable water levels, wave uprush (ice spray) and lack of ice cover during winter storms and will address the risk of increased loss of life and property damages [e.g. flood and erosion protection infrastructure, municipal infrastructure (roads & water treatment) and commercial/industrial infrastructure, cottages/homes, forecast, warning and response].
- support direct action(s) in the local region addressing local coastal issues by developing:
 - i. a Coastal Resilience Plan (CRP) that includes the necessary baseline science to consider the climate change impacts and risks to advise best land use and management actions along a coastal reach. The CRP would include the recognition that the coast is a dynamic system and the actions must be adapted accordingly and supported by appropriate monitoring of the system to confirm the short/med/long term timelines.
 - ii. more detailed Coastal vulnerability and risk assessments considering social, economic and ecological assets
 - iii. local committees of knowledge to ensure engagement of the coastal landowners (e.g. commercial/industrial, marinas, Federal Agencies such as National Parks, Harbours, Port Authorities, Provincial Ministries/Agencies such as Provincial Parks) and the broader municipal and watershed public in the development of the CRP. This engagement will provide the opportunity to understand the physical coastal system and coastal hazards and impacts and costs of collaborative solutions

- iv. engagement of Indigenous community in development of the CRP
- v. updating to flood and hazard forecast and warning (CA) and emergency response (municipal) for legacy development/landowners at greatest risk
- vi. development of resilient land use policies that will allow municipalities to consider updates to Zoning by-laws and Official Plans as advised by the climate change impacts and risks identified
- vii. consideration of the role of existing coastal flood and erosion protection infrastructure and whether they are exacerbating coastal hazards or functioning effectively; and consideration of:
 - a. major maintenance repairs (immediate),
 - b. retrofits with nature-based solutions (short-, medium-term) and
 - c. consideration of new grey/green protection infrastructure or relocation of the 'at risk' people/businesses/infrastructure (long-term)

In addition to required elements of the application, Conservation Ontario will host meetings between the pilot projects at least annually to enable sharing of issues/challenges in implementation. These sessions will advise the development of Best Management Practices (BMPs) from the learnings of the case studies. These BMP outputs will be shared through a webinar/workshop (co-hosted by CO and Great Lakes St. Lawrence Cities Initiative (GLSLCI), municipalities, and Province in the final year:

- BMPs for terms of references for CRPs,
- BMPs for terms of references for different types of vulnerability and risk assessments,
- BMPs for terms of references for Committees
- BMPs for Indigenous engagement
- BMP compilation for updates to coastal hazard forecasting, warning, and response,
- BMP compilation of types of land use policies, ZBLs and OP updates, and,
- Others that may become evident

3.0 Lake St. Clair Coastal Resilience Management Plan

The pilot project entitled "Lake St. Clair Coastal Resilience Management Plan" will develop a Coastal Resilience Plan for the entire Canadian coast of Lake St. Clair. Although following the general description above, it will be unique to the communities and issues of Lake St. Clair. Primary in this work will be to develop a partnership of Conservation Authorities, municipalities and first nations that have coastal areas on Lake St. Clair.

3.1 The Purpose of the partnership will be to:

1. Provide tools to First Nations, Municipalities and Conservation Authorities to understand lake and coastal flow and sediment processes within the entire Canadian portion of Lake St. Clair
2. Provide tools to First Nations, Municipalities and Conservation Authorities to understand hazards along the entire Canadian portion of Lake St. Clair
3. Provide training and resources to First Nations, Municipalities and Conservation Authorities to advance its knowledge on climate adaptation, coastal resilience and green infrastructure solutions, including the identification of potential coastal resilience projects and required steps to implement such projects

4. Identify collaborators, partners, and stakeholders within the Canadian portion of the coastal areas of Lake St. Clair to advance coastal resilience projects
5. Provide opportunities for community members to understand Lake St. Clair coastal flow and sediment processes and understand the importance of implementing resilient solutions that work within those processes
6. Provide one-on-one support for a local coastal resilience project within Municipalities and First Nations through the co-development of a project implementation roadmap

3.2 Project Deliverables:

1. Technical background review of relevant reports, studies and modelling of Lake St. Clair forming basis of knowledge on flow and sediment processes in Lake St. Clair
2. Modelling of Lake St. Clair flow including sediment movement, erosion under existing and climate change conditions. One model for the entire lake (processes within the lake) to understand lake processes that impact community and natural infrastructure This work to include:
 - Field work to gather sediment profiles, turbidity, and near shore bathymetry
 - Develop a hydrodynamic model of Lake St. Clair
 - Model the lake dispersion of sediments
 - Complete numerical modelling of lake bed shear stresses.
 - Modelling of vegetation impacts on nearshore currents and waves. (significant invasive species issues in Lake St. Clair)
 - Complete analysis of climate change impacts and sensitivity analysis of coastal features
3. Modelling of Lake St. Clair flood and erosion hazards using past predictive and climate change predictive scenarios.
4. Flood and Erosion mapping (including Climate Change) for Chatham-Kent and Walpole First Nation consistent with mapping prepared for the Municipalities of Tecumseh and Lakeshore.
5. Vulnerability Assessment determining adaptive capacity of communities to address current and climate change impacts on social and economic systems
6. Risk assessments - A true damage risk assessment considering public infrastructure, private infrastructure and ecological assets.
7. Resilience Plan & Policies – The Study to this point will develop an understanding of how changes in Climate will affect the natural hazards and thereby the social and economic health of communities present on the coast of Lake St. Clair. The Lake St. Clair Coastal Resilience Plan will address how communities should plan to address this change. The plan will include the following:
 - I. Background information on the coastal resilience action
 - II. Action leads and supporting organizations
 - III. Timelines for Implementation needs
 - IV. Financial information to support implementation
 - V. Existing or current practices related to the action

- VI. Immediate next steps (An implementation roadmap of recommended actions in the short, medium and long term)
- VII. Resource requirements (HR, capital, knowledge, training, etc.) to implement the Resilience Plan
- VIII. Recommended Monitoring and evaluation
- IX. One example design of a coastal protection works utilizing lessons learned from the Lake St. Clair Coastal Resilience Plan
- X. Additional notes/comments
- XI. Evaluation: ICLEI and the GLSLCI will provide data and lessons learned to contribute to the evaluation process (Appendix to the document)

8. Public engagement plan – local communications strategy engaging communities in local in-person meetings / knowledge gathering, First Nations traditional knowledge considered based on understanding that traditional knowledge provided by First Nations will be equal and valued to scientific knowledge generated by this project. Will include the following actions:

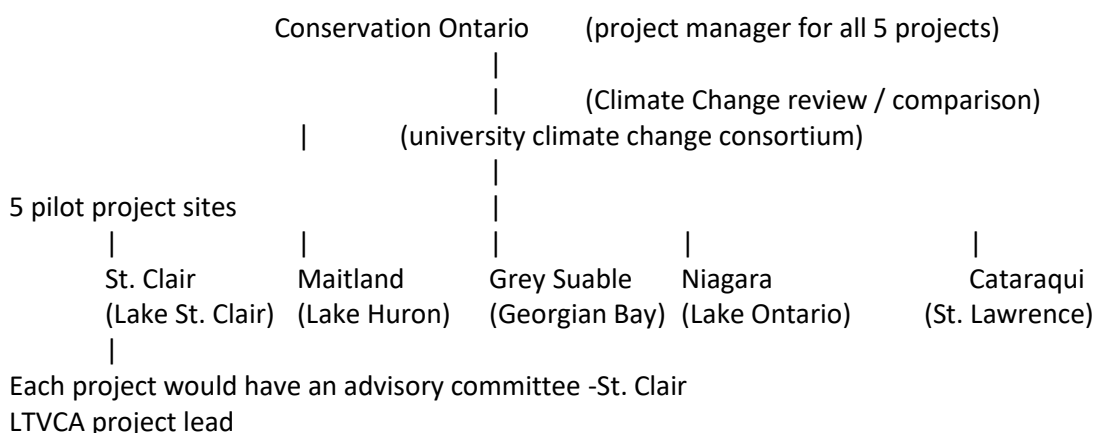
Consultation:

- I. Mayor’s kick off event – Great Lakes St. Lawrence River Cities Initiative, GLSLCI with ICLEI and partners.
- II. Minimum 8 public meetings (4 in Chatham-Kent and 4 in Essex County) to address project purpose, Vulnerability Assessment, Risk Assessment and Resiliency Plan Recommendations.
- III. 3 workshops with partners to develop tools for vulnerability, risk and resilience
- IV. 4 working group meetings on – Planning, Emergency Services, Public Works, Regulations (CA regulations and others)
- V. Project to be led by the Lake St, Clair Coastal Resilience Committee – A committee of all partners will meet a minimum of 8 times through the develop of the plan to guide the project, recommend changes as needed and support the work

3.3 Project Organization

In order to benefit from the larger initiative and undertake the St. Clair Project the following organization is proposed:

Project Organization



5 municipalities (Municipality of Chatham-Kent, Essex County, Municipality of Lakeshore, Town of Tecumseh, and City of Windsor)
1 First Nation – Walpole Island – to be confirmed
Other partners – GLSLRCI, ICLEI
|
Technical Consultants

3.4 Roles

Conservation Ontario:

Overall project management and administration through NRCan. Financial reporting. Contract lead communications specialist for pilot projects, peer reviewers and pilot project comparisons and learnings from comparisons.

Project Steering Committee:

Composition: 3CAs, municipalities, first nations, landowners, other potential partners e.g. GLSLRCI

Provide direction to the project within the Terms of Reference approved by NRCan. Approve consultants. Review approaches / results

Conservation Authorities (St. Clair Region Conservation Authority, Essex Region Conservation Authority, Lower Thames Valley Conservation Authority

Participate in steering committee, participate in development of project

Lead Conservation Authority:

Legal entity of the project (Lower Thames Valley Conservation Authority) – sign contracts etc., report to Conservation Ontario

Municipal Partners: Municipality of Chatham-Kent, Essex County, Municipality of Lakeshore, Town of Tecumseh, City of Windsor (pending)

Participate in steering committee, participate in development of project deliverables

Great Lakes St. Lawrence River Cities Initiative (GLSLRCI)

Along with ICLIE Canada will lead the communications and technology transfer elements of this project. This will include development of tools through consultation for Vulnerability Assessments, Risk Assessments and the Resilience Plan. Additionally, GLSLRCI will contract a consultant to prepare a pilot project design in Essex County using Resilience understandings developed through this project.

3.5 Costing

The Lower Thames Valley Conservation Authority is the project management lead for this pilot project and will undertake overall project management to achieve the above referenced deliverables. (NRCan) Climate Resilient Coastal Communities Program funding. If successful, the Government of Canada (through the NRCan Climate Resilient Coastal Communities Program funding) will provide a maximum of 75% towards the total project budget. The recipient must provide other sources of funding (cash or in-kind) for a minimum of 25% of the total project budget, which apply over the course of the whole project and do not need to match Natural Resources Canada's contribution per fiscal year. Over the life of the project (April 1, 2024 – December 31, 2027), the following support is being provided to this project:

Partner	Cash	In-Kind
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Great Lakes St. Lawrence River Cities Initiative	\$53,000	\$14,000
Lower Thames Valley Conservation Authority	\$28,000	\$47,000
St. Clair Region Conservation Authority	\$20,000	\$14,000
Essex Region Conservation Authority	\$20,000	\$14,000
County of Essex	\$50,000	\$16,000
Municipality of Chatham-Kent	\$25,000	\$8,000
 Total Local Support:	 \$196,000	 \$113,000

The total cash value of \$ \$196,000 over the next four years representing greater than the 25% matching funding required for an eligible application. The total requested funding from NRCan is \$586,500. The total project will be \$895,500. (\$586,500 NRCA request, \$196,000 partner's cash and \$113,000 partner in-kind support).

Recommended Resolution:

That the Lake St. Clair Coastal Resilience Plan 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

10.3) Water Management

10.3.1) Flood Forecasting and Operations

Flood Messaging and Flood Events

There has only been one flood message issued since the last written report for the Board of Directors. It was a Shoreline Conditional Statement – Flood Outlook message for the Lake Erie shoreline, and in particular for Erie Shore Drive, issued on November 1st. While sustained wind speeds had been predicted to reach up to 45 km/h, the weather station at Cedar Springs showed winds peaking at 35 km/h. Earlier in the year, 35 km/h would have been enough to cause flooding along one stretch of Erie Shore Drive. However, some remedial works have been undertaken recently which have made the shoreline more resilient to the type of wave spray flooding that had been impacting Erie Shore Drive.

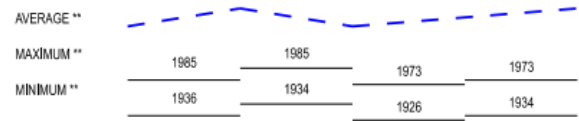
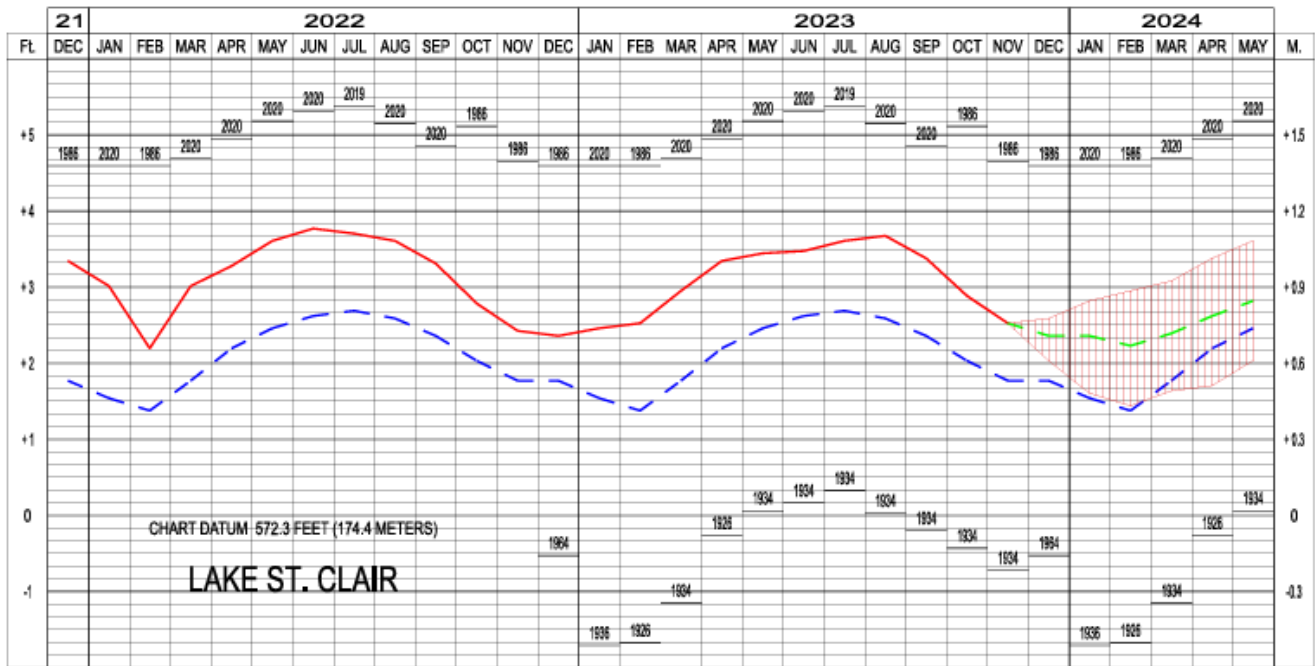
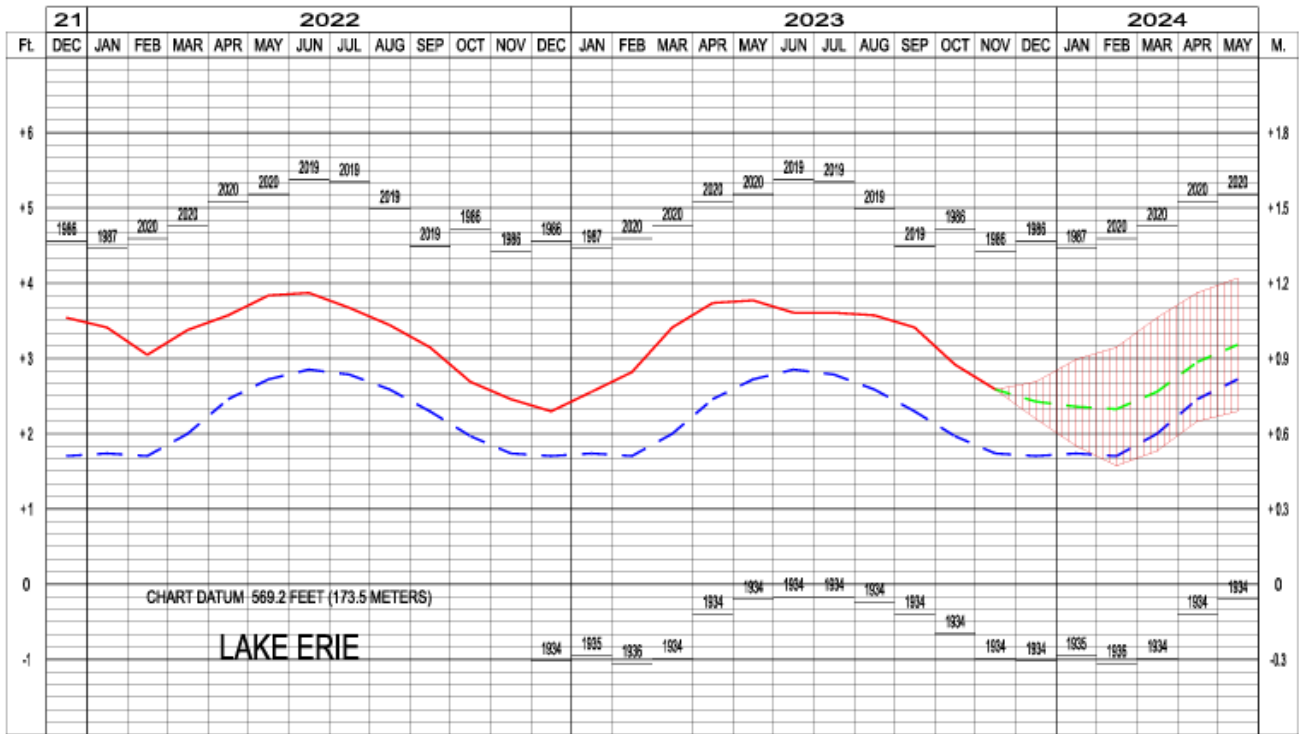
Report on Lake Conditions

Average daily water levels on Lake Erie at the beginning of December were around 174.25 m (I.G.L.D.). The all-time record high monthly average for December was 174.89 m, set in 1986. Water levels at the beginning of December were 23 cm above what would be considered normal for the month of December. Water levels on Lake Erie are now nearing their seasonal lows. Forecasts suggest water levels will drop 7 or 8 cm by the beginning of January.

Average daily water levels on Lake St. Clair at the beginning of December were around 175.12 m (I.G.L.D.). The all-time record high monthly average for December was 175.80, set in 1986. Water levels at the beginning of December were 18 cm above what would be considered normal for the month of December. Water levels on Lake St. Clair are now around their seasonal low. Forecasts suggest water levels will not change substantially by the beginning of January.

Since about February or March, water levels on both Lake Erie and Lake St. Clair have been tracking fairly close to the water levels seen last year. Generally, water levels have deviated from last year's levels only by around 15 cm. Like last year, water levels have fallen a little bit faster than average during the autumn of this year. However, water levels are approaching their seasonal lows now and it is anticipated that water levels will remain above average over the next 6 months as well. Even though water levels on both lakes are still above average, they have fallen back much closer towards their long-term averages. With the lakes now only around 15 to 25 cm above their long-term averages (65 to 70 cm below their record high monthly averages) the lakes can be considered almost back to normal water levels. 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. At this time last year, only minor flooding was seen along the road with sustained wind speeds in the 45 km/h range. Although some inappropriate shoreline alterations had taken place earlier this year that had made one stretch of Erie Shore Drive more vulnerable than this, remedial works have recently been undertaken that seem to have helped. Once the lakes freeze over for the winter, the risk of shoreline flooding will be over until the spring melt.

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 December.



** Average, Maximum and Minimum for period 1918-2021

There has been little activity surrounding the LTVCA's flood control structures over the last few months. There have been no significant rainfall events over the last few months so there have been no operations since the last report. Seasonal maintenance has continued for the flood control structures, including further vegetation control on the McGregor Creek Diversion Channel.

10.3.3) 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. As the growing season is now over a local summary report has not been created for December.

A quick look at flows on the Thames River show that throughout November flows have not dropped below 20 m³/s downstream of Byron. Since the LASF would be around 15 to 16 m³/s, there appears to be no issue with flows for the Low Water Response Program. Although the November provincial screening had not been sent out in time for this agenda, the October screening did not indicate any issues with rainfall totals for either the 3-month or 18-month period.

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/>

10.3.4) Watershed Monitoring

Watershed-wide surface water quality monitoring continues at 22 sites throughout the watershed. In addition to baseline monthly monitoring, two storm events were targeted for additional sampling. This sampling is required to be able to determine nutrient loadings related to the phosphorous reduction targets under the Great Lakes Water Quality Agreement. Earlier in the year, this sampling was being conducted under several programs, including the PWQMN program, special program lab allocation from MECP and internally by the LTVCA. However, the LTVCA recently heard that the MECP has begun approving its COA funding. Work has begun on finalizing an agreement to cover the shortfalls in the PWQMN program and to move off the special program lab allocation. Maintenance was also performed on the automated monitoring station on Big Creek.

Groundwater monitoring for the Provincial Groundwater Monitoring Network (PGMN) program also continues. For that program, well water level and temperature data is downloaded from data loggers in addition to those sites that have telemetry to automatically download from. A few stations also have rain-loggers. Upgrades to the PGMN station on Shewburg Road were recently completed. Every autumn there is also a program where LTVCA staff pump seven of the PGMN wells and takes water quality samples to be analysed by the MECP. This sampling is now complete for 2023. There was discussion of adding a spring sampling run for PGMN as well, however, that work is yet to be confirmed.

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

10.4) Planning and Regulations

10.4.1) Planning

From the end of September 2023 through to the end of November 2023, there were 33 planning submissions reviewed by staff for this reporting period 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 53 phone calls and over 124 email responses to inquiries that staff have responded to.

Planning Numbers	2022 Totals	Jan Totals	Feb Totals	Mar Totals	Apr Totals	May Totals	June Totals	July Totals	August Totals	Sept Totals	Oct Totals	Nov Totals	2023 Totals
Chatham-Kent	204	21	17	37	26	44	18	34	27	11	14	13	262
Elgin	92	14	7	18	10	12	8	5	7	7	0	1	89
Essex	32	4	0	2	0	3	1	5	1	0	1	1	17
Middlesex	44	5	5	3	6	2	4	0	4	3	3	0	35
Total Numbers	372	44	29	60	42	61	31	44	39	21	18	15	403

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

10.4.2) Planning Fees

Planning fees generated for the time period of October 1, 2023 through to November 30, 2023:

Municipality	October - November	Yearly Total
Southwold	\$0	\$930.00
Dutton Dunwich	\$0	\$230.00
West Elgin	\$1,900.00	\$7,750.00
YTD Total		\$8,910.00

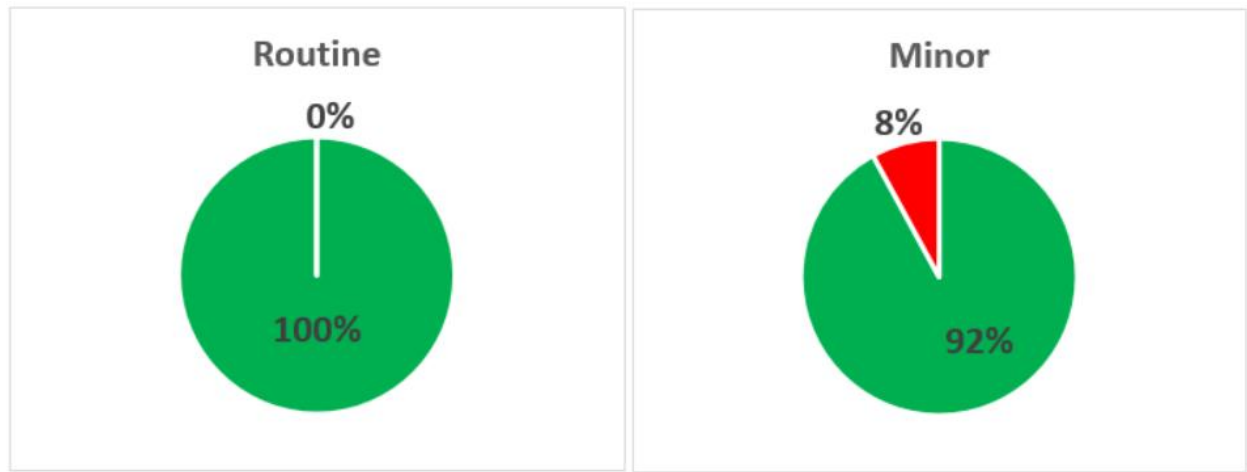
10.4.3) Section 28 Regulations / Permitting

In the months of October and November, the LTVCA received 136 new permit applications with respect to Section 28 of the Conservation Authorities Act and Ontario Regulation 152/06. Of the 450 permit applications received in the first eleven months of 2023, all but 17 had been approved by staff by the end of November. 13 of those 17 applications are incomplete and the remaining four applications were either cancelled or put on hold by the applicants.

\$81,575 in permit application and hearing fees has been generated thus far this year (as of the end of November).

10.4.4) Permit Processing Timelines

For applications issued in October and November, the charts and table below indicate that 100% of “routine” and 92% 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
Routine	16	0	0	0	0
Minor	28	76	1	8	0
Major	0	0	0	0	0

For the months of October and November, the average turnaround time for a routine permit application was one day (ranged between 0 and 7 days). The customer service standard for routine permits is a turnaround within 14 days. For the most part, especially in October and November, 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 October and November, the average turnaround time for a minor permit application was 16 days (ranged between 0 and 49 days). For private property minor complexity permits, the average turnaround time was also 16 days (ranged between 0 and 40 days). The customer service standard for minor complexity permits is a turnaround within 21 days.

Permit processing times for “minor” applications, particularly for private landowners, has improved since the Water Resources and Regulations Technician returned from their leave. The primary reason for the delayed issuance of permits in this category in this reporting period was because they required staff site visits and field surveying and the department is operating at a reduced capacity for such work. Both the Watershed Resource Planner and the Water Resources Engineer continue to support the regulations program by helping to process some of the “minor” applications.

The administrative assistant position that partially supports the regulations program is still vacant. However, interviews had been scheduled at the time of writing of this report.

10.4.5) Property Inquiries

Up to the end of November, 801 property inquiries (including permit pre-consultation questions) were received and responded to by the Regulations Program which is 100 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 up to 3 business days for e-mails and up to 5 business days for phone calls.

10.4.6) Regulation Mapping Update

The GIS Technician position has been vacant since early September and so no further work has been completed on updating the regulation mapping. The role is expected to be filled in early 2024. When the regulation mapping is finally

completed, it will be shared with member municipalities, be available online for the public, consultants, and private industry, and will fulfill a customer service commitment made by the LTVCA in 2019. The mapping was originally supposed to be updated by mid-2021. However, in 2020 the COVID-19 pandemic shifted the responsibilities of the GIS Technician into more of an IT role supporting other staff working from home. Since then, there has been an issue with the retention of staff in that role.

10.4.7) Section 28 Enforcement

In the first eleven months of 2023, 21 complaints / tips were received from the public about possible Section 28 enforcement issues. 19 of the 21 issues are confirmed violations or potential violations of the Conservation Authorities Act and Ontario Regulation 152/06. Three of the violations has been resolved.

Staff Report

O.Reg. 152/06 Permit Applications
(Permits Issued in Oct and Nov 2023)

B.D. 12/14/2023

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
276-2023	6631 Riverview Line	Raleigh	Chatham-Kent	Granted: Nov 30, 2023	31
294-2023	46 Rosewood Crescent	Chatham	Chatham-Kent	Granted: Oct 18, 2023	40
306-2023	Harbour Road Drain	Wheatley	Chatham-Kent	Granted: Nov 13, 2023	49
309-2023	13546 Norton Line	Howard	Chatham-Kent	Granted: Oct 18, 2023	21
310-2023	32 Brock Street	Shrewsbury	Chatham-Kent	Granted: Sep 28, 2023	2
315-2023	HydroOne Corridor	Harwich	Chatham-Kent	Granted: Oct 23, 2023	18
316-2023	HydroOne Corridor	Harwich	Chatham-Kent	Granted: Oct 23, 2023	18
317-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
318-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
319-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
320-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
321-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
322-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
323-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
324-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
325-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
326-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
327-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
328-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
329-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
330-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
331-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
332-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
333-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
334-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
335-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
336-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
337-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
338-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
339-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
340-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
341-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
342-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
343-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
344-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
345-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
346-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
347-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
348-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
349-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
350-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
351-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
352-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
353-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
354-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
355-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
356-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
357-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
358-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
359-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
360-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
361-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
362-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
363-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
364-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
365-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
366-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
367-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
368-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
369-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
370-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
371-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
372-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
373-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
374-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
375-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
376-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
377-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
378-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
379-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
380-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
381-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
382-2023	HydroOne Corridor	Tilbury West	Lakeshore	Granted: Oct 23, 2023	18
383-2023	HydroOne Corridor	Raleigh	Chatham-Kent	Granted: Oct 23, 2023	18
384-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
385-2023	HydroOne Corridor	Tilbury East	Chatham-Kent	Granted: Oct 23, 2023	18
386-2023	19212 Lakeside Drive	Lighthouse Cove	Chatham-Kent	Granted: Oct 18, 2023	15
387-2023	20975 Tecumseh Road near Peltier Drain	Lakeshore	Lakeshore	Granted: Oct 12, 2023	8
388-2023	800 Baptiste Road near Baptiste Creek	Tilbury North	Lakeshore	Granted: Oct 12, 2023	8
389-2023	20525 Tecumseh Road near Mailbox and Stron Drain	Lakeshore	Lakeshore	Granted: Oct 12, 2023	8
390-2023	24665 Pioneer Line	West Lorne	West Elgin	Granted: Oct 18, 2023	12

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
391-2023	Middleton Line over Two Creeks Drain East Branch	Wheatley	Chatham-Kent	Granted: Oct 10, 2023	0
392-2023	55 Junction Avenue	Chatham	Chatham-Kent	Granted: Nov 01, 2023	19
393-2023	Donald Lumley Drain	Dutton	Dutton Dunwich	Granted: Oct 16, 2023	3
394-2023	21212 Erie Street South	Wheatley	Chatham-Kent	Granted: Nov 01, 2023	19
395-2023	24618 Argyle Line	West Lorne	West Elgin	Granted: Nov 01, 2023	19
397-2023	Northwest Branch of Forbes Internal Drain	Tilbury East	Chatham-Kent	Granted: Oct 16, 2023	0
398-2023	10533 Longwoods Road	Louisville	Chatham-Kent	Granted: Oct 23, 2023	7
399-2023	10659 River Line	Harwich	Chatham-Kent	Granted: Nov 01, 2023	1
401-2023	Howard Drain	Harwich	Chatham-Kent	Granted: Oct 18, 2023	0
402-2023	Thompson Drain	Harwich	Chatham-Kent	Granted: Oct 18, 2023	0
403-2023	19025 Crest River Avenue	Lighthouse Cove	Lakeshore	Granted: Oct 23, 2023	4
404-2023	19 Lynnwood Avenue	Chatham	Chatham-Kent	Granted: Oct 23, 2023	4
405-2023	244 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
406-2023	248 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
407-2023	252 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
408-2023	256 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
409-2023	260 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
410-2023	264 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
411-2023	268 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
412-2023	272 Ironwood Trail	Chatham	Chatham-Kent	Granted: Nov 02, 2023	10
413-2023	9434 Fairview Line	Harwich	Chatham-Kent	Granted: Oct 24, 2023	2
414-2023	18210 Erie Shore Drive	Harwich	Chatham-Kent	Granted: Oct 25, 2023	1
415-2023	Paincourt Creek Drain Culvert at 6982 Creek Line	Dover	Chatham-Kent	Granted: Oct 25, 2023	0
416-2023	Romeo Martin Drain	Dover	Chatham-Kent	Granted: Oct 25, 2023	0
417-2023	29213 Zone Road #5	Zone	Chatham-Kent	Granted: Nov 23, 2023	28
418-2023	Boucher Drain	Tilbury North	Lakeshore	Granted: Oct 26, 2023	1
419-2023	4488 Mint Line	Tilbury East	Chatham-Kent	Granted: Nov 30, 2023	35
420-2023	21097 Campers Cove Road	Wheatley	Chatham-Kent	Granted: Nov 30, 2023	31
421-2023	4727 Mint Line	Tilbury East	Chatham-Kent	Granted: Nov 30, 2023	31
422-2023	151-157 King Street West	Chatham	Chatham-Kent	Granted: Nov 30, 2023	34
423-2023	11932 Rose Beach Line	Howard	Chatham-Kent	Granted: Nov 02, 2023	1
424-2023	13481 Jane Street	Thamesville	Chatham-Kent	Granted: Nov 30, 2023	29
425-2023	92 Sherman Street	Thamesville	Chatham-Kent	Granted: Nov 02, 2023	1
426-2023	Cameron Drain	Howard	Chatham-Kent	Granted: Nov 03, 2023	1
427-2023	McTavish Drain	Howard	Chatham-Kent	Granted: Nov 03, 2023	1
428-2023	Burchiel Deshaw Drain	Orford	Chatham-Kent	Granted: Nov 03, 2023	1
429-2023	Wierenga Drain	Howard	Chatham-Kent	Granted: Nov 03, 2023	1
430-2023	Beattie Drain	Raleigh	Chatham-Kent	Granted: Nov 13, 2023	11
432-2023	Dubs Drain	Orford	Chatham-Kent	Granted: Nov 06, 2023	0

App No.	Location	Community/ Township	Municipality	Decision	Processing Time (days)
433-2023	Woods Drain	Zone	Chatham-Kent	Granted: Nov 07, 2023	1
435-2023	McCahon-Nemeth Drain	Mosa	Southwest Middlesex	Granted: Nov 15, 2023	7
436-2023	6095 10th Line	Raleigh	Chatham-Kent	Granted: Nov 16, 2023	7
437-2023	South Street Subdivision	Glencoe	Southwest Middlesex	Granted: Nov 16, 2023	2
438-2023	921 Charing Cross Road	Chatham	Chatham-Kent	Granted: Nov 30, 2023	13
439-2023	1330 Vidler Avenue	Erieau	Chatham-Kent	Granted: Nov 21, 2023	4
440-2023	1120 Post Point Lane	Erieau	Chatham-Kent	Granted: Nov 30, 2023	3
441-2023	9434 Fairview Line	Harwich	Chatham-Kent	Granted: Nov 28, 2023	0
442-2023	Wolfe Creek Drain	Harwich	Chatham-Kent	Granted: Nov 29, 2023	0
450-2023	50 William Street North	Chatham	Chatham-Kent	Granted: Nov 30, 2023	0

10.5) Conservation Area Lands

10.5.1) Conservation Areas

Longwoods Road Conservation Area

The Longwoods Resource Centre has received several upgrades over the last couple months from structural posts, windows, doors and furnace repairs/upgrades, as these have been completed prior to construction of the addition. The RFP construction began October 11th, 2023 and steady progress has been made. The New Indigenous Learning Centre; project commencement ceremony and expansion launch event took place on November 22, 2023 and flyers from the fundraiser have been added to the Magic of Lights items to distribute.

Magic of Lights is in the Longwoods Conservation Area for the 2023 Christmas season. The light show opened to the public on November 17th and will wrap up shortly after the new year.

The property has been winterized for the season, so the washroom pavilion will no longer be in use until the spring.



E.M Warwick

E.M. Warwick concluded a short-term lease as a pilot project with the West Elgin Community Health Centre. The pilot program was a success and the West Elgin Community Health Centre has requested to continue to use the facility. The Scouts have requested to use the facility at this time in March, so we are currently working with both groups and have come up with a compromise. The West Elgin Community Health Centre, will start their extended rental of the unit starting mid December and complete their rental by the end of March.

Big Bend

The Hunt camp took place throughout November and December and is currently wrapped up for the year.

Wonderful turn out as we hosted three main hunting weeks, each week varied with the type of accommodation and groupings that were on site.

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. Potentially a small parking lot is being added, additional signage, boot brush, trail review and additional presence among pedestrians and staff, will hopefully help reduce the ATV activity.

C.M. Wilson

Staff continue to work hard at transforming the CM Wilson Learning Centre into the place to be. Currently, our education team resides out of that office at this point and is constantly working towards opening the building this Winter. The Chatham Rotary Club assisted with painting the Conservation Classroom, the staff have been working hard at painting the washrooms and preparing the building for educational programming.

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

10.6) Conservation Services

10.6.1) General Stewardship Update

The Stewardship Department is actively accepting tree orders for both small and large-scale projects. Currently, our focus is on conducting site visits for tree projects encompassing one acre or more. This strategic approach ensures that our resources are optimized for projects with substantial environmental impact.

We are delighted to report the successful continuation of our radio advertising campaign, a valuable tool for reaching a wider audience. Notably, Heuvelmans Chevrolet has been a key sponsor, providing crucial funding for these advertisements. In October, our radio ad highlighted agriculture programming, serving to educate and engage the community on sustainable farming practices. The November radio ad centered on promoting tree orders. For December, our focus shifts to the SAR team, specifically highlighting their projects related to exclusion fencing. This multifaceted approach allows us to diversify our outreach efforts and address various aspects of environmental stewardship.

We are pleased to announce the implementation of our new database system, developed by Planning Intelligence. This system is now fully operational and is being utilized for managing current projects efficiently. The Planning Intelligence system enhances our ability to streamline data, track project progress, and maintain a comprehensive overview of our stewardship initiatives. Its user-friendly interface empowers our team to make informed decisions and ensures that our projects are executed with precision.

Wetlands and Ducks Unlimited Canada Partnership

Three of the six remaining wetland projects have been completed for this year, adding another two acres of restored wetland habitat totalling 3.4 acres for 2023. Despite the wet conditions, work was still able to be completed and the ponds are already filling with water.

While the three remaining wetlands still need to be completed by this year, focus is starting to shift towards next year's projects. Late season site visits have brought forth promising prospects for multiple wetland projects that are first on the list for completion in 2024. Many of these wetland projects have been a collaboration with LTVCA, ALUS CK/Elgin/Middlesex and Ducks Unlimited Canada.

Completed Wetland Projects:



Zone Road 5, Thamesville – 0.96 acres



River Line, Kent Bridge – 0.6 acres



Eds Line, Blenheim— 0.4 acres

ALUS Chatham-Kent

On November 16th the PAC held their fifth meeting of 2023. Our Eastern Hub Manager - Great Lakes, Alyssa Cousineau, gave an ALUS 101 presentation as there are many new members on the PAC. The PAC approved a tree project for the spring, two tallgrass prairie projects, and two more wetlands, which are expected to be completed before the end of 2023.

The PAC decided to hold one more meeting in 2023, to go over the PAC documents and update our Terms of Reference and PAC manual where needed, because they felt too many members were absent on November 16th and they want input from more PAC members before making any changes or decisions in this matter.

The updated financial report shows that we are on track to spend the funds that are only eligible for projects that are completed before December 31st, 2023.

All of our grant targets were met for the year. The ECCC Carolinian Zone grant required ALUS CK to plant Five new acres of grassland, wetland, or forest and we implemented **14** acres. The NRCAN 2 billion trees grant required **14** acres and **8,400** trees planted and we planted **17** acres and **9,435** trees. An anonymous donor asked for 5 acres of grassland, wetland or forest and we implemented 26 acres. These targets will enter our year-end reports for these funders and they have helped to draft our "Target Projections" for 2024. The target projections have been handed in to ALUS Canada and will be used to make funding decisions for ALUS CK for the 2024 year.

The waiting list continues to grow as we receive calls and visits from interested farmers who've heard our ads on the radio or who have attended farm events and received pamphlets from LTVCA. We continue to have site visits in preparation for 2024 projects.

ALUS Elgin

On October 13th & 15th a wetland plug Planting outreach event was held at one of our wetlands established in 2017. A grade 5/6 class from Éva Circé-Côté French Immersion Public School came for two hours on the Friday. Twenty-five students prepared for the events by researching the plants we were planting and made posters about them. The kids did a great job planting plugs in the areas that they were supposed to. A rainy Saturday pushed plans for a group of Beavers and Cubs forward until Sunday. The younger children were a little more cautious about getting too close to the water than the older students were. At the end of the weekend, **1500** plugs of **15** plant species suitable for various moisture levels were planted.



Multiple annual and final reports have been submitted. The final report for our Ontario Trillium Fund grant administered through ALUS Norfolk was accepted. TD NAP Phase IV sponsored a large portion of our renewal contracts this year, totalling **49.5** acres in tree projects. Grassland Stewardship Initiative (through Forests Ontario) and Natural Resource's Canada's Forests reports have been accepted.

The ALUS Elgin database is somewhat chaotic. The program has gone through three moves in the last two years (i.e. from Long Point Conservation Authority to the LTVCA, from the Resource Centre at Longwoods to Burwell House, from its own digital storage to ALUS Canada's online system). During the majority of that time, there was no full time Program Coordinator. The ALUS Elgin program has also gotten large enough that different record keeping practices are necessary. The Program Coordinator estimates that by the time the database gets cleaned up over winter, preparation time for next year's project implementation season will be severely diminished. Program administration is to be discussed at the next Partnership Advisory Committee meeting including staffing needs to keep the program's current momentum going.

The fifth and final Partnership Advisory Committee (PAC) meeting of 2023 is taking place on Monday December 4th at the New Sarum Diner in New Sarum. Agenda items include: 2024 Projections and Program Administration, 2024 Elections and Project Proposals.

ALUS Middlesex

As we close in on another year, the team at ALUS Middlesex have been busy capturing this year's success through their annual reporting and further setting their sights on the year ahead. This past year saw the enrollment of nearly 30 new participants and a cumulative **150** acres were restored, surpassing a grand total of 700 acres since the program was established in 2019. Notably, the team constructed 11 wetland projects, restoring nearly 15 acres in partnership with five Conservation Authorities and Ducks Unlimited Canada. Alongside tree planting and grassland projects, these features provide valuable nesting habitat, nutrient retention, and climate mitigation services.

ALUS Middlesex welcomed their new Program Director, Elise Gabrielli, this past November. Elise brings 10 years of wetland ecosystem design, management, and implementation. Oxford County has always been home for Elise, although research and work has taken her across the country. She joins the ALUS team from Ducks Unlimited, previously delivering their small wetland restoration program, focused on nutrient and carbon retention. Elise is thrilled to establish new roots with ALUS and to facilitate continued success in the year ahead.



Picture above, new Program Director Elise Gabrielli at the ALUS Middlesex booth at the EFAO conference in London.

The team has actively engaged in outreach activities, driving project interest through farm shows and local events. They further marked the end of the year by attending the Ecological Farmers Association of Ontario Conference in London, ON where former Program Director, Peter Moddle, and ALUS Middlesex PAC member Chris Crump of Crump Enterprises, both spoke to the importance of *Wetlands on Farms: Conservation and Management*. They joined a panel with other local experts, communicating a general theme of partnership and collaboration.



Highlighted above is a 2023 constructed wetland project, set for a prescribed burn in spring 2024 and seeded with native tall grasses to enhance the surrounding prairie habitat.

Urban Stewardship

In early November, the LTVCA once again teamed up with Enbridge in a “Fueling Futures” event, in which **75** trees were planted by volunteers at an Enbridge satellite office in Chatham. These trees are the beginning of a long-term project to transform the empty greenspace into a usable area for both human recreation and animal habitat. Ridgetown Rotary Club & Horticultural Society also volunteered to plant **70** trees at T.R.E.E.S memorial park in Ridgetown, continuing with a long-term planting plan at the naturalized area. LTVCA staff also contributed to getting more trees on the landscape by planting the final large stock trees of the season at a public park in Blenheim as well as at Walter Devereux Conservation Area. This brings the total of large stock trees planted this year to just over **600**.





Staff also participated in one last seed collection of the year at Walter Devereux Conservation Area; collected tall grass prairie seeds will be used in the upcoming year to establish new prairies and restore existing ones.

Funding has begun to come in for next year's projects, with a grant of \$8,000 from TD Friends of the Environment, funded towards further greening of the new C.M. Wilson Learning Centre. Additionally, \$3,250 has been granted by the CK Community Foundation towards a large scale tree giveaway this coming spring.

Overall, this year has been incredibly successful for the urban stewardship program, with just over **600** large stock trees planted in the watershed, approximately **1,500 lbs** of garbage removed from greenspaces, **4** pollinator gardens created, and **1 acre** of invasive species removed. This was all made possible by the efforts of over **300** members of the public who generously donated over **1,000** hours of volunteer time. We look forward to another amazing year!

10.6.2) Phosphorus Reduction Initiatives

Ontario Ministry of Food & Rural Affairs (OMAFRA) – Canada-Ontario Agreement (COA) on Great Lakes Water Quality & Ecosystem Health

Funding from the OMAFRA-COA agreement has supported a variety of agricultural 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 is focused on activities that address the issue of excess nutrient loads with the objective to reduce harmful and nuisance algal blooms. Current projects that are underway include:

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



In October, LTVCA Soil and Water Quality Technician, Brittney Littlefield worked alongside with an expert from the Soil Resource Group to conduct soil sampling for farmers within the LTVCA watershed. This project is part of the Soil Health Assessment Protocol Pilot Project. Post harvest samples were collected at fields and have been sent for analysis. Goals of this project include providing farmers with recommendations on practices / strategies to improve soil health on participating farmers fields.

In November, LTVCA staff meet the Chippewas of the Thames First Nation to continue to develop and implement a surface water quality monitoring program. This initiative will provide the capacity to assess how agricultural operations may be affecting water quality. LTVCA staff members have been working with the Environmental Technician for the Chippewas of the Thames First Nation to support the monitoring program. LTVCA staff will assist with installing an ISCO automated water sampler at an edge-of-stream location on December 7th, 2023. Water samples will be collected for stream water quality analysis.

On-Farm Applied Research & Monitoring (ONFARM) Program



From October to December of 2023, LTVCA project staff continued to collect water quality and quantity data in the ONFARM study. Approximately 117 mm of precipitation was recorded at the Merlin edge of field sites during the period. Water quality samples from two precipitation events were collected. Updates are being made to the ONFARM agreement and staff are allocating time to data management and analysis tasks to prepare for an ONFARM technical report. The report will include water quality and quantity results from edge-of-field sites located in the LTVCA watershed. The Upper Thames River Conservation Authority and the Ausable Bayfield Conservation Authority will also be contributing results.

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 renewal of the funding agreement for the program is being finalized.

LTVCA: Soil Health Program 2023 – Update

With harvest complete, LTVCA project staff have been actively working with the approved farmer applicants to submit project claim forms and to validate plantings. The objective of the Soil Health 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 claim submission deadline is December 15th of 2023. As of December 1st, the LTVCA has received applications for 60 farm businesses. If all projects and plantings proceed as planned, 10,800 acres of cover crops could be planted during 2023.



Photo of a LTVCA Soil Health Program participants cover crop planting, November 2023.

This project is 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.

10.6.3) Species at Risk (SAR)

Aquatic Species at Risk

Temperature and Dissolved Oxygen Data

A report discussing the results associated with temperature and dissolved oxygen data collected from June to October in the lower Thames River and Baptiste Creek and implications to fish and mussel SAR is in progress and will be completed prior to Christmas. A meeting with staff from the Ministry of Natural Resources and Forestry's Lake Erie Management Unit (LEMU), Wheatley office indicated that they too have been recording temperature data at Thames River stations using similar equipment. A data sharing agreement is being produced that enables the LEMU and LTVCA to share temperature and dissolved oxygen data. This work is supported by Fisheries and Oceans Canada's (DFO's) Habitat Stewardship Program.

Livestock and Aquatic SAR Health

Darren Hughes has been hired on contract as a Species at Risk Technician until March 29, 2024 to work on the LTVCA's *Recovering Mussel and Fish Species at Risk in the Lower Thames Valley Conservation Authority* project. He will be connecting with ranchers whose livestock access watercourses, as well as landowners whose creeks lack shoreline vegetation (otherwise known as riparian buffers). He will be producing and mailing letters to these individuals describing projects eligible for funding (properties within 5 km of the Thames River; ~1,500 meters as the crow flies). Ranchers will be encouraged to install exclusion fencing, low level crossings (if needed), alternate watering sources and/or riparian buffers to protect aquatic SAR living in adjacent watercourses and downstream while improving livestock and watershed health. It is hoped that this work will garner interest for restoration projects to benefit fish and mussel SAR in the 2024-2025 fiscal.



Figure 1: Species at Risk Technician Darren Hughes.

Program Funding

A proposal is being prepared for submission to Fisheries and Oceans Canada's *Habitat Stewardship Fund* (HSP) for three years (2024/25 to 2026/2027) to expand the LTVCA's *Recovering Mussel and Fish Species at Risk in the Lower Thames Valley Conservation Authority* program. If successful, funding will be directed to riparian buffer restoration, livestock exclusion, outreach activities to assist with the recovery of aquatic SAR, assessment of structures that may present barriers to aquatic habitat connectivity (e.g. culverts, dams and bridges) and continued monitoring of aquatic SAR habitat conditions in the lower Thames River to inform SAR recovery efforts.

Terrestrial Species at Risk



Figure 2. Environmental Technician Kristina Silveira.

Environmental Technician, Madison McKnight, and SAR Monitoring Technician, Sarah Rabideau, completed ecological land classification (ELC) habitat assessment reports for Big Bend, E.M. Warwick and Feasby Conservation Areas (CAs). Madison completed her contract with the LTVCA on November 17, 2023.

Kristina Silveira was hired on November 13 as a contract Environmental Technician until March 25, 2024 under Environmental and Climate Change Canada's *Habitat Stewardship Program* funds for the LTVCA's *Species at Risk Management Planning and Recovery Implementation in the Lower Thames Valley Conservation Authority* project. She will be identifying SAR, other floral/faunal observations and significant natural heritage features present at LTVCA conservation area (CA) properties by finding and downloading geospatial data associated citizen science and other publicly available datasets as well as reviewing the Authority's paper files. Based on this and a review of ELC reports completed for Mosa Forest, Ashton Forest, Big Bend, E.M. Warwick and Feasby CAs, she will provide recommendations for the management of SAR, invasive species and significant natural features to be incorporated into management plans for these properties. Recommendations will also be based on federal recovery strategies and existing management planning

documents like *Managed Forest Tax Incentive Plans* (MFTIPs).

Former Wildlife Technician Jack Belleghem is in the process of voluntarily finalizing a report that summarizes all breeding bird survey, bioacoustics and Bank Swallow survey data collected during the 2023-2024 field season.

Invasive Species and SAR Communications



Figure 3. Madison McKnight hosting a booth at The Glasshouse Nursery.

On 25 October 2023, an information booth was hosted at The Glasshouse Nursery. Due to the timing of the event, attendance was low, though the tour presence and conversation with staff created a relationship between the LTVCA and The Glasshouse Nursery for the future (i.e., potential for spring events which could be advertised on The Glasshouse Nursery monthly e-mail received by over 30,000 people). Social media relating to the LTVCA's Invasive Species Alert factsheets are being posted weekly and metrics associated with these posts (e.g., Likes) will be collected in late January 2024. A final report on all activities associated with the Water Lettuce survey in McGregor Creek and associated outreach activities has been produced and will be finalized and submitted to the Invasive Species Council once social media metrics are collected.

10.7) Communications, Education and Outreach

10.7.1) Social Media

As of December 4, 2023, the **Lower Thames Valley Conservation Authority's Facebook** page has 3,476 Followers, the **Instagram page for the Authority** has 1,249 Followers, and the Authority has 1,248 followers on **Twitter**.

10.7.2) Communications Media Releases

Throughout November and December, we have actively promoted the SAR team and their ongoing invasive species campaign. These posts aim to raise awareness about the vital work being done by the SAR team and encourage community involvement in combating invasive species.



A media release and social media content have been sent to the visibility teams for the Government of Canada's Enabling Accessibility Fund and the Federal Economic Development Agency for Southern Ontario. Following approval, these items will be distributed to the media, our email list, and through our social media, in order to share the progress being made on the Indigenous Community Education Centre and Revitalization of Ska-Nah-Doht Museum, as well as the intention to install a LULA (limited use, limited application) lift at the museum before February 2025.

10.7.3) Education Programming

C.M Wilson Learning Centre

Since October, a number of school groups have actively participated in the various programs offered. The complete list of programs has been compiled and shared with both the Lambton Kent District School Board and the St. Clair Catholic District School Board. In an effort to enhance the visibility and accessibility of the C.M. Wilson Learning Centre, new directional signs have been successfully installed on Charing Cross Road and Horton Line. These signs serve to guide visitors to the center, making it easier for school groups and other visitors to locate the facility.





The conservation classroom has received a fresh look thanks to the dedicated efforts of the Chatham Satellite Rotary Club. Over the course of three days, the club undertook the painting of the conservation classroom, contributing to an improved and inviting learning environment for all.

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

School and community groups have been joining the team for programming. Bookings are coming in regularly for programming in 2024.

Bussing continues to be a challenge for some school groups. The dates and times they are able to be on-site with us can be limited. Our team is working to accommodate as many schools as possible by adapting our programming days and hours of availability.

10.7.4) Ska-Nah-Doht Village and Museum

As of December 4, 2023, the **Ska-Nah-Doht Village's Facebook** page has 3,499 Followers. The **Instagram page for the Village** has 614 Followers.

Policy Review

A review of all Ska-Nah-Doht policies is being undertaken by the Village Advisory Committee. The Interpretation and Education, Research, Conservation, and Physical Plant Policies are seeking approval at the December 2023 LTVCA Board of Directors Meeting. The remaining three policies will be seeking approval at subsequent Board of Directors Meetings.

Signage

New directional signage for Ska-Nah-Doht Village and Museum has been installed along Longwoods Road / Highway 2. Our old sign has served us well but it was more than time. Not only has our branding been updated, but more importantly the language needed to change.

Ska-Nah-Doht is 50 years old this year. The words that were used commonly during parts of our history may be disrespectful, unclear, or inaccurate.

These signs were funded in part by Ontario's Southwest's Tourism Relief Fund.



Before and After of the Ska-Nah-Doht Highway Sign Construction Commencement Event

'Safeguarding our heritage for future generations' - the Lower Thames Valley Conservation Foundation (LTVCF) in partnership with the Lower Thames Valley Conservation Authority (LTVCA) hosted a 'Commencement Ceremony' for the new Indigenous Learning Centre Project on Wednesday, November 23, 2023. The ceremony took place from 11:30 a.m. to 1:30 p.m. on the conservation area grounds and site of Ska-Nah-Doht Village and Museum. Over 65 invited guests were in attendance.



Performance and Sharing by Eagle Flight



Guests were invited to participate in a Round Dance to commemorate our community coming together and our dedication to this project.

10.8) Wheatley Two Creeks Association Meeting Minutes – October 5, 2023

WHEATLEY TWO CREEKS ASSOCIATION

General meeting held on Oct. 5 2023 at the Wheatley Friendship Club

Attendance: Joe Pinsonneault, Rick Taves, Mark Peacock, Bruce & Marj Jackson, Bob Niven, Ken Hatt, Pauline Sample, Gerry Soulliere, Roger Dundas.

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

Minutes: Moved by Phil, sec. by Mike minutes be accepted as read. (Carried). Note: The profit from our concerts was \$7800.00 and not \$3000.00 as was stated in the minutes.

Memorial Groves: Marj and Bruce planted 2 butterfly bushes near the old garden in memory of Larry McDonald and will also put grass seed on the garden.

Prop & Equip.: Mark obtained a price of \$700.00 per post to repair all the posts in the large pavilion. We will go ahead with it once we have received a grant to help with costs. A notice will be put up at Leamington District High School asking if any student wishing add to their community hours could help trim our trails with supervision. Some trails and the hill need cutting.

Concerts: We try to get some of this years bands for next year, we would like open with Crossroads. Rick will again do the concert promotion, we may also put advertising signs on the roads near Tilbury and Leamington. Our first indoor concert will be Oct. 22 at 2:30pm at Wheatley United Church. Gerry will apply for the grant for next years concerts.

Financial Report: Submitted by Roger. Account balance as of August 31 was \$44,123.51. Account balance as of September 30 was \$43,592.51. Moved by Roger, sec. by Joe report be accepted as given.

Correspondence: Roger received a letter from a couple thanking us for our concerts as well as giving us a donation. We also received a letter from the Chatham-Kent mayor acknowledging our work in the community.

Old Business: None.

New Business: There will be a meeting of the Concerned Citizens of Wheatley here on Oct. 12 at 7:00 pm. We will give the Friendship Club \$250.00 for the use of their facility. (Carried).

Adjournment: Rick moved for adjournment at 7:00pm.

Phil Humphries, secretary.

11. Correspondence

11.1) Conservation Ontario: Province-wide education blitz – Salt Responsibly to help protect drinking water sources



Media Release

FOR IMMEDIATE RELEASE

Province-wide education blitz encourages Ontarians to Salt Responsibly to help protect drinking water sources

NEWMARKET (November 30, 2022) Starting on November 30, Conservation Ontario and local source protection authorities and regions will launch a 15-week public information campaign about how to Salt Responsibly this winter. New education tools include social media posts and an online mapping application about the impacts of road salt across Ontario.

"The objective of the campaign is to raise awareness of the road salt issues and to promote salt reduction and better road salt management (winter chemicals) while striking a balance with human safety when travelling.," said Deborah Balika, Conservation Ontario's Source Water Protection Manager.

Protecting Ontario's water sources is a critical step in bringing safe municipal drinking water to Ontario residents.

Road salt enters the environment in several ways. Snow gets plowed to the road shoulder and meltwater either infiltrates through soil into the groundwater or runs off into drains and creeks or to stormwater management facilities.

Eventually, these chemicals enter the natural water system, including drinking water source protection vulnerable source protection areas (municipal drinking water wells and surface water intakes) which can impact our drinking water sources.

As well, climate change is resulting in more extreme weather patterns that may result in an increased use of winter maintenance chemicals.

To help create awareness about salty situations across the province a Salt Responsibly Sticker campaign was developed by Conservation Ontario and a small working group. Over 8000 salt bins located in vulnerable drinking water areas will have helpful information stickers applied to them. "This outreach



program is a great way to bring attention to the connection between the activities we do on land can have impact on our lakes, rivers, streams and groundwater” and spread the word about the importance of source water protection,” Balika said.

Drinking water protection zones are areas, around municipal drinking water sources, where extra protective measures help to reduce risk and keep drinking water safe and clean. Ontario’s municipal drinking water sources include groundwater (underneath our feet in aquifers, drawn through municipal wells); and surface water (such as Great Lakes and rivers).

Drinking water source protection is one of several barriers, or ‘lines of defence,’ that help to protect drinking water in the Province. Other barriers of protection include monitoring, distribution, and the Three Ts (treatment; testing; and training of water operators).

Drinking water source protection is possible in Ontario through the *Clean Water Act, 2006*. Local source protection committees include representatives of many interests. These committees have developed source protection plans at the local level and the plans have been approved by the Province of Ontario. The source protection plans include policies that reduce risk to our municipal drinking water sources in order to keep drinking water safe and clean for Ontarians.

To learn more about drinking water source protection in Ontario, please visit the Conservation Ontario source water protection webpage <https://www.protectingwatermatters.ca/> and the Province of Ontario source protection webpage <https://www.ontario.ca/page/source-protection>.

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For more information:

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12. Other Business

13. Adjournment
