



Board of Directors *Notice of Meeting*

April 18th - 10:00 a.m., Administrative Office

Tentative Agenda

1. Chair's Remarks
2. Declaration of Pecuniary Interests
3. Minutes
4. General Manager's Report
5. Chair & Conservation Ontario Report
 - (i) Conservation Ontario Project Tracking Report
6. Business Arising from last meeting
7. Conservation Area Reports
 - (i) Conservation Areas Update
8. Water Resources Reports
 - (i) Current Watershed Conditions
 - (iii) Cathcart Park Shore Protection Revitalization Project
 - (iv) 2013-14 WECI Projects
9. Biology Reports
 - (i) Kettle and Stoney Point First Nations Species at Risk
 - (ii) Talfourd Creek and Aamjiwnaang First Nation Project
 - (iii) Peers Conservation Area
 - (iv) Bowens Creek
 - (v) Species at Risk – reptiles and turtles
 - (vi) new Healthy Sydenham Headwaters Initiative
 - (vii) Lambton Shores Healthy Watersheds Project
 - (viii) Phosphorus Reduction Program
 - (ix) Groundwater Monitoring
 - (x) Water Quality and Benthic Monitoring
 - (xi) Biology Department Funding
10. Conservation Services Report
 - (i) Conservation Services Report
 - (ii) Larvicide Report
11. Planning & Research Reports
 - (i) Drainage Act and Conservation Authorities Act Protocol (DART)
 - (ii) Drainage Act and new Engineers reports under Section 28 of CA Act
 - (iii) Regulations Summary Report
 - (iv) Monthly Planning Activity Summary Report
 - (v) High Level of Activity in Planning and Regulations

12. Finance Reports
 - (i) Revenue & Expenditure Report
 - (ii) January, February & March disbursements
 - (iii) 2013 General Levy update
 - (iv) Director's Expenses – [to be handed out at meeting](#)
 - (v) Employment Program Applications for 2013
 - (vi) Environmental Clean Up Day - Strathroy
13. Communications Reports
 - (i) Bus Tour
 - (ii) Conservation Education
 - (iii) Healthy Hikes
 - (iv) Middlesex on the Move
14. In Camera – [report will be given out at meeting](#)
15. Eastern Fox Snake Presentation
16. New Business
17. Adjournment

Please contact Marlene (call 519-245-3710, 1-866-505-3710 or e-mail mdorrestyn@scrca.on.ca) at the Administration Office by April 15th, if you are unable to attend.

Board of Directors Proposed Resolutions

2. It is requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.
- 3.(i) Moved by: Seconded by:
That the minutes of the Board of Directors meeting, held February 21, 2013, be approved as distributed.
- 4.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the General Manager's report, dated April 8, 2013.
- 4.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 9, 2013 regarding Conservation Ontario's Green Economy Roadmap and further requests that a staff committee provide a report later this year outlining the status of current initiatives and potentially proposing additional initiatives.
- 5.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report regarding the Conservation Ontario meeting of April 8, 2013 including Conservation Ontario's Project Tracking spreadsheet for April 2013.
- 6.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the updates on business arising from the February 21, 2013 Board of Director's meeting.
- 6.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 8, 2013 regarding the proposed operation agreement with Middlesex Stewardship Council as well as the correspondence and revised agreement from our solicitor and further approves the revised operating agreement between the organizations, officially sanctions and duly constitutes the Middlesex Stewardship Council as a volunteer Committee of the St. Clair Region Conservation Authority, subject to obtaining the required property and liability insurance riders and Committee support from each of the 5 Conservation Authorities in Middlesex County and subject to the quarterly reporting requirements.
- 7.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the Conservation Lands Update dated April 4, 2013, outlining development and management activities on Conservation Areas, McKeough Upstream Lands and Lambton County properties.

- 8.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 8, 2013 on the current watershed conditions and Great Lakes water levels.
- 8.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 5, 2013 on the Cathcart Park Shore Protection Revitalization Project
- 8.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 5, 2013 on Water and Erosion Control Infrastructure Projects and approves the projects submitted for funding in 2013-2014 and further will assist staff in obtaining matching funds, where required, to support these projects upon confirmation of funding approval.
- 9.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 11, 2013 on the Kettle and Stony Point First Nation Species At Risk project and approves the staff involvement in the outreach and education component.
- 9.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on the Talfourd Creek and Aamjiwnaang First Nation project and approves the staff involvement in the outreach and stewardship component.
- 9.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on the Peers Conservation Area and acknowledges the significant support received from partner organizations and individuals.
- 9.(iv) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on Bowens Wetland, including continuing restoration of wetlands and woodlands on site during 2012 and extensive tree planting plans for 2013 and acknowledges that this habitat restoration work on Lambton County lands is only possible with significant support from many partners.
- 9.(v) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on Species At Risk reptiles and turtles, including the recent snake nesting box workshop and plans for 2013 snake monitoring.

- 9.(vi) Moved by: Seconded by:
That the Board of Directors acknowledges the report, dated April 4, 2013, regarding the new Healthy Sydenham Headwaters Initiative between the SCRCA and Middlesex Stewardship Council and the associated activities including grant writing, attending relevant agriculture meetings, and an upcoming mail out.
- 9.(vii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013, regarding the past Lambton Shores Healthy Watersheds Project activities including the Cover Crop workshop and water sample collection, as well as upcoming community engagement events.
- 9.(viii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 11, 2013 on the phosphorus reduction program and approves staff involvement in providing landowners with information on soil erosion control and nutrient best management practices on agricultural lands and in implementing these practices on Authority lands.
- 9.(ix) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on Groundwater Monitoring program and acknowledges the value of continuing to support monitoring and reporting on the quality of the groundwater in the St. Clair Region.
- 9.(x) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on the Water Quality and Benthic Monitoring, including recognition of the associated recommendations regarding soil erosion control, nutrient management and the value of vegetated buffer strips.
- 9.(xi) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated March 26, 2013 on the Biology Department Funding Update, including the significant value of the program funding that has been received for the St. Clair Region, including water quality monitoring and reporting, habitat enhancement and grants for BMP's on private and public lands, land management plans, natural heritage planning, education and outreach and enhanced biodiversity monitoring.
- 10.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 5, 2013 regarding Conservation Services projects and programs.

- 10.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 5, 2013 on the application of larvicide to catch basins in Lambton County for the control of West Nile Virus in 2012.
- 11.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 4, 2013 on the Drainage Act and Conservation Authorities Act Protocol (DART) and recommends the protocol be brought back to the Board for approval and that drainage superintendants will be informed accordingly.
- 11.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 3, 2013 on the Drainage Act and new Engineers reports under Section 28 of the Conservation Authorities Act and supports the formation of guidelines to review new drainage works under Section 28.
- 11.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges and concurs with the Regulations Summary Reports on "*Development, Interference with Wetlands & Alterations to Shorelines & Watercourses*" Regulations (Ontario Regulation 171/06), dated March 31, 2013.
- 11.(iv) Moved by: Seconded by:
That the Board of Directors acknowledges the St. Clair Region Conservation Authority's monthly Planning Activity Summary Reports for February and March 2013.
- 11.(v) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated March 31, 2013 on the high level of activity in Planning and Regulations.
- 12.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the revenue and expenditure report to March 31, 2013, as it relates to the budget.
- 12.(ii) Moved by: Seconded by:
That the Board of Directors approves the January, February and March 2013 disbursements as presented in the amount of \$1,555,814.36.
- 12.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges the status report on the 2013 general levy receipts to date.

- 12.(iv) Moved by: Seconded by:
That the Board of Directors acknowledges the Status Summary report, dated April 9, 2013 on directors' expenses from January 1 to December 31, 2012.
- 12.(v) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 8, 2013 on the status of employment program applications for 2013.
- 12.(vi) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 8, 2013 on the Community Clean Up Event planned for April 17th.
- 13.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 9, 2013 on the proposed project tour scheduled for June 20, 2013.
- 13.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the Conservation Education Report, dated April 5, 2013 including the winter education programs, Maple Syrup Festival, Sydenham River Canoe Race, Alternative Energy Program and Community Partnerships.
- 13.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 9, 2013 on the Healthy Hikes Initiative.
- 13.(iv) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated April 9, 2013 on the Middlesex on the Move.
- 14.(i) Moved by: Seconded by:
That the Board of Directors go in camera at _____ a.m. to discuss property issues, with all staff remaining.
- 14.(ii) Moved by: Seconded by:
That the Board of Directors rise and report at _____ a.m.
16. Moved by: Seconded by:
That the meeting be adjourned.

General Manager's Report 4.(i)



To: Board of Directors
Date: April 8, 2013
From: Brian McDougall, General Manager

- ☞ staff hosted 8 Board members at the orientation for new members on March 26th
 - ☞ all four of our newly appoint members attended
 - ☞ a presentation regarding the Authority's projects and program, as well as some diverse questions and enlightening discussion provided a well-rounded introduction to the Authority
- ☞ a report was presented to the February 7th Executive Committee meeting regarding administration of the permit to hunt program on the McKeough Lands
 - ☞ staff have been reviewing the options for the continuation of the program, including the potential of the Authority resuming the administration of the permitting program
 - ☞ staff will present a report to the Board in June including, a proposal for the future of the program
- ☞ an issue has developed regarding the proposed date for the Authority's Annual Project Tour and June Board meeting, scheduled for June 20th
 - ☞ the Annual Conference of the Great Lakes & St. Lawrence Cities Initiative is being held in Marquette, MI June 19th – 21st
 - ☞ there is the potential for this to impact the availability of Board members and staff for our Tour and meeting
 - ☞ Thursday, June 27th is provided as an alternative date for the Tour and meeting, if required



Staff Report

4.(ii)



To: Board of Directors
Date: April 8, 2013
From: Brian McDougall, General Manager
Subject: Green Economy Roadmap

The Green Economy Roadmap has been an initiative of Conservation Ontario since 2011. The project reached a milestone with the endorsement of the Green Economy Roadmap and Assessment Guide by Conservation Ontario Council this week. The *Green Economy Roadmap for Conservation Authorities in Ontario* describes the focus areas, assets, actions and partnerships that will (in accordance with the CO 2011-15 Strategic Plan Vision) help establish Conservation Authorities in Ontario as “Partners of Choice for Managing and Adapting to Climate Change and Growing the Green Economy”. The *Green Economy Assessment Guide for Conservation Authorities in Ontario* provides direction on how to identify and prioritize green economy initiatives and tools and the steps involved to implement the initiatives.

Roadmap Highlights

Strong links already exist between Conservation Authorities and the green economy, given their mandate of promoting conservation in Ontario. In fact, in a survey of CAs completed in the fall of 2012, 100% of survey respondents stated that their CA is *already* advancing and promoting green economy initiatives. This Green Economy Roadmap describes a number of specific green economy projects that Conservation Authorities in Ontario currently have underway. These address a range of issues including for example, climate change, Great lakes and integrated watershed management. However, as the provincial economy in Ontario continues to evolve, new thinking, reframing and articulation of the work of Conservation Authorities is required within the context of a green economy. This includes the identification of new and emerging opportunities required for CAs to remain leaders in this area. All CAs who responded to the survey indicated that there are greater opportunities for them to advance and promote green economy initiatives. Within the green economy environmental, social and economic outcomes are compatible, complementary and mutually reinforcing. The table below provides examples of such outcomes.

Environmental Outcomes Economic Outcomes Social Outcomes

- | | |
|--|------------------------------|
| ➤ Conserves land | ➤ Raises revenue |
| ➤ Reduces emissions | ➤ Reduces costs |
| ➤ Increases awareness | ➤ Climate change adaptation |
| ➤ Reduces water or other resource consumption | ➤ Sends a price signal |
| ➤ Improves water quality | ➤ Creates jobs |
| ➤ Reduces waste generation | ➤ Improves social cohesion |
| ➤ Increases resiliency to climate change | ➤ Improves life satisfaction |
| ➤ Internalizes (operationalizes) environmental costs | ➤ Improves health |

CA Focus Areas for the Green Economy

The means by which CAs can engage in the green economy have been categorized into a number of focus areas which were established through a review of literature on the green economy and dialogue with CO and CA staff over the course of this project. The focus areas describe the multiple avenues by which CAs can and already engage in the green economy. Each focus area is associated with green economy opportunities and actions/activities. The focus areas which have complementary and overlapping elements are as follows:

- 🌀 Integrated land management
- 🌀 Measurement and monitoring
- 🌀 Greening CA internal operations
- 🌀 Health and the environment
- 🌀 Re-thinking CA programs and business activities
- 🌀 Promoting and facilitating collaboration
- 🌀 Environmental marketing and communication
- 🌀 Environmental education

Benefits to CAs of Participating in the Green Economy

- 🌀 Lower operational costs
- 🌀 Smaller environmental footprint of CA business
- 🌀 Less carbon/greenhouse gas emissions
- 🌀 More sustainable water and land resources
- 🌀 Smarter use of natural resources
- 🌀 New sources of revenue and business partnerships

Survey Results

Sixteen Conservation Authorities responded to the Survey, providing information about their Green Economy Initiatives, as well as identifying potential focus areas as opportunities for their CAs and CO collectively to become engaged. Assets required by CAs as well as challenges or barriers to success were also identified. Over 100 current and new potential partners were also surveyed providing information about their knowledge and interest in working with CAs. These partners come from government, non-government organizations and the private sector.

In general, two focus areas, Re-thinking CA Programs and Business Activities and Health and the Environment, have been identified by CAs as priority focus areas. The selection of these focus areas over others demonstrates that CAs in Ontario are ready to move towards fundamental engagement in the green economy. This is reinforced by the fact that the green economy focus areas that CAs have been more significantly involved with up to this point in time - Greening CA Operations and Measurement and Monitoring - were identified as the least important focus areas for the future. Interestingly, while CAs identified Measurement and Monitoring as a lower priority, partners saw this as a very valuable service that CAs could provide to them. To fully realize the potential value that has been created through CAs, investment in watershed science, measurement and monitoring additional and ongoing investment is needed. CO and CAs should maintain and evolve this expertise in a way that can more effectively support new and emerging partnerships, which ultimately advances the green economy. While not identified by CAs as one of the top two priority focus areas, Promoting and Facilitating Collaboration will be an important component of increased engagement in Ontario's green economy.

Strategic partnerships will be imperative to increase the effectiveness of initiatives and overcome challenges related to limited resources, especially financial and human – assets deemed by CAs as the most important and also most lacking. Similarly, Environmental Marketing, Communication and Education were not identified by CAs as top priorities. Yet education and communication are critical for increased stakeholder support and buy-in, leverage for subsequent green economy initiatives, and support from CAs throughout the province for advancing Ontario's green economy. In addition, current and future partners recognize and value the collective Conservation Ontario brand which is important for promoting the collective role for CAs on common objectives like measurement, monitoring and reporting.

CA Steering Committee Observations and Considerations

While the project has been successful in developing the Roadmap and Assessment Guide there are some areas that the Steering Committee and others believe require further development.

🌀 **Conservation Authorities need to “walk the talk”** if they are to promote triple bottom line actions (environmental, economic and social responsibility) by stakeholders, including the private sector.

🌀 **Opportunities need to be provided for Conservation Authority staff and Board members to learn more about the green economy and how their CA can participate.** Conservation Ontario needs to build greater understanding with Conservation Authority staff and board members about the connections between the green economy and key business priorities of CAs such as Great Lakes, Integrated Watershed Management and Climate Change.

🌀 **New, potential partnerships need to be assessed.** Partners are ready, willing, and see CAs playing a vital future role. While the Partner survey indicated a desire to work with CAs and CO, the steering committee feels this area needs to be further explored in order to understand the potential partnership opportunities. Similarly, there is recognition that we must take advantage of this external interest in a timely and strategic manner ensuring quality outcomes and networking.

Green Economy Steering Committees Next Steps

The CA Green Economy Steering Committee is considering some next steps including the nature of internal and external expertise and resources required. The options include the following:

Short Term Priorities

- 🌀 Educate CAs about the Roadmap and Assessment Guide
- 🌀 Assess and identify collective priority focus areas, including those most closely aligned with partner priorities
- 🌀 Assess specific financing and partnership options for green economy initiatives
- 🌀 Bring CAs and partners together
- 🌀 Provide guidance on Greening CA operations

Long Term

- Assess the feasibility of responding to key data and information needs both internally and externally; including opportunities for advancing watershed science, measurement and monitoring, as well as data related to water, material, energy use and resource extraction rates on a watershed basis
- Pilot projects that link conservation measures with human health and well-being
- Promote and engage in clusters of collaboration - wider communications and promotion leading to stronger collaboration with municipalities, industry and the province

Ongoing

Strengthen the collective network brand. Develop communication and marketing materials and strengthen the CO brand generally and in the context of the 2011-2015 CO Strategic Plan Vision of being “the Partner of Choice for Climate Change Adaptation and Management and Growing the Green Economy.

Conclusion

The Green Economy Roadmap and Guide have been developed and are ready for utilization by CAs. There is interest by CAs to understand, develop and implement green economy initiatives. This includes re-thinking internal as well as external business and activities to seek triple outcomes. Partners are ready, willing, and see CAs playing a vital future role. There is a growing list of external partners interested in collaborating with CAs on Green Economy initiatives.

Action Plan for St. Clair Region

As with many other Conservation Authorities, St. Clair Region is already advancing several green economic initiatives. These programs, projects, policies and day to day procedures are entrenched in our operations. We may not have been promoting them as such but they are green economic initiatives. However, we must always be looking for options and opportunities that can improve our programs and operations for the benefit of the Authority our member municipalities and the watershed.

SCR Short Term Actions

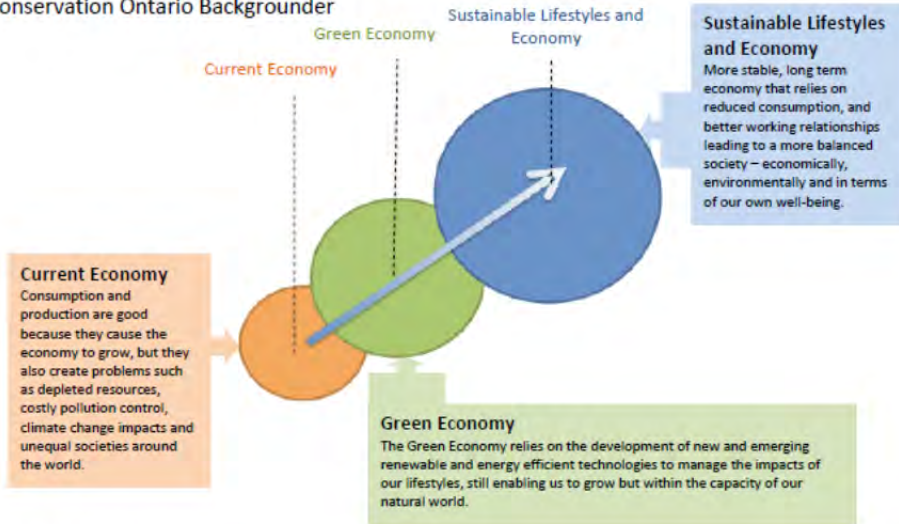
- staff committee with representation from each of the departments will review and then work through the Assessment Guide with an eye toward finding improvements to our current programs and procedures, opportunities for new projects or policies and developing an understanding of potential budgeting for these improvement projects
- staff will prepare a report to the Board of Directors this fall for review and potential inclusion in the 2014 budget

SCR Long Term Actions

- staff will continue to liaise with Conservation Ontario and the Green Economy Steering Committee regarding potential programs and partnerships and will monitor the development of new initiatives at other CAs as well as tracking and evaluating the success of our existing and new initiatives

Our Economy is Changing

Conservation Ontario Backgrounder



Why is our economy transitioning?

Unsustainable use of natural resources and years of relatively low cost forms of energy have enabled us to expand our economy beyond limits that can be managed and sustained by our natural environment. In other words, we are living beyond our means.

Significant Challenges which have developed include:

- greenhouse gas emissions creating costly and irreparable climate change impacts,
- urbanization,
- stressed and depleted water resources,
- growing and complex pollution problems, and
- wide ranging inequalities between global societies.

There is a limit to the capacity of our natural world and societies can absorb these challenges and lifestyle inequities. In order to ensure a healthy short term and long term future for everyone, we need to shift how we live on this earth toward more sustainable lifestyles that can be supported economically *and* environmentally.

How do we get there?

- ✓ Use Less Natural Resources
- ✓ Create Less Waste Output
- ✓ Create a more equal society

Our economy and daily lives rely on our natural resources in many important ways:

- clean and sustainable water for industry and households
- energy production
- fuel
- flooding and erosion management
- drought management
- carbon emissions storage
- crop pollination
- food production
- valuable green space

Natural resources contribute to tourism, timber, fisheries, recreation industries, and much, much more.

What does a Sustainable Economy Look Like?

- Lower cost of doing business
- Smaller environmental impacts
- Less carbon / greenhouse gas emissions
- More sustainable water and land resources
- New sources of revenue and business partnerships
- Increased rural development in emerging and new industries such as biofuel, solar, methane capture, new water technologies, local food manufacturing & markets, etc.
- Better policy and program integration between different levels of government and non governmental agencies
- More balanced lifestyles, healthier population



Where are possible opportunities for Conservation Authorities in the Green Economy?

- ✓ Corporate Green Strategies which are cost effective and have a lower impact on environment (fleet, facilities)
- ✓ Green Infrastructure
- ✓ Rural Water Quality
- ✓ Naturalization & Restoration
- ✓ Environmental Education & Recreation
- ✓ Green Technologies (carbon trading, water trading)
- ✓ Development of Conservation / Water Management clusters to integrate expertise and implementation
- ✓ Natural Hazard Management

Developing a Road Map for Conservation Authorities

For Conservation Authorities, 'greening the economy' means reconfiguring Conservation Authority business and infrastructure to deliver better returns on natural, human and economic capital investments, using few resource inputs, reducing waste outputs, improving watershed resilience and social well-being.



CONSERVATION AUTHORITIES IN A CHANGING ECONOMY: A GREEN ECONOMY ROADMAP

Table of Contents

Table of Contents.....	2
Preamble.....	3
1. A Green Economy Roadmap for Conservation Authorities in Ontario - Introduction.....	5
2. Defining the Green Economy - A Definition for Conservation Authorities.....	8
3. Green Economy in Action - Current Conservation Authority Initiatives.....	11
4. Multiple Green Economy Avenues - Focus Areas for Conservation Authorities.....	14
5. Green Economy Roadblocks – Do Conservation Authorities Have the Necessary Assets?.....	22
6. Overcoming Roadblocks - The Role of Partners.....	25
7. Overcoming Roadblocks - Financing.....	31
8. Continuing the Green Economy Journey – Conclusions and Recommendations.....	34
Appendices.....	37





CONSERVATION AUTHORITIES IN A CHANGING ECONOMY: A GREEN ECONOMY ASSESSMENT GUIDE

Table of Contents

Table of Contents.....	1
Preamble.....	2
What is the Green Economy?	4
The Policy/Program Process:	9
Step 1: Set the Agenda.....	12
Define and Assess the Need for Intervention.....	12
Make the Case for Intervention.....	15
Define Objectives and Establish Targets.....	16
Step 2: Choose the Appropriate Green Economy Tool.....	18
Step 3: Design the Green Economy Tools.....	24
Step 4: Implementation	26
Step 5: Evaluate the Green Economy Initiative	27



Board Report

5.(i)



To: Board of Directors
Date: April 8, 2013
From: Steve Arnold, Chair
Subject: Conservation Ontario Update

- ☞ attended the Conservation Ontario meeting on April 8th at Black Creek Pioneer Village in Toronto
- ☞ Dick Hibma (Grey Sauble CA) was acclaimed as Chair of Conservation Ontario
- ☞ Lin Gibson (Nickel District CA) and Mark Burnham (Mississippi Valley CA) were elected as Vice Chairs
- ☞ Wayne Wilson (Nottawasaga Valley CA), Cliff Evanitski (Long Point Region CA) and Sally Martyn (Kettle Creek CA) were also elected to the Executive Committee
- ☞ Presentations regarding the Green Economy Roadmap and the Special Projects Budget were provided and approved
- ☞ Also included in the Board package is the overall project tracking table that is presented at each Conservation Ontario meeting

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
 April 2013

5.(i)

GOVERNMENT RELATIONS	
Project Description	Project Lead(s) & Committee
<p><u>Push for a Provincial Integrated Water Policy</u> See background note May/01 and Jun/12 chart. The Walkerton submissions recommend development of a Provincial integrated water policy framework and this need is reiterated wherever appropriate in dealings with the province. CO's 2011-2015 Strategic Directions reaffirm the commitment to facilitating the development of a provincial water management framework and national water strategy (2.1). Most likely vehicles to further this agenda are implementation of Ontario's Great Lakes Strategy and the Watershed Management Futures whitepaper. A meeting between CO/CAs and several Ministries has been scheduled for April 9th to discuss the whitepaper.</p>	<p>C. Worfe (CO)</p>
<p>Association of Municipalities of Ontario See other background in Apr/09 and Jun/12 chart. Recent AMO staffing changes (2012) will provide an opportunity for new relationships to be established around some common municipal/CA issues. CO attended and exhibited at the ROMA/OGRA Conference in February 2013.</p>	<p>C. Worfe (CO) D. Hibma (CO)</p>

POLICY & PROGRAM DEVELOPMENT	
Project Description	Project Lead(s) & Committee
<p><u>International Great Lakes St. Lawrence River Adaptive Management Task Team and Advisory Group</u> See background in Dec/12 chart. A detailed report was provided as part of the Dec/11 council agenda endorsing the adaptive management approach and a Jun/12 council report endorsed Dick Hibma's representation of Conservation Ontario on this Task Team. The Task Team drafted a workplan in June and met on Sep 24/25 to fully define the vision for Great Lakes Adaptive Management and the tasks, products and timeline for the AM Task Team. An update email (BFox:July23/12) was sent to potential advisory group members for this initiative; the role of Advisory Group members were further discussed at the Sept meeting and members were confirmed. A Draft Adaptive Management Plan was shared with Advisory Group members in December 2012 and this was circulated by B.Fox to the CO IJC GLSLR Adaptive Management Advisory Team of CA technical experts and further reviewed by C.Wilkinson for coordination of the information management implications/opportunities. Consolidated and supportive comments on the Draft Adaptive Management Plan (Dec 2012) were provided on January 22, 2012. A revised document 'Building Collaboration Across the Great Lakes St Lawrence River System: An Adaptive Mgmt Plan for Addressing Extreme Water Levels' was circulated on March 15/13 (B.Fox email) to the CO Advisory Group and all CAOs for review and comment by April 4, 2013. Comments are being submitted to Samantha Dupre (CO).</p>	<p>Task Team: D.Hibma (CO) IJC Advisory Group: B. Fox (CO) F. Dobbs (NVCA) T. Labuda (Halton)</p>
<p><u>CA Liaison Committee</u> Detailed reports were provided as part of the Jun, Aug, Dec/07, Mar and Jun/08 Council agendas and see background in Apr & Oct 09, Jun & Dec 10, and Jun 11 and Apr 12 & Dec 12 chart. The multi-stakeholder Conservation Authority Liaison Committee culminated in a document entitled CALC Accomplishments 2007-2012. It was demonstrated that overall CAs have met the standards established in MNR Policies and Procedures with regard to timelines and fees, two areas of economic concern for the development industry. It was agreed at the October 2012 meeting that Committee members will be contacted every six months to determine whether there are any current or emerging issues for discussion, and will meet on an 'as-needed' basis if issues arise.</p>	<p>D. Pearson (CO) B. Denney (TRCA) R. Messervey (KRCA) S. Knechtel (GRCA) J.Brick (UTRCA) Alternates: G.Wood (LSRCA) B. Fox (CO) G. Rogers (LTC) J. Cottrill (GSCA) C. Darling (CLOCA)</p>
<p><u>Conservation Ontario ESRI Maintenance Program</u> See Background in Dec/12 workplan. The Enterprise License Agreement (ELA) is an alternative licensing strategy which provides additional</p>	<p>C. Wilkinson (CO) C. Worfe (CO) J. Dunning (CO)</p>

2011-2015 Conservation Ontario Strategic Directions: 1 – Coalition Builders in Integrated Watershed Management; 2 – Proactive Policy Shapers for Environmental Conservation; 3 – Trusted Science Brokers for Healthy Great Lakes and Climate Change Resilience; 4 – Quality of Place Experts for Healthy Living;

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

POLICY & PROGRAM DEVELOPMENT		Project Description	Project Lead(s) & Committee
<p>cost savings and other benefits until Dec 31 2013 at which time the agreement will be up for renewal. A help desk has been established, and CAs have been provided a guide on " how to guide" for downloading new licenses. 2013 Invoices were issued in Dec 2012, and payment was due by Feb 14th 2013.</p>			
<p>i) <u>Section 28 Regulation</u> See background in May and Aug/03, April/04, April/06, Oct/06, Dec/07, Jun/08, Dec/08, Apr/09, Mar & Dec/10 and Oct/11 & Dec/11 and Oct/12 & Dec/12 Charts. A detailed report (Apr 08) was provided regarding the work of the Committee on development and review of the "Draft Guidelines to Support CA Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation" (Draft Guidelines). Council endorsed the guidelines for submission to MNR for approval and for distribution to CA staff for consideration relative to their Conservation Authority's administration of the regulatory program. The Section 28 Committee received (April/09) proposed edits from MNR staff and provided a written response (Jun/09). Under discussion are the technical interpretations for "conservation of land" and "interference in any way". The approval of the "CA Administration Guidelines" is on hold pending the Province's review of terms to be defined through S.40 regulation under the CA Act. On November 2, 2012 MNR sent out a memo updating CAs on the 'amending' regulations which CA Boards would be considering for approval. The amending regulation describes the specific changes to be made to current CA regulations (delegation and designation, extension, clarifying amendment). A conference call was held with CA staff on November 7th to provide an overview of the amending procedure and to answer any questions. As of November 22nd, MNR had provided a digital copy of consolidated regulations to all CAs and couriered 'black-cornered' regulations directly to CA offices. Conservation Authority Boards were requested to consider the amending regulation at their next meeting in order for the Minister to approve the regulations before the end of January and in advance of the March 4, 2013 deadline for posting on e-laws. In conformity with the Content Regulation (approved by the Province in March 2011), all 36 amended regulations moved forward concurrently in the provincial approval process. The amended regulations were approved by the Minister in February of 2013; congratulations to CAs and MNR staff!</p> <p>ii) <u>Wetland-EIS</u> See background in June-2010 chart. In Summer-2009 a contract for the development of recommendations for conducting wetland environmental impact studies (EIS) was awarded to Beacon Environmental. A final report was submitted to Conservation Ontario in December 2010. The CO members of the CO/MNR Section 28 Regulations Committee met on February 3rd to review the consultant's recommendations and discuss strategic considerations and next steps. The recommendations that resulted from this discussion were the subject of a detailed report to Council in the March agenda package. A pdf of the Beacon report with a cautionary cover memo regarding the 'considerations & next steps' has been circulated to all CA Section 28 Regulations staff and CAO's. It has also been shared with MNR (email Aug-2011).</p> <p>iii) <u>Large-Scale Fill</u> Council endorsed the Large-Scale Fill Operations Policy Discussion Paper at the April 2012 meeting. CO staff have had preliminary meetings with AMO and MOE staff to discuss CA perspectives on large-scale fill activities. On May 31st MOE's draft BMP document on soil management was circulated to CA staff for comment. CO provided comments to MOE on July 3rd and a detailed report was provided as part of the Oct/12 agenda. MOE has recently posted their draft BMP document on soil management on the Environmental Registry for public consultation and Conservation Ontario staff will be coordinating a response to the posting. A detailed report is provided as part of this agenda.</p>		<p>i) B. Fox (CO) L. Rich (CO) M. Lovejoy (LTC) T. Byrne (ERCA) A. Schmidt (CRCA) R. Guther (HC) B. Veale (GRCA) L. Nelson (TRCA) S. Brownlee (NBMCA) L. Marray (CVC)</p> <p>iii) L. Rich (CO) B. Fox (CO)</p>	
<p>Drainage Act and Section 28 Regulations Team (DART) See background in Dec & Mar 10 and Oct/11 & Dec/11 and Oct/12 & Dec/12 charts. The "Drainage Act and Conservation Authorities Act Protocol- Protocol for Municipalities and Conservation Authorities in Drain Maintenance and Repair Activities" has been approved for release and training on the protocol was provided to CA and Drainage staff in January 2013. It will be posted on CO's website. B.Fox attended the March 18 meeting of the committee which is in the process of determining next priorities.</p>			<p>L. Rich (CO) D. Heinbuck (ABCA) T. Byrne (ERCA) D. MacIver (RVCA) B. Fox (CO)</p>

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

POLICY & PROGRAM DEVELOPMENT		Project Description	Project Lead(s) & Committee
<p><u>Ontario Low Water Response (OLWR)</u> See April 2011 workplan for additional background details. The MNR posted proposed amendments to the Low Water Response Policy Document on the Environmental Registry (EBR posting # 010-7573), coordinated comments were submitted October 8th, 2009. The Province's Climate Ready Adaptation Strategy and Action Plan includes a review of the Ontario Low Water Response Program (Action #4). On Dec. 17/10, MNR sent all CAO/GMs a water response team funding protocol and expenditure reporting form. Eligible costs included staff time, Water Response Team (WRT) member compensation, education/outreach, WRT communications and meeting costs. The MNR has established a Groundwater working group with CA and MOE Hydrogeologists to review all work completed to date on a Low Groundwater Indicator. This group will make recommendations on how a groundwater indicator could be implemented in the OLWR program. The groundwater group his currently in the process of reviewing and finalizing 4 reports for the groundwater indicator. The MNR held two debriefing sessions in the fall of 2012 to review challenges implementing the OLWR program/ policy. The MNR will be holding the annual OLWR training session on April 23, 2013 by WebEx.</p>	<p>M. Millar (CO) PL J. Lewington (CO) M. Bucholtz (LTC) D. Schultz (Grand River)</p>		
<p>Water Resource Information Program (WRIP) See background in Aug/04 through to Dec/12 workplans. The WRIP partnership is continuing under source protection planning. CO is working closely with CAs to deliver the Water Resources Information Program and associated information products and tools within CAs. The Information Management Report (WRIP Roadmap 2010-2015) contains several key steps and recommendations which WRIP will work closely on with CAs over the next 5 years. CO is working with MVC on a strategy and template to be rolled out early 2013. WRIP is also working closely on the Provincial and CA Imagery Strategies. A WRIP Roadmap status and achievements update will be provided in April /13.</p>	<p>C. Wilkinson (CO) PL C. Worte (CO)</p>		
<p>Clean Water Act See previous updates. See also Source Protection Program/Ontario Drinking Water Stewardship Program. Source protection plans for all SPAs have been completed and submitted to the MOE for review and approval. One source protection plan, for the Lakehead Source Protection Area, has been approved the Minister. Additional details are included in the SWP Update report.</p>	<p>C. Worte (CO) S. Hogan (CO) C. Wilkinson (CO) J. Crittenden (CO) J. Rzadki (CO)</p>		
<p>Next Generation of the Agricultural Policy – Growing Forward The past initiatives under the Agricultural Policy Framework (APF) ended in March 2008. Please refer to previous Council Reports and Tracking for information on the APF. In July 2009, OSCIA entered into a new 4 year agreement with CO/CAs, which provided \$500 to CAs for technical support given to producers for a range of project categories (BMP categories 10, 11 or 19) similar to those funded under the Greencover Canada Agreement of the APF. Total available to CAs each year was \$50,000. Total payments to CAs in the first year (2009-10) was in the amount of \$35,000.(70 projects, 14 CAs). On March 21st, 2012 OSCIA reported that in 2011-12 there were 36 total claims awarded to 7 different CAs, representing \$18,000. Grand River CA implemented 61 percent of the projects. UTRCA, MVCA,SNC, RVCA, CVC and ERCA also received payments for their technical assistance. Further information is available on the OSCIA website http://www.ontariosoilcrop.org/en/programs/programsaboutcofisp.htm. Jo-Anne Rzadki met with Andy Graham (OSCIA)in April, 2012 to discuss the current partnership and initiate discussions regarding future opportunities under Growing Forward 2. OSCIA has been developing new approaches and initiatives that will benefit from the expertise of CAs. As a result CO and some CAs reps. have been invited to meet on various new incentive programs like the Grasslands Habitat Farm Incentive Program and to provide input on other initiatives like “Environ-Merit” for Riparian areas. CO staff circulated an AAFC report summarizing stakeholder consultations on Growing Forward 2 and in November 2012 OMAFRA and AAFC held public sessions on the proposed Ontario Growing Forward 2 strategy. CO and CA staff participated. CAs have been invited to provide on-line input http://www.omafra.gov.on.ca/english/about/growingforward/2011-index.htm and participated in the OMAFRA Minister Town Hall in December, 2012. Upper Thames River CA Staff attended the OSCIA Conference, AGM and Banquet on February 5-6th, 2013 (Theme: Soil Health Matters). See additional information in all 2012 and the April 2013 Watershed Stewardship update.</p>	<p>T. Prout (ABCA) J. Rzadki (CO)</p>		

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

POLICY & PROGRAM DEVELOPMENT		Project Description	Project Lead(s) & Committee
<p><u>Conservation Areas Workshop</u> Another successful Conservation Areas Workshop has passed! The 2012 Workshop took place at Geneva Park in Orillia on October 22-24, 2012. Day One activities took place at the Ganaraska Forest Centre- with a Treetop Trek- and in the Grand River CA watershed- with a Conservation Areas tour. As in previous years, Conservation Ontario provided communications support for the workshop and sat on the organizing committee. The theme of the 2012 workshop was <i>Healthy by Nature</i> and examined many important connections between Conservation Authority green spaces and health (human and ecological) with over 25 speakers in 12 sessions presenting on this theme. Colin McCully from the Grand River Conservation Authority was Chair of the 2012 workshop and will continue in this role for 2013. This year's workshop attracted 20 exhibitors and 5 event sponsors (including Conservation Ontario). 122 delegates from 25 Conservation Authorities attended the workshop. Conservation Ontario contributed funds towards the purchasing of delegate souvenirs (steel travel mugs) which were printed with the CO logo. CO's GM Don Pearson welcomed delegates to the Workshop during the opening plenary and was one of 3 keynote speakers with his presentation <i>Healthy by Nature</i> and Chris Wilkinson (CO) delivered a presentation in the Trails session <i>Understand the Impact of location</i>. Conservation Ontario continues to provide communications support and sit on the organizing committee again for the 2013 workshop. Two committee meetings have been held at the time of project tracking and a workshop theme of <i>Flexing with the Times</i> has been selected. This theme will address the many changes faced by Conservation Authorities and the adaptability/skills needed to face these changes.</p>	<p>J. Rzadki (CO) C. Worite (CO) J. Lewington (CO) B. Denney (TRCA) G. MacMillan (TRCA) P. Beard (MVCA) B. Keene (Quinte) B. Taylor (NBMCA) M. Puddister (CVC)</p>		
<p>CO Green Economy Roadmap Project The purpose of developing a Green Economy Roadmap is to support Conservation Ontario in taking a leadership role in Ontario's green economy as identified in the 2011-2015 Strategic plan and Vision to be "The partner of choice for managing and adapting to climate change and growing the green economy." Early this year, Conservation Ontario staff commissioned Green Analytics to conduct the first phase of the project. To support a scoping of the needs and priority areas for a Green Economy Roadmap, a small group of CA and CO staff volunteered to meet and start the project. A steering Committee has been established for the project. Please see the April 2012 Council Agenda, Items for Decision for a Report and endorsement of Phase 2. The development of the Roadmap has consisted of two phases: Phase 1: Definition of Green Economy as it relates to Conservation Authority business, scoping of focus areas and strategies, as well as development of goals, objectives, workplan, budget, and partners required to develop the Roadmap. Phase 2: Development and Transfer of the Roadmap to Conservation Authorities The CO/CA Green Economy Workshop took place on June 15th, 2012. See Watershed Stewardship Report and presentation made at June 2012 Council. A Green Economy Roadmap Project website was launched mid-June: www.greenecconomyroadmap.ca. Conservation Ontario has added a Green Economy webpage to its corporate website where CAs can download a background on the Green Economy for CAs. Please see October and December 2012 Council Agendas for additional information. The Roadmap and Guide are being recommended for endorsement at the April 2013 CO Council meeting. This follows a March 20th Webinar to update all CA staff, Boards and CO Council Members. Council will also be asked to endorse a recommendation for the CO/CA Green Economy Steering Committee to proceed with the development of an implementation plan to be presented for endorsement at June CO Council.</p>	<p>M. Millar (CO) C. Worite (CO) D. Ford (TRCA)</p>		
<p>CA Geosciences Group Please see attached council report for additional information on this project.</p>			

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

BUILDING & MAINTAINING PARTNERSHIPS	
Project Description	Project Lead(s) & Committee
<p>A.D. Latornell Symposium - www.latornell.ca</p> <p>The 2013 A.D. Latornell is scheduled to be held at the Nottawasaga Inn & Conference Centre in Alliston on November 20-22. The theme of this year's event is <i>ré-silience</i> – the ability to adapt. Resilience building allows us to anticipate and adapt to ongoing challenges and enables us to cope and even thrive in the face of change. The outcomes from such an approach will be robust ecosystems, sustainable economies and healthy people. Delegates to the 20th A.D. Latornell Conservation Symposium will learn how to build local resilience to continue to manage towards a sustainable future. To date, partners include MNR (\$3,000) and DFO ((\$3,800). One keynote has been confirmed: Jeremy Gutsche, Trend Hunters (one of the most requested speakers today). This is the 20th Anniversary of the Symposium. Chris Hachey (Grey Sauble & former Latornell Chair) and Jane Lewington (CO) have been conducting a Strategic Review of the Latornell Symposium. A scan of conference trends was conducted as well as two focus groups and an online survey of Latornell delegates. A number of recommendations for future events are being made and the final report will be completed by mid-year this year. Survey results indicated very strong support for the Latornell Symposium with almost everyone feeling that it provides good money for value. In addition, most of the people surveyed indicated that they share information with their colleagues that they collect at Latornell and that they make new collaborations as a result of networking at Latornell. The budget for Latornell remains the same for 2013 as the previous year.</p>	<p>J. Lewington (CO) J. Howley (UTRCA) D. Martin Downs (TRCA) J. Dunning (CO) J. Crittenden (CO)</p>
<p>Aging Infrastructure – Water Erosion Control Infrastructure (WECI) Funding Program and Database See April/06, Aug/06, Apr 07, Aug 07, Mar, Apr, Jun & Oct/08, Jun /10 and Apr/11 & Dec/11, Apr/12, Jun/12, Oct/12 & Dec/12 charts for background. On Sept 11th 2012, it was confirmed that WECI funding was cut to \$2.5 million for 2012-13 and 2013-14 and was to be re-instated to \$5 million for 2014-2015. 2012/13 funded 56 projects (42 repairs/14 studies) for 20 CAs. MNR's 'call for WECI submissions' for 2013/2014 was forwarded to CA WECI contacts on Jan 30, 2013; the due date for submission of candidate projects was Feb 21, 2013. The WECI Committee met on Feb 28 & Mar 1/13 to review and score applications and 28 CAs submitted 128 projects worth more than \$14 million in total project costs; the 2013/14 program will support \$5 million in total project costs.</p> <p>Provincial Groundwater Monitoring Network (PGMN) – MOE CO worked with the CAs, MOE and PGMN Directors Committee to develop a revised version of the PGMN Partnership Agreement. The revised agreement was finalized in January 2012 and was sent out by the MOE on February 8th, 2012 to the CA Partners for signing. The MOE is currently working with CAs to correct data from 2009 to present. 2009 to 2012 data is expected to be posted on the MOE GIS Portal for CAs at the end of March 2013. CO is continuing to work with the MOE and CAs to set up working group meetings and organize training as needed.</p>	<p>S. Taylor (ERCA) Chair J. Cottrell (GSCA) B. Keene (Quinte) G. Rungis (GRCA) R. Goldt, (UTRCA) B. Fox (CO) R. Fancy (MNR)</p> <p>C. Worle (CO) M. Millar (CO) PL</p>
<p>Source Protection Program –Ontario Drinking Water Stewardship Program (ODWSP) The ODWSP Early Response Program focuses on addressing significant drinking water threats that are identified in assessment reports. Details are available in 2010 reports to Council and a slide deck outlining the Program is posted on the SWP members pages. The MOE launched the program in August 2010. CO and CA/SPR staff participated in meetings and teleconferences and the CO working group and MOE developed guidance to assist CAs/SPRs with application development. The province officially launched the Early Response program with a Minister's announcement in the Trent Conservation Coalition SPR in late January, 2011. http://www.conservation-ontario.on.ca/documents/Media_Release_CO_ODWSP_Jan_24_000.pdf CO has produced a Home Heating Oil Storage Fact Sheet with CA and MOE input- electronic English and French copies can be found here:</p>	<p>J. Rzadki (CO) C. Worle (CO) J. Crittenden (CO) S. Hogan (CO) T. Ryan (GRCA) K. Monk (ABCA) D. Hocking (MWCA) R. Boutz (SNC) M. Carter (ORCA) J. Jeffrey (TRCA)</p>

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

BUILDING & MAINTAINING PARTNERSHIPS	
Project Description	Project Lead(s) & Committee
<p>http://www.conservation-ontario.on.ca/source_protection/Source_Protection_Program_Outreach_Toolkit.htm With the help of a summer student CO has made progress on a project that will use our corporate website to communicate the science of CA assessment reports in an accessible, user-friendly method, and will include an interactive map. The final product is expected to be available in April 2013.</p> <p>Upon request from CA staff CO has updated the three small brochures 4 Myths about Drinking Water, 4 Reasons to Conserve Water, and 4 Ways to Protect Water into one larger product called Know Your Drinking Water. An online version of the updated product can be found here: http://www.conservation-ontario.on.ca/source_protection/documents/KnowYourDrinkingWater.pdf</p> <p>CO staff and members of the CA ODWSP Working Group have engaged in the Assessment of SPP Implementation Costs being undertaken by CO and MOE. A teleconference was held March 8, 2012 with MOE and CA staff delivering the Early Response (ER) program to discuss progress. As of March 2012 over 400 Early Response projects had been approved or implemented (in addition to over 200 projects implemented during the Early Actions phase). CAs are strongly encouraged to submit their July 2012 ER quarterly report to MOE. MOE reports that generally across the province, the Early Response program is progressing well, while there are some places where uptake by landowners is low. The Program was supposed to end in December 2012 and the CA ODWSP Working Group met to discuss the development a business case for future drinking water stewardship funding. However, the Ministry amended some funding agreements to allow ODWSP funding to be spent in 2013. This funding must be used by the CA before the local source protection plans are approved. At this time, the Ministry has not committed to future funding of the ODWSP. MOE staff provided an update on the program to SWP Project Managers at the March 2013 Project Manager’s meeting see previous Council Agendas.</p>	<p>S. Casgrain-Robertson (MV-RVCA) S. Stephens (NVCA) D. Matheson (RVCA)</p>
<p>10 Million Trees Planting Program (MTP) – Trees Ontario See updates provided in previous Project Tracking Tables and reports to CO Council. Don Pearson has been a member of the Board of Trustees of TOF since February, 2007. On August 13th, 2007 Premier McGuinty made an announcement regarding the planting of 50 million trees across southern Ontario by 2020. It is estimated that CAs planted over 2.5 M trees in 2010 and close to 3.0 M trees in 2011 under all available funding programs. As reported in the June 2012 Watershed Stewardship Report to Council, this year’s 50 MTP contract has been signed and covers the five year period April 1, 2012 to March 31, 2017. Of note – the annual target has been reset to 3 million seedlings per year for the duration of the program now extended to 2025, thus maintaining the overall goal of planting 50 Million Trees. A 3 million tree annual target should more easily attainable and allows for significant growth in many areas over the 2013 Spring planting levels. Linear plantings of windbreaks and riparian areas at a density of 1500 trees per hectare are now eligible.</p> <p>The Annual 2012 Trees Ontario Partners Workshop took place on June 27 in Barrie. CAs have been circulated a summary of the notes from that meeting. A total of close to 2.7 Million seedlings have been planted in 2012 under all TO programs (CAs planted 65%). The Program for Local Afforestation Network Training (PLANT) is a mentoring program for new professionals involved in various aspects of forest management and afforestation in Ontario. Rob Keen (CAO, Trees Ontario) gave a presentation at December 2012 Council. Al Corlett (TO) gave a presentation at the 2013 CA Watershed Stewardship and Restoration Workshop.</p> <p>Conservation Ontario sponsored the Trees Ontario “Healthy Dose of Green” Forum on September 12, 2012. Don Pearson, Jo-Anne Rzakdi and Jane Lewington attended along with representatives from health, some business and environment sectors. A follow up session was held on November 29 (see also Marketing and Communications update).</p> <p>Please see further details and additional information about the TO /CO/CA partnership in the December 2011 and all 2012 and April 2013 Watershed Stewardship Reports to Council.</p>	<p>D. Pearson (CO) J. Rzakdi (CO) R. Grillmayer (NVCA)</p>

7

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

CORPORATE COMMUNICATIONS		Project Lead(s) & Committee
Project Description	<p>Conservation Ontario Website & Corporate Communication Activities See background in Dec/09 chart. Conservation Ontario continues to maintain two websites: the corporate CO website at www.conservationontario.ca and the conservation areas search website at www.ontarioconservationareas.ca. The Conservation Areas Search website has been updated and includes new features such as photo galleries, interaction with CO and CA social media platforms, an improved CA events calendar, increased information (including Google maps) on individual Conservation Area pages, an updated map feature, and more accurate location information.</p> <p>Blogs continue to be written by CO's General Manager and are posted online at <i>Watershed Views</i> http://watershedviews.blogspot.com/ as well as distributed via regular communication email lists. Jayme Crittenden continues to manage Conservation Ontario's facebook and twitter activities in accordance with Conservation Ontario's Social Media Strategy. There continues to be a high level of interaction within these spaces, with updates being made regularly, new followers each day/week, and a consistent re-sharing of COs information by our followers. At the time of this update, there are over 7200 followers of CO's twitter feed and close to 1030 people have liked the Ontario's Conservation Areas facebook page.</p> <p>The newsfeed located on CO's corporate website- "Conservation Authorities in the News" continues to be updated with current media coverage of CA successes, projects, and events. Approximately 5-10 stories are posted per week- the newsfeed can be found here: http://www.conservation-ontario.on.ca/</p> <p>CO creates and circulates regular e-bulletins on a variety of topics. Two e-bulletins regarding Conservation Authority Watershed Report Cards have been sent since the last project tracking. You can view the e-bulletins here: http://www.conservation-ontario.on.ca/news/e_bulletins.html</p> <p>Two banner display stands and an associated promotional postcard were developed in support of the OPEN Portal project which CO staff are involved with. These products were developed to facilitate CO staff to host an exhibit booth promoting the portal at the 2012 A.D. Latonnell Conservation Symposium.</p> <p>Conservation Ontario's corporate website is currently undergoing a technology update and a design 'refresh'. The initial update should be complete by end of April 2013 with additional review and updates to information on the website taking place throughout the year.</p>	<p>J. Crittenden (CO) J. Lewington (CO) J. Dunning (CO)</p>
	<p>Conferences and Tradeshow 2013 Conservation Ontario has already participated in the 2013 Ontario Forestry Association, OSCIA annual meeting, the Rural Ontario Municipal Council/Ontario Good Roads conference, Ontario Woodlot Association, Ontario Soil and Crop Improvement Association AGM, Canadian Water Network Conference, Young Farmers of Ontario Campaign and Banquet and sponsored the American Fisheries Association Workshop in the Peterborough area. Additional events including Ontario Small Urban Municipalities and the Eastern Ontario Municipal Conference are also planned for later in the year.</p>	<p>J. Lewington (CO) Other CO Staff</p>
	<p>CO's Conservation Areas Communication Projects Conservation Ontario continues to promote Conservation Authority facilities and events on our website www.ontarioconservationareas.ca and through a number of initiatives including: e-news, Facebook, and Twitter. A Conservation Areas events page has also been set up on Facebook and is maintained regularly. A new weekly feature <i>Conservation Area of the Week</i> has been implemented on the Ontario's Conservation Areas Facebook page where one Conservation Area is selected and given extra promotion each week through the page. A new banner display promoting Conservation Areas was developed and will be used at various events. E-news on the following topics have been sent since last project tracking: Conservation Areas- your Quality Time Destinations (February 2013). You can view the e-bulletins here: http://www.conservation-ontario.on.ca/news/e_bulletins.html An infographic communicating the Benefits of Nature and Conservation Areas was created. You can access the infographic online</p>	<p>J. Lewington (CO) J. Crittenden (CO) PL C. Hachey (GSCA) & members of the Conservation Areas communication project working group D. Pearson (CO)</p>

CORPORATE COMMUNICATIONS		Project Lead(s) & Committee
Project Description		
<p>here: http://www.healthyhikes.ca/images/CO_Step_Infographic.pdf Conservation Ontario will be launching a Photo Contest for 2013-2014 on April 22 2013 (Earth Day). The contest will have three submission categories: Healthy Hikes, Beautiful in Every Season, and Nature is Design. The contest will run from April 22, 2013 until February 28 2014. Revisions to the <i>Your Guide to Conservation Areas in Ontario</i> guidebook will begin this year. Jayme Crittenden is working with Brian Peck and Ron Speck (who secure ads for the Ontario Parks Guide) in order to generate a higher amount of ad revenue for this edition of the guidebook in an attempt to reduce the cost of the guide for CAs. The new edition of the guidebook will be released in May 2014. The Conservation Areas Search website has been updated and includes new features such as photo galleries, interaction with CO and CA social media platforms, an improved CA events calendar, increased information (including Google maps) on individual Conservation Area pages, an updated map feature, and more accurate location information.</p>	<p>J. Crittenden (CO) PL Members of the Healthy Hikes Working Group J. Lewington (CO)</p>	
<p><u>Healthy Hikes</u> <i>Healthy Hikes</i> is an Ontario wide campaign (May-October 2013) that will encourage Ontarians to visit Conservation Areas to boost their physical and mental health while at the same time learning about connections between healthy people and healthy ecosystems. The campaign will utilize a challenge- participants will log their time spent hiking or walking in a Conservation Area online for a chance to win prizes. The Healthy Hikes website is live and can be viewed at www.healthyhikes.ca. A toolkit with promotional items to be used by CAs is available online and includes: web button, logo, poster templates, ad templates, event icon, participation icons, communications strategy, sample partnership letters, sample events listing document, and a <i>Benefits of Nature</i> infographic. These materials can be downloaded at http://healthyhikes.ca/index.php/marketing-materials. Promotion of the campaign will begin during the week of April 1-5 with a 'teaser' e-news being sent by CO. A facebook page has also been created for this campaign and will be launched the same week. CO has secured 6 provincial level partners for the 2013 campaign: David Suzuki Foundation, Canadian Mental Health Association, The Bruce Trail Conservancy, Ducks Unlimited, York Region Public Health and Trees Ontario.</p>		
RESEARCH & INFORMATION		Project Lead(s) & Committee
Project Description		
<p><u>CA Statistical Survey</u> The 2012 Conservation Authority Statistical Survey questions (with the exception of the Financial questions) were circulated to the CAs on January 27 with the expected return date of March 6, 2013. CO staff met via teleconference with CA stewardship staff on January 30 in order to review the Watershed Stewardship/Extension Services portion of the survey and to ensure consistency in the data collection. As of March 25, all but 1 CA had returned their completed surveys, with a few Foundations surveys still to come. The Financial spreadsheet will be distributed for completion in April. At staff report is planned for inclusion in the June Council agenda.</p>	<p>J. Dunning (CO) J. Rzaeki (CO) J. Lewington (CO)</p>	
<p><u>CAMaps.ca Project</u> See Additional background in Dec/12 workplan. Formerly the GeoSmart project, nine Conservation Authorities and the Source Water Protection program continue to maintain CAMaps.ca (SCRCA, GanRCA, TRCA, MVCA, CRCA, KRCA, and LTC, LRCA, NDCA). Participants have paid the 2013 service fees (\$1500 each). A recent upgrade to the latest version of ESRI, and leveraging cloud computing has resulted in</p>	<p>C. Wilkinson (CO) PL D. Pearson (CO) C. Worrie (CO)</p>	

CONSERVATION ONTARIO PROJECT TRACKING – SHORT VERSION
April 2013

RESEARCH & INFORMATION		Project Lead(s) & Committee
Project Description		
<p>significantly improved performance. For SWP, CAs have uploaded Water System, Vulnerability, and threats data and is being made available through a one window approach to MOE's EMRB. Following successful beta testing, CO and MVC have released the Geowarehouse Landowner Registry Access tool. Non CAMaps members who wish to participate in 2013 will be required to sign a MOA with CO, and invoiced on a cost recovery basis per land registry record accessed (\$5 per record request). CAMaps members do not get any hits included in their annual subscription fee.</p>		
EVALUATION & REPORTING		
Project Description	Project Lead(s) & Committee	
<p>Conservation Ontario's Strategic Plan 2011 – 2015</p> <p>Throughout 2010, Conservation Ontario staff and council developed a new Strategic Plan (2011 – 2015). The Environmental Scan which provided the context for this plan can be found via Council Members pages http://www.conservationontario.ca/members/index.html.</p> <p>Conservation Ontario is presenting a workplan to Council at the March 2011 meeting. Pending its approval, final communication products showcasing CO's new strategic directions will be developed and circulated at Council during the 2011 Annual General Meeting in April. As well, over 2011, CO will transfer information about the strategic directions to general CA staff and members as well as ensure CO current advocacy and communications initiatives align with the new Strategic Directions. This includes CO's fact sheets, website, e-bulletins, etc. The final Strategic Plan and Actions will be presented at the April 2011 Council meeting. A copy of the communication materials were provided to Council members. As well, a presentation with highlights of the Strategic Plan and roles for Conservation Authorities is also available. CO Staff conducted a mid-term review of the Strategic Plan in January 2013. Implementation is on track and number of key initiatives in each of the Goal areas are either underway or completed. This topic will be addressed in the General Manager's Report for April Council.</p> <p><u>Watershed Reporting</u></p> <p>The final watershed report card (WRC) guidelines were made available to all CAs on CO's member pages on February 10th, 2012. The WRC template has been shared with the CAs and is available from CO. CAs determined that March 2013 would be the most appropriate launch date for the group of report cards. Conservation Ontario met with CA communications staff in September to review the recommendations for CA and CO websites to promote the WRCs. Presentations were done on the report cards at the Stewardship Network of Ontario AGM in June 2012 and The Assessment of Agricultural Best Management Practices Workshop in April 2012. A full report is included in the October 2012 Council Agenda. A total of 23 CAs launched watershed report cards the week of March 18, 2013 – 21 on the actual 1st launch day. Additional report cards are being added shortly and throughout the year. It is anticipated that there will be a total of 29 report cards out in 2013. The report cards were launched online on a new website set up by Conservation Ontario: www.watershedcheckup.ca. The website provides information about resource categories and indicators, monitoring, stewardship actions, CA programs, and links public health and environment health. There is an interactive map which links directly to each CAs' report card or web page and two new infographics are available: CA programs and Benefits of Conservation Areas. Media response has been positive to date despite the majority of C and D grades that were revealed through the report cards. A full report and presentation is being made in April Council report. Conservation Ontario provided a communication strategy and products for CA use to help with promotions and messaging around the report cards. Many Conservation Authorities indicated that they will be making presentations to local municipalities and residents. Two generic presentations are available in the members' section of CO's corporate website.</p> <p>Ontario Benthos Bioassessment Network – IMNR</p> <p>See background in Oct/03/April/04/June/04/Aug/07 workplans. The CA Technical Committee continues to support the OBBN and meets and</p>	<p>CO Board of Directors D. Pearson (CO) B. Fox (CO) J. Lewington (CO)</p> <p>I. Wilcox (UTRCA) J. Lewington (CO) M. Millar (CO) C. Quinlan (UTRCA) CO Implementation Committee members</p>	
	<p>S. Watson-Leung (Halton) M. Nicol (SV/CA) M. Millar (CO)</p>	

CONSERVATION ONTARIO PROJECT TRACKING - SHORT VERSION
 April 2013

EVALUATION & REPORTING		Project Lead(s) & Committee
Project Description		
<p>reviews materials as required. The OBBN database is currently available for use on the MOE GIS Portal for CAs. CO is continuing to work with the MOE and CAs to facilitate the bulk upload of data to the database and to incorporate statistical tools into this dataset.</p> <p><u>MOE/ MNDMF Stream Sediment Survey</u></p> <p>In February 2013 stream sediment data was made available to the CAs on the MOE GIS Portal for CAs. February 2013 CO conducted a competition for a data analyst position to review and analyze data collected for the project, this position will assist in prioritizing future samples for analysis. The start date of the successful candidate will be April 8, 2013. CO will continue to work with the MOE and MNDM to prioritize sample analysis and analysis of the data collected from the analysis.</p>	<p>M. Millar (CO) C. Worfe (CO)</p>	

Staff Report

6.(i)



To: Board of Directors
Date: April 8, 2013
From: Marlene Dorrestyn
Subject: Business Arising from February 21, 2013 meeting

1. Staff continue to update the Finance and Administration Manual (Policies, Procedures and Regulations) – this update is required to meet current legislation, incorporate Board approved items, correct errors and update policies – the intention is to present a draft of the updated manual to the Board in April with the final version being reviewed in June.
– both the time required to complete the review and the opportunity to prioritize the review may have been underestimated as we now anticipate that the update will not be completed until fall
– staff have been reviewing current policies and procedures, adding adopted and undocumented procedures, reviewing legislation to ensure compliance and undertaking reviews of comparable document reviews in development of the proposed 2013 update
– a draft table of contents is undergoing final review and an update will be provided at the June Board meeting
2. A staff report regarding the draft agreement with Middlesex Stewardship Council was discussed. The lawyer comments have not been received to date.
– see 6.(ii) Middlesex Stewardship Council – revised agreement, correspondence from solicitor and insurance coverage.
3. Eastern Power’s development proposal review under Application # 10715.
– see pages 11 & 12 of 11.(iii) Regulations Activity Report.

Staff Report

6.(ii)



To: Board of Directors
Date: April 8, 2013
From: Brian McDougall, General Manager
Subject: Middlesex Stewardship Council

- ☞ In addressing the Board's concerns regarding the proposed agreement with Middlesex Stewardship Council (MSC), staff have had the proposed agreement and the general situation reviewed by a solicitor as well as our insurance broker and provide the following for the Board's review
- ☞ Attached are both correspondence from Robert G. Waters and the revised proposed agreement between SCRCA and MSC
- ☞ Our insurers have provided us with two recommendations for protecting the Authorities (5 Conservation Authority watersheds drain Middlesex County) and MSC
- ☞ All authorities should add MSC to their Property and Liability insurance.
- ☞ The resulting cost to each Authority (estimated to be between \$400.00 and \$600.00 total) is to be assumed by MSC
- ☞ Director's insurance for MSC is a different issue
- ☞ The coverage would be contingent upon
 - A Board resolution from each Authority stating that "MSC is supported as a committee of the Authority Board"
 - A requirement that MSC provide action reports to each Authority Board on a quarterly basis
 - A Board resolution from SCRCA that the Board officially sanctions and duly constitutes the Middlesex Stewardship Council as a volunteer Committee of the SCRCA

ROBERT G. WATERS

ROBERT G. WATERS
KATE WATERS

Barristers & Solicitors
72 Frank Street
Strathroy, On.
N7G 2R6
T. (519) 245-5582
F. (519) 245-5448
rwaters@waterslaw.ca
kwaters@waterslaw.ca

Our File Number: 23,354

April 3rd, 2013

St. Clair Region Conservation Authority,
205 Mill Pond Crescent,
Strathroy ON N7G 3P9

Attention: Brian McDougall

Dear Sir:

RE: Working Agreement with Middlesex Stewardship Council

This will confirm that the attached contains the revisions which were discussed between ourselves on February 26th, 2013 when we met to review my proposed changes to the Agreement. The changes are as follows:

1. In describing Middlesex Stewardship Council we described it as a partnering organization rather than a partnership and also described it as an unincorporated association.
2. In the recitals in paragraph 3 we changed the words “some services” to “certain services”.
3. In Paragraph 1, Schedules we amended the paragraph so that the Agreement could be amended by the written acceptance of all signing authorities of such amendments.
4. There were a number of small typographical errors which we amended.
5. In paragraph 3 under Relationship of the Parties, in the final paragraph we added the wording that the Conservation Authority acts as agent for MSC.
6. Paragraph 5 Fees for Service, we deleted the arbitration provisions because they were repeated later in the document in paragraph 21, as well the provisions in Paragraph 5 worked at cross purposes with the later paragraphs.
7. Paragraph 8 with regard to indemnity was amended to cover the provision of additional insurance through the Conservation Authority naming MSC as an “also named insured”.

8. Paragraph 14 was amended to allow the disclosure to third parties (i.e. Ministry of Natural Resources etc.) with the consent of the other party.
9. Paragraph 17 was amended to allow written and/or verbal notice.
10. Paragraph 18(a) was amended to include the words “or expense”.
11. Paragraph 20 was amended by adding the words “notwithstanding paragraph 19”, as there was a conflict between these two provisions.
12. Paragraph 21 was amended to clarify the situation regarding mediation/arbitration.
13. The signing page was amended to confirm that Middlesex Stewardship Council was an unincorporated association, therefore had no corporate seal.

There were no amendments made to the Schedules.

Hopefully this is adequate for your report to the Board.

Yours truly,

Robert G. Waters

ROBERT G. WATERS
RGW/lh
Encl.

Agreement to Partner, Provide Services and Use of Assets

THIS AGREEMENT made the _____ day of _____, 2013, between

St. Clair Region Conservation Authority, a Conservation Authority established by or under the *Conservation Authorities Act* of Ontario or a predecessor of such act, ("SCRCA"), and having its business office at: 205 Mill Pond Crescent, Strathroy, Ontario, Canada.

and

Middlesex Stewardship Council, is a volunteer driven, community level grassroots communication and partnering unincorporated association which works towards promoting and implementing voluntary stewardship of agricultural and natural resources in Middlesex County ("MSC"), originally formed a County based chapter of Ontario Stewardship, a program of the Ministry of Natural Resources.

Witnesses That Whereas:

1. MSC owns and manages various assets for the promotion, implementation and maintenance of stewardship programs and projects in Middlesex County;
2. SCRCA owns various assets and engages employees which may be of assistance to MSC in carrying out programs and projects of the MSC;
3. SCRCA is willing to provide use of the assets, and certain services, through its employees, to MSC, pursuant to the terms of this agreement;
4. MSC wishes to obtain use of the assets, and services through employees of SCRCA in order to enable MSC to carry out its programs and projects;

Now therefore, for good and valuable consideration, the receipt and sufficiency of which is acknowledged by each of the parties, and the mutual covenants contained in this agreement, the parties covenant and agree with each other as follows:

1. Schedules

Schedules A, B, C and D attached hereto form part of this Agreement and are incorporated by reference herein. These schedules may require annual or more frequent updating and therefore this agreement can be amended by the written acceptance of all signing authorities of such amendments.

2. **Assets and Services**

The SCRCA shall provide to the MSC as required by the MSC the services (the "Services") of those employees (the "Employees"), of the SCRCA, and the use (by the Employees) of those assets (the "Assets"), all as described on Schedule A hereto, and such other assets and services as may be reasonably required by the MSC on which the parties may from time to time agree in writing shall be provided by the SCRCA to the MSC.

3. **Relationship of the Parties**

The relationship between the organizations could be classified as a Support, Protect & Respect relationship.

The organizations will support each other in the compensation paid for services provided in the completion of programs and projects.

The organizations will protect each other through an open and honest business relationship with common members on each Board of Directors providing reports to both organizations and appropriate auditing to ensure a formal examination of each organization's accounts.

The organizations will respect each other's goals and objectives, and will respect and maintain each other's identities in working together to support both environmental and agricultural stewardship programs and projects in Middlesex County.

The MSC will pay all direct expenses via the current system of expenditure approvals with all financial transactions requiring the signature of the Chair and the Vice Chair.

The SCRCA will pay all expenditures necessary to maintain the Assets and engage the Employees who shall provide the Services, and at all times shall have control and authority over the Assets as agents for MSC. The parties acknowledge and agree that the provision of the Assets and Services by the SCRCA to the MSC hereunder shall be on the basis fee for service basis within an established work plan and budget.

4. **Representation**

In order to ensure liability protection for both organizations, the SCRCA will appoint 2 representatives from its Board of Directors who will be appointed as Council Members of MSC to provide open communication and information transfer at the Board level. These SCRCA appointments, who represent municipalities within Middlesex County, will be made annually at the SCRCA Annual General Meeting.

5. **Fees for Service**

In consideration of the SCRCA providing the Assets and Services hereunder, MSC agrees to compensate SCRCA for services rendered every 2 months through the approval of the MSC Chair.

If MSC requires additional or other assets or services at any time during the term, and the SCRCA is willing and able to provide the same (the determination of which shall be in the sole discretion of the SCRCA) the cost of such shall be determined by the SCRCA, acting reasonably, which shall invoice MSC for the cost of such assets or services bi-monthly. Any such additional assets and services provided by the SCRCA shall be deemed to be Assets or Services hereunder.

6. Payment of HST

Unless otherwise provided in this agreement, all amounts payable by MSC to SCRCA for services provided hereunder (the "Fees") shall include Harmonized Services Tax (HST) when required.

7. No Warranties

The SCRCA has made no representation or warranty with respect to the suitability or durability of any Asset, or the qualifications or suitability of any Employee engaged in whole or in part to provide Services, or any other representation or warranty, express or implied.

8. Indemnity by MSC

The MSC agrees to save harmless and indemnify the SCRCA, its directors, officers, agents and employees from and against any costs, claims, compensation or damages which may arise, directly or indirectly, at any time, from any act or omission of the SCRCA or any of its directors, officers, agents and employees in carrying out their duties hereunder, or in connection with the provision of the Assets or Services, or any failure or neglect in so doing; provided that this indemnity shall not extend to any grossly negligent or deliberate wrongful act of the SCRCA. The parties acknowledge and agree that nothing in this agreement shall impose upon or delegate to the SCRCA any of the MSC's powers, duties or obligations. SCRCA on behalf of MSC will arrange through its insurers to have MSC as an also named insured on its property and liability coverage.

9. Ownership of Assets

The Assets of MSC and SCRCA shall at all times be and remain the exclusive property of MSC and SCRCA respectively. Each organization shall pay all expenses of operating and maintaining their Assets and shall insure the Assets against normal perils and hazards.

10. Care of Assets

The SCRCA shall at all times, keep the Assets in good and efficient working order and repair. MSC will have direct access to the Assets, as required via contact with SCRCA. The SCRCA may at any time or times replace, repair, take out of service or transfer any of the Assets without liability to the

MSC, provided that such action does not materially affect the SCRCA ability to carry out its obligations to MSC hereunder.

11. Risk of Loss or Damage

Each organization assumes the entire risk of loss or damage to their Assets from any cause, and shall have no obligation to the other organization for any indirect or consequential damages resulting from any of the Assets being or becoming unavailable for use in providing the Services.

12. Supervision of Employees

The SCRCA shall at all times have supervision and instruction of the Employees, and sole authority for the hiring, training, discipline, and discharge of Employees. The SCRCA shall be solely responsible for all costs in connection with such Employees, including without limitation, all wages, salary, benefits and source deductions. The MSC shall provide all requests or instructions with respect to the Assets or Services, to the Representative (as hereinafter defined) of the SCRCA. The MSC shall not interfere with the work of the Employees, and shall take all actions as may be reasonable or necessary to facilitate the carrying out of such work. The SCRCA shall instruct its Employees to record all hours of work carried out by the Employees in connection with the Services, and, where appropriate, record use of the Assets, and shall provide a summary of such record to MSC, bi-monthly during the term of this agreement.

13. Compliance with Law

The SCRCA shall comply with all laws, ordinances, regulations and by-laws present or future, in any way relating to the ownership, possession, use or maintenance of the Assets throughout the term of this agreement, and shall indemnify the MSC against all liability it may incur by the SCRCA's failure to comply.

14. Confidential Information

The MSC and SCRCA hereby acknowledge that each may acquire information about certain matters which are confidential to the other in the course of the provision of the Assets and Services, and each agrees to treat any such information as confidential and to use it only for the purposes of complying with its obligations hereunder, and not to disclose any such information to any third party without the consent of the other or to use it for any purpose inconsistent with the provisions of this agreement or the rights of the other party.

15. **Non-solicitation of Employees**

The MSC agrees that it shall not, for any reason whatsoever, directly or indirectly, solicit or hire or entice any employee or agent of the SCRCA to terminate his or her employment or agency relationship with the SCRCA, or enter into employment or service or agency with any other person.

16. **Appointment of Representatives**

Each of the organizations shall appoint a representative ("the "Representative") for the purpose of communicating information to the other for the purposes of this agreement. At the commencement of the term of this agreement, the Representatives shall be those persons identified on Schedule D hereto. Either party may by notice in writing to the other replace such Representative, and such replacement shall be effective upon receipt of such notice by the other; provided that any instructions or communications given by the Representative being replaced prior to the effective time of replacement shall be effective and binding on the party making such replacement.

17. **Notices**

Any notice required or permitted to be given to an organization hereunder shall be sufficiently given if delivered to the Representative personally in writing or if mailed, by registered mail to the office address outlined in Schedule D, or by email at the email address indicated in Schedule D, or by facsimile at the facsimile number indicated in Schedule D (unless any of such addresses or number is changed by notice pursuant hereto). Any notice delivered personally shall be effective when delivered. Any notice delivered by mail shall be effective the fifth date after mailing, except in the event of any mail disruption, in which event it shall be effective the fifth date after such disruption ends. Any notice delivered by email or facsimile shall be deemed effective on the next business day after the sending of such notice.

18. **Events of Default**

The following shall each constitute an "event of default":

- (a) the failure of the MSC to pay any fee or expense when due;
- (b) the breach by the MSC of any covenant or condition contained in this agreement;
- (c) the MSC files any proposal or notice of intention to file a proposal, or makes any assignment for the benefit of creditors or any arrangement or compromise, or is dissolved or, if, in the opinion of the SCRCA, the MSC becomes dysfunctional;
- (d) the admission by the MSC in writing of its inability to pay its debts generally as they become due;
- (e) the appointment of a receiver, trustee, or similar official for the MSC or for any of the MSC's property;

- (f) any other act of bankruptcy or other act or omission by the MSC in furtherance of any of the above purposes; or
- (g) if the Assets are, in the opinion of the SCRCA, in danger of being confiscated or attached.

19. **Duration of Agreement**

This agreement shall commence upon the date first written above and continue for a period of 5 (five) years, subject to written consent by both parties to the prior termination or variation of this agreement. On the expiration of the 5 (five) year period the agreement shall continue on an annual basis upon the same terms and conditions as are contained herein, to the extent that the same are not amended in writing by the parties, and may after the expiration of such initial period, be terminated by either party on one month's written notice to the other party.

20. **Amicable Contract Dissolution**

Notwithstanding paragraph 19, in the event that MSC chooses to develop an agreement with another of its partner organizations, it will advise SCRCA with advance notice and the SCRCA will cooperate in providing all information, documentation, property and financial resources, as controlled by MSC, to the new administrative partner.

21. **Arbitration and Mediation**

Despite anything contained in this agreement to the contrary, in the event that a dispute or difference arises with respect to this agreement that cannot be resolved by negotiation between the parties and the parties agree that they do not wish to terminate this agreement, then in such event the parties agree to use the services of an experienced, qualified mediator to attempt to resolve their dispute or difference and, failing agreement on the procedure to be followed, the mediation shall be conducted in accordance with the "Rules of Procedure for the Conduct of Mediations" of the Arbitration and Mediation Institute of Ontario.

In the event that mediation does not result in a resolution of the dispute or difference and the parties agree that they do not wish to terminate this agreement, then in such event any unresolved issue may be taken to any other appropriate dispute resolution process agreed to by the parties, including arbitration or an appropriate court process. Should arbitration be agreed upon, the arbitration will be conducted in accordance with the "Rules of Procedure for the Conduct of Arbitrations" of the Arbitration and Mediation Institute of Ontario and/or pursuant to the *Arbitration Act, 1991* (Ontario).

22. **Assignment**

This agreement may not be assigned by either party without the prior written consent of the other.

23. Headings

Descriptive headings are inserted solely for convenience of reference. They do not form a part of this agreement and are not to be used as an aid in interpreting this agreement.

24. Enurement

This agreement shall enure to the benefit of and be binding on the successors and assigns of the parties.

25. Entire Agreement

This agreement embodies the entire agreement of the parties with regard to the matters contained herein, and no other agreement, representation or warranty shall be deemed to exist except as entered into in writing by both parties to this agreement. Any modification of the body of this agreement shall be in writing signed by both parties by their duly authorized signing officers.

26. Jurisdiction

This agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

27. Partial Severability

If any part of this agreement is held or rendered invalid or illegal, the remainder of this agreement continues to apply.

28. Time of Essence

Time is of the essence of this agreement and of all provisions of it.

IN WITNESS WHEREOF the parties have affixed their respective hands and corporate seals, or executed the same by the respective officer authorized in that behalf on the date first written above.

Signature

Name: Steve Arnold
Title: Chair

Organization:
St. Clair Region Conservation Authority
I have authority to bind the corporation

Signature

Name: Bob Shiell
Title: Chair

Organization:
Middlesex Stewardship Council
I have authority to bind the organization

Signature

Name: Terry Burrell
Title: Vice Chair

Organization:
St. Clair Region Conservation Authority
I have authority to bind the corporation

Signature

Name:
Title: Vice Chair

Organization:
Middlesex Stewardship Council
I have authority to bind the organization

Schedule 'A' – MSC Controlled Assets

MSC, through the course of undertaking programs and projects, has obtained property to assist in undertaking programs and projects. This property has been under the control of MSC but has been owned by the Ministry of Natural Resources. This agreement provides that although ownership of the equipment outlined below is stated as the SCRCA, this equipment will remain under the control of MSC.

<i>Middlesex Stewardship Council Controlled Equipment</i>	
Equipment	Location
Dell Laptop Computer	MSC Chair
Utility Trailer	Clark Wright Conservation Area
Prescribed Burn Tools	Clark Wright Conservation Area
Administrative, Financial, Project & Program Records	SCRCA Administrative Offices

Schedule 'B' – Assets, Services and Costs

**Agreement to Partner, Provide Services and Use of Assets
St. Clair Region Conservation Authority & Middlesex Stewardship Council**

<i>St. Clair Region Conservation Authority Staff which may be utilized to undertake programs and projects on behalf of Middlesex Stewardship Council</i>			
Name	Position	Duties / Tasks	Hourly Rate
Brian McDougall	General Manager	Administration / Liaison	\$65.00
Rick Battson	Director of Communications	Communications	\$55.00
Tracy Prince	Director of Finance	Accounting / Auditing	\$55.00
Girish Sankar	Water Resources Engineer	Engineering	\$50.00
Muriel Andrae	Senior Biologist	Terrestrial Species	\$50.00
Tim Payne	Forest Management Specialist	Liaison / Forestry	\$45.00
Erin Carroll	Aquatic Biologist	Aquatic Species / Funding Applications	\$45.00
Allison Seidler	GIS Technician	Mapping	\$40.00
Jessica Van Zwol	Healthy Watersheds Specialist	Landowner Contact / Project Development / Funding Applications	\$35.00
Diane Brodie	Accounting Clerk	Accounting Assistance	\$35.00
Heather Long	Administrative Clerk	Administrative Duties	\$30.00
Kelli McKay	Biological Technician	Project Followup / Funding Applications	\$30.00

Hourly rates, as outlined above, include the cost of all necessary resources for the individuals to undertake their tasks. (office space, desk, computer, phone, fax, meeting space, reception, etc.)

<i>St. Clair Region Conservation Authority equipment and supplies to be utilized for programs and projects on behalf of Middlesex Stewardship Council</i>	
Equipment	Rate
Vehicle (motor pool includes work and passengers vehicles – the appropriate vehicle for the task at hand to be used)	\$0.55/km
Photocopies – Black & White	\$0.02/page
Photocopies – Colour	\$0.08/page
Mapping – Colour	\$5.00/sq foot

Schedule 'C' – Annual Work Plan & Budget Requirements

Agreement to Partner, Provide Services and Use of Assets St. Clair Region Conservation Authority & Middlesex Stewardship Council

A work plan and a budget that supports the tasks of the work plan will be developed on an annual basis.

The annual work plan will focus the Council and partners on the programs and projects planned for the year and will provide the required information for the development of a budget.

The budget will be based on the existing finances and anticipated revenues and expenditures for the year including services costs. All services will be provided based on an upset limit in order to maintain financial stability and ensure that partners act efficiently and effectively in undertaking tasks.

The annual work plan will include programs and projects generally collected under the categories of: Watershed and Landscape Initiatives, Youth and Community Involvement and Communications.

The approved annual work plan and budget will also be included in this Section of this agreement.

Schedule 'D' – Representatives

For the purposes of this agreement, the following individuals are identified as the representatives of their respective organizations until notice is provided by that organization which identifies otherwise.

Middlesex Stewardship Council			
Name:	Bob Shiell	Title:	Chair
Street Number:	1597	Telephone #:	(519) 660-8373
Street Name:	Philbrook Drive	Cellphone #:	
City:	London	Fax #:	
Province:	Ontario	E-mail Address:	shiellb@gmail.com
Postal Code:	N5X 2T7		

St. Clair Region Conservation Authority			
Name:	Brian McDougall	Title:	General Manager
Street Number:	205	Telephone #:	519-245-3710
Street Name:	Mill Pond Crescent	Cellphone #:	519-617-1925
City:	Strathroy	Fax #:	519-245-3348
Province:	Ontario	E-mail Address:	bmcdougall@scrca.on.ca
Postal Code:	N7G 3P9		

Staff Report

7.(i)



To: Board of Directors
Date: April 4, 2013
From: Kevan Baker, Director of Lands
Subject: Conservation Lands Update

Conservation Areas:

Background:

- the Conservation Authority owns 15 conservation areas in the watershed
- of those 15 conservation areas, 6 are managed by the local municipality and 9 are operated by the Conservation Authority
- of these 9, 3 conservation areas are regional campgrounds which attract campers from primarily Southwestern Ontario
- our three regional campgrounds have over 500 campsites and over 390 seasonal campers
- profits obtained from our campgrounds are used to offset capital improvements
- the camping season in 2013 runs from Friday, April 26th to Thanksgiving Day
- over the winter months we have accepted campsite reservations at the administration office for our 3 regional campgrounds

Warwick Conservation Area (Warwick Township):

- new ceramic tiles have been installed in the women's main washroom shower areas
- new water conservation toilets to be installed in the main campground washrooms
- approach ramps to be installed on the main trail bridge
- roads to be resurfaced with gravel
- pool ladders and railing anchors to be replaced
- vacant campsites are being prepared for the upcoming camping season
- 20 large stock trees to be planted
- a number of dead and dying trees have been removed



L.C. Henderson Conservation Area (Enniskillen Township):

- a tree contractor has trimmed and removed trees along the hydro right of way entering the conservation area
- slide hoods have been installed on the playground equipment
- new ceramic tile have been installed on the main campground washroom floors
- 2 canoes have been purchased for public use & rental (Foundation Bingo)
- BKL Engineering (Sarnia) is completing design and cost estimates to install a new trailer dump station

- barn board siding to be replaced on the campground end of the main building
- 20 large stock trees to be planted
- roads to be resurfaced with gravel

A.W. Campbell Conservation Area
(Brooke/Alvinston & S.W. Middlesex Townships):

- 9 new windows have been installed in the visitor center
- staff prepared the grounds and buildings for the annual syrup festival, approximately 1000 people attended
- new steel doors to be installed on the pool washroom building
- staff continue to remove dead and dying ash trees (wood is processed as firewood and sold within the conservation area)
- 20 large stock trees to be planted
- roadways to be resurfaced with gravel



Strathroy Conservation and March Walk:

- two bridges to be replaced on the main trail system (Foundation Project)
- Strathroy Water Trail paddle day to be held on Saturday, May 25th



Clark Wright Conservation Area:

- trail improvements include the installation of a 36 ft railed bridge and 16 board walk sections (Foundation Project)

Peers Wetland Conservation Area:

- wetland improvement works have been initiated and will include berm reconstruction, pump and pumping chamber installation, and hydro connection
- other improvements to include 5 acres of trees to be planted, 1.2 acres of tall grass prairie, property and donor signs installed and parking lot constructed
- a draft master plan has been completed

Highland Glen Conservation Areas (Plympton/Wyoming):

- the boat ramp and harbor area will be dredge to allow better access for boaters to Lake Huron (tentative date set is week of April 15 to 19th)

Marketing in 2013:

Our conservation areas will be marketed in the following publications or events in 2013:

- Sarnia Lambton Tourism Guide, Middlesex County Guide and Chatham-Kent Guide

- camping ads have been placed on MyFm, CKXS FM Wallaceburg, Strathroy-Middlesex Chamber of Commerce, Sarnia Chamber of Commerce and Victoria Playhouse websites
- Blue Water Tourism Guide (in partnership with other Conservation Authorities)
- Ron Clark RV Show, Pt. Edward Arena, April 12th to 14th
- Middlesex Home & Leisure Show (Strathroy Gemini Complex – April 27th)
- Grafiks Marketing & Communications is preparing a new visitors guide for our conservation areas for 2013 and 2014.
- We have been accepting reservations at the administration office since January 2nd. Camping reservation totals to the end of March for the three regional campgrounds amounted to 511 reservations taken and \$ 71,000.00 in revenue (HST adjusted). This can be compared to 394 reservation taken and \$ 55,700.00 in revenue in 2012.

Lambton County Lands:

- the Conservation Authority manages 7 properties and over 1,400 acres for the County of Lambton
- at the Lambton County Heritage Forest, staff have performed trail inspections and have removed a number of trees which have fallen on the trails; Forestry staff are performing a forest inventory of the property to determine standing timber values
- at Marthaville Habitat Area, 200 feet of fence to be replaced along the north boundary
- at Perch Creek Habitat Area, improvements will be made to the parking area and along the trail system; Forestry department will be developing a Ash tree plantation replacement plan
- at Bowens Creek, the Forestry department will be planting 14,000 trees and will be continuing their herbicide management program on existing plantation
- at Meadow View, Forestry staff will be planting 600 seedlings

McKeough Lands:

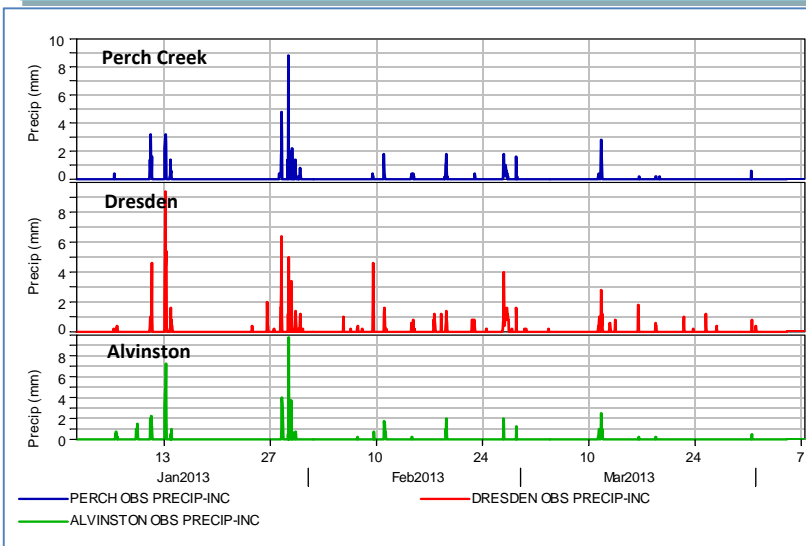
- erosion improvement works have been completed on Property 95 & 97
- funding has been secured to prepare environmental farm plans and property management plans for the upstream agricultural properties
- funding assistance has been secured to complete soil erosion improvement projects on Properties 82, 83 and 103



To: SCRCA Board of Directors
 Date: April 8, 2013
 From: Steve Clark, Water Resources\SWP Data Technician
 Subject: Current Watershed Conditions and Flood Threat

Watershed Precipitation

Fig 1. Precipitation Comparison by Station – (January– Mar 2013) SCRCA data. Note: Snow data converted to equivalent in mm of rain



Precipitation numbers improved into January 2013 with most stations reporting **50%** more precipitation in the form of both rain and snow than the average with Sarnia receiving three times the expected amount of snow and rain combination. Much of this increase was attributed to two major events during the month January and again into February. However, in the month of March there was significantly lower than average rainfall (fig 3) with most stations recording less than **50%** of the normal and Sarnia receiving only **17%** of normal. Sarnia numbers were however offset by a very wet January resulting in precipitation **40%** above normal for the first three months of the year while all other stations reported near normal

volumes over the same period (fig 4). Regional averages (fig 2) for the six and 12 month periods remain again below average with **82.2%** and **86.1%** respectively. Should this precipitation trend continue into the spring, the anticipated recharge will likely be less than anticipated potentially impacting on water levels into the summer months again for 2013.

Fig 2. Regional Precipitation (Snow and Rain) – (Source: Environment Canada – Canadian Climate Data Averages) 1971-2013)

Precipitation (mm)	Sarnia		Strathroy		London		Windsor	
	Actual 2011	Normal	Actual 2011	Normal	Actual 2011	Normal	Actual 2011	Normal
Last Quarter								
March	10.6	62.6	35	74.9	35.1	78.4	23.6	75
February	61	47.7	74.2	61.1	61.4	60	74.4	57.3
January	152.5	50.1	109.6	75.3	100.8	74.2	86.8	57.6
Averages								
last 3 month totals	224.1	160.4	218.8	211.3	197.3	212.6	184.8	189.9
last 3 month % of normal	139.7%		103.5%		92.8%		97.3%	
regional average	108.3%							
last 6 month totals	361.1	391.2	368.8	443.8	337.3	464.5	360.8	445.6
last 6 month % of normal	92.3%		83.1%		72.6%		81.0%	
regional average	82.2%							
last 12 month totals	760.7	846.8	887.4	945.1	723.6	987	803	918.4
last 12 month % of normal	89.8%		93.9%		73.3%		87.4%	
regional average	86.1%							

Fig 3. Precipitation – Current Month Actual as % of Normal (Source: Environment Canada –

Current Month (to Date)	Sarnia	Strathroy	London	Windsor
March % of Normal	17%	47%	45%	31%
Total Precipitation	10.6	35	35.1	23.6

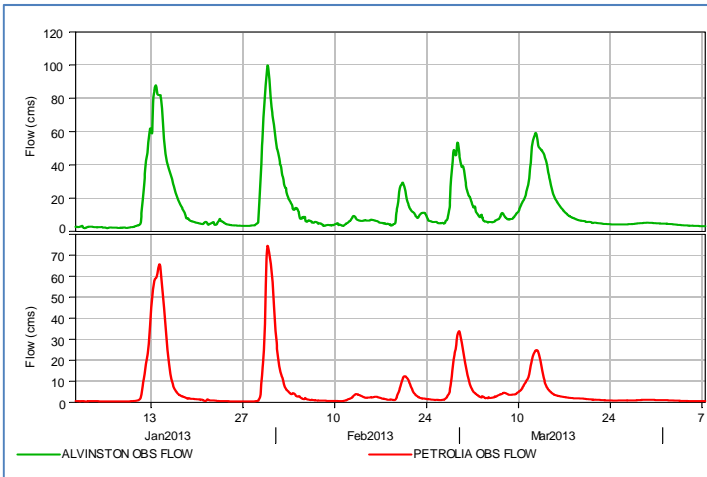
Fig 4. Precipitation – Year to Date Actual as % of Normal (Source: Environment Canada Averages

2013 Year to date	Sarnia	Strathroy	London	Windsor
Rain Received YTD (mm)	224	219	197	185
Normal YTD (mm)	160.4	211.3	212.6	189.9
Percent of Normal YTD	140%	104%	93%	97%
Normal Total for Year	846	945	987	918
Percentage of Normal Yearly Total Received to Date	26%	23%	20%	20%

Staff Report

Streamflows

Fig 5. Streamflow at Petrolia and Alvinston – January –March 2013 (SCRCA\Water Survey of Canada data)



While streamflows 2012 remained consistent with lower than normal flow patterns resulting from reduced precipitation amounts throughout 2012; conditions improved slightly into January and early February. Accumulated snowpack conditions across the watershed were totally depleted in mid-January by a significant thaw resulting in a flood event (fig 5). A second event occurred at the end of January creating even higher flow conditions and again reducing snowpack significantly. Several smaller events were reported into March but only had marginal impacted on rural floodplain areas. Flows have since reverted to pre-event levels into February and with moderate temperatures, reduced snow cover and no significant storm events the spring thaw period for 2013 remained

somewhat uneventful. Lack of significant rainfall in March allowed conditions to moderate back to flows that are consistently lower than would be normally expected for the same period in other years.

Flood Threat

During the two flood events in January, overbank conditions were experienced in several flood prone areas of the watershed with high water levels into floodplain regions as well as the closing several rural roads such as Pretty, Fairweather and Waterworks Roads. Much of the accumulated ice was moved out of the rivers and no significant ice jams were created allowing the watershed to drain over several days during the last week of January. While several smaller events were experienced into February and March there were no significant flood impacts into the spring, making for a somewhat uneventful spring thaw for 2013.

Fig 6. Flows at Strathroy in early February Source: SCRCA Files



As always, high water conditions together with any sudden fluctuations in temperature or extreme storm systems may produce large amounts of precipitation over a short period of time. While conditions have stabilized since the January events, continued care should be taken during such weather events where local conditions may change without warning (i.e. low lying areas and adjacent roadways or underpasses, drainage ditches and culverts). Ice and snow conditions are no longer an issue throughout the watershed. These conditions will be monitored to assess potential flood

situations as we move into spring. **Advisories will continue to be provided as watershed conditions dictate.**

Weather Forecast As reported by Weather network, Environment Canada

Time Period	Forecast
April/May	<ul style="list-style-type: none">• Sunny periods but overall cooler with extended periods of rain or possibility overnight snow for remainder of April and possibly even early May
Spring/Summer	<ul style="list-style-type: none">• Summer will be cooler and rainier than normal, with the hottest temperatures in early to mid-July, late July, and mid-August.

Great Lakes Water Levels – Long Term View

Fig 7. Two views of the impact of lake levels on beaches. Kettle Point, Ontario (left) and Traverse City, Michigan (right) (Source: SCRCA Files and NOAA)



The Great Lakes, their connecting waterways, and their watersheds, comprise the largest surface freshwater system on the planet. The monthly, seasonal, and annual surface water elevations of the lakes fluctuate in response to a variety of factors.

Specifically, in December 2012 and January 2013, the monthly average water level on Lake Michigan-Huron dropped below the previously recorded (1964) low for the period of record beginning in 1860. Seasonal outlooks indicate that water levels may continue to set new record lows. There remains some snowpack to the north of Lake Superior which may moderate the impact slightly but only in the short term. The current record-setting low water levels on Lake Michigan and Huron are a result of many factors, including the large decrease in water levels that took place on the upper lakes in the late 1990's, as well as recent increases in over-lake evaporation and reduced precipitation levels experienced throughout 2012.

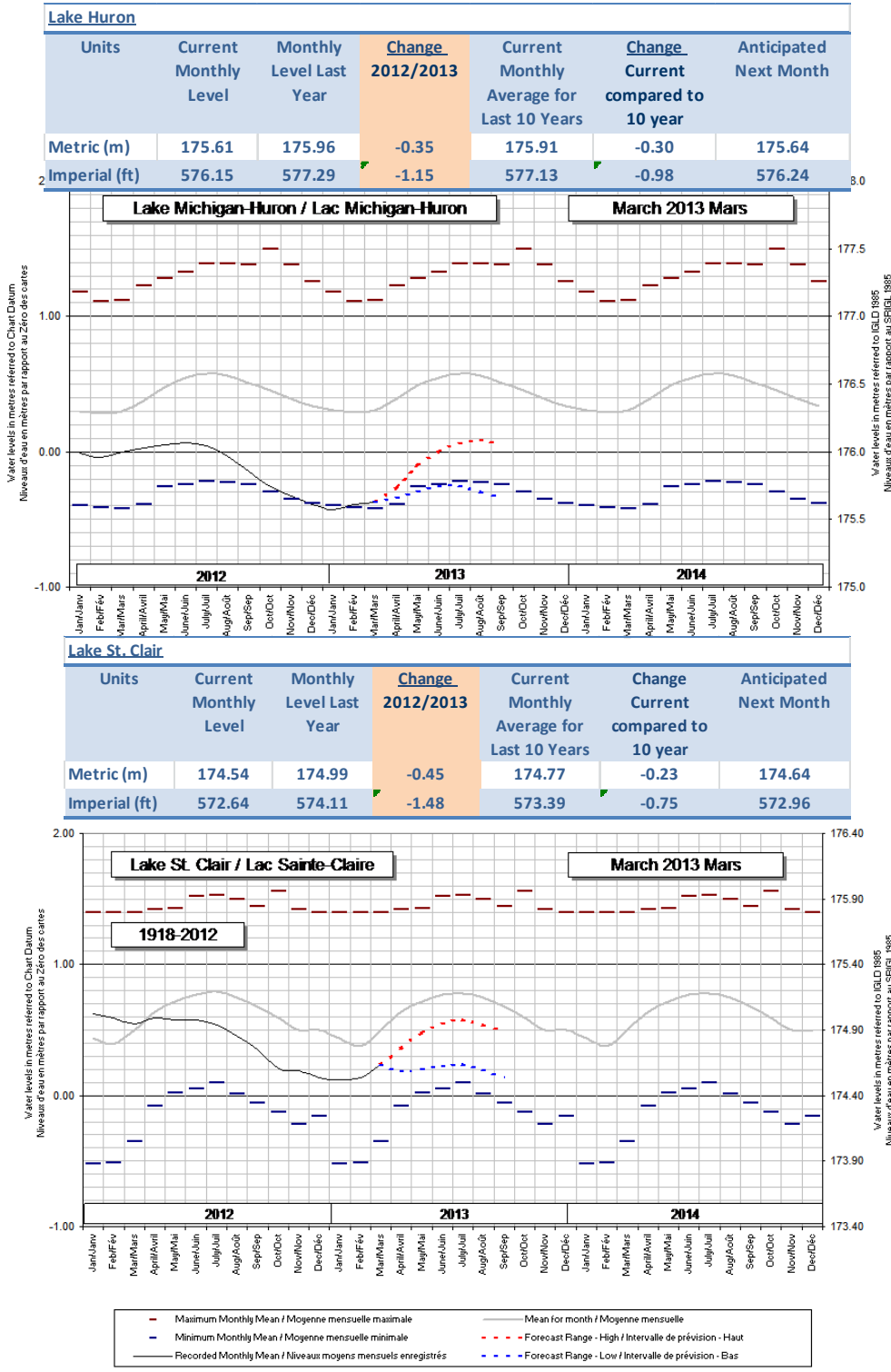
How are water levels predicted?

Forecasts of Great Lakes water levels are typically based on computer simulation models. One example is the Great Lakes Advanced Hydrologic Prediction System (AHPS), run by NOAA-GLERL, which combines historical meteorological data with a series of mathematical models and climate forecasts from NOAA's Climate Prediction Center to simulate multiple variables. Similar analysis is conducted by the Canadian Hydrographic division of Department of Fisheries and Oceans. The most important variables are over-lake precipitation, over-lake evaporation, and rainfall-induced runoff. The sum of these variables (also referred to as the "net" supply of water to the basin) is routed

through the lakes and their interconnecting channels using models that reflect flow patterns in those channels and the regulation rules that guide operation of water level control infrastructure (notably Sault Ste. Marie flood control structure between Lake Superior and Lake Huron/Lake Michigan).

Great Lakes Current Levels (March 2013)

The U.S. Army Corps of Engineers reports latest forecasts indicate a strong likelihood for continued low levels on Lake Michigan-Huron over the next several months. The current monthly mean for March of **175.61** is only slightly above the all-time low mean value of **175.59** recorded in 1964. Water levels on the remaining Great Lakes are expected to remain below their respective long-term average water levels, but above record lows.



Staff Report

8.(ii)



To: Board of Directors

Date: April 5, 2013

From: Girish Sankar, Water Resources Engineer

Subject: Cathcart Park Shore Protection Revitalization - Phase II

- Township and Authority staff met on site with the design engineer, site supervisor and representatives of the contractor (Ontario Construction) – First week of February, 2013
- We reviewed the site and the contractor has fenced the construction site. The gravel parking lot in the park is being used as a staging area for the project.
- 3 new culverts were installed and access was provided to the Island by a temporary gravel roadway
- 20 working days have been provided for completion of the project under the contract (a working day is any day during which the conditions permit the contractor to be able to undertake work to greater than 60 percent of capacity).
- Shoreplan Engineering provided supervision for the project and site meetings were held weekly.
- Approximately 70 m of shoreline work completed in Phase II.
- Construction of Phase II work was completed March 18, 2013.
- Restoration work will be completed in April 2013.



3 culverts installed along the channel to provide access to construction traffic



Armourstone placement – March 18,
2013

Staff Report

To: Board of Directors
Date: April 5, 2013
From: Girish Sankar, Water Resources Engineer
Subject: Water & Erosion Control Infrastructure (WECI) Projects



- applications for grants have been submitted for funding for in 2013-2014 for the project in the table below
- applications will be reviewed by a committee of provincial and conservation authority staff representatives later this month and will be ranked in comparison to all submitted projects from across the Province
- List of approved projects is anticipated in May or early June

Structure	Project Name	Description of Work	Total Project Cost (\$)	Grant Requested (\$)
Cathcart Park	Cathcart Park Shoreline Protection - Phase 3	Design, tender and rehabilitate about 250 m of shoreline at Cathcart Park (Phase 3 construction).	600,000	300,000
Lambton area water supply system	Shoreline Repair	Rehabilitate about 280 m of shoreline at the mouth of St. Clair River using armourstone and riprap.	600,000	300,000
Sarnia Shoreline Protection	Shoreline Repair (Helen and Kenwick st) Phase 1	Carry out construction of Phase 1 from the recommendation of Engineering study.	500,000	250,000
McKeough Floodway	McKeough Floodway Berm Repair	Perform repair work along the floodway	\$80,000	\$40,000
McKeough Floodway	McKeough Dam Drop structure/ Gate house concrete repair	Repair several cracks in concrete slabs and barrier walls	\$60,000	\$30,000
McKeough Floodway	McKeough -Hazard Tree Removal	Remove trees, shrubs and debris that have the potential to cause slope stability issues	\$8,000	\$4,000
Coldstream Dam	Coldstream repair project	Rip rap redistribution, removal of trees, shrubs and debris	\$20,000	\$10,000
Petrolia Dam	Petrolia Dam Repair Project	Crack repair and signage	\$4,000	\$2,000
Esli Dodge	Esli Dodge Repair Project	Repair of Concrete cable/ retaining wall	\$10,000	\$5,000

Staff Report

9.(i)



To: Board of Directors
Date: April 11 2013
From: Muriel Andreae
Subject: Kettle Stony Point First Nation Partnership

Background

The SCRCA is one of eight partners working with KSPFN to provide monitoring, habitat enhancement, stewardship and outreach with respect to SAR on KSP lands

In the fall our Outdoor Ed and Bio Staff completed several programs at Hillside P.S. with Grade 3, 4, 5, students including an in-class component, a hike through the woodland beside the Band Office and having students help with sampling fish and invertebrates in Shashawandah Creek.

This is the second year where our staff have attended KSP March Open Houses and staffed a display on stewardship and SAR monitoring activities

This Year Mar 26 6-9pm we took the newly-prepared Eastern Fox Snake which had been collected as a road kill on Holt Line, near McKeough CA.

Residents were very knowledgeable about which Species At Risk are found at KSP

2 Environmental Tech Trainees and 2 Envrtal students are hired for the year and are very enthusiastic

Many KSP residents have volunteered with the projecta as evidenced by the newsletter

People of all ages were very interested in the fox snake and indicated they had observed Milk Snakes (species of Special Concern) and even one Blue Racer (Endangered species), but had never seen fox snakes at KSP

ATK

THE **KSPFN** Species at Risk Project

This project was undertaken with the financial support of the Government of Canada through the Federal Aboriginal Fund for Species at Risk.

Implementation of the project has been enabled through generous matching financial and in-kind support from:

Chippewas of Stony and Kettle Point First Nation (KSPFN)

Carolinian Canada Coalition

Bird Studies Canada

Dover Agri-Serve

St. Clair Region CA

The Canada Ontario Resource Development Agreement (CORDA)

Gilbert & Dunn Wetland Specialists

Scott Gillingwater, Species at Risk Biologist

The Lake Huron Centre for Coastal Conservation

Darren Jacobs

Alf Rider, Naturalist

Peter Chapman

Countless KSPFN Volunteers:

Manny Cloud

Talon Bressette

Bev Cloud

Sandy Bressette

Becky Larocque

Len Cloud and the volunteer fire department

Pete Cloud Sr.

Brian Monague

Connie Milliken

Kim Wheatley (Toronto Zoo)

(Turtle Island Conservation)

Kristin Grittani

(Songmeter Project)

Special Thanks to:
Tania Morais,
Environment Canada

Canada 

PROJECT OVERVIEW

The purpose of the overall project is to assess important Species at Risk (SAR) habitat on the Chippewas of Kettle and Stony Point First Nation (KSPFN) lands and build community awareness and protection capacity for Species at Risk (SAR). This is being accomplished through a comprehensive multi-component assessment of the existing habitat, surveys for species presence, examinations of existing threats and the overall health of the wetlands, and the control of invasive Phragmites australis in coastal and interior wetlands. This project will enable members of the KSPFN Band Council, Administrators, Students, Elders, and community members to acquire, develop, and use knowledge and skills that will help them to play an active role in restoring and protecting the highly valued habitat on their lands.

Project Components:

1. Education/Outreach
2. Gathering of Aboriginal Traditional Knowledge
3. Ecological Assessments
4. Phragmites Control

Project Coordination and Management:

- Peter Cloud Sr., KSPFN Band Council Member, Environment Portfolio
- Brian Monague, KSPFN Band Council Member, Environment Portfolio
- Connie Milliken, KSPFN Project Manager
- Greg Dunn, Biologist, Project Coordinator (Volunteer)

Education/Outreach Component:

- Peter Cloud Sr.
- Muriel Andreae, Sr. Biologist - St. Clair Region Conservation Authority
- Karen Alexander and Geoff Peach - Lake Huron Centre for Coastal Conservation
- Jarmo Jalava - Director, Ecosystem Recovery, Carolinian Canada Coalition

ATK Gathering:

- Manny Cloud, Jennifer George and James Bressette, KSPFN employees

Ecological Assessments:

- Jarmo Jalava
- Doug Tozer, Ph.D. - Marsh Monitoring Program Coordinator, Bird Studies Canada
- Scott Gillingwater, SAR biologist, herpetofaunal specialist
- Alf Rider, naturalist
- Janice M. Gilbert, Ph.D., wetland ecologist, invasive Phragmites specialist
- Darren Jacobs, Assessment Technician
- Manny Cloud, Assessment Technician
- KSPFN Environment Crew: Becky Larocque, Sandy Bressette, Tim Shawnoo, summer students Forrest Wolfe and Marjorie Henry

Invasive Phragmites Control:

- Frank Letourneau, Dover Agri-Serve, invasive Phragmites control expert
- Darren Jacobs, Janice Gilbert and Bev Cloud
- KSPFN volunteer fire department





2012-13 Project Activities

Contributions from Environment Canada through the Aboriginal Funds for Species at Risk (AFSAR) program supported and enabled the following activities:

Janice Gilbert and Darren Jacobs continued assessments of coastal and interior wetlands to determine habitat quality. Data was collected on vegetation diversity and community

composition, water and sediment quality, wildlife presence, SAR and Invasive Alien Species presence and habitat disturbance. They were assisted by Manny Cloud and members of the KSPFN Environment Crew: Becky Larocque, Sandy Bressette, Tim Shawnoo, Ryse Bressette, and Blair Bressette

Bird surveys were expanded throughout KSPFN lands, including the deployment and monitoring of "song metres" in several areas to capture bird sounds. Surveys were designed and led by Alf Rider and Janice Gilbert, with assistance from Darren Jacobs, Manny Cloud and members of the KSPFN Environment Crew.

Monitoring and assessment projects were continued, to track SAR habitat conditions pre and post Phragmites control.

Elevation (bathymetry) surveys of the KSPFN wetlands were completed.

Scott Gillingwater will be able to spend more time in the field at KSPFN during Spring 2013, searching for, and reporting upon, SAR reptiles. Scott's survey plans include revisiting sites which were deemed as potential habitat for SAR reptiles during last year's field work. Early Spring surveys provide a better opportunity to assess areas that are heavily vegetated during later Spring/early Summer, as well as target species that are most obvious within the first few weeks after emergence from hibernation. Scott will be collecting information on location, habitat and behaviour for all SAR reptiles. It is hoped that this information will form the basis for future conservation and recovery efforts for these species within the KSPFN lands.

Scott participated in the 2012-13 KSPFN community SAR workshop.

Bird Studies Canada and KSPFN continued to coordinate Marsh Monitoring Program (MMP) surveys for threatened Least Bitterns and other secretive marsh bird species, as well as frogs and toads. Bird Studies Canada Bird Studies hosted two MMP Workshops, one in early 2102, and a second in March 2013. Several volunteers from KSPFN were trained to implement MMP surveys at Kettle Point. During early Spring 2013, new survey routes will be located to assess the response of the marsh bird and frog community to Phragmites removal activities.

The St. Clair Region Conservation Authority (SCRCA) continued to deliver the SAR Education Program. Students from grades 3, 4 and 5 participated in class programs and field visits to educate them on SAR and the importance of maintaining SAR habitats on KSPFN. SCRCA staff helped to organize, and attended the KSPFN community SAR workshop.

Jarmo Jalava, Carolinian Canada Coalition (CCC) provided ecological expertise to assist with project management and design, and helped to organize and deliver one community workshop. CCC provided BMP fact sheets for Blanding's Turtle, Eastern Hog-nosed Snake, Eastern Foxsnake, Eastern Musk Turtle and Heart-leaved Plantain.

The Lake Huron Centre for Coastal Conservation provided 500 fact sheets on 'The Impact and Control of Invasive Phragmites for Restoration and Preservation of Critical SAR Habitat', and participated in the KSPFN community SAR workshop.

Three members of the KSPFN community (Manny Cloud, James Bressette and Jennifer George) were hired to 1) work closely with members of the SAR Project Team to learn more about the importance of identifying and protecting SAR and their habitat, and about the influence of invasive Phragmites at KSPFN 2) organize a community workshop to share information about the SAR Project with other members of the KSPFN community 3) develop a KSPFN SAR youth/volunteer program 4) plan and implement a beach clean-up day, 4) compile all of the information needed to develop 2012 Newsletter 5) gather and report upon Aboriginal Traditional Knowledge (ATK) about SAR at KSPFN.

Ecological reference books and field equipment was purchased to assist volunteers participating in the Marsh Monitoring Program and other SAR Surveys at KSPFN.

500 2012-13 KSPFN SAR newsletters were developed, printed and distributed.

One KSPFN community meeting was held to provide information and project updates.

Manny, Jennifer and James interviewed 4 KSPFN Seniors, and added the results to the

Aboriginal Traditional Knowledge Data Set which had been started in 2011. That data will be reviewed by KSPFN Band Council Members and Environmental Portfolio Holders.

Funding support from the Canada Ontario Resource Development Agreement (CORDA) enabled the 1) development of a Phragmites Management Plan 2) the control of ~8 ha of Phragmites within the coastal wetland, 3) the training and certification of five KSPFN community members to enable manual control efforts to take place in low density stands and required long term management, 4) pre and post control assessments to track ecosystem response, herbicide degradation, and restoration efficacy, 5) increased community awareness about Phragmites impacts, mode of spread, and safe, effective and efficient control options, and 6) testing a novel method for controlling Phragmites in standing water (where herbicides cannot be used).

The KSPFN SAR project was featured at Carolinian Canada Coalition's "Ecosystem Recovery Forum: Pathways to a Greener Future along Canada's South Coast" in Port Stanley. A presentation on the project was given by Dr. Janice Gilbert, and the project was mentioned in other presentations during the conference. Five members of the project team, including Pete Cloud, Brian Monague and Alf Rider, made the trip to Port Stanley and participated in the Forum as VIP guests or presenters.

Project Plans for 2013-14

Contributions from Environment Canada through the Aboriginal Funds for Species at Risk (AFSAR) program will support and enable the following activities:

Janice Gilbert and Darren Jacobs, assisted by members of the KSPFN Environment Crew, will continue with the ecological assessments, and will document changes in sites where invasive Phragmites control programs have been implemented. Assessment data will be used to determine wetland health, impacts and provide direction for restoration and protection requirements and options.

Scott Gillingwater will continue with his reptile surveys.

Bird Studies Canada and KSPFN will continue to implement Marsh Monitoring Program surveys.

The Carolinian Canada Coalition (Jarmo Jalava) will continue to participate in project implementation through: 1. provision of ecological expertise to assist with project management and design; 2. assistance with surveys for Species At Risk in the study area; 3. development and provision of Best Management Practices fact sheets for priority SAR; 4. inclusion of the project in a report on management options for priority invasive



species in SAR hotspot areas in the Carolinian life zone; 5. assistance with community presentations and workshops.

A series of workshops will be held with team members and KSPFN community groups to discuss the assessment results and define the best possible course of action required toward implementation of long term protection and stewardship. Aboriginal Traditional Knowledge collected to date will be discussed, and taken into consideration. Marsh Monitoring Program data will be used as a habitat quality baseline and to set target goals and track restoration successes. A Guiding Document will be developed to provide a coordinated, efficient and effective blueprint to implement, maintain and track success. This document will provide guidance for habitat stewardship projects targeting aquatic and terrestrial SAR.

The St. Clair Region Conservation Authority will continue to deliver the SAR Education Program. Students from grades 3-5 will continue to participate in class programs and field visits to educate them on SAR and the importance of maintaining SAR habitats on KSPFN.

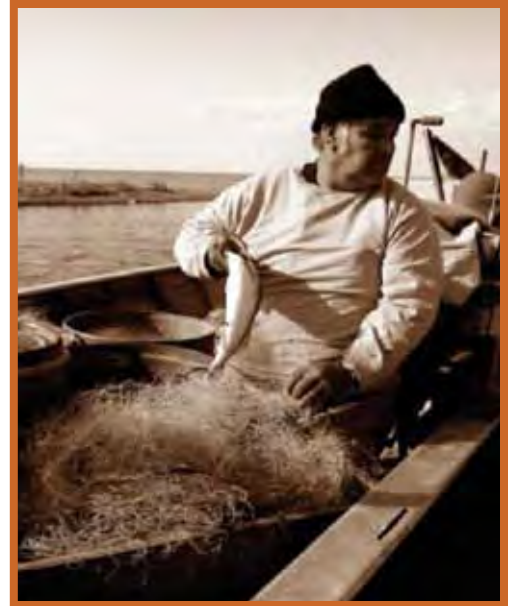
A 2013-14 KSPFN SAR newsletter will be developed and distributed. At least one KSPFN community meeting will be held to provide information and project updates.

If approved, continued financial support from the Canada Ontario Resource Development Agreement (CORDA) will support:

- 1) spraying and burning of ~13 hectares of dense Phragmites
- 2) touch up spraying of remnant Phragmites within sections that were controlled in 2012,
- 3) Phragmites control along ditches throughout the community to reduce spread,
- 4) ecological assessment, pre- and post spraying, to include continued tracking of herbicide degradation,
- 5) expansion of the novel method tested in 2012 to control Phragmites in standing water (this proved to be effective and the next step is to develop a system that can be effectively constructed at a much larger scale).

Brian Monague

I currently hold an environmental portfolio on the Kettle and Stony Point First Nation Band Council, and I am very sincere about protecting the environment on our First Nation. Over the years I have learned a great deal about the Invasive Species and Species at Risk within our community, and learned that many of the Invasive Species travel abroad in the ballast tanks on ocean going ships. Many of these vessels are supposed to drain their ballast tanks before they enter The St. Lawrence River, but many don't. And the end result is Gobies, Zebra Mussels etc., which put a strain on the Great Lakes' native species. There are currently 180 Invasive Species listed in The Great Lakes. Phragmites, as we all know, has literally taken over our waterfront, interior wetlands and ditches. And we are in the process of getting rid of these dangerous reeds through effective measures such as spraying. I believe we all have to keep an eye on, and protect, our lakes, rivers and streams to ensure our animals, birds, turtles and fish will continue to have a livable habitat. More recently I have become increasingly aware of the dropping lake levels. The general public should be alerted of this, which I think is contributed to by the large amounts of lake water being taken out by large cities (e.g. Detroit). And, in my opinion, as long as we have people like Janice.Gilbert, Frank.Letourneau, Darren.Jacobs, Alfred.Rider and Peter.Cloud Sr and effective measures for Phrag control and SAR habitat, we should see good results.



Brian Monague - Fall 2012 - On his Channel - Picture took by Jennifer George (Granddaughter)

Becky Larocque

Last year has been an eye opening experience for me in regards to the Species at Risk program here on Kettle Point. I had the opportunity to go out in the field with Dr.Janice.Gilbert and others when they came to Kettle Point for the SAR assessments and, in doing so, that gave me a great understanding on what needs to be done. Touching on a few things I recall about Species at Risk in our community is that I always thought that there are lots of Snapping Turtles around here, but now they are on the Endangered list. And this other time we were out putting up these devices called song meters; these were used to record a bird called an Acadian Flycatcher. But I don't think we were successful because I've been told that they are not around here either. And, on a sadder note, we came across a good sized pond out in the Phragmites, in front of Jenny George's, and this was dried right up and we collected around 1,000 mussel shells. These were collected in only a third of the area of the pond, so there were a lot more there. We also did a lot of work in the Phragmites and this stuff has to go! Some things I learned about this Invasive Species is their seed and root system is extensive, meaning they produce thousands of seeds by one plant and the roots take over an entire area which chokes out other plant life. From what the experts say on how to get rid of them is by spraying, cutting or burning them does not work because they will just grow back because the roots are still there. Janice and Darren did an experiment using a heavy canvas screen on a wooden frame, which blocked out the sunlight over the Phrag underneath. And this looked liked it worked, so maybe this can be used somewhere. I was asked if I would stay involved with The SAR Project and my reply was "Sure!" Because my vision for the natural habitat and native species on Kettle Point is restoration by destroying the Phrag, and keeping the waterways and forests healthy for all.



Becky Larocque - Summer 2012 - In front her residence along lake



*Talon Bressette; Summer 2012
Walking through Phragmites*

Talon Bressette

I've learned that the invasive species Phragmites is in places now that, before, were good areas to enjoy and play in, but now Phragmites has taken it all over. Long ago Phragmites was never around here. I also learned that something brought it (Phragmites) here. We used to have the Blue Racers in our community but now they moved out. In our community we also used to have a lot of endangered species, some were like the Blue Racer, the Ribbon Snake, the Cattail's and mussels. Some of invasive species are doing a lot of damage to our community system, like the Gobies eating the fish eggs and the Zebra Mussels clogging the water pipes. And, to make it all worse, people are even driving over some of the species at risk.

What I remember learning about invasive species is that Phragmites gives out a toxin that kills the other living plants living around it. Phragmites wasn't here before; something brought it (Phragmites) here a long time ago. It's invading a lot of the areas in our community.

I have a strong desire to stay involved with the SAR (Species at Risk) Project. I want to help to find a way to fight off the invasive species called Phragmites. I want to be able to walk and play, and be trusted to be safe, in the areas where the Phragmites invaded these "cool" playing spots. I love to explore and find "cool" looking critters which I think maybe living in those areas.

Bev Cloud

When one thing that I have learned about the Species at Risk in our community was the diversity; this applied to various plants, birds, and reptiles. So this tells me that there are all kinds of species, not just one or two that are in trouble. And to me this should be an early warning system for the people of Kettle and Stony Point First Nation. By sounding an alarm for the species, great and small, who survive in constant pressure day by day and need our help now!

What stands out the most to me about Phragmites, is that they are invasive. These invasive species have all come to this land on the back of world travellers coming to this area, not knowing that they are carrying species. That are damaging and smothering our waterways, wetlands, and ponds etc. The native species in these areas (e.g. Cattails) are being exterminated by the Phragmites' aggressive expansion. And now we have other invasive species causing damage as well (e.g. Emerald Ash Borer, Asian Water Snail, Giant Hogweed)

I have been working on the KSPFN SAR Project for the last two years now, assisting in various duties and has been interesting and gratifying. Some work days were long and but interesting, some days walking through the bush, some days walking through the "Phrag" but it was fun also. The people I've met and worked with all have the desire to fight off invasive species on our lands. I would definitely consider volunteering or helping out anyway I can, so that the fight can continue against these invasive monsters.

My vision for the restoration of our lands must start with the people of our community supporting, funding, and assisting in the fight against invasive species. And that we have continual support for the restoration and dedication that was, and is continuing to be, put forth by the people, students, and scientists for the past two to three years now. We all know that Phragmites is a bit of an eyesore for our community; we had once the most beautiful view of the lake from the road. And now we stare at the lake and wonder where did these weeds come from, and why did we let them push us from the land and water we love.



*Bev Cloud; Summer 2012
In front of Youth Center Channel*

Leigh George

Really what I learned about "Species at Risk" in our community is that the commonplace species on the First Nation are disappearing at an alarming rate. Spotted Turtles, Stinkpot, and Mud Turtles were once a common sight. But now have diminished so much that their presence is only from memories. The frogs are also disappearing as well as other amphibians. One particular "SAR Species" disappearance that saddens me, is the Whip-poor-will. I heard one bird singing this past fall, and immediately called my daughter out to hear it. But unfortunately we have not heard it again since then.

What I remember about the Phragmites is that they are choking out our wetlands, and they reproduce very quickly. One stalk is capable of producing thousands of seeds. The density of this vegetation gives the shoreline wildlife such a hard time getting through it, that this might be one of the reasons the species are disappearing.

I absolutely have a desire to be involved with the ongoing "SAR Project" here on Kettle Point. For our community to heal we must all take part in the preservation of our diverse eco-systems.

I was asked what my thoughts were regarding the restoration of SAR Species and their habitat here on Kettle Point. I pondered on this for awhile and remembered that, in the past, a lot of elders have told me to step away and let it heal itself. Although I see the validity of that, I also think shoreline protection protocol is necessary to treat the phragmites problem.



*Leigh George; 2012
ATK Coordinator - 2012*

Alf Rider (The Bird Watcher)

I've learned that the Ribbon Snake has very low numbers and is greatly a Species at Risk. The last one to be recorded was found approximately 20 years ago in the lake at the old cafe site. It was starting to engulf a small Leopard Frog that was squealing loudly. The Spotted Turtles were here until the ponds behind Brian Monague's property were drained by the late owner. The Snapping Turtles seem to be fairly safe here. They had been harvested for food until the 1970's. About 20 years ago, a single adult Soft Shelled Turtle was found with a propeller cut on its back and still alive. It was discovered around this time of year here on the First Nations of the Ipperwash beach. It was very aggressive. The Blanding's Turtles are nearby, but not here on Kettle Point. Musk Turtles are, or have been, found on the First Nations property in the region of the Ipperwash Park. In the immediate area of the point, a big concrete 'rip-rap' was installed to prevent erosion during the last high water episode. That had a lethal effect on all turtles trying to enter the lake. I was able to rescue a Spotted Turtle heading into the lake but it no doubt perished into the deep fissures when it returned.

In the late 1960's there was very little of the invasive species called Phragmites. There were several active Muskrat houses out in the now Phragmites - clogged marsh. I think

that they have all gone somewhere else to live now.

Yes, I will be happy to serve the SAR Project Team when the opportunity arises again in the KSPFN community. If they'll let me.

My goal for the restoration of natural habitat for the wildlife here on KSPFN is to get rid of all the Phragmites and to maintain the area without it. We will get the Muskrat back naturally and get Wilson's Phalaropes back nesting as well as the Virginia Rail and perhaps King Rail also. Sora Rails may still be able to nest in the western edge of the marsh but off the FN property. The Mallard and Blue-winged Teals cannot raise young here because of the Phragmites stands are too dense for locomotion, but they too will quickly return. Also we used to have Common Terns nesting here and once a Caspian Tern pair laid eggs. Herring Gulls also nested here, but they were adversely affected by pollution and their nests were unsuccessful. Eventually they died by becoming paralysed by toxins from poisoned fish (Specimen delivered by me to the Royal Ontario Museum). Only one Ringed-Billed Gull has fledged in 40+ years.

So my vision for the future is to see the elimination of Phragmites and the full restoration of the extensive marshy areas that it has affected. This will allow full re-colonisation by the two species of cattails



*Alf Rider; Summer 2012
Picture from last year's Newsletter*

and open up the marsh for breeding terns and gulls, ducks, rails and foraging shorebirds. This has the potential of becoming a 'Wildlife Tourist' area with careful management. Mostly a 'Hands off exercise'. Some areas might have to be 'No Go' areas during the breeding season, with FN approved guides. (A money-making venture?)

Respectfully,

(THE BIRD WATCHER)

Pete Cloud Sr.

Actually my involvement with Species at Risk (SAR) began maybe 13 yrs. ago after the Federal SAR legislation was enacted and included First Nations lands. My fellow environmental portfolio holder Brian Monague and I began a few years of information gathering and learning, by attending various SAR conferences and workshops held at different locations throughout Southern Ontario. We finally began work here on our community in 2011 after a successful grant submission for AFSAR funding. I have gained a tremendous amount of knowledge about species at risk from working with our partners in the field, attending workshops and conferences as well as hours of internet searching. I now know which listed species may be found here on our community lands and where and how to try locate them. I've learned what threats these creatures and plants face and what needs to be done to protect them and their habitat.

In my opinion, the worst threat is the invasive species known as Phragmites. I think the invasion started about 12 to 15 years ago.

They sort of snuck up on us, as we weren't paying enough attention to our shoreline, interior wetlands and drainage ditches. There was a time when our shoreline was populated by only native cattails, bulrushes and sedges. Within this habitat there was a lot of different species of mammals, amphibians, birds and plants flourishing, now, after the invasion, very little to none can be found. From what I've learned and observed about Phragmites, this is a very serious problem, which has to be contained and eradicated. I long for the day when once again I can see the thousands of red-winged black birds nesting and roosting in the cattails along the shore and in our marshlands, the muskrats building their homes along the shoreline, the gulls, sandpipers, killdeers and numerous other shore birds nesting and living amongst the native wetlands habitat. I know this can only be achieved by getting rid of these invasive plants. Some people say they aren't that big of a problem, to these persons I say: You have no idea of what we once had and have now lost.

Working for the protection and preservation of



*(L-R) Peter Cloud Sr. & Talon Bressette
Summer 2012*

species is a dream come true for me as I have always been very interested in wildlife, plants, fish and birds. I was given the understanding that the earth was created for everyone to use and enjoy, including all the aforementioned furry, feathery, scaly critters and plants. With the implementation of the KSPFN SAR project, I can only hope to encourage and recruit others to follow the path we lay out, to continue working towards the protection and preservation of our natural environment and its original inhabitants.

Sandy Bressette-Walker

I've learned that any community, namely ours, Kettle Point, has many different various Species at Risk (SAR) living amongst us. Species at Risk can be plants, birds, reptiles, amphibians and even organisms that are becoming, or already are starting to become, extinct and no longer living in the natural habitat of the area. Interestingly the Snapping Turtle is a SAR in our community. Even though the Snapping Turtle seems common around here, it isn't everywhere else it should be. Same goes for the rare Huron coastal sedge meadows, it's been trying to grow amongst the Phragmites here, but not found globally.

What I can remember learning about this invasive species called Phragmites is that it has a rapid growth, probably do to its rhizome root system. In a certain test area, the Phrag was being measured and timed, and found to have grown over a meter in less than a week. Phragmites can adapt and seem to grow in any condition it seems to be introduced to, sand, soil, clay and even water. Phragmites emits a toxin to choke out other species living around it. Phragmites is very strong and can grow very tall, drowning out the natural sunshine. Growing very close together, Phragmites makes it impossible for various species to move through it. At one point, we even saw a new shoot growing off a displaced dried up root.

I have a very strong desire to stay involved with the SAR (Species at Risk) Project. I'm anxiously looking forward to having another opportunity, if the chance comes up, to be involved with the SAR project again, I'd take it in a heartbeat. I love being outdoors. In helping with the assessments, it gave me an opportunity to learn more about our environment and it reminded me to really appreciate it again, and not to take things for granted like the natural beauty of Kettle Point. I grew up loving the shoreline; however I stayed away from it because of the Phragmites. I'm not afraid to trudge through it again with the "Phragmites Busters".

This past season we had opportunity to do assessments at the test plot. It is amazing to see the diversity of the natural plants coming back so quickly. I hope to see more spraying of Phragmites over the next few years. I'm also hoping to see a constant watch over the shoreline, and anywhere else in our community that this invasive species (Phragmites) may inhabit. Any one certified is spraying any new Phrag babies and preventing any new re-infestation.

It would also be nice to see a new nature club or something like that where we could all go and share our knowledge or even go out together and explore a good nature hike, either along the shoreline or throughout the bush. It would build, restore and maintain our connection to the land.

Dwayne "Manny" Cloud

During the last few years the changing appearance of our shoreline began to spark an interest in me, and I began to notice that this is not how the lake used to look when I was growing up. One of my buddies from Moraviantown, Darren Jacobs happened to be working on the SAR Program with Dr. Janice Gilbert and Frank Letourneau, and asked me if I would like to accompany him and Janice as they went out to Kettle Point to do the SAR assessments. I said "Sure", and in doing so I began to gain knowledge about the "Species at Risk" on Kettle Point. Many species of turtles that were common around here before (ie. Spotted and Blandings) are gone now. Most likely due to loss of habitat and Phragmites. I remembered a couple of ponds that would have been perhaps suitable habitat from them, but they are now choked full of Phrag and useless to wildlife. I remember from my childhood hearing some of my older cousins talking about seeing a Blue Racer Snake, this would have been in the 1970's but they are probably gone from here now. One major problem For "SAR" along the shoreline is the "Phragmites"; this stuff is so dense you have a very hard time walking through it. And it is a physical barrier to anything trying to get to the water's edge. Phragmites root systems are called "rhizomes", when established will potentially grow hundreds of stalks from it. To me the "Species at Risk" Project on Kettle Point is very important, and I will continue to stay involved with it when the opportunities arise. I believe the natural habitat will return again once the Phragmites problem is dealt with, through effective methods and establish a continual treatment program to keep it in check in the years to come.



*Sandy Bressette - Summer 2012
(Talon's Mother)*



*Dwayne "Manny" Cloud, Summer 2012 - Photo
From Last Year's Newsletter*

Ahnií Boozhoo

Our community is engaged in a Species at Risk (SAR) project, sponsored by Environment Canada under the Aboriginal Funds for Species at Risk program, and also by the Union of Ontario Indians under the Canada Ontario Resource Development Agreement.

The project has been in operation for the past year or so, and operates out of the Youth Centre. It has been approved to continue on to deal with invasive foreign species in the community that cause natural plants and animals harm. The purpose of the project is to protect our environment and the native species within it, and to remove the harmful invasive species that disrupt the natural balance of our local ecosystem.

We have been given a great responsibility to care for our earth and community, and we will continue to do so.



Chief Thomas Bressette



*Dwayne "Manny" Cloud, James Bressette and Jennifer SK George
Environment Technician Trainees 2013*



Frank Letourneau and Bev Cloud



Darren Jacobs



Janice Gilbert, Wetland Ecologist



Thanks to the
Project Partners!



Canada

Aboriginal Fund for
Species at Risk



Gilbert & Dunn
Wetland Specialists



Dover Agri-Serve



Canada Ontario Resource
Development Agreement
(CORDA)

KSPFN

(Chippewas of Kettle &
Stony Point First Nation)

6247 Indian Lane
Kettle & Stony Point FN
ON, Canada N0N 1J1

Phone: 519-786-2125
Fax: 519-786-2108

fdesk@kettlepoint.org

www.kettlepoint.org



Marjorie Henry

Kettle and Stony Point First Nation Home to Species at Risk

(E-niizaanag Wii-ngoshkaag)

Reptiles (Wesiinyag E-moodejig)

- Blanding's Turtle
- Snapping Turtle
- Northern Map Turtle
- Eastern Musk Turtle
- Spotted Turtle
- Five Lined Skink
- Eastern Hog-nosed Snake
- Eastern Foxsnake
- Eastern Ribbonsnake
- Milksnake
- Blue Racer

Plants (E-zaak'kiig)

- Bluehearts
- Butternut
- Heart-leaved Plantain
- Pitcher's Thistle
- Broad Beech Fern

Birds (Bineshiinyag)

- Acadian Flycatcher
- Chimney Swift
- Hooded Warbler
- Least Bittern
- Prothonotary Warbler
- Whip-poor-will



Eastern Foxsnake



Five Lined Skink



Blandings Turtle

Staff Report

9.(ii)



To: Board of Directors
Date: April 4, 2013
From: Erin Carroll, Aquatic Biologist
Subject: Talfourd Creek Monitoring and Education Project UPDATE

The Aamjiwnaang Environment Department is working to restore a short stretch of Talfourd Creek adjacent to the Community Centre in Bear Park. The objective is to beautify the creek, educate the community on watershed management, restore a healthy ecosystem, re-establish the traditional connection to the creek, and reduce erosion to the St. Clair River Area of Concern.

St. Clair Conservation was awarded funds, through the Great Lakes Guardian Fund, to assist with educational and monitoring components of the Talfourd Creek project. The specific objectives of the project are to:

- monitor benthic macro-invertebrates at two to three stations
- design and implement a benthic education program to be taught at 4 community events
- organize a Talfourd Creek Awareness day
- plant a mixture of native large stock and seedling trees, including staking trees and maintenance
- develop interpretive signage for the site in collaboration with Friends of the St. Clair River and the Aamjiwnaang Environment Department

Some of these activities have already begun.

Pre-restoration Benthic Macroinvertebrates Monitoring

Benthic Macroinvertebrates are organisms that live in and or on the substrate of water bodies and are key indicators in determining the quality of the water in a watercourse. Since some organisms are more tolerant to pollution than others, determining the diversity within Talfourd Creek, pre and post restoration, will show the benefits of this project in regards to improving the creek from its current state.



Figure 1 Talfourd Creek taken October 4, 2012



Figure 2 The Pink Heel Splitter, a species of mussel is one of the larger benthos found in Talfourd Creek

A sample was collected in fall of 2012 to show the pre restoration community of benthos, another sample will be taken in spring of 2013 after the construction has been completed.

This project is an opportunity for St. Clair Conservation to partner on an excellent project coordinated by the Aamjiwnaang Environment Department. We are looking forward to collaborating on this project.

Earth Day Celebration – April 20

On April 20 we will help host a Earth Day celebration at Aamjiwnaang. At the event, participants will learn first-hand about stream health. Using dip nets to sample stream critters and tally sheets for analysis, youths will have a chance to learn a little about the science relating to surface water quality. We'll also plant large stock trees and play games that teach about food webs. Other planned activities include a stream clean-up and a dedication ceremony with song and drum.

Staff Report



To: Board of Directors
Date: April 4, 2013
From: Brendan Martin, Biology/Planning Intern
Erin Carroll, Aquatic Biologist
Subject: Peers Property Update – 2013

Peers Property – Funding, Restoration and Enhancement Update

The Peers property, locally known as Chicken Island, is bounded by Otter Creek to the west which outlets into the North Sydenham River at Wallaceburg. The size, 33 acres, in the context of the Chatham/Kent landscape of 5% natural cover remaining, is very significant.

In October 2012, the property was purchased with the help of more than 15 partner organizations and many local individuals .

The objective of the restoration phase of the project is to conserve/restore 12.9 hectares (31.8 acres) of wildlife habitat, including 7.7 hectares (18.9 acres) of wetland and 5.2 hectares (12.9 acres) of upland habitat. The project will also involve upgrades to the dyke, water control structure and installation of a pump to ensure that the wetland doesn't dry in the summer.

Funding Updates

- additional funding for phase two from the Chatham-Kent Community Partnership Fund has been confirmed at \$10,000.
- funding in the form of \$10,000 has been approved by the Municipality of Chatham-Kent
- an application for \$45,000 in funding has been submitted to the Great Lakes Sustainability Fund to support phase two.

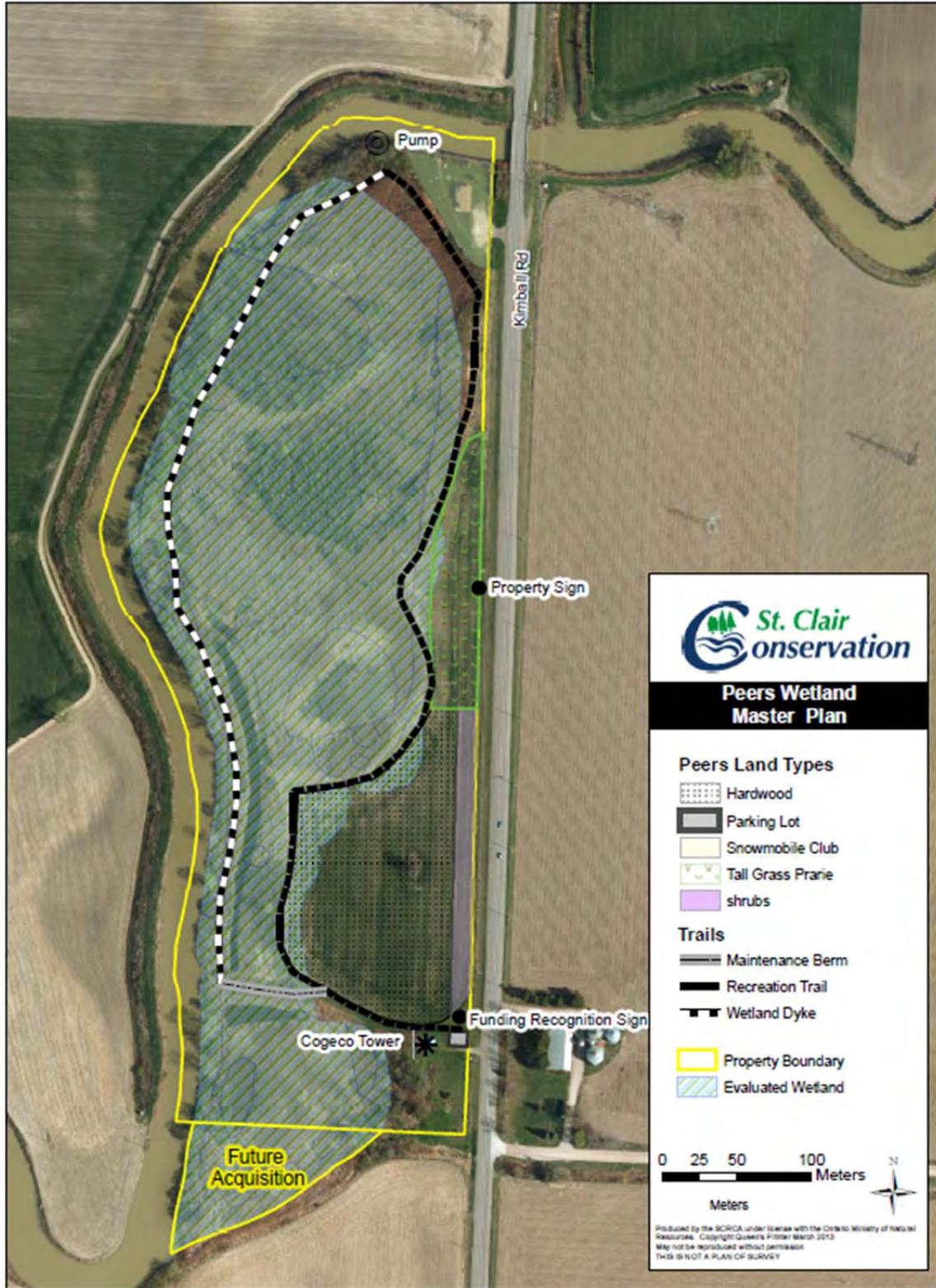
Restoration and Enhancement Updates

- the reconstruction of the berm has been completed
- tall grass prairie, shrub, and tree planting is planned for April 2013
- pump is to be installed in 2013

Other projects

- work on a master plan for the Peers Wetland has started.

Peers Wetland Planting and Infrastructure Plan



Staff Report

9.(iv)



To: Board of Directors
Date: April 4, 2013
From: Erin Carroll, Aquatic Biologist
Subject: Bowens Creek Wetland Update

Since 2008, St. Clair Conservation has managed this land on behalf of Lambton County.

Bowens Creek Lands are a Lambton County treasure. The land which is owned by the County of Lambton is part of the area formerly known as the “1800 block” which includes the Bickford Oak Woods Conservation Reserve and the Ducks Unlimited Canada project on Terra Nitrogen owned lands.

The wet prairie and mature deciduous forest at Bowen’s Creek provide a refuge for more than 15 locally rare Carolinian flora and fauna. Riddell’s Goldenrod, Shumard Oak, Hooded Warbler and Climbing Prairie Rose, each with distinct habitat requirements, thrive within the property bounds. The property is located within the St Clair River Area of Concern, so habitat restoration on this land will help achieve the Remedial Action Plan goals.



Bowens wetland phase less than a year after construction.

2011 Improvements

In 2011, more **than 5 hectares of wetland** were created on low lying lands areas of the southern portion of the property in areas that “wanted to be wet”. Construction of 3 impounded wetlands and approximately 10 shallow sloughs were created by decommissioning existing drainage and some minimal land contouring.

2012 Improvements

In 2012, an additional **3.7 hectares of wetland** were constructed in the northern portion of the property. **10 hectares** were planted with **over 20,000 trees and shrubs** in the spring of 2012.

2013 Plans

In spring 2013, over **14,000 trees** will be planted on the property. Silver Maple, Poplar, Sycamore, Red Oak, Bur Oak, Swamp White Oak, Pin Oak Shagbark Hickory, Bitternut Hickory, White Elm and Black Walnut will be planted. This mixture of trees reflects what would have naturally occurred on the site, before the land was cleared.

Partners

Contributing partners on the Bowen Creek Restoration efforts include Lambton County, Great Lakes Sustainability Fund, Trees Ontario, Friends of St Clair River, RBC Blue Water project, Shell's Fueling Change program and Ducks Unlimited Canada.

"The restoration of the Lambton County lands along Bowens Creek enhances the best remaining example of contiguous habitats in southwestern Ontario" says Steve Arnold, Warden of Lambton County. "And without the support, efforts and contributions by so many partners, this work just wouldn't have happened"

Staff Report

9.(v)

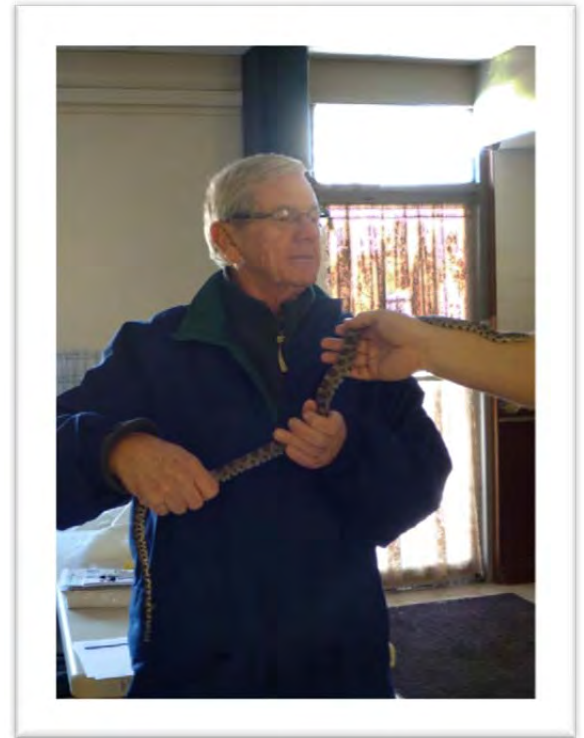


To: Board of Directors
Date: April 4, 2013
From: Kelli Smith, Biological Technician and Erin Carroll, Aquatic Biologist
Subject: Reptiles at Risk

2013 is off to a great start for Reptiles at Risk in the St. Clair Region Watershed. At the beginning of the year, SCRCA was awarded additional funds of \$2,235, from the Ministry of Natural Resources Species at Risk Stewardship Fund, for the specific deliverables that we achieved above and beyond those outlined in our original application/contribution agreement, a maximum total of \$21,484 for the 2012-2013 fiscal year. With the newly allocated funds we hosted an Eastern Foxsnake nesting box workshop in Wallaceburg on the 9th of February 2013.



The nesting box workshop was a great success. Overall there were 12 participants and 2 guest speakers. The workshop was designed to educate local landowners on the importance of snakes on their properties particularly the Eastern Foxsnake which is common in that area and to enhance the habitat for these creatures by implementing artificial nesting boxes. The boxes are created from corn crib wire fencing and t-bar posts and are filled with straw, mulch and compost material to allow snakes to dig into the material to lay their eggs. Megan Lawrence, volunteer coordinator from Salthaven was present to discuss the physiography of snakes and even had brought along an Eastern Milksnake for reference, as the Eastern Milksnake is often mistaken for a foxsnake. Brett Groves, Species at Risk Biologist from MNR, was also in attendance to discuss the successes of artificial nesting boxes in Essex County. All of our participants were very interested and eager to enhance the habitat on their properties, 6 of our 11 artificial nesting boxes went out to good homes.



The highlight of the day was when one of our volunteers who was terrified of snakes, finally found the courage to approach the Milksnake and even hold it for a little while!

Monitoring for snakes will continue for the 2013 field season and many more projects for both snakes and turtles are planned for this fiscal year.

Staff Report

9.(vi)



To: Board of Directors
Date: April 4, 2013
From: Jessica Van Zwol, Healthy Watershed Specialist
Subject: Healthy Sydenham Headwaters Initiative

Background:

- the St. Clair Region Conservation Authority and Middlesex Stewardship Council are partnering on the **Healthy Sydenham Headwaters (HSH) Initiative** to guide conservation and restoration efforts in these important headwaters areas.
- land selected for the HSH Initiative occurs in the south-west corner of Middlesex County (see map). The Sydenham River headwaters and the Strathroy-Caradoc Sand Plain are located within this boundary. Actions in headwater rehabilitation will have the greatest impact on the entire watershed.
- landowners interested in stewardship projects are encouraged to speak with SCRCA staff and Middlesex Stewardship members about project design and potential grants.
- landowners will be able to share ideas with neighbours and other watershed residents. The Initiative will ensure that landowners are fully resourced with science and information to meet the long-term goals for the area
- funding will available for projects including: riparian buffers, tree planting, wetland and woodlot restoration and strengthening wildlife movement corridors.

Other activities:

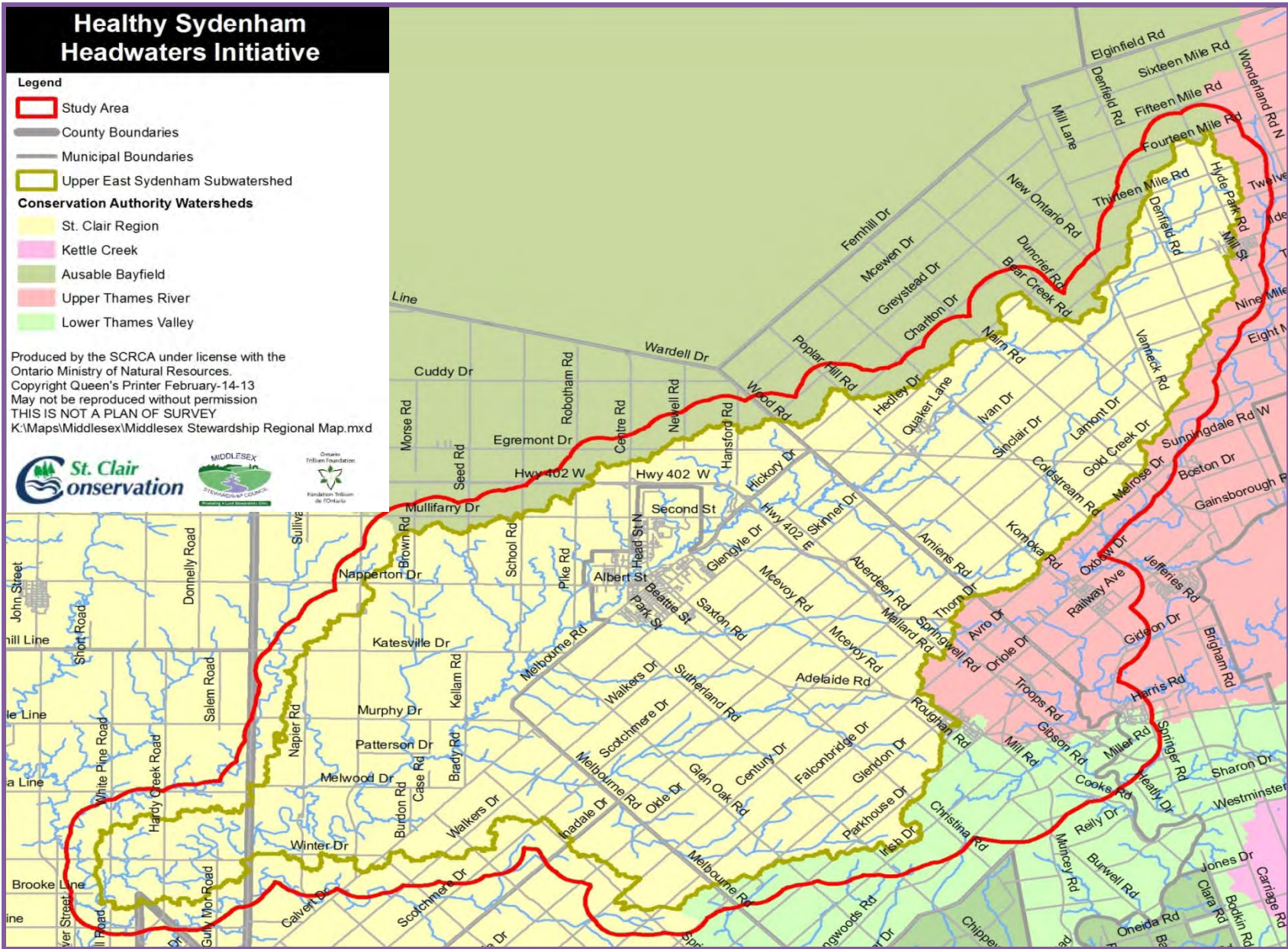
- staff attended the Middlesex Cattlemen's Association AGM, Middlesex Soil and Crop Improvement Association AGM, Lambton County Woodlot Owner's Association meeting, Middlesex County Woodlot Owner's Association meeting, to introduce the Initiative and encourage landowners to take advantage of the granting opportunities available.
- staff also attended Middlesex Stewardship Council meetings.
- staff worked with a local champion to host and introduce the Healthy Sydenham Headwaters Initiative to neighbours in the Strathroy area.
 - **10 families** attended and were interested in learning more about implementing stewardship projects on their property.
 - Soil testing kits were available and **six landowners** took them home to have their soil tested.
- staff applied for the RBC Community Grant (approved: \$5,000), RBC Leadership Grant (declined), Wildlife Habitat Canada Grant (approved: \$28,000), and Habitat Stewardship Program (pending: \$600,000 over three years).
- staff attended the OSCIA Soil testing workshop.
- staff is currently working alongside MSC to develop a landowner introduction letter to be mailed out to all landowners in the initiative area with properties greater than 5 acres
- a soil testing pamphlet encouraging growers to test their soils for nutrients is currently being developed.

Healthy Sydenham Headwaters Initiative

Legend

- Study Area
- County Boundaries
- Municipal Boundaries
- Upper East Sydenham Subwatershed
- Conservation Authority Watersheds**
- St. Clair Region
- Kettle Creek
- Ausable Bayfield
- Upper Thames River
- Lower Thames Valley

Produced by the SCRCA under license with the Ontario Ministry of Natural Resources.
 Copyright Queen's Printer February-14-13
 MAY NOT BE REPRODUCED WITHOUT PERMISSION
 THIS IS NOT A PLAN OF SURVEY
 K:\Maps\Middlesex\Middlesex Stewardship Regional Map.mxd



Staff Report

9.(vii)



To: Board of Directors
Date: April 4, 2013
From: Jessica Van Zwol, Healthy Watershed Specialist
Subject: Lambton Shores Healthy Watersheds Project

Background:

- Lambton Shores Tributaries (LST) Watershed received funding from Ontario Ministry of the Environment and Environment Canada in 2011 as part of the Healthy Lake Huron – Clean Water, Clean Beaches campaign, which identified 5 priority sub-watersheds along Lake Huron Shoreline that require immediate action to improve beach and inland surface water quality

Updates:

Cover Crop Workshop (March 28)

- this public event targeted local cash crop farmers in Lambton Shores as well as the St. Clair Region Watershed.
- Anne Verhallen and Christine Brown, Soil Management Specialists with OMAFRA discussed managing cover crops, fitting them into a field crop rotation, on-going demo and research trials, impacts on the bottom line, and soil health impacts of cover crops.
- local Mapleseed and Pickseed dealers were present to offer information about the cover crop types they have available and answer questions.
- **25 participants** came and interested individuals were given soil tests
- participants were quite interested in the topic and asked many questions

Other activities:

- together with Communities in Bloom – Lambton Shores, SCRCA was awarded a \$3,375 grant from TD Friends of the Environment for community planting days at the retired Forest Sewage Lagoon.
- developing community restoration plans for the retired Forest Sewage Lagoons is ongoing and involves many partners (Municipality of Lambton Shores, Communities in Bloom, CH2M Hill, Lambton Shores Trail Committee, and SCRCA).
- presentation at the SCRCA AGM introducing the Healthy Lake Huron – Lambton Shores project
- water quality sampling across the watershed has resumed for 2013
- spot sampling for water quality took place in March to coincide with the Walk the Watershed program of last summer.
- the Rural Stormwater Management Model permanent flow station installed on Shashawandah Creek has collected water samples for four storm/melt events in December through March (Figure 1).
- staff attended the Southwest Agricultural Conference, Lambton Soil and Crop Improvement Association AGM,

- **3 Tree planting projects and 1 windbreak project** were confirmed and will be planted spring 2013.
- **1 Clean Water Diversion** project was confirmed and will be implemented spring 2013. Materials are purchased for eaves troughs on a barn on the property of landowner who attended our November 8 cover crop workshop
- **1 Riparian Buffer and Erosion Control project** on Duffus Creek that is currently undergoing the Municipal Drainage Act process. This reach of Duffus Creek experiences significant erosion and water velocity needs to be reduced through erosion control measures. We are working with the Lambton Shores Drainage Superintendent and the investment company that owns the abutting property (Figure 15).
- **2 site visits** resulted from our Walk the Watershed program and are **Erosion Control** projects within the Duffus watershed. We are currently following up with these two landowners



Figure 1: Water samples collected at 2 hour intervals (over a 48 hour period) with the ISCO sampler on Shashawandah Creek. This photo captures the change in suspended sediment in the creek throughout a storm event in March. As the water levels in Shashawandah rose, the waters became more cloudy with suspended sediment and when the water receded, the samples began to clear again.

Upcoming Events:

- *April 21, 2013*
 - SCRCA will be participating in the Communities in Bloom Ipperwash Beach Trash Bash to promote clean and safe shorelines as well as the importance of good water quality.
- *April 27, 2013*
 - SCRCA will be participating in the annual Forest Home and Garden Show to promote available grants, offer information about water quality and community involvement.

Staff Report

To: Board of Directors

Date: April 11 2013

From: Muriel Andreae

Subject: Phosphorus reduction program with OMAF and SCRCA

Background

- due to conditions of the Canada-Ontario Agreement on Great Lakes Water Quality (COA), the provincial ministries MOE and OMAF received significant funding in 2012-13
- in 2011, the dissolved phosphorus in Lake Erie had caused a blue-green algae bloom over 1/6 of the lake basin, fouling the beaches and impeding fishing and boating since the thick mat extended approximately 20km from shore
- dissolved phosphorus can come from municipal and private sewage systems and from farming practices
- presumably due to this algal fouling, OMAF started working with the Essex Region Conservation Authority (ERCA) and ABCA to address the high levels of dissolved phosphorus in ERCA and ABCA watercourses
- they have since approached the SCRCA, LTVCA and KCCA
- the governments have defined the Lake Erie watershed to start at Sarnia, so within the SCRCA all lands that drain directly into the St. Clair River, the Sydenham River and Lake St. Clair (85% of the SCRCA) are considered to be within the Lake Erie Basin
- the other 15% of the SCRCA drains directly to Lake Huron where the Healthy Lake Huron program has been focused

COA 2012 – 2013 SCRCA and OMAF

- in March the SCRCA received funding from COA via OMAF to reduce the levels of dissolved phosphorus in the SCRCA watercourses
- this program is specifically to increase information available to SCRCA agricultural landowners about soil erosion control and nutrient best management practices, with the ultimate goal of reducing the amount of dissolved phosphorus that is in the surface watercourses of the SCRCA
- program components completed to date include:
 - initiating Farm Management Plans for SCRCA properties, starting with draft soil erosion and nutrient management programs for 500 acres of McKeough properties in St. Clair Township
 - designing erosion control berms for McKeough Properties #82, 83, 95 and 97
 - hosting the Cover Crop Workshop jointly with OMAF and the Ontario Soil and Crop Association in Coldstream on March 28 2013, including distribution of Soil Fertility handbooks
 - offering each SCRCA farmer two free soil tests for nutrients, to be analyzed at a certified lab

Soil Testing in Southwestern Ontario



Soil sampling saves you money and helps water quality.

Soil test results help you optimize crop yield, influence fertilizer decisions, and identify problem areas in your soil, all of which can have environmental and economic benefits.

Agriculture is a source of phosphorus (P) in Lake Erie. P includes particulate P and dissolved P. Conservation tillage has apparently reduced particulate P, but over the past 15 years, dissolved P has increased. Dissolved P is associated with toxic blue-green algae blooms.

The SCRCA has grants available to encourage soil testing. Landowners in Lake Erie watersheds can then interpret the test results and OMAF recommendations to manage their nutrient application accordingly.

**For two free soil tests
analyzed at a certified lab**

Contact:

**Jessica Van Zwol
519-245-3710**

jvanzwol@scrca.on.ca



Staff Report

9.(ix)



To: Board of Directors
Date: April 4, 2013
From: Brendan Martin, Biology/Planning Intern
Erin Carroll, Aquatic Biologist
Subject: Groundwater Monitoring 2013

Provincial Groundwater Monitoring Program (PGMN)

Since its inception in year 2000, the Ministry of Environment, Conservation Ontario, the Conservation Authorities and the participating Municipalities have, together, built and operated the PGMN; which now consists of over 470 monitoring wells around the province. St Clair Conservation monitors eight wells for the PGMN which have been sampled for eight consecutive years.

St Clair Conservation recently renewed the Program Partnership Agreement with the Ministry of Environment's Provincial Groundwater Monitoring Network. The new agreement goes to March 31, 2016

Under this new agreement, there a few changes:

- St. Clair Conservation now manages data correction for water quantity data.
- water quantity sampling is conducted half as often

The next PGMN partner meeting is planned for May 2013.

Groundwater Quality Data

The PGMN monitoring wells provide annual groundwater quality data to support the above activities and to support local Heath Units and Conservation Authorities.

Two parameters that exceeded PGMN guidelines this year are fluoride and sodium. According to the Ontario Drinking Water Quality Standards the acceptable concentration for fluoride is any value below 1.5 mg/L. Figure 1 below shows the average fluoride concentrations in wells across Ontario. Please note that the wells we monitor are no longer used as a source of drinking water.

The wells with fluoride exceedances:

- W0000-459-1 Kerwood, Adelaide-Metcalf - May 2006 (2 mg/L), November 2006 (2.3 mg/L), March 2007 (1.9 mg/L), September 2008 (2.24 mg/L), October 2009 (2.42 mg/L), Oct. 2010 (2.38mg/L), Nov. 2011 (2.42 mg/L), **and Oct. 2012 (2.42mg/L).**
- W0000-109-2 Tienray, Dawn-Euphemia – May. 2002 (1.69 mg/L), Oct. 2005 (1.5 mg/L), Nov. 2006 (1.5mg/L), Sep. 2008 (1.72 mg/L), Oct. 2009 (1.58 mg/L), Oct. 2010 (1.71 mg/L), Nov. 2011 (1.65 mg/L), **and Oct. 2012 (1.56 mg/L).**
- W0000-461-1 Bothwell, Dawn-Euphemia - Oct. 2009 (1.65 mg/L), Oct. 2010 (1.72 mg/L), Oct. 2011 (1.75 mg/L), **and Oct 2012 (1.71 mg/L).**

The wells with sodium exceedances:

- Guthrie W0000-106-2 Guthrie, St. Clair – Oct. 2002 (266 mg/L), Nov. 2006 (430 mg/L), Mar. 2007 (420 mg/L), Sept. 2008 (402 mg/L), Oct. 2009 (412 mg/L), Oct. 2010 (396 mg/L), Oct. 2011 (401 mg/L), **and Oct. 2012 (390 mg/L)**.
- W0000-109-2 Tienray, Dawn-Euphemia – May 2002 (298 mg/L), Nov. 2006 (300 mg/L), Mar. 2007 (360 mg/L), Sept. 2008 (278 mg/L), Oct. 2009 (307 mg/L), Oct. 2010 (296 mg/L), Nov. 2011 (300 mg/L), **and Oct. 2012 (290 mg/L)**.

In addition to the previously mentioned exceedances, chloride, dissolved solids, hardness, iron, and manganese levels exceeded the Ontario Drinking Water Standards in certain wells. This is probably caused by local geology and would be a possible topic for future research. Selenium, boron, pH, organic carbon, and alkalinity values were within the acceptable limits for all wells.

The water chemistry results help the province monitor the ambient groundwater quality of the SCRCA watershed. The data also contributes to our own knowledge of the state of the region's aquifers and allows us to report it to the public through the Watershed Report Card. We also collect water level data at each of these wells that can provide an early warning for changes in water levels caused by climate conditions or human activities such as water takings.

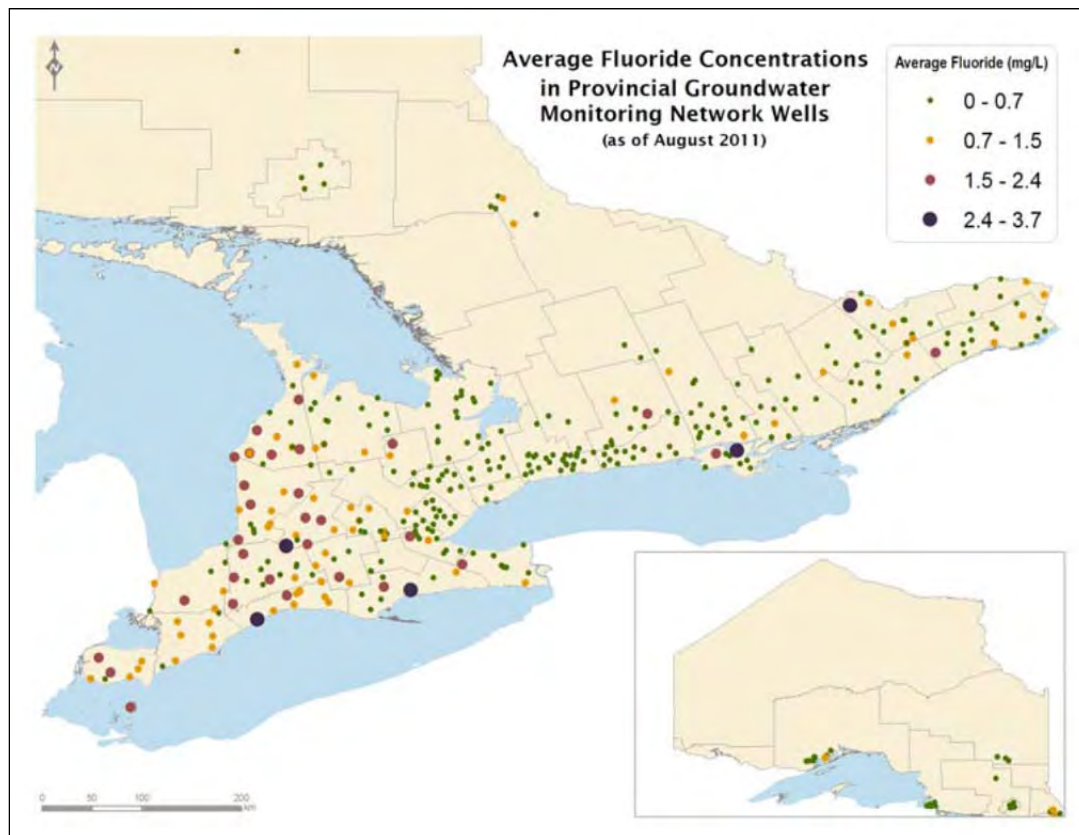


Figure 1. Average Fluoride Concentrations in PGMN wells across Ontario. The Ontario Drinking Water Quality Standard is 1.5 mg/l.

Staff Report

9.(x)



To: Board of Directors
Date: April 4, 2013
From: Brendan Martin, Biology/Planning Intern
Kelli Smith, Biological Technician
Subject: Water Quality and Benthic Monitoring – 2013

2012 Surface Water Monitoring Program

The SCRCA, through the Provincial Water Quality Monitoring Network and Canada-Ontario Agreement water monitoring program, monitors the health and surface water quality of 12 watercourses within the watershed with 19 sampling stations. Samples were taken from April to November 2012 but the SCRCA has only received and analyzed data from samples taken between April and October 2012. The results of the monitoring program are used to assess the overall health of the sub-watersheds as well as providing the basis on which the conservation authority can make recommendations.

Benthic Macro-invertebrate Sampling

Benthic macro-invertebrates are small organisms, mainly insects and crustaceans, that live within watercourses. The SCRCA collects a sample in the spring and counts which and how many of each species are captured. The counted species are then compared to the species which have historically inhabited similar watercourses in the SCRCA. Watercourses that closely resemble the historical normal are given a higher grade than those that have either a different composition or have species that indicate a degraded water quality.

A Benthic Macroinvertebrate Field Study reporting the data collected from 2006-2010 has been completed and filed with SCRCA. A similar report, The Quality of Water and Habitat in the St. Clair River AOC, reporting on the benthic data and fish species and habitat data has also been completed and filed with SCRCA for the Friends of the St. Clair River.

Stream Water Quality

The SCRCA uses both the Provincial Water Quality Monitoring Network (PWQMN) and the Canada-Ontario Agreement (COA) water monitoring programs. The Middlesex-London Health Unit also provides the SCRCA with *E. coli* monitoring data for some of the sites that fall within their jurisdiction.

COA

The SCRCA receives data from 11 COA sites within the watershed. The SCRCA has the data for each of these stations from June to September, 2012.

PWQMN

This program has run since 1964 in our region and provides a good indication of the watershed health of long-term. Eight key indicator parameters are used to analyze the data, including suspended solids (measured as particulate residue), chloride, total phosphorus, nitrate, copper, lead, zinc and *E. coli*.

Results

Phosphorous

Phosphorous is a key nutrient for plant and algae growth and is naturally produced via a wide range of processes. Human-influenced sources, however, contribute to a large portion of phosphorous levels in aquatic systems. Such sources include nutrient application and subsequent runoff from agricultural sites, application and subsequent runoff of lawn fertilizers, and partially treated and/or untreated sewage overflows. The interim Provincial Water Quality Objective (PWQO) for total phosphorous within rivers and streams is set at 0.03 milligrams per litre. Levels above this may result in excessive growth of algae.

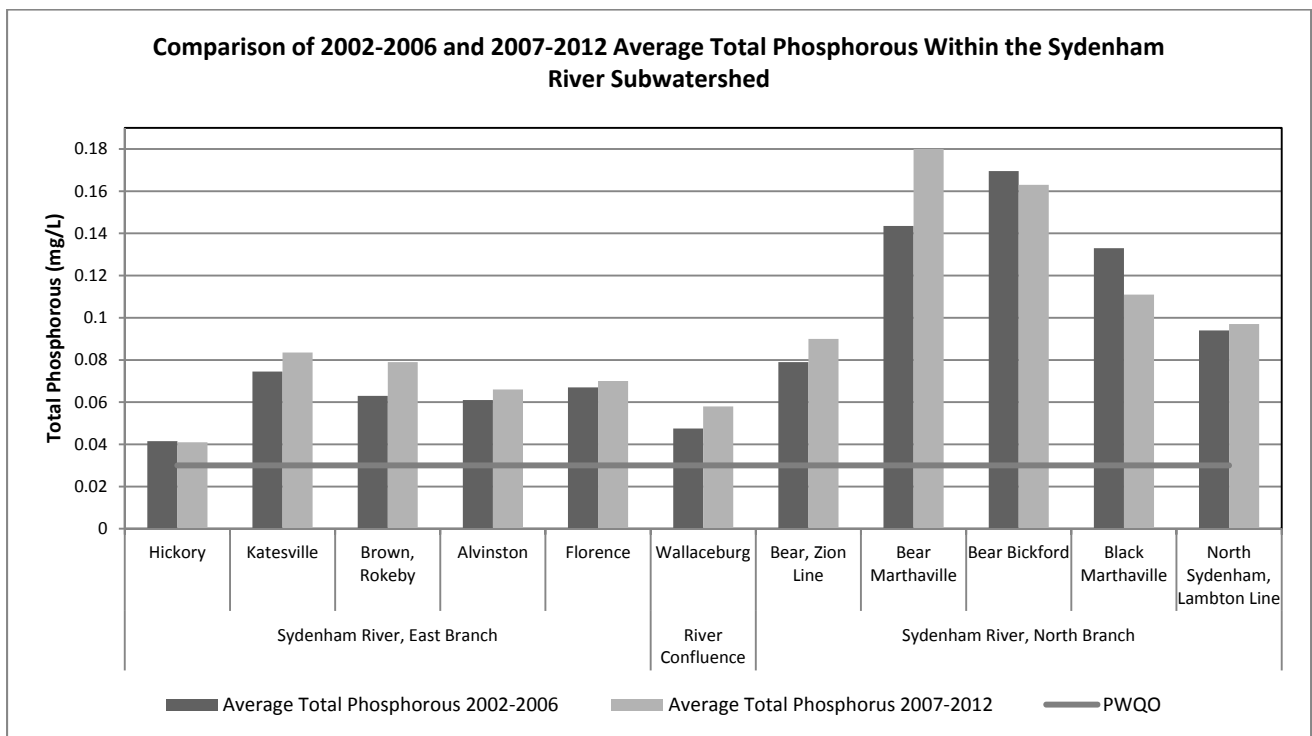


Figure 1: A graph of the average total phosphorous levels within the Sydenham River Subwatershed. Each site compares the average levels between 2002-2006 and 2007-2012.

Total phosphorous levels were either above or significantly above the PWQO at all sites within the Sydenham River Subwatershed (Figure 1). While three sites (Hickory, Bear Bickford, and Black Marthaville) saw a small decrease or stabilization in phosphorous levels the vast majority of sites had significant increases. Two of the sites that saw decreases (Bear Bickford and Black Marthaville) still have some of the highest phosphorous levels in the subwatershed. Overall the levels of total phosphorous within the subwatershed are increasing.

Nitrates

Nitrates are compounds whose main component is nitrogen. While some nitrates are inert and have very little use by either plants or animals the majority are very important to plant growth. The main source of nitrates within the Sydenham River Subwatershed is runoff from agricultural and landscaped areas (Figure 3). The PWQO is set at 2.93 milligrams of nitrates per litre.

Nitrate levels within the subwatershed vary but overall levels are trending down. Of the twelve stations, four remain above the PWQO while historically eight stations measured above the recommended levels (Figure 2).

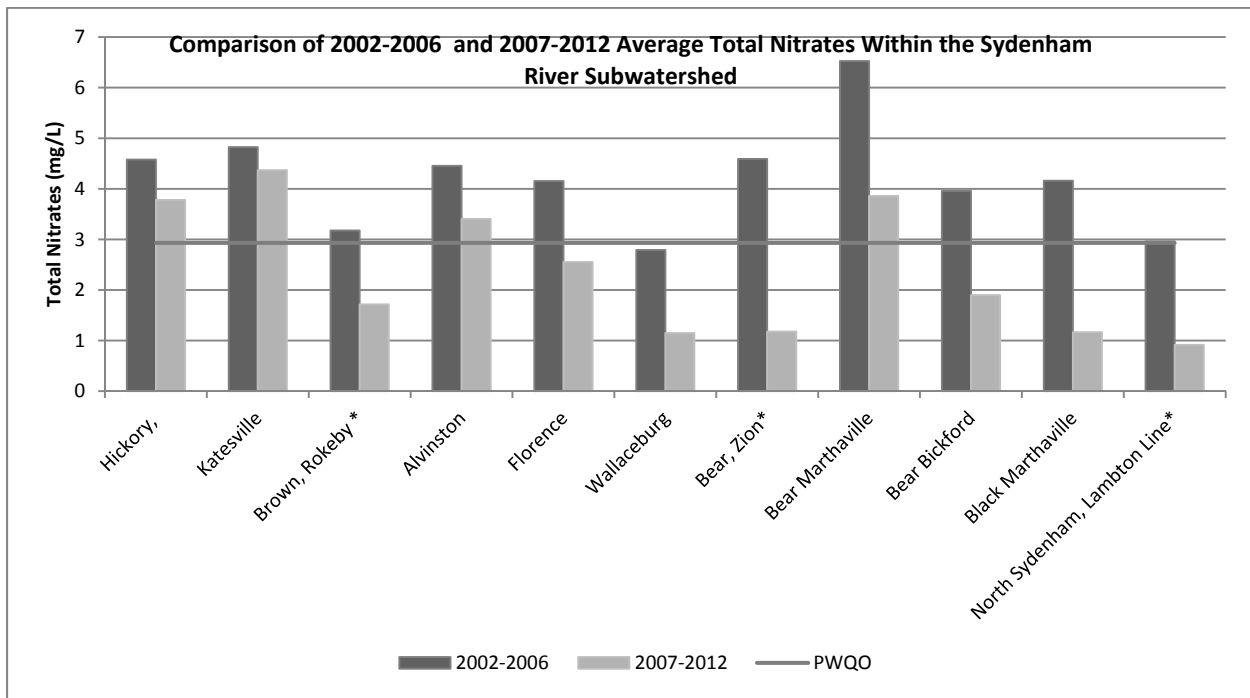


Figure 2: A comparison of nitrate levels within the Sydenham River Subwatershed between 2002-2006 and 2007-2012.
*Only contains data from 2004-2012

Benthic Macro-Invertebrates

The SCRCA uses the Family Biotic Index (FBI) to determine the quality of watercourses whenever benthic macro-invertebrates are sampled. The index distributes a rating to each species of invertebrate on a scale of 0 to 10. An average of all the scores is tallied to produce the overall score for each station. The SCRCA has interpreted the rating scale into categories ranging from Excellent to Very Poor.

The overall trend within the watershed is a decrease in FBI scores which correlates to an increase in water quality (Figure 4). The one very notable exception to this trend is the Lake St. Clair Tributaries which fell from the Fairly Poor to Very Poor category. A similar situation is occurring at the Lower North Sydenham sampling site.

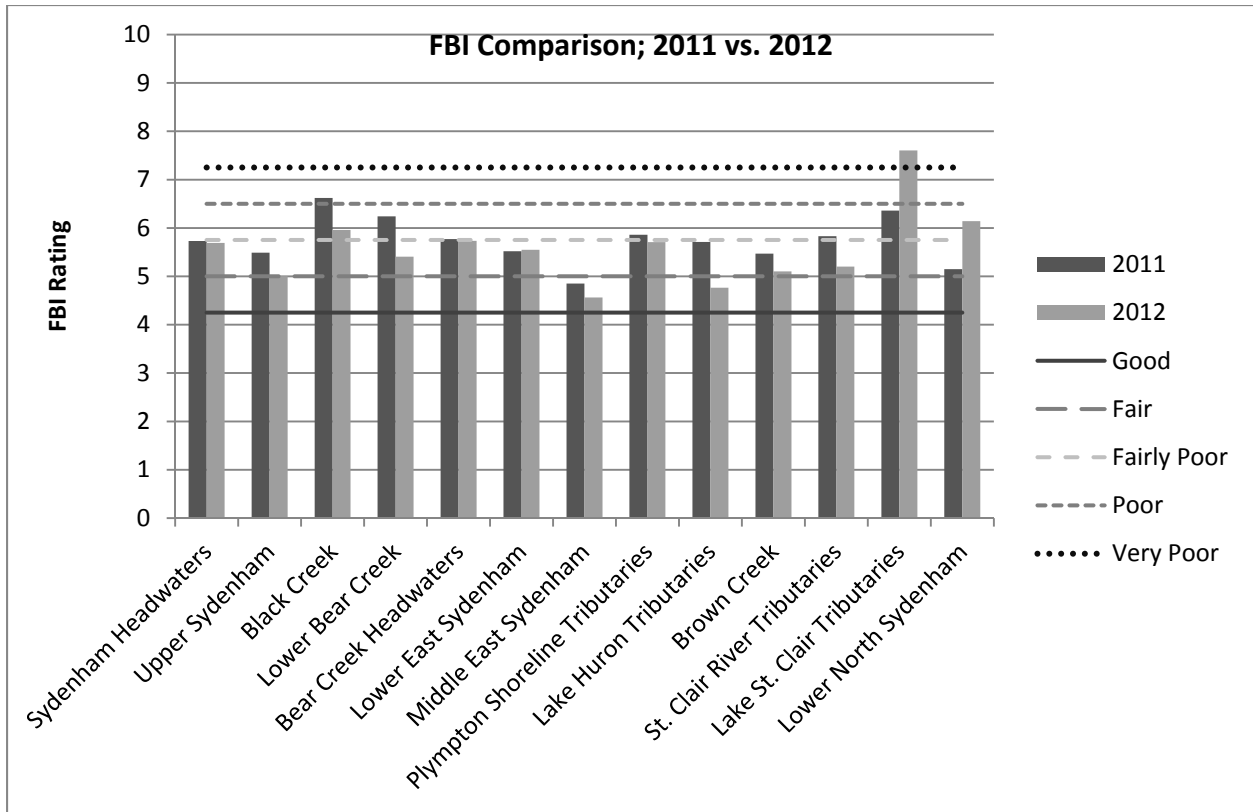


Figure 3: A comparison of the Family Biotic Index Scores of 13 sites within the watershed. The lines indicate the lower limit of their respective categories (e.g. the area between the “Good” line and the “Fair” line would fall within the category of Good).

Recommendations

Overall the condition of surface water within the watershed is relatively stable or increasing very slightly. Nitrate levels are decreasing and benthic studies are showing that there is improvement from an ecosystem standpoint. However phosphorous levels are rising throughout the watershed when compared to earlier records. If phosphorus levels remain high within the watershed algae blooms may become more prevalent causing both economic and ecological harm specifically to the Lake Huron and Lake St. Clair shorelines. One of the best solutions to prevent further increases in phosphorus is to decrease the amount of surface run off from agricultural sites and landscaped sites, as well as reducing the amount of wastewater that is released untreated into watercourses. This can be done by ensuring tile drains are, when possible, installed and maintained properly. Wastewater releases can be minimized by ensuring that faulty septic systems are repaired as well as by maintaining effective septic systems. Maintaining or planting adequate well-vegetated buffer strips along the sides of streams, rivers, and drains would also improve the overall water quality within the watershed. The buffer strips would allow some of the phosphorous and nitrogen, where it exists, to be incorporated in the plant life growing within the buffer and therefore removed from the water column itself.

Staff Report

9.(xi)



To: Board of Directors
Date: March 26, 2013
From: Erin Carroll, Aquatic Biologist
Subject: Biology Unit Funding Update

2013 is shaping up to be a very busy year for the Biology Unit. As we work to pull together final reports for a number of successful projects, we prepare to move forward with new grants and new challenges. We continue to push into new areas expanding our understanding and expertise in areas such as rural stormwater management, environmental monitoring, and Species at Risk stewardship.

The Biology Unit was successful in bringing several new grants since the last funding report in November 2012:

- \$10,500 was awarded for a property management plan and Species at Risk Inventory at Reid Conservation Area.
- \$5,755 was awarded for costs relating to the acquisition of Peers.
- \$10,000 was awarded for the restoration of Peers Wetland.
- \$2,202 from TD FEF for Benthic Education to take place at four education days at Talfourd Creek with Aamjiwnaang First Nations
- \$10,000 for equipment for the benthic laboratory from St. Clair Conservation Foundation
- \$5,000 for Improving Riparian Habitat in the Upper Sydenham River Watershed
- \$2,235 top-up funding for the Reptile at Risk Program toward a Foxsnake Workshop
- \$3,750 for the Naturalization and Habitat Improvement of the Forest Sewage Lagoons
- \$2,914 top-up for the wetland restoration at Peers Wetland.
- \$28,000 for the Coordination of Wetland Restoration Projects and Mapping in Upper Sydenham Watershed, one year starting in 2013
- \$57,800 for implementing environmental activities that reduce P to streams and rivers feeding into Lake St. Clair and the Great Lakes watershed by drafting soil and erosion nutrient management programs for 500 acres of SCRCA-owned cropland, design and implementation of erosion berms on the McKeough Properties 82, 83, 95 and 97, collection of water quality and soil samples.
- \$3,500 towards a Property Management for the McKeough Properties Cartier and King.

As well, a number of new applications were made:

- \$40,228 for Foxsnake monitoring and research, a collaboration with Queens
- \$22,181 for St. Clair River AOC Research and Monitoring 2013/14
- \$45,479 for Peers Wetland Restoration Project Phase II St. Clair River Area of Concern (AOC) 2013-2014
- \$124,000 Sediment and Erosion Mitigation And Fish Habitat Enhancement of Agricultural Watercourses of the St. Clair River Area of Concern (AOC)
- \$600,000 for the Sydenham River Habitat Stewardship Program

Biology Unit Grant Funding Summary

The Biology Unit has had good success in securing grants in the current economic climate, with more than \$672,860 in funding secured for a number of programs, despite large cut-backs Federally and Provincially.

Amount requested	Amount awarded	Possible Grants (awaiting approval)
\$1,888,674.00	\$672,860	\$866,888

If all our applications are funded we could receive an additional \$866,888. This funding that spans over multiple years helps support a number of new and exciting initiatives that focus on stewardship, environmental monitoring and building partnerships.

Summary of Biology Unit Grants

Project Title	Project Description	Funder	Total Project Value	Amount requested	Amount awarded
Reptiles At Risk (two year starting in 2012)	SAR Reptile Creation/Enhancement/Education	MNR	\$120,176	\$56,236	\$39,723
St. Clair River Tributaries Surface Water Quality Survey (two year, starting in 2011)	Water Quality sampling and analysis on St. Clair River Tributaries	GLSF	\$61,173	\$20,285	\$20,285
Bowens Creek Clay Plain Wetland - 2 month contract	Wetland creation - on behalf of Friend of St. Clair River	RBC	\$5,000	\$5,000	\$5,000
3 year starting in 2012 - Bowens Creek HMA restoration project	Tree planting/maintenance, wetland design/construction	GLSF	\$1,516,946	\$118,500	\$117,500
Peers Wetland Securement, Restoration and Management Project, 1 year starting in 2012	Land Acquisition (\$75,000), improved access (\$10,000)	GLSF	\$176,000	\$85,000	\$15,000
Benthic Analysis of St. Clair River AOC - Two month contract, 2012	Two month contract for Kelli McKay to analyze existing St. River AOC benthic results	FOSCR	\$10,000	\$5,000.00	\$5,000.00
TD FEF - SAR Reptile Monitoring	Engage Sydenham Field Naturalists and other local steward in SAR snake monitoring	TD FEF	\$5,000	\$5,000	Declined
MNR SAR Research - Eastern Foxsnake Research	Research differences in Eastern Foxsnake populations using radio-isotope analysis, in collaboration with Queens University	MNR	\$50,500	\$20,000	Declined
Great Lake Guardian Fund - Pre-post Restoration benthic monitoring Talfourd Creek with AFN, One year starting in 2013	Collect benthics at Talfourd and Clay Creek for pre/post restoration monitoring at Talfourd Creek. Five educational events.	MOE	\$100,000	\$25,000	\$21,950

Project Title	Project Description	Funder	Total Project Value	Amount requested	Amount awarded
Sobey Community Environment Fund - Reptile and Benthic monitoring, One year, starting 2013	Collect benthics at Talfourd and Clay Creek for pre/post restoration monitoring at Talfourd Creek. 5 educational events, watershed report cards. Perch Creek Reptile monitoring program.	Sobeys	\$117,000	\$20,000	declined
Peers Wetland Securement, Restoration and Management Project, 1 year starting in 2012	Wetland Restoration – Installation of pump, upgrade of control structure - \$20,000, Reporting, accounting, mileage, office space, photocopies, telephone, etc. - \$2,000	Wildlife Habitat Canada/ EC	\$176,000	\$22,000	\$19,914
Fuelling Change (on behalf of Lambton Wildlife) - Artificial Turtle Nest Habitat Creation, 2012	Create Artificial Turtle Nest Habitat at Clay Creek Oxbow north of White Line St. Clair Twp	FOSCR	\$5,000	\$5,000	\$5,000
Phragmites Management in the St. Clair Region, One year starting in 2013	Herbicide application at the McKeough, Lambton County, Foundation and other CA properties. 2 hectare total.	ISC	\$18,000	\$18,000	Declined
Education and Management of Phragmites in Lake Huron Shoreline, one year starting in 2013	Education and Management of Phragmites in Lake Huron Shoreline	ISC	\$25,000	\$25,000	Declined
Restoration and Naturalization of the Forest Sewage Lagoons, one year starting in 2013	Remediation of Forest Sewage Lagoons, community engagement	GLGF - MOE	\$51,000	\$11,035	Declined
Coordination of Wetland Restoration Projects and Mapping in Upper Sydenham Watershed, one year starting in 2013	Landowner/ community engagement, headwater wetland construction and other wildlife BMPS	Wildlife Habitat Canada - EC	\$465,000	\$35,000	\$28,000
Implementation of Wetland Restoration Projects in Upper Sydenham Watershed (Healthy Sydenham Waters)	Three year project for Landowner/ community engagement, headwater wetland construction and other wildlife BMPS	Ontario Trillium Foundation	\$400,000	\$225,000	\$173,400
Lambton Shores Tributaries Outreach and Education	Implementation of workshops, landowner engagement, walk the watershed	EC	\$225,000	\$8,500	\$8,500
Water Quality and Quantity monitoring Lambton Shores Priority Watershed	Rural storm water management	Showcasing Water Innovation	\$225,000	\$37,845	\$37,845
St. Clair Region Healthy Watersheds - Focus on Lambton Shores	Lambton Shores Tributaries BMP projects	MOE	\$225,000	\$30,000	pending
Lambton Shores Watershed Plan	A study and project to look at improving water quality in Lambton Shores including BMPS	MOE	\$225,000	\$50,000.00	\$50,000

Project Title	Project Description	Funder	Total Project Value	Amount requested	Amount awarded
Reid Conservation Area PMP and SAR Inventory	Application for funds to reimburse for 2012 expenses relating to Property Management Plan and SAR Inventories	OLTAP - EC	\$11,290	\$10,500	\$10,500
Peers Wetland Securement Transaction Costs	Application for funds to reimburse for 2012 expenses relating to securing Peers Wetland	OLTAP - EC		\$12,000	\$5,755
Cartier King (McKeough Property 38/39) Property Management Plan	To develop a management plan for Cartier King Property	OLTAP - EC	\$5,000	\$5,000	pending
Sydenham River Habitat Stewardship Program	To implement best management programs	EC	\$1,597,700	\$600,000	pending
Lambton Natural Heritage Study (3 years starting 2010)	Field survey of 30 Lambton natural areas; Summary Report	Ontario Trillium Foundation	\$301,110	\$75,000	\$25,000
Peers Wetland (formally Chicken Island) Restoration	Restore 7.7 hectares (18.9 acres) of wetland	Chatham-Kent 2012 Community Partnership Fund Mainstream	\$67,500	\$10,000	\$10,000
Naturalization and Habitat Improvement of the Forest Sewage Lagoons	Tree planting/maintenance, wetland design/construction	TD FEF		\$3,750	3,750
Reptile at Risk - Additional funds	Foxsnake Workshop, signage etc	MNR SAR Stewardship Fund	\$10,910	\$2,235	\$2,235
Improving Riparian Habitat in the Upper Sydenham River Watershed	Improving riparian buffers and control erosion in Strathroy-Caradoc and Middlesex Centre	RBC Leadership Grant		\$45,000	declined
Improving Riparian Habitat in the Upper Sydenham River Watershed	Improving riparian buffers and control erosion in Strathroy-Caradoc and Middlesex Centre through community workshops	RBC Community Grant		\$5,000	5,000
Sediment and Erosion Mitigation And Fish Habitat Enhancement of Agricultural Watercourses of the St. Clair River Area of Concern (AOC)	Collaboration with drainage community to improve drain habitat	GLSF	\$372,640	\$124,000	pending
Peers Wetland Restoration Project Phase II St. Clair River Area of Concern (AOC) 2013-2014	Second stage of the Peers wetland restoration	GLSF	\$99,364	\$45,479	pending
St. Clair River AOC Research and Monitoring 2013/14	Biological monitoring	GLSF	\$67,187	\$22,181	pending
MNR SAR Research - Eastern Foxsnake Research	Foxsnake monitoring and research - collaboration with Queens	MNR	\$48,422	\$40,228	pending

Project Title	Project Description	Funder	Total Project Value	Amount requested	Amount awarded
Talfourd Creek Restoration Monitoring and Education Program	Benthic Education to take place at four education days at Talfourd Creek with Aamjiwnaang First Nations	TD FEF	\$3,000	\$3,000	\$2,202
Environmental activities to reduce P to streams and rivers feeding into Lake St. Clair and the Great Lakes watershed	Drafting soil and erosion nutrient management programs for 500 acres of SCRCA-owned cropland, design and implementation of erosion berms on the McKeough Properties 82, 83, 95 and 97, collection of water quality and soil samples.	OMAFRA-COA	\$57,900	\$57,900	\$57,800

Acronyms: Environment Canada (EC), Great Lakes Sustainability Fund (GLSF), Ontario Land Trust Alliance (OLTAP), Toronto Dominion Friends of the Environment Foundation (TD FEF), Invasive Species Council (ISC), Royal Bank of Canada (RBC), Ministry of Natural Resources (MNR).

Staff Report

10.(i)



To: Board of Directors
Date: April 5, 2013
From: Steve Shaw, Conservation Services Specialist
Subject: Conservation Services Spring Projects

Tree Planting Program

- the spring tree planting program is running on normal schedule this year. Tree nurseries have reported normal thaw conditions and expect to start lifting trees around April 15th and commence with shipping the following week depending on weather conditions.
- most of our trees are expected to be in by April 25th from the three individual private nurseries.
- this year we have 77,000 trees ordered; up several thousand from last year
- SCRCA crews will be planting 66,000 trees with 2 machine planting crews and one small hand planting crew. Approximately 40 landowners will be planting 11,000 trees on their own
- tree planting will take place once again this year at the Enbridge and Lambton County properties in St. Clair Township as part of a multi-year reforestation commitment from both organizations. Approximately \$60,000 in provincial grant will be used to partially fund these two projects
- \$160,000 has been secured through 9 separate funding sources this year to offset planting costs for most landowners taking part in the program.

Vegetation Control Program

- similar to the planting program, weather and site conditions have an impact on the timing of vegetation management operations
- approximately 150,000 trees require spraying maintenance this spring (under the 3 year vegetation control program) plus the 66,000 newly planted trees scheduled this year. Two machine sprayers will start herbicide applications in early April and continued for approximately 6 weeks.
- most of the 3 year tending work is paid in advance and carried forward each year to cover the cost of the labour and material.



Large Stock Trees

- there are 900 large stock trees ordered this spring for approximately 13 landowners and 2 municipalities (Brooke-Alvinston and Strathroy-Caradoc)
- Brooke-Alvinston is providing a subsidized rate for landowners wanting to plant trees on their property.
- trees range in size from 1 metre for the evergreen trees to 1.8 metres for the hardwood trees.



- Most of the trees ordered for this spring are either potted or balled and burlap stock.
- we expect trees to be in sometime around the week of April 22nd

Stewardship projects

- there are 20 stewardship projects that are being funded through the species at risk stewardship fund (2012-2013 funding year) in the amount of \$60,000
- several erosion control and wetland creation projects are on being funded on the SCRCA McKeough upstream properties.
- work on the first project on property 97 on McCallum Line started on April 4th and was complete on April 8th with several more erosion projects scheduled when conditions are a little drier in May.



Property 97 wetland construction

Staff Report

10.(ii)



To: Board of Directors

Date: April 5, 2013

From: Steve Shaw, Conservation Services Specialist

Subject: West Nile Virus - Lambton County Larvicide Catch Basins Treatment Program

- in 2006 the Conservation Authority took on the task of treating catch basins in Sarnia and Lambton County for the Lambton County Community Health Services Department (CHSD). Prior to that the St. Clair Parkway Commission was contracted to do the work.
- in 2008 CHSD contracted the Authority under a 3 year contract.
- approximately 15,000 catch basins are treated with 3 separate applications of larvicide throughout the summer to aid in the control of mosquito populations and help protect Sarnia-Lambton residents from West Nile Virus carrying mosquito species.
- in 2010 and 2011 the contract was extended each year.
- 2012 was the last year that a contract extension could be implemented and currently we do not have a contract in place for 2013
- discussions between Conservation Authority and CHSD staff have recently taken place with interest from both sides to continue with this partnership in the future.
- we are currently waiting to hear from the County of Lambton regarding the necessary steps to take in order to proceed with larvicide treatment services for 2013.



2012 Lambton Larvicide Treatment crew Brian Davidson (left) and Brandon Lang
Picture courtesy of the Sarnia Observer

Staff Report

11.(i)



To: Board of Directors
Date: 4 April 2013
From: Erin Carroll, Aquatic Biologist, (DART protocol)
Patty Hayman, Director of Planning (CA Regulation and impacts)
Subject: Drainage Act and Conservation Authorities Act Protocol Update
(Conservation Authorities Act, Section 28, "*Development, Interference with Wetlands & Alterations to Shorelines & Watercourses*", Regulation 171/06.

PURPOSE

To inform the Board of Directors of a process and an accompanying protocol related to Municipal Drainage Act works and approval processes under Section 28 of the Conservation Authorities Act.

REPORT SUMMARY

- The Ministry of Natural Resources, Conservation Authorities, Ontario Drainage Superintendents of Ontario and the Ontario Ministry of Agriculture and Food have been working together to streamline approval processes for municipal drainage works within regulated areas under the Conservation Authorities Act.
- The protocol has been posted on the EBR Registry and has been endorsed by the Ministry of Natural Resources, Ontario Ministry of Agriculture and Food, and the Drainage Superintendents of Ontario.

BACKGROUND

Under the Drainage Act, municipalities are legislated to maintain and repair drains and to respond to petitions for new drainage systems. At the same time, under Section 28 of the Conservation Authorities Act, Conservation Authorities (CAs) regulate development in or adjacent to watercourses, wetlands, the shoreline of the Great Lakes-St. Lawrence River System or inland lakes, river or stream valleys, hazardous lands and other areas where, in the opinion of the Minister, development should be prohibited or regulated or should require the permission of the authority. A conservation authority may grant permission for development if, in the opinion of the authority, the [control of floodingⁱ](#), [erosionⁱⁱ](#), [dynamic beachesⁱⁱⁱ](#), [pollution^{iv}](#) or the [conservation of land^v is not affected](#). [Definitions](#) and corresponding Regulations staff comments as it relates to drain repair/maintenance are provided at the end of this memorandum. CAs also regulate activities that change, divert, or interfere in any way with the existing channel of a river, creek, stream or watercourse, or that change or interfere in any way with a wetland. Municipal drains are generally watercourses as defined under the CA Act and are therefore regulated by CAs.

Because of incongruent provisions between the two provincial Acts, there is potential for legal liability issues with regard to maintenance and repair of existing drains. If a municipality is unable to proceed with required drain maintenance or repair because of requirements for a CA Act S. 28 permit, the municipality could be held liable for any consequences. If drain repair and

maintenance activities are carried out (with or without a CA Act S. 28 permit) and impact regulated areas with respect to the CA's regulatory responsibilities under the CA Act, the CA could be held liable for not undertaking or enforcing its regulatory responsibilities.

In response Conservation Ontario, Drainage Superintendents, and staff from the Ontario Ministry of Agriculture and Food and Ministry of Natural Resources have collaborated on a Provincial Drainage Act and Regulation Team (DART) to streamline approvals processes that are required for municipal works, completed under the Drainage Act, within areas regulated under Section 28 of the Conservation Authorities Act. The Drainage Act and Conservation Authorities Protocol (attached) was developed to provide provincially-approved guidance to conservation authority staff and municipal representatives (e.g. drainage superintendents) regarding the most appropriate practices and permit requirements for municipal drain maintenance and repair activities.

The protocol includes a set of Standard Compliance Requirements for regular repair and maintenance activities that, if followed, would serve as the written permission to proceed with work under the CA Act.

The protocol only addresses the maintenance and repair of drains as required by the Drainage Act and does not address issues around new drains and improvements to existing drains. It also does not apply to permissions under the federal Fisheries Act or the Ontario Endangered Species Act in any other respects. Other items, such as new construction will be the subject of a further protocol to be developed by the DART Committee.

The protocol has been reviewed and commented on by all affected parties (drainage superintendents, drainage engineers, Conservation Authority staff, MNR and OMAF) and had been posted and reviewed on the Environmental Bill of Rights Registry (EBR). In a Southwest Conservation Authority Planning and Regulations meeting held at UTRCA April 4, the following CA drain maintenance/repair protocol Board adoption status is provided:

ERCA	approved	UTRCA	pending (late Spring 2013)
LTVCA	approved	CCCA	pending (Spring 2013)
ABCA	pending		
KCCA	absent		

RECOMMENDATION

That the Board of Directors acknowledges the report dated April 4, 2013 on the Drainage Act and Conservation Authorities Act Protocol (DART) and recommends the protocol be brought back to the Board for approval and that drainage superintendants will be informed accordingly.

Staffing requirements will be monitored with a future recommendation to continue with appropriate cost recovery options.

Definitions and Regulations staff comment:

ⁱ Flooding: the inundation of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water. In Ontario, the extent of the flood hazard is either a storm-centred event (Hurricane Hazel) or flood frequency based event (100 year flood) or an observed event.

Staff comment: SCRCA utilizes the storm-centred (Hazel); exception Perch Creek (100 year due to Lake Wawanosh/Telfer Diversion). Generally, flooding is not an issue with drain maintenance/repair as works would improve upon an existing flow situation. Culvert and bridge design follow standard requirements recognized by Provincial, Municipal and Conservation Authority engineers.

ⁱⁱ Erosion: the loss of land, due to human or natural processes, that poses a threat to life and property.

Staff comment: Drainage superintendants and inspectors follow standard erosion protection measures accepted in the agricultural drainage profession. While the Conservation Authority advocates minimal soil movement and erosion, the Regulation is directed to erosion that poses a threat to life and property. Municipal drainage repair/maintenance does not qualify as such.

ⁱⁱⁱ Dynamic Beaches: are areas of inherently unstable accumulations of shoreline sediments along the Great Lakes – St. Lawrence River System and large inland lakes, as identified by provincial standards.

Staff comment : the dynamic beaches in SCRCA are Ipperwash Beach and Sarnia ie Canatara beach area, of which, municipal drainage is not an issue. No conflicts would occur here.

^{iv} Pollution: any deleterious physical substance or other contaminant that has the potential to be generated by “development”

Staff comment: “Development” as defined under the CA Regulation is : a) construction, reconstruction, erection or placing of a building or structure of any kind, b) any change to a building or structure that would have the effect of altering use or potential use of building, increasing the size or increasing the number of dwelling units in the building or structure c) site grading d) temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

^v Conservation of Land: “Conservation of Land” has never been defined in the Act or Regulation or any other planning document prepared by the Province. MNR/CO presented a definition in a Final Draft Regulations Implementation Guideline:

.....”the protection, management, or restoration of lands within the watershed ecosystem for the purpose of maintaining or enhancing the natural features and hydrologic and ecological functions within the watershed”(Feb 2008).

Staff comment: Conservation Ontario provided information on past decisions of Mining and Lands Commissioner re “conservation of land”: MLC stated “conservation of land” should be utilized where there is persuasive evidence that lands are environmentally sensitive and that significant functions will discontinue or be disturbed with the activity.

Drainage Act and Conservation Authorities Act Protocol

Protocol for Municipalities and Conservation Authorities
in Drain Maintenance and Repair Activities



ontario.ca

Preface

In 2008, the inter-agency *Drainage Act* & Section 28 Regulations Team (DART) was established by the Ministry of Natural Resources (MNR) and the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) to explore the options and propose solutions to the legal liability issues for municipalities and conservation authorities arising from provisions in the *Drainage Act* and the *Conservation Authorities Act*. DART includes representatives from MNR, OMAFRA, Conservation Ontario, conservation authorities, the Drainage Superintendents Association of Ontario, the Ontario Society of Professional Engineers Land Drainage Committee, Ontario Federation of Agriculture, Ontario Farm Environmental Coalition, and the Rural Ontario Municipal Association. The Team's goal was to develop a means for municipalities and conservation authorities to fulfill their responsibilities under the *Drainage Act* and *Conservation Authorities Act* respectively without compromising the intent of either statute. The Team developed a draft *Drainage Act* and *Conservation Authorities Act* Protocol. Included in the Protocol is a joint Drain Maintenance or Repair Notification Form which may be used to apply for permissions from conservation authorities, MNR, and Fisheries and Oceans Canada. After public consultation, the Protocol and Notification Form were approved by the Ministers of Natural Resources and Agriculture, Food and Rural Affairs and are now Provincial policy. These documents are intended for internal use by municipal and conservation authority staff.

MNR # 52712
© Queen's Printer for Ontario, 2012
ISBN 978-1-4606-0722-0 (PRINT)
ISBN 978-1-4606-0723-7 (PDF)

Cette publication est également disponible en français

Table of Contents

1. INTRODUCTION	4
2. PURPOSE AND SCOPE	5
3. COMPLIANCE PROCEDURES FOR DRAIN MAINTENANCE AND REPAIR	6
3.2.1 <i>Procedures for general works (not located in a regulated wetland limit)</i>	8
3.2.2 <i>Procedures for works within a regulated wetland limit (see Glossary of Terms)</i>	9
STANDARD COMPLIANCE REQUIREMENTS	11
A. BRUSHING BANK SLOPE	11
B. BRUSHING TOP OF BANK	12
C. DEBRIS REMOVAL AND BEAVER DAM REMOVAL	13
D. SPOT CLEANOUT	15
E. CULVERT REPLACEMENT	17
F. BANK REPAIR OR STABILIZATION AND PIPE OUTLET REPAIR	19
G. DYKE MAINTENANCE AND REPAIR	21
H. WATER CONTROL STRUCTURE MAINTENANCE AND REPAIR	22
I. PUMP STATION MAINTENANCE AND REPAIR	23
J. BOTTOM ONLY CLEANOUT	24
K. BOTTOM CLEANOUT PLUS ONE BANK SLOPE	26
L. FULL CLEANOUT	28
STANDARD COMPLIANCE REQUIREMENTS WITHIN REGULATED WETLAND LIMITS (FOR USE IN CASES WHERE PERMITS NOT REQUIRED)	30
M. BOTTOM ONLY CLEANOUT	30
N. BOTTOM CLEANOUT PLUS ONE BANK SLOPE	32
O. FULL CLEANOUT	34
STANDARD BEST PRACTICES	36
P. PIPE, JUNCTION BOX OR CATCH BASIN MAINTENANCE AND REPAIR	36
4. GLOSSARY OF TERMS	37
APPENDIX I: DRAINAGE ISSUES RESOLUTION TEAM TERMS OF REFERENCE	41
APPENDIX II: NOTIFICATION OF DRAIN MAINTENANCE OR REPAIR	44
APPENDIX III: DIAGRAMS OF DRAIN MAINTENANCE OR REPAIR ACTIVITIES	45
APPENDIX IV: AGENCY ROLES AND RESPONSIBILITIES	51
APPENDIX V: RELEVANT LEGISLATION	53
DRAINAGE ACT	53
CONSERVATION AUTHORITIES ACT	57

Throughout this document, any terms appearing in italics are defined in the Glossary of Terms for purposes of this protocol.

1. Introduction

Municipal drains have been a fixture of rural Ontario's infrastructure since the 19th century. Most *municipal drains* were constructed to improve the drainage of agricultural land by serving as the discharge point for private agricultural tile drainage systems. In providing this function, they also serve as vital infrastructure for all facets of land use in rural Ontario, and without them, many areas of the province would be subjected to regular flooding, reduced production from agricultural land and increased public health risks. Under the *Drainage Act*, municipalities are legislated to maintain and repair drains and to respond to petitions for new drainage systems. A comprehensive description of the *Drainage Act* and *Conservation Authorities Act (CA Act)* is presented in Appendix V, and both acts are available online through e-Laws (www.e-laws.gov.on.ca).

Under Section 28 of the *CA Act*, conservation authorities (CAs) regulate *development* in or adjacent to *watercourses*, *wetlands*, the shoreline of the Great Lakes-St. Lawrence River System or inland lakes, river or stream valleys, *hazardous lands* and other areas where, in the opinion of the Minister, *development* should be prohibited or regulated or should require the permission of the authority. A conservation authority may grant permission for development if, in the opinion of the authority, the control of *flooding*, *erosion*, *dynamic beaches*, *pollution* or the conservation of land is not affected. CAs also regulate activities that change, divert, or interfere in any way with the existing channel of a river, creek, stream or *watercourse*, or that change or interfere in any way with a *wetland*. *Municipal drains* are generally *watercourses* as defined under the *CA Act* and are therefore regulated by CAs.

Because of incongruent provisions between the two provincial Acts, there is potential for legal liability issues with regard to *maintenance* and *repair* of existing drains. If a municipality is unable to proceed with required drain *maintenance* or *repair* because of requirements for a *CA Act* S. 28 permit, the municipality could be held liable for any consequences. If drain *repair* and *maintenance* activities are carried out (with or without a *CA Act* S. 28 permit) and impact regulated areas with respect to the CA's regulatory responsibilities under the *CA Act*, the CA could be held liable for not undertaking or enforcing its regulatory responsibilities.

This protocol provides provincially-approved guidance to conservation authority staff and municipal representatives (e.g. *drainage superintendents*) regarding the most appropriate practices and permit requirements for *municipal drain maintenance* and *repair* activities.

2. Purpose and Scope

This Protocol only addresses the *maintenance* and *repair* of drains as required by the *Drainage Act* and does not address issues around new drains and improvements to existing drains.

Included in the Protocol is a set of Standard Compliance Requirements (SCRs) for regular *repair* and *maintenance* activities that, if followed, would serve as the written permission to proceed with work under the *CA Act*. The SCRs documented in this Protocol are to be implemented and adhered to by conservation authority staff and *drainage superintendents*. The Ministry of Natural Resources (MNR), which administers the *CA Act*, and the Ministry of Agriculture, Food and Rural Affairs (OMAFRA), which is responsible for the *Drainage Act*, have a responsibility to ensure their respective legislation is applied equally and fairly within the province. In order to assess the effectiveness of these standard compliance requirements, each ministry will periodically undertake a review of the implementation of this Protocol.

This Protocol also uses a 'Notification of Drain Maintenance or Repair' form (see Appendix II) which serves as a combined notification form for works requiring permissions under the federal *Fisheries Act* and the Ontario *Endangered Species Act* as well as the provincial *CA Act*. The 'Notification of Drain Maintenance or Repair' form is intended to simplify the application process for proponents by using a single form for all permissions. The form must still be submitted to each of the agencies from which permissions are required. This protocol does not apply to permissions under the federal *Fisheries Act* or the Ontario *Endangered Species Act* in any other respects.

Good communication among all parties remains fundamental for these SCRs to be effective. Municipalities and conservation authorities should be in regular communication to understand one another's interests and be aware of changes and developments. In order for this Protocol to be successful, municipalities and CAs should meet at minimum annually to discuss the municipality's workplan. Proponents of a drainage project should initiate contact about a particular project as early in the process as possible to ensure a common understanding on all sides and to address any potential issues before they become more serious.

3. Compliance Procedures for Drain Maintenance and Repair

3.1 Standard Compliance Requirements

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

This protocol includes Standard Compliance Requirements (SCRs) for *repair* and *maintenance* activities that, if met, would satisfy the objectives of a *CA Act S. 28* permit. Written permission under Section 28 of the *CA Act* can be achieved either by adhering to an SCR issued by a CA or by obtaining a regular *CA Act S. 28* permit. Each SCR contains activity-specific mitigation requirements, which apply only to that activity, and general mitigation requirements, which are standards that must be maintained on all drain *maintenance* and *repair* projects. Exceptions from the general mitigation requirements (emergency measures) should occur only in situations on a *municipal drain* that demand the immediate attention of the municipality. Examples include the structural failure or complete collapse of a crossing on a drain or the *flooding* of property caused by the blockage of a *municipal drain*. In situations where emergency measures are undertaken by the municipality, the *drainage superintendent* should notify the appropriate CA as soon as is practical.

Certain activities within *regulated wetland limits* have the potential to interfere with *wetlands*. Therefore, it is recommended that a *CA Act S. 28* permit still be required for these activities. However, a CA can choose to use the SCRs outlined in this protocol to provide written permission rather than requiring a permit. The decision to use the SCR within *regulated wetland limits* is at the discretion of the CA and should be assessed on a case-by-case basis. Where permits are required for drain *maintenance* and *repair*, due to the municipality's duty to maintain drainage works under the *Drainage Act*, a CA and a municipality shall work cooperatively to maintain the drain with written permission with or without conditions.

Table 1 outlines the *repair* and *maintenance* activities for which SCR statements are available to serve as a written permission in place of a permit for an activity under S. 28 of the *CA Act*. Table 1 also identifies those *repair* and *maintenance* activities for which a permit is recommended, although an SCR may be used for these activities at the discretion of the CA. The SCRs for all activities identified in Table 1 are documented in the following pages.

Table 1. Recommended use of Standard Compliance Requirements and permits for drain maintenance and repair activities

Activity	SCR statement recommended	Permit recommended
Brushing bank slope	✓	
Brushing top of bank	✓	
Debris Removal and Beaver Dam Removal	✓	
Spot Clean-out	✓	
Culvert Replacement	✓	
Bank Repair or Stabilization and Pipe Outlet Repair	✓	
Dyke Maintenance and Repair	✓	
Water Control Structure Maintenance and Repair	✓	
Pump Station Maintenance and Repair	✓	
Bottom Only Cleanout (outside of <i>regulated wetland limits</i>)	✓	
Bottom Cleanout Plus One Bank Slope (outside of <i>regulated wetland limits</i>)	✓	
Full Cleanout (outside of <i>regulated wetland limits</i>)	✓	
Bottom Only Cleanout (within <i>regulated wetland limits</i>)		✓
Bottom Cleanout Plus One Bank Slope (within <i>regulated wetland limits</i>)		✓
Full Cleanout (within <i>regulated wetland limits</i>)		✓

3.2 Procedures

Timely, clear and open communication between all parties is required to mitigate the risk of projects not receiving the required CA sign-off within the desired timeframe. The municipality should communicate its annual workplan for *maintenance* and *repair* activities to the CA as early as possible; CAs and municipalities should meet at minimum annually to discuss the workplan. Should a CA have concerns that a *maintenance* or *repair* project may not meet the Standard Compliance Requirements for that particular type of activity, the CA will notify the municipality and communicate its concerns as soon as possible.

Where a CA determines that a site visit is necessary to assess an application, the *drainage superintendent* and CA should conduct site visits jointly when possible. If a site visit is not possible, the CA should work with the *drainage superintendent* to acquire the necessary information about the project.

If a dispute occurs over a permission (e.g., over conditions on a permit) to maintain or repair a drainage works, parties are encouraged to refer the issue to the Drainage Issues Resolution Team (see Appendix 1) before taking their dispute to a legal appeal body. This mediation team, consisting of drainage sector and conservation authority representatives, will provide an independent assessment of the best means of addressing the requirements of both statutes. If no acceptable resolution can be found, standard statutory procedures remain available.

3.2.1 Procedures for general works (not located in a regulated wetland limit):

1. The municipality completes a Drain Maintenance or Repair Notification form (see Appendix II) for each drain *maintenance* or *repair* project, and submits it to the CA. Note that the municipality is also responsible for submitting the notification form to MNR if approvals are required under the *Endangered Species Act*.
2. The CA acknowledges receipt of the form to the municipality.
3. The CA screens the work proposed in the notification form, and may request additional information if the notification form is incomplete.
4. The CA sends a signed copy of the SCR for the specific activity being undertaken (e.g. spot clean-out) to the municipality. The CA will endeavour to provide the signed SCR to the municipality within 15 working days of receipt of a complete notification form.
5. Should the CA have concerns that a *maintenance* or *repair* project may not meet the SCR for that particular type of activity, the CA will communicate its concerns to the municipality as soon as possible. The CA may require a full permit application, in which case the municipality will undertake the normal permit application procedures.

6. By signing the SCR statement, the CA is providing a written permission under the appropriate *Conservation Authorities Act* S.28 regulation and acknowledges awareness of the work. The *drainage superintendent* and the CA will jointly monitor activities for adherence to the SCRs at their discretion.
7. The municipality undertakes the work in accordance with the SCRs.

Should the municipality be unable to meet the conditions listed in the SCRs or the project be beyond the scope of an SCR statement, a full permit application and review process would be required. In the event of non-adherence by the municipality to the SCRs provided, CAs may issue a notice of violation under their *CA Act* S. 28 regulation and if necessary enter into legal proceedings.

3.2.2 Procedures for works within a regulated wetland limit (see *Glossary of Terms*)

1. The municipality completes a Drain Maintenance or Repair Notification form (see Appendix II) for each drain *maintenance* or *repair* project and submits the form to the CA. Note that the municipality is also responsible for submitting the notification form to MNR if approvals are required under the *Endangered Species Act*.
2. The CA acknowledges receipt of the form to the municipality.
3. The CA screens the work proposed in the notification form, and may request additional information if the notification form is incomplete.
4. The CA may require the municipality to obtain a permit for the work, or the CA may determine that the relevant SCR would satisfy its requirements, in which case the process outlined above for works outside of *regulated wetland limits* would be followed.
5. If the CA requires the municipality to obtain a permit, the municipality will undertake the normal permit application procedures.
6. Timely, clear and open communication between all parties is encouraged.
7. The municipality is encouraged to pre-consult with the CA as early as possible to identify, discuss, mitigate and resolve any potential issues or concerns from either party.
8. The CA will make a permit decision and notify the municipality of this decision in writing in accordance with the process and timelines outlined in MNR's "*Policies and Procedures for Conservation Authority Plan Review and Permitting Activities*" and the CA's internal administrative and service delivery policies.
9. The CA may place conditions on a permit, but due to the municipality's duty to maintain drainage works under the *Drainage Act*, a CA and a municipality shall work cooperatively to maintain the drain with written permission, with or without conditions. If the CA does not feel it can approve the permit or the municipality disagrees with the conditions placed on the permit, and no agreement can be reached between the parties, the issue can be referred to the Drainage Issues Resolution Team (see Appendix I).
10. The municipality undertakes the work in accordance with the permit.

For all *maintenance* or *repair* activities that the CA agrees fall within the scope of an SCR, the CA will endeavour to provide sign-off for the SCR statement within 15 working days upon receipt of the notification form.

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the *Drainage Act*

A. Brushing Bank Slope

Description of Typical Works

The removal of trees and other vegetation from the side slopes of a *municipal drain*.

Activity-Specific Mitigation Requirements

- To preserve slope stability, the vegetative root structure should be preserved. Brushing the bank slope should not disturb soil or remove the roots of any trees or shrubs.
- Engineer's Report to be examined to determine the municipality's working space. Where options exist, work from North or East side is preferred.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Impact Zone** : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Length of Work Zone: _____ metres

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

Signature of Conservation Authority Official: _____
 Name _____ Signature _____

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

B. Brushing Top of Bank

Description of Typical Works

The removal of trees and other vegetation from the top of a bank. This may be required for easement maintenance and site accessibility. In certain situations brushing the top of bank may require the removal of roots or the disturbance of soil.

Activity-Specific Mitigation Requirements

- Remove vegetation selectively; mature trees should be preserved where possible.
- Whenever possible, avoid removing roots.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Impact Zone** : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Length of Work Zone: _____ metres

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

Signature of Conservation Authority Official: _____
 Name _____ Signature _____

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

C. Debris Removal and Beaver Dam Removal

Description of Typical Works

Removal of log jams, garbage, beaver dams or other obstructions.

Activity-Specific Mitigation Requirements

- Brush or debris should be placed in a location where it cannot re-enter or block the channel.
- Debris removal including the disposal of the sediment should be conducted in a manner consistent with the Engineer's Report and authorizing by-law.
- Minimize *flooding* upstream and downstream by drawing the water down slowly.
- Avoid performing work when flow conditions are elevated due to recent rainfall to minimize sediment and debris movement and *erosion*.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____

Length of Work Zone:	_____ metres	
<i>*Work Zone = part of the drain where the work is actually occurring</i> <i>** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone</i>		
Signature of Conservation Authority Official:	_____ <i>Name</i>	_____ <i>Signature</i>
Date:	_____	

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

D. Spot Cleanout

Description of Typical Works

Cleanout of isolated sediment build-up that is significant enough to cause *erosion* or flow blockage/*flooding* concerns in the channel. This may include a sediment trap (dug below design grade) cleanout. If cleanout will be continuous along the drain, refer to bottom cleanout.

Activity-Specific Mitigation Requirements

- There should be no appreciable change in grade with the removal of sediment.
- Spot cleanouts including the disposal of the sediment should be conducted in a manner consistent with the Engineer's Report and authorizing by-law.
- Minimize *flooding* upstream and downstream.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Length of Work Zone:	_____ metres	

**Work Zone = part of the drain where the work is actually occurring*

*** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone*

Signature of Conservation Authority Official:	_____	_____
	<i>Name</i>	<i>Signature</i>
Date:	_____	

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

E. Culvert Replacement

Description of Typical Works

Replacement of a culvert in accordance with the Engineer's Report. Replacement culverts must be the diameter and length and installed at the location specified in the Engineer's Report.

Activity-Specific Mitigation Requirements

- Minimize disruption to the channel and bank slopes.
- Placement of any material removed cannot impact flow.
- Culverts are to be embedded and appropriate *erosion* protection installed.
- Minimize *flooding* upstream and downstream.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____

Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
Length of Work Zone:	_____ metres

**Work Zone = part of the drain where the work is actually occurring*

*** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone*

Signature of Conservation Authority Official:	_____	_____
	<i>Name</i>	<i>Signature</i>
Date:	_____	

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

F. Bank Repair or Stabilization and Pipe Outlet Repair

Description of Typical Works

Includes restoration of bank slopes to the original design in the Engineer's Report and localized activities to prevent bank failure, such as the placement of rip rap, seeding the bank, and the use of geotextile materials.

Activity-Specific Mitigation Requirements

- Control the placement of stabilization works to minimize *erosion* and sediment travel impacts downstream.
- Minimize disruption to the channel.
- Perform work in no/low flow conditions to minimize sediment movement and *erosion*.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Length of Work Zone:	_____ metres	

**Work Zone = part of the drain where the work is actually occurring*

*** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone*

Signature of Conservation Authority Official:	_____	_____
	<i>Name</i>	<i>Signature</i>
Date:	_____	

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

G. Dyke Maintenance and Repair

Description of Typical Works

Replacement, repair of breaches, or bank restoration of dykes as set out in the original Engineer's Report.

Activity-Specific Mitigation Requirements

- Minimize *flooding* upstream and downstream.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Impact Zone** : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Length of Work Zone: _____ metres

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

Signature of Conservation Authority Official:	_____	_____
	Name	Signature

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

H. Water Control Structure Maintenance and Repair

Description of Typical Works

Structural *maintenance, repair* or replacement of a water control structure in accordance with the specifications under the Engineer's Report.

Activity-Specific Mitigation Requirements

- Minimize *flooding* upstream and downstream.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Impact Zone** : FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____
 Length of Work Zone: _____ metres

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

Signature of Conservation Authority Official:	_____	_____
	Name	Signature

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

I. Pump Station Maintenance and Repair

Description of Typical Works

Structural repairs or replacing a pump station in accordance with the specifications under the Engineer's Report.

Activity-Specific Mitigation Requirements

- Minimize *flooding* upstream and downstream.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Length of Work Zone:	_____ metres	

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

Signature of Conservation Authority Official:	_____	_____
	Name	Signature

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act outside of *Regulated Wetland Limits*

J. Bottom Only Cleanout

Description of Typical Works

Removal of accumulated sediment in a drain, including spreading of the spoil, removal of vegetation in bottom of channel and access to the site.

Activity-Specific Mitigation Requirements

- There should be no appreciable change in grade with the removal of sediment.
- Bottom only cleanouts including the disposal of the sediment should be conducted in a manner consistent with the Engineer's Report and authorizing by-law
- Minimize *flooding* upstream and downstream.
- Minimize channel width to reduce sediment deposition.
- Perform work in no/low flow conditions to minimize sediment movement and *erosion*. Avoid work after recent precipitation or snowmelt.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____		Municipality: _____	
Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____	
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____	
Length of Work Zone:	_____ metres		
<p><i>*Work Zone = part of the drain where the work is actually occurring</i></p> <p><i>** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone</i></p>			
Signature of Conservation Authority Official:	_____	_____	
	<i>Name</i>	<i>Signature</i>	
Date:	_____		

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act outside of *Regulated Wetland Limits*

K. Bottom Cleanout Plus One Bank Slope

Description of Typical Works

Removal of accumulated sediment in a drain, including spreading of the spoil; the removal of vegetation in the bottom of the channel and removal of slope vegetation, including root removal; and access to the site.

Activity-Specific Mitigation Requirements

- There should be no appreciable change in grade with the removal of sediment.
- This work, including the disposal of the sediment, should be conducted in a manner consistent with the Engineer's Report and authorizing by-law
- Minimize *flooding* upstream and downstream.
- Perform work in no/low flow conditions to minimize sediment movement and *erosion*. Avoid work after recent precipitation or snowmelt.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Length of Work Zone:	_____ metres	
<p><i>*Work Zone = part of the drain where the work is actually occurring</i></p> <p><i>** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone</i></p>		
Signature of Conservation Authority Official:	_____ Name	_____ Signature
Date:	_____	

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act outside of *Regulated Wetland Limits*

L. Full Cleanout

Description of Typical Works

Removal of accumulated sediment in a drain including spreading of the spoil; the removal of vegetation in the bottom of the channel and removal of slope vegetation, including root removal; the removal of trees and other vegetation from the top of a bank; and access to the site.

Activity-Specific Mitigation Requirements

- There should be no appreciable change in grade with the removal of sediment.
- This work, including the disposal of the sediment, should be conducted in a manner consistent with the Engineer's Report and authorizing by-law
- Minimize *flooding* upstream and downstream.
- Perform work in no/low flow conditions to minimize sediment movement and *erosion*. Avoid work after recent precipitation or snowmelt.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Impact Zone** :	FROM Lot _____ Conc. _____	TO Lot _____ Conc. _____
Length of Work Zone:	_____ metres	
<p><i>*Work Zone = part of the drain where the work is actually occurring</i></p> <p><i>** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone</i></p>		
Signature of Conservation Authority Official:	_____ Name	_____ Signature
Date:	_____	

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act within *Regulated Wetland Limits*

(For use where permits not required)

M. Bottom Only Cleanout

Description of Typical Works

Removal of accumulated sediment in a drain, including spreading of the spoil, removal of vegetation in bottom of channel and access to the site.

General Permitting Information

Certain activities have the potential to cause interference with *wetlands*. Therefore, it is recommended that a permit be required for these activities. However, a conservation authority can choose to request that the standard compliance requirements outlined below be followed rather than issuing a permit. Additional consultation may be necessary for works within a *wetland*.

Where permits are required, a conservation authority may attach conditions to the permit, but due to the municipality's duty to maintain drainage works under the Drainage Act, a conservation authority and a municipality shall work cooperatively to maintain the drain with written permission, with or without conditions.

If a dispute occurs over a permit (e.g., over permit conditions) to maintain or repair a drainage works, parties are encouraged to refer the issue to the Drainage Issues Resolution Team before taking their dispute to a legal appeal body. This mediation team, consisting of drainage sector and conservation authority representatives, will provide an independent assessment of the best means of addressing the requirements of both statutes. If no acceptable resolution can be found, standard statutory procedures remain available.

Mitigation Measures to be undertaken should Standard Compliance Requirements be Chosen

- There should be no appreciable change in grade with the removal of sediment.
 - This work, including the disposal of the sediment, should be conducted in a manner consistent with the Engineer's Report and authorizing by-law.
 - Minimize *flooding* upstream and downstream.
 - Minimize channel width to reduce sediment deposition.
 - Perform work in no/low flow conditions to minimize sediment movement and *erosion*. Avoid work after recent precipitation or snowmelt.
 - The conservation authority, *drainage superintendent* and property owner should agree on access to the site where not specified in the Engineer's Report.
-

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment
-

- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

<p>Work Zone* : Impact Zone** : Length of Work Zone:</p>	<p>FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____ FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____ _____ metres</p>
--	---

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

<p>Signature of Conservation Authority Official:</p>	<p>_____</p> <p><i>Name</i></p>	<p>_____</p> <p><i>Signature</i></p>
--	---------------------------------	--------------------------------------

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act within *Regulated Wetland Limits*

(For use where permits not required)

N. Bottom Cleanout Plus One Bank Slope

Description of Typical Works

Removal of accumulated sediment in a drain, including spreading of the spoil; the removal of vegetation in the bottom of the channel and removal of slope vegetation, including root removal; and access to the site.

General Permitting Information

Certain activities within *regulated wetland limits* have the potential to cause interference with *wetlands*. Therefore, it is recommended that permit be required for these activities. However, a conservation authority can choose to request that the standard compliance requirements outlined below be followed rather than issuing a permit. Additional consultation may be necessary for works within a *wetland*.

Where permits are required, a conservation authority may attach conditions to the permit, but due to the municipality's duty to maintain drainage works under the Drainage Act, a conservation authority and a municipality shall work cooperatively to maintain the drain with written permission, with or without conditions.

If a dispute occurs over a permit (e.g., over permit conditions) to maintain or repair a drainage works, parties are encouraged to refer the issue to the Drainage Issues Resolution Team before taking their dispute to a legal appeal body. This mediation team, consisting of drainage sector and conservation authority representatives, will provide an independent assessment of the best means of addressing the requirements of both statutes. If no acceptable resolution can be found, standard statutory procedures remain available.

Activity-Specific Mitigation Requirements

- There should be no appreciable change in grade with the removal of sediment.
- This work, including the disposal of the sediment, should be conducted in a manner consistent with the Engineer's Report and authorizing by-law
- Minimize *flooding* upstream and downstream.
- Perform work in no/low flow conditions to minimize sediment movement and *erosion*. Avoid work after recent precipitation or snowmelt.
- The conservation authority, *drainage superintendent* and property owner should agree on access to the site where not specified in the Engineer's Report.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment

- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

<p>Work Zone* : Impact Zone** : Length of Work Zone:</p>	<p>FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____ FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____ _____ metres</p>
--	---

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

<p>Signature of Conservation Authority Official:</p>	<p>_____</p> <p>Name</p>	<p>_____</p> <p>Signature</p>
--	--------------------------	-------------------------------

Date: _____

STANDARD COMPLIANCE REQUIREMENTS

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act within *Regulated Wetland Limits* (For use where permits not required)

O. Full Cleanout

Description of Typical Works

A full cleanout includes bottom cleanout of a drain, including spreading of the spoil; the removal of vegetation in the bottom of the channel and removal of slope vegetation, including root removal; the removal of trees and other vegetation from the top of a bank; and access to the site.

General Permitting Information

Certain activities within *wetlands* have the potential to cause interference with *wetlands*. Therefore, it is recommended that a permit be required for these activities. However, a conservation authority can choose to request that the standard requirements outlined below be followed rather than issuing a permit. Additional consultation may be necessary for works within a *wetland*.

Where permits are required, a conservation authority may attach conditions to the permit, but due to the municipality's duty to maintain drainage works under the Drainage Act, a conservation authority and a municipality shall work cooperatively to maintain the drain with written permission, with or without conditions.

If a dispute occurs over a permit (e.g., over permit conditions) to maintain or repair a drainage works, parties are encouraged to refer the issue to the Drainage Issues Resolution Team before taking their dispute to a legal appeal body. This mediation team, consisting of drainage sector and conservation authority representatives, will provide an independent assessment of the best means of addressing the requirements of both statutes. If no acceptable resolution can be found, standard statutory procedures remain available.

Activity-Specific Mitigation Requirements

- There should be no appreciable change in grade with the removal of sediment.
- This work, including the disposal of the sediment, should be conducted in a manner consistent with the Engineer's Report and authorizing by-law
- Minimize *flooding* upstream and downstream.
- Perform work in no/low flow conditions to minimize sediment movement and *erosion*. Avoid work after recent precipitation or snowmelt.
- The conservation authority, *drainage superintendent* and property owner should agree on access to the site where not specified in the Engineer's Report.

General Mitigation Requirements

General mitigation requirements are standards that must be maintained on all drain *maintenance* and *repair* projects.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions or the use of load distributing machines or mats).
- Place brush, debris and sediment in such a location as to minimize entry into the channel.
- Perform work in appropriate flow conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use appropriate control measures before work begins and inspect and maintain those measures regularly until all disturbed areas are stabilized.
- Except on cultivated lands, any areas of disturbed or bare soil around the drain should be seeded with native, non-invasive herbaceous material while the ground is moist and conditions are appropriate for germination.

The _____ Conservation Authority grants permission under Section 28 of the *Conservation Authorities Act* for work to be conducted in the _____ drain in accordance with the notification form, provided maintenance and repair activities comply with all standards set out above. This permission does not relieve the applicant of the responsibility to obtain any other approvals which may be required from municipal, provincial or federal authorities.

File Number: _____ By-Law No.: _____

Period of Validity: _____ to _____

Location: Location map attached

Geographic Township: _____ Municipality: _____

Work Zone* : Impact Zone** : Length of Work Zone:	FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____ FROM Lot _____ Conc. _____ TO Lot _____ Conc. _____ _____ metres
--	--

*Work Zone = part of the drain where the work is actually occurring

** Impact Zone = linear length of watercourse extending 1 km downstream of the bottom end of the Work Zone

Signature of Conservation Authority Official:	Name	Signature
---	------	-----------

Date: _____

STANDARD BEST PRACTICES

Maintenance and Repair of Municipal Drains Constructed under the Drainage Act

P. Pipe, Junction Box or Catch Basin Maintenance and Repair

Description of Typical Works

Drainage Infrastructure	Definition	Repair Activity
Pipe	A buried conduit used to convey water beneath the land surface	<ul style="list-style-type: none"> Replacing a section of collapsed or broken pipe Removing roots or other blockages
Junction Box	A structure buried in the ground that allows the connection of various pipes entering at different elevations.	<ul style="list-style-type: none"> Periodic removal of sediment from the junction box bottom; Repair or replacement of the junction box structure.
Catchbasin	An inlet structure that allows surface water to drain into a pipe <i>municipal drain</i>	<ul style="list-style-type: none"> Periodic removal of sediment from the catchbasin bottom; Repair or replacement of the catchbasin structure.

There are no regulatory impacts typically associated with Pipe, Junction Box or Catch Basin repairs and no Standard Compliance Requirement statement is required. *Drainage superintendents* should still follow best practices set out below as a matter of good practice while doing these repairs.

Best Practices

Below are standards that should be maintained as a matter of good practice during these repairs.

- Choose conditions and equipment appropriate to minimize site disturbance by equipment.
- Place brush and debris in such a location as to limit entry into the pipe.
- Perform work in appropriate conditions to minimize debris movement and *erosion*.
- Limit soil movement and *erosion*; use control measures if necessary before work begins.

Typically *Conservation Authorities Act S. 28* Regulation permissions are not required for pipe, junction box or catch basin repairs.

4. Glossary of Terms

For the purposes of this protocol, it is important to note that where definitions are provided in the *Conservation Authorities Act* or its regulations, these definitions (e.g. “development”) prevail for the implementation of *Conservation Authorities Act* Section 28 ‘Development, Interference with Wetlands and Alterations to Shorelines and Watercourses’ regulations, even if other legislation or relevant policy documents define these terms differently. Where a term has not been defined under the *Conservation Authorities Act* (e.g. erosion hazard, flood hazard) definitions have been provided from other Acts or policy or developed as part of this Protocol. These definitions are intended to give the reader an interpretation of the term and do not prejudice or represent what may at a later date be defined under the *Conservation Authorities Act*. Definitions of terms specific to the *Drainage Act* and defined under the *Drainage Act* are also provided.

Development¹:

- a) the construction, reconstruction, erection or placing of a building or structure of any kind,
- b) any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- c) site grading, or
- d) the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

Drainage Superintendent²: A municipal position appointed by municipal council under the authority of the *Drainage Act*. The superintendent is responsible for the inspection, maintenance, repair and overall management of municipal drains on behalf of municipal council.

Dynamic Beach Hazard³, dynamic beach: dynamic beaches are areas of inherently unstable accumulations of shoreline sediments along the Great Lakes – St. Lawrence River System and large inland lakes, as identified by provincial standards, as amended from time to time. The dynamic beach hazard limit consists of the flooding hazard limit plus a dynamic beach allowance.

Erosion Hazard⁴, erosion: the loss of land, due to human or natural processes, that poses a threat to life and property. The erosion hazard limit is determined

¹ Conservation Authorities Act (1990).

² Definition written by Drainage Act and (S. 28) Regulation Team.

³ Provincial Policy Statement, 2005.

⁴ Technical Guide: River and Stream Systems Erosion Hazard Limit (Understanding Natural Hazards, 2001).

using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), and an allowance for slope stability.

Flooding Hazard⁵, flooding: the inundation of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water.⁶ In Ontario, either storm-centred events, flood frequency based events, or an observed event may be used to determine the extent of the flooding hazard. These events are:

- a. A **storm-centred event**, either Hurricane Hazel storm (1954) or Timmins storm (1961). A storm-centred event refers to a major storm of record which is used for land use planning purposes. The rainfall actually experienced during a major storm event can be transposed over another watershed and when combined with the local conditions, flooding hazard limit can be determined. This centring concept is considered acceptable where the evidence suggests that the storm event could have potentially occurred over other watershed in the general area.
- b. **100 year flood** event is a frequency based flood event that is determined through analysis of precipitation, snow melt, or a combination thereof, having a return period (or a probability of occurrence) of once every 100 years on average (or having a 1% chance of occurring or being exceeded in any given year). The 100 year flood event is the minimum acceptable standard for defining the flooding hazard limit.
- c. An **observed event**, which is a flood that is greater than the storm-centred events or greater than the 100 year flood and which was actually experienced in a particular watershed, or portion thereof, for example as a result of ice jams, and which has been approved as the standard for that specific area by the Minister of Natural Resources.

Hazardous Land⁷: land that could be unsafe for *development* because of naturally occurring processes associated with flooding, erosion, dynamic beaches or unstable soil or bedrock.

Hydrologic Function⁸: the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things.

⁵ Technical Guide: River and Stream Systems Flooding Hazard Limit (Understanding Natural Hazards, 2001).

⁶ Provincial Policy Statement, 2005.

⁷ Conservation Authorities Act (1990).

⁸ Provincial Policy Statement, 2005.

Maintenance⁹: the preservation of a drainage works.

Municipal Drain¹⁰: A “drainage works” as defined under the *Drainage Act*. Under the *Act*, a drainage works is defined as a drain constructed by any means, including the improving of a natural *watercourse*, and includes works necessary to regulate the water table or water level within or on any lands or to regulate the level of the waters of a drain, reservoir, lake or pond, and includes a dam, embankment, wall, protective works or any combination thereof. To be a municipal drain, there must be a municipal by-law that adopts an engineer’s report that defines the drainage system and states how the cost of the system is to be shared among property owners.

Pollution¹¹: any deleterious physical substance or other contaminant that has the potential to be generated by *development* in an area to which a regulation made under clause 28 (1) (c) in the *CA Act* applies.

Provincially Significant Wetland¹²: an area identified as provincially significant by the Ontario Ministry of Natural Resources using evaluation procedures established by the Province, as amended from time to time.

Repair¹³: the restoration of a drainage works to its original condition.

Regulated wetland limit¹⁴: The regulated wetland limit comprises wetlands and ‘other areas’ regulated by conservation authorities, as approved by the Minister of Natural Resources under Section 28(5)(e) of the *CA Act*. Though Section 28 regulations for each CA vary, for most CAs, these ‘other areas’ are areas where *development* could interfere with the *hydrologic function* of a wetland, including areas within 120 metres of all provincially significant wetlands and wetlands greater than 2 hectares in size, and areas within 30 metres of wetlands less than 2 hectares in size. The individual CA regulation should be consulted to determine the extent of the “other areas”.

Staged cleanout: cleanout of a drain conducted in stages by dividing it into sections along its length, and maintaining one section at a time. The temporal scale of staging may vary depending on the sensitivity of the watercourse.

Two stage/low-flow channel: a channel cross-section, created either by design or as an alternative drain maintenance technique, consisting of a central low-flow channel with low-level vegetated benches on either side. The two-stage drain has the capacity to convey low or normal flows in the central channel at higher

⁹ Drainage Act (1990)

¹⁰ Definition written by Drainage Act and (S. 28) Regulation Team.

¹¹ Conservation Authorities Act (1990)

¹² Provincial Policy Statement, 2005.

¹³ Drainage Act (1990)

¹⁴ Definition written by Drainage Act and (S. 28) Regulation Team.

velocity to minimize sediment deposition, and can also accommodate higher flows. This design reduces maintenance requirements through a reduction in erosion, turbidity, and sediment export, and by allowing excess sediment and nutrients to settle out onto the vegetated benches. (See Appendix III, Figure 6.)

Watercourse¹⁵: an identifiable depression in the ground in which a flow of water regularly or continuously occurs.

Watershed¹⁶: an area that is drained by a river and its tributaries.

Wetland¹⁷: means land that

- a) is seasonally or permanently covered by shallow water or has a water table close to or at its surface,
- b) directly contributes to the hydrological function of a watershed through connection with a surface watercourse,
- c) has hydric soils, the formation of which has been caused by the presence of abundant water, and
- d) has vegetation dominated by hydrophytic plants or water tolerant plants, the dominance of which has been favoured by the presence of abundant water

but does not include periodically soaked or wet land that is used for agricultural purposes and no longer exhibits a wetland characteristic referred to in clause c) or d).

¹⁵ Conservation Authorities Act (1990).

¹⁶ Conservation Authorities Act (1990)

¹⁷ Conservation Authorities Act (1990)

Appendix I: Drainage Issues Resolution Team Terms of Reference

The Drainage Act and Conservation Authorities Act Protocol outlines provisions for a Drainage Issues Resolution Team in the event that the guidelines are not sufficient to resolve concerns.

Municipalities and conservation authorities from time to time may have difficulty in resolving drainage and permitting issues surrounding *maintenance* or *repair* works within *municipal drains*. The Protocol is intended to provide a framework to resolve many issues that may arise between these two parties. When a situation between the two parties cannot be resolved, to the point where mediation is necessary, then either party may request assistance from the Ministries of Natural Resources and of Agriculture, Food and Rural Affairs to establish a Drainage Issues Resolution Team.

Common Goal:

Members of a Drainage Issues Resolution Team will recognize and respect the need and responsibility for drainage in Ontario, as provided through the *Drainage Act*, and the protection of *watersheds* and public safety as provided for under the *Conservation Authorities Act*.

It is the goal of a Drainage Issues Resolution Team to focus on practical solutions that facilitate good working relationships while meeting *Drainage Act* and *Conservation Authorities Act* legislative requirements. A Drainage Issues Resolution Team will mediate discussions among the parties to ensure a consistent approach and provide technical direction on resolving the issues, while considering all interests in order to achieve a balance of societal values.

Purpose of the Drainage Issues Resolution Team:

A Drainage Issues Resolution Team shall:

- Listen to the concerns presented by both parties
- Discuss alternatives and opportunities
- Provide solutions which can balance the goals of all parties

Representation:

A Drainage Issues Resolution Team will include representatives from the Drainage Superintendents Association of Ontario and/or Drainage Engineers and from conservation authorities. A list of volunteers from these groups will be created and maintained by the Ministries of Agriculture, Food and Rural Affairs and of Natural Resources. Representatives will be appointed from this list by the Ministries as needed.

Suggested representatives will include:

- Two representatives from the drainage sector
- Two representatives from conservation authorities

Process:

Where the parties have been unable to come to a solution using the Protocol and need assistance to resolve conflict:

- One or both parties may contact a designated representative from the Integration Branch, Regional Operations Division at the Ministry of Natural Resources or the Environmental Management Branch, Food Safety and Environment Division at the Ministry of Agriculture, Food and Rural Affairs. Each party must submit their concerns in writing to their respective Ministry representative.
- The Ministry representatives will then appoint representatives from a list of volunteers from each group to assist in resolving the issues. Appointed representatives should be regional but without bias.
- The group of four representatives will constitute a Drainage Issues Resolution Team. The Team will try to mediate, and may suggest or present new ideas to resolve the issues at hand.
- A brief written report outlining the details of the issue and proposed solution(s), drafted by a Drainage Issues Resolution Team, will be presented to the parties involved.
- The Team will meet within a reasonable time frame acceptable to all parties, and if a date cannot be set within a reasonable time, the initiating parties may request alternative representatives.

Meetings:

- The Ministries of Natural Resources and Agriculture, Food and Rural Affairs will develop a list of volunteers across the province for Drainage Issues Resolution Teams. The volunteers appointed to resolve a given issue will determine meeting dates and locations as necessary for the situation. Volunteers will be responsible for any costs incurred from participation on a team (e.g., travel costs).

Decision-Making:

- After all information has been collected by the two parties, and after any field investigation completed by the Drainage Issues Resolution Team, a decision from the team should be rendered within thirty days.
- Decision-making will be conducted on a consensus basis. If consensus cannot be achieved, multiple solutions may be offered.
- If no acceptable resolution can be found, standard statutory procedures remain available.

- Mediation by the Drainage Issues Resolution Team will be undertaken without prejudice. Recommendations of the team do not set legal precedent.

Appendix II: Notification of Drain Maintenance or Repair

The Drain Maintenance or Repair Notification Form is available from the Drainage Superintendents Association of Ontario. It is designed to be usable by multiple agencies so that the applicant need only fill out one form. The form must still be submitted separately to each relevant agency: to the conservation authority where permission is required under the *Conservation Authorities Act*, *Fisheries Act* or *Species at Risk Act*, and to the Ministry of Natural Resources where permission is required under the *Endangered Species Act*.

For each drain *maintenance* or *repair* project, the municipality completes a Drain Maintenance or Repair Notification form and submits it separately to each relevant agency. The agency acknowledges receipt of the form to the municipality, and screens the work proposed. If necessary, the agency will contact the municipality for additional information about the work proposed.

For projects requiring permission from the conservation authority, where a proposed *maintenance* or *repair* activity is able to meet the Standard Compliance Requirements (SCR) outlined in this document, and if the conservation authority agrees that the work proposed meets the SCR, the authority will send a signed copy of the accompanying SCR statement to the municipality. The signed copy of the SCR statement will constitute written permission to proceed with the activity. The conservation authority and *drainage superintendent* will then monitor the project at their discretion for adherence to the SCR.

The conservation authority is not responsible for notifying or providing information to the Ministry of Natural Resources or vice versa. The applicant must submit the form to each relevant agency.

Appendix III: Diagrams of Drain Maintenance or Repair Activities

Figure 1: Brushing bank slope (Standard Compliance Requirements Statement A)



Figure 2: *Brushing top of bank (Standard Compliance Requirements Statement B)*

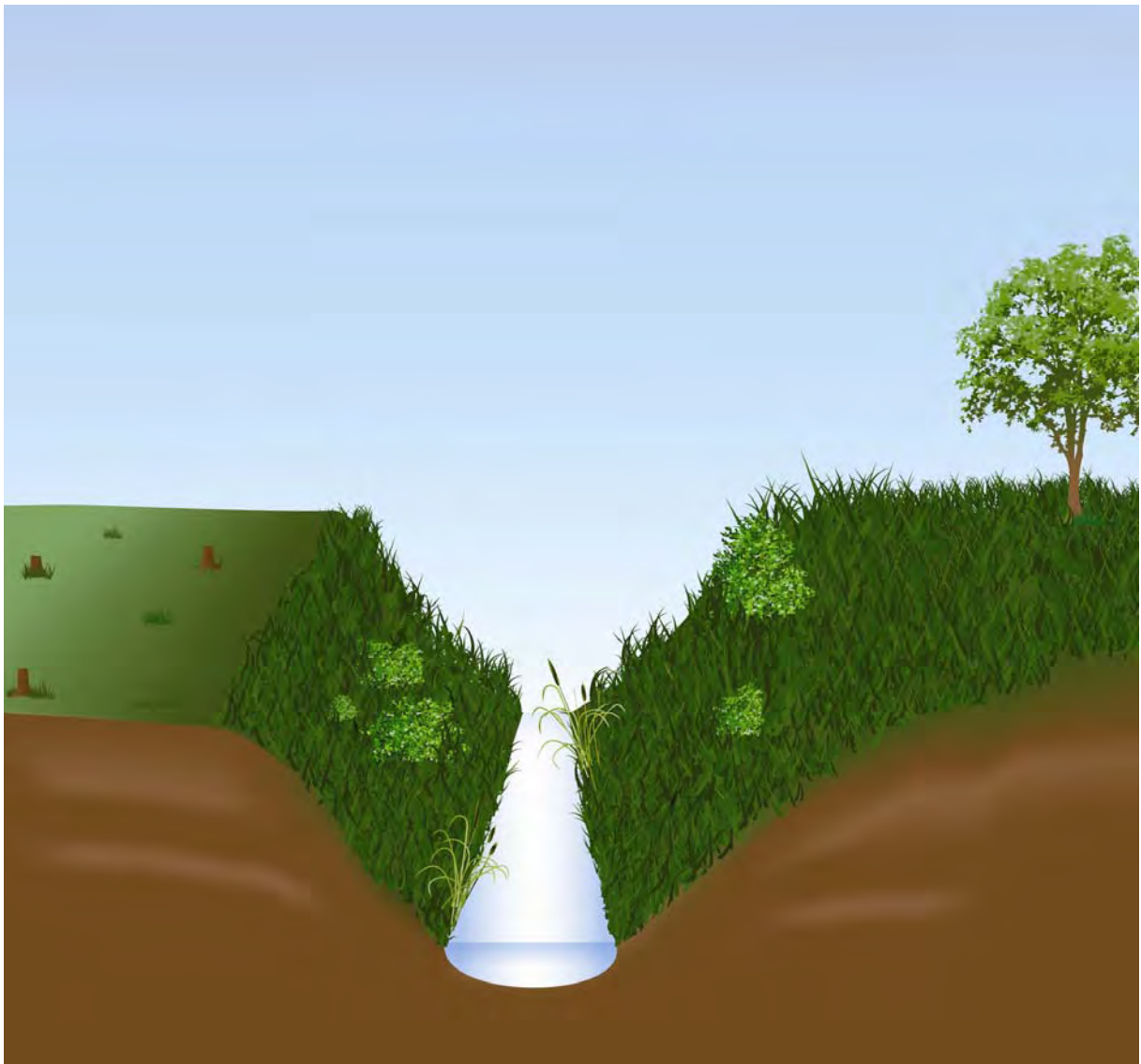


Figure 3: Bottom only cleanout (Standard Compliance Requirements Statements J, M)



Figure 4: Bottom cleanout plus one bank slope (Standard Compliance Requirements Statements K, N)

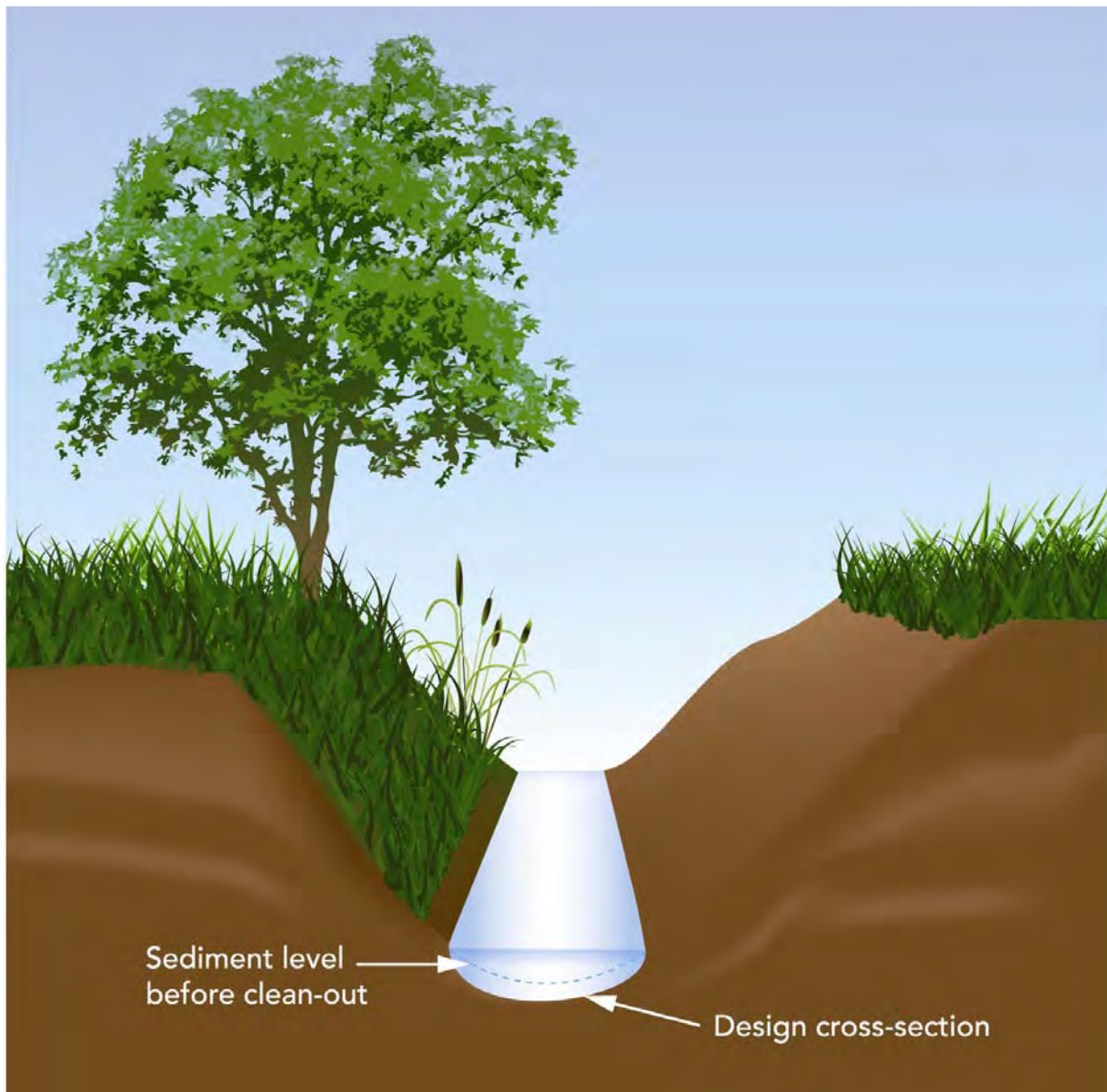


Figure 5: Full cleanout (Standard Compliance Requirements Statements L, O)

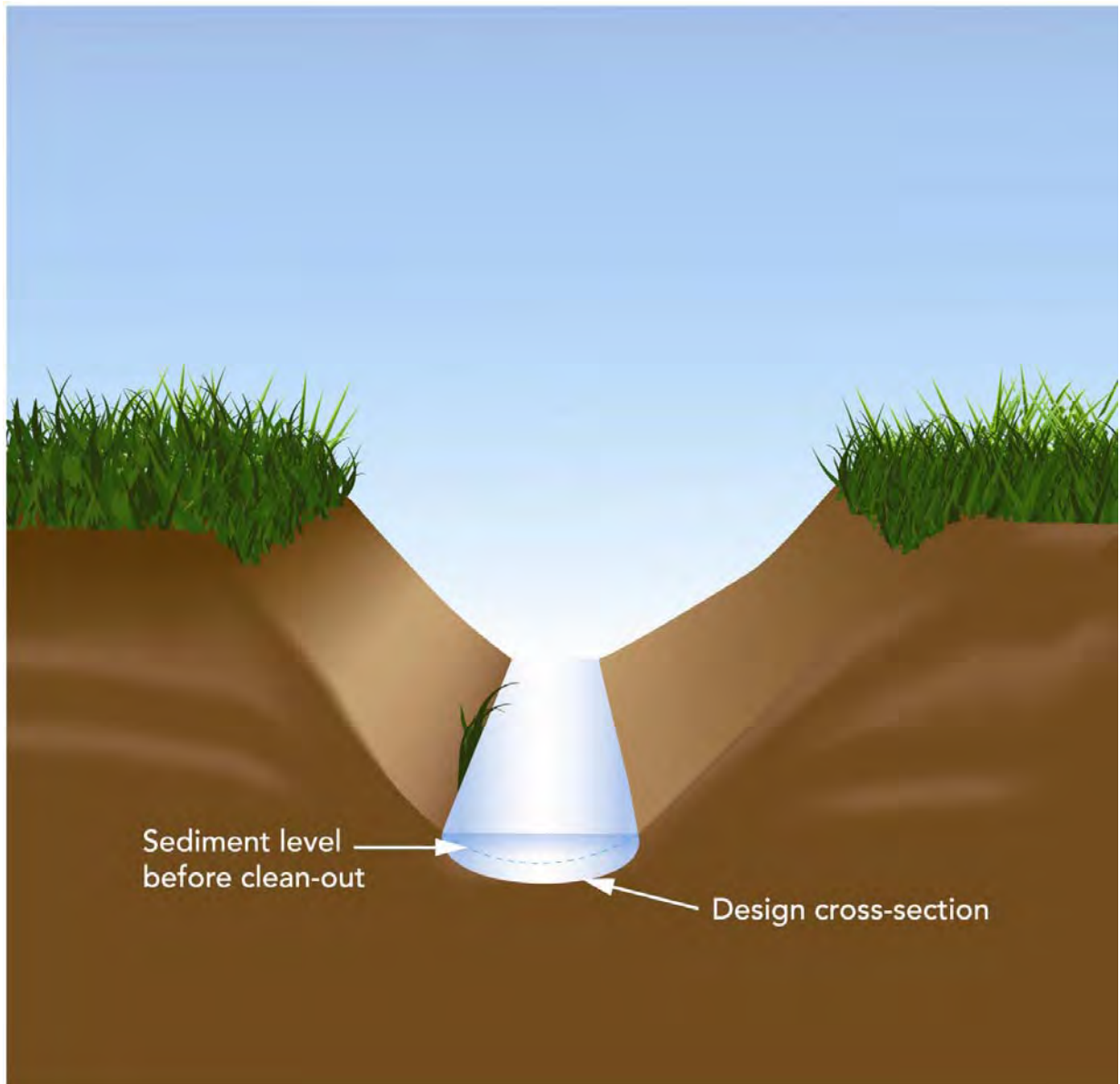
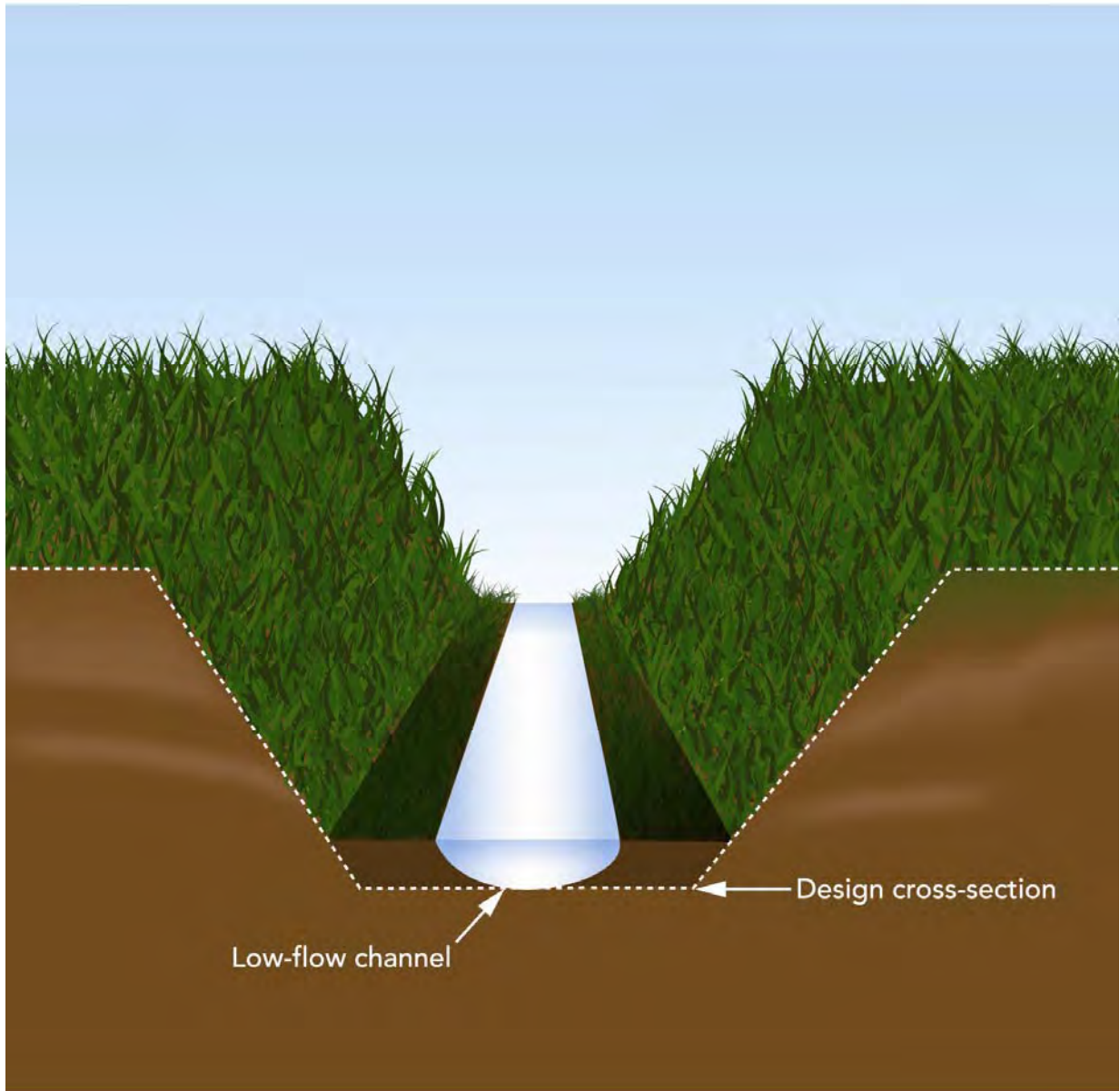


Figure 6: Two-stage/low-flow channel (Sediment and Erosion Control Measures)



Appendix IV: Agency Roles and Responsibilities

Ministry of Natural Resources (MNR)

The Ministry of Natural Resources is responsible for natural hazard prevention and management in Ontario. The *Conservation Authorities Act* is administered by MNR through its Conservation Authorities Program in the Integration Branch and Biodiversity Branch at MNR.

Where CAs exist, they have been delegated responsibility for delivering natural hazard management programs on behalf of their participating municipalities and the province, including *flooding* and *erosion* control, flood forecasting and warning, ice management, and natural hazard prevention through municipal plan input and regulating *development* in natural hazard areas. MNR provides the overall direction, guidance and technical standards with respect to natural hazard management.

Ministry of Agriculture, Foods and Rural Affairs (OMAFRA)

The Environmental Management Branch of the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) is responsible for the administration of the *Drainage Act*, the *Tile Drainage Act* and the *Agricultural Tile Drainage Installation Act*. OMAFRA staff provide guidance, direction and training in the use of these statutes.

Municipalities

Municipalities have the legislative responsibility, under Section 74 of the *Drainage Act*, to repair and maintain *municipal drains* which are a critical part of the municipal infrastructure in Ontario. Municipal Councils, by by-law, may appoint a *drainage superintendent* to initiate, supervise and assist in the *maintenance, repair* and improvements of *municipal drains*.

Under the *Conservation Authorities Act*, conservation authorities are created as corporate bodies with boards of directors; the boards are comprised of representatives appointed by participating municipalities. The number of representatives each municipality may appoint is proportional to the population of the municipality within the authority's jurisdiction, and is determined by the CA Act. Most of these appointees are elected municipal councilors. The programs undertaken by conservation authorities in natural hazard prevention and management under the *CA Act* are jointly funded by the province and participating municipalities. The participating municipalities may also direct and fund conservation authorities in additional programs of local resource management interest such as stewardship.

Municipalities therefore have responsibilities connected with both the *Drainage Act* and the *Conservation Authorities Act*.

Conservation Authorities

Through the *Conservation Authorities Act*, 36 conservation authorities have been established in Ontario. Conservation authorities are local resource management agencies organized on a *watershed* basis that deliver programs for municipalities and the province.

Under Section 28 of the *Conservation Authorities Act*, conservation authorities regulate *development* in or adjacent to *watercourses*, *wetlands*, the shoreline of the Great Lakes-St. Lawrence River System or inland lakes, river or stream valleys, *hazardous lands* and other areas where, in the opinion of the Minister, *development* should be prohibited or regulated or should require the permission of the authority. A conservation authority may grant permission for development if, in the opinion of the authority, the control of *flooding*, *erosion*, *dynamic beaches*, *pollution* or the conservation of land is not affected. CAs also regulate activities that change, divert, or interfere in any way with the existing channel of a river, creek, stream or *watercourse*, or that change or interfere in any way with a *wetland*. Permission may be denied, granted, or granted with conditions.

Appendix V: Relevant Legislation

1. The *Drainage Act*
2. The *Conservation Authorities Act*

Drainage Act

The *Drainage Act* defines a process whereby property owners can petition their local municipality to develop communal solutions to solve drainage problems. On several occasions, the *Act* has been reviewed and refined to the point that the procedure now provides affected property owners with numerous opportunities to express their needs, desires, concerns and opinions in the development of a proposed drainage project.

The *Drainage Act* is primarily used in rural Ontario but is occasionally used to resolve drainage issues in urban areas. It has also been used to develop a legal outlet for storm and surface water generated from urban areas. Regardless of where the *Drainage Act* is used, the end result of using the procedures in the *Act* is the construction of a “municipal drain”. *Municipal drains* are communal drainage systems that are designed to accommodate water flowing from the properties located within the *watershed*. They are as vital to rural Ontario as storm sewers are to urban areas.

New Drain Construction (Section 4)

The *Drainage Act* provides a procedure that allows landowners to petition their local municipality to construct a "drainage works" to resolve their drainage problems. The *Act* defines “drainage works” as:

a drain constructed by any means, including the improving of a natural watercourse, and includes works necessary to regulate the water table or water level within or on any lands or to regulate the level of the waters of a drain, reservoir, lake or pond, and includes a dam, embankment, wall, protective works or any combination thereof

Physically, a municipal drain is simply a drainage system. Most *municipal drains* are either ditches or closed systems such as pipes or tiles buried in the ground. They can also include structures such as dykes or berms, pumping stations, buffer strips, grassed waterways, storm water management ponds, water control structures, culverts and bridges. Even some creeks and small rivers are now considered to be *municipal drains*. To minimize negative impacts, sometimes a right of way along a *watercourse* or through a *wetland* is identified as a municipal drain strictly for the purpose of removing beaver dams and other obstructions without the need for channelization work.

When a petition for drainage is filed at the municipal office, the municipality must notify the conservation authority or, where there is no conservation authority, the District office of the Ministry of Natural Resources, who have an opportunity to comment on the proposed project and to request an environmental appraisal. Thirty days after the notice has been sent out, the municipality retains an engineer. The engineer holds an “on-site meeting” with the affected landowners, agencies and other interested parties invited. One of the purposes of this meeting is to determine what the landowners want to achieve with this drainage system and to also determine the various factors that could influence the design of the system. Some examples of the factors that influence drain design is the presence of buried public utilities, poor soil conditions, the need for an outlet for tile drainage, current land use, possible future land use changes, the presence of fish habitat, or compliance with other applicable laws.

The municipal council can instruct the appointed engineer to prepare a preliminary report. This process allows the engineer to explore different options (e.g. form of drain or drain routes) that could be used to address the problem and the associated costs. After a meeting to consider this preliminary report, a preferred alternative is selected and the engineer is instructed to prepare the final report.

The engineer will then perform the detailed survey and site examination of the area and develop plans, profiles and specifications for the proposed drain design. Since most drains are located primarily on private land, the engineer also develops recommended “allowances” to be paid to affected landowners for land lost or damages that will occur during the construction of the drainage system and this becomes part of the cost of the drain. Since a key element of every *Drainage Act* project is cost recovery, the engineer will also include “assessment schedules” in the report that assesses a share of the cost to all the landowners in the *watershed* of the drain. Finally, the engineer must also ensure that the proposed project complies with all applicable law.

Once the report is prepared, the engineer sends it to the municipal council who invites all the landowners, agencies and other affected parties to a “meeting to consider the report” where they can express concerns about the proposed project. After this meeting, council can either refer the report back to the engineer for modifications or they can proceed to the next step in the process by adopting the engineer’s report by provisional by-law.

At this stage, landowners, agencies and other affected parties have the right to appeal the engineer’s report to three different appeal bodies:

- 1) The Court of Revision is a municipally appointed appeal body. Property owners who feel they are assessed unfairly for the cost of the project can appeal their assessment to this appeal body. Hearings are held locally.
- 2) The Agriculture, Food and Rural Affairs Appeal Tribunal is a provincially

- 3) The Drainage Referee is a provincially appointed appeal body that hears appeals on the legality of a project or the procedural application of the *Drainage Act*. Hearings are held in the local courthouse.

After all appeals have been dealt with, the council gives final passage of the by-law adopting the engineer's report, thereby authorizing construction of the drainage system. After the drain is constructed, the total cost of the project is determined and the costs are prorated to the property owners in the *watershed* of the drain in proportion with the amounts in the assessment schedule in the engineer's report.

In summary, a municipal drain:

- 1) Is a community project — through the public process with numerous meetings and various appeal rights, landowners, agencies and other affected parties have the right to question, comment on and challenge virtually every aspect of the proposed project.
- 2) Has legal status — the communally accepted standards for the project are contained in the engineer's report and are adopted by municipal by-law. This by-law gives the municipality the authority to enter onto land to construct the drain and levy the cost of the project to the landowners.
- 3) Is municipal infrastructure — once a municipal drain has been constructed under the authority of a by-law, it becomes part of that municipality's infrastructure. The local municipality is responsible for repairing and maintaining the municipal drain in accordance with the engineer's report. In certain circumstances, the municipality can be held liable for damages for not maintaining these drains.

Improvement of Existing Drains (Section 78)

A municipality can only manage a drain to the standard of the current engineer's report. Sometimes, because of changes in agricultural practices, land use, or the need for environmental enhancements, the existing drain standard is no longer suitable. When this occurs, new communally accepted standards need to be developed for the drain. Therefore, the local municipality appoints an engineer to prepare a new report for the improvement of the drain. No petition is required, but many municipalities ask a landowner to submit a written request for the work. Once an engineer has been appointed, similar procedures are followed as for a new drain.

This ability to make improvements to a drain is essential, not only from a water-carrying perspective, but also to allow environmental enhancements to be included in the drain that were never considered when the drain was initially

constructed. For example, “Wetland Drain Restoration Projects” would be authorized through the improvement section of the *Drainage Act*.

Maintenance and Repair of Existing Drains (Section 74)

The *Drainage Act* clearly assigns the responsibility for the *maintenance* and *repair* of *municipal drains* to the **local municipality**. The cost of performing this work is levied to the upstream landowners in the *watershed* of the drain. If the municipality does not perform these responsibilities, it can be held liable for damages that occur to landowners along the drain. A municipal council therefore maintains drains as part of its regular infrastructure maintenance, but also has a responsibility to act when it receives a request for *maintenance* or *repair* from a landowner affected by the condition of a municipal drain.

The activities of *maintenance* and *repair* are both performed on behalf of council by their appointed *drainage superintendent*. Once appointed by by-law, the *drainage superintendent* has the authority to enter onto land to perform these duties. The cost of *maintenance* and *repair* work is assessed to the upstream landowners in the *watershed* of the drain in accordance with the current accepted assessment schedule. For these reasons, it is common to combine both activities into the single term of ‘maintenance’.

The terms “*maintenance*” and “*repair*” are often used interchangeably, but the difference is notable. Section 1 of the *Drainage Act* states that:

- *Maintenance* means the preservation of a drainage works;
- *Repair* means the restoration of a drainage works to its original condition.

This means that repairs must be done in accordance with the communally accepted standards for that drain as detailed in the plans, profiles and specifications in the engineer’s report. Since *repair* involves the restoration of a drainage works to its original condition, the superintendent should have the plans, profiles and specifications of that drain in order to ascertain what the original condition actually was. Therefore, sediment removal from an open ditch municipal drain, repair or replacement of a tile municipal drain, repair or replacement of a culvert or bridge and many more activities are all considered as *repairs*. However, deepening or widening a drain beyond its original design or relocating a drain are not *repair* activities. If a municipality undertook these types of activities without developing new communal standards (new engineer’s report), the assessed landowners would be able to legally challenge the municipality’s actions.

However, *maintenance* is not bound by the plans, profiles, and specifications in the engineer’s report, provided the work is for the “preservation” or “well-being” of that drain. Therefore, *maintenance* quite clearly includes activities such as the removal of brush, controlling vegetation growth and seeding disturbed bank slopes. *Maintenance* would also include the video inspection of a tile municipal

drain. The removal of beavers from a municipal drain, performed in compliance with the *Fish and Wildlife Conservation Act*, would also be considered *maintenance*. Finally, *maintenance* would also include the installation of silt fences and sediment traps to avoid sediment being deposited in lower reaches of a municipal drain.

In summary, a municipality has no authority to undertake *repair* work on a municipal drain that deviates from the communally accepted standards for the drain as defined in the engineer's report. *Maintenance* activities that reduce the need for future *repair* work can be undertaken.

Enforcement

Once a drainage system has been constructed under the *Drainage Act*, the municipality has a responsibility to manage the system on behalf of the community of landowners in the *watershed* of the drain. If someone has blocked a municipal drain, the *Drainage Act* provides the municipality the authority to order the removal of that blockage and, if the work is not completed within the time allowed, to remove the blockage and place the costs on the tax roll of the property owner. The *Act* also provides the municipality with the right to take legal action against anyone who damages a municipal drain.

There are also broad enforcement powers granted to the Drainage Referee, the legal appeal body under the *Drainage Act*. The Referee has the authority to determine claims and disputes, including claims for damages. The Referee also has the authority to hear applications for orders to do or to restrain activities under the *Drainage Act*.

The Drainage Superintendent (Section 93)

The *drainage superintendent*, employed by the municipality, has a central function in *Drainage Act* activities. The superintendent is essentially the local "municipal drain manager" whose responsibilities include inspecting drains, maintaining drains, and liaising with landowners, council, contractors, environmental approval agencies, etc. The cost of employing the *drainage superintendent* is charged to the general funds of the municipality.

Conservation Authorities Act

The *Conservation Authorities Act* is administered by the MNR and provides for municipalities within a common *watershed* to enter into partnership with the Province to establish a conservation authority (CA) for local resource management work. There are currently 36 CAs in Ontario. The objects of a CA under the *Conservation Authorities Act* are to establish and undertake, in the

area over which it has jurisdiction, a program designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals.

The *Conservation Authorities Act* was created in 1946 in response to erosion and drought concerns, recognizing that these and other natural resource initiatives may be best managed on a *watershed* basis. In 1956, in response to the severe economic and human losses associated with Hurricane Hazel (1954), amendments to the *Conservation Authorities Act* first enabled conservation authorities to make regulations to prohibit filling in floodplains. These regulations were broadened in 1960 to prohibit or regulate the placing or dumping of fill in defined areas where, in the opinion of the conservation authority, the control of *flooding*, *pollution* or the conservation of land may be affected. In 1968, amendments to the *Conservation Authorities Act* further extended the regulations to prohibit or control construction and alteration to waterways, in addition to filling.

In 1998, the *Conservation Authorities Act* was amended to ensure that regulations under the *Act* were consistent across the province and complementary to provincial policies. Significant revisions were made to Section 28, which led to the replacement of the previous “Fill, Construction and Alteration to Waterways” Regulation with the current individual *Conservation Authorities Act* S. 28 “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” Regulations. These individual *Conservation Authorities Act* S. 28 regulations were approved by the Minister of Natural Resources in 2006, and are consistent with Ontario Regulation 97/04, which outlines the form and content that the individual regulations must have.

Through these regulations conservation authorities regulate *development* in or adjacent to river or stream valleys, the shoreline of the Great Lakes-St. Lawrence River System or inland lakes, *hazardous lands* and other areas where, in the opinion of the Minister, *development* should be prohibited or regulated or should require the permission of the authority. These ‘other areas’ are areas where *development* could interfere with the hydrologic function of a *wetland*, generally including areas within 120 metres of all *provincially significant wetlands* and *wetlands* greater than 2 hectares in size, and areas within 30 metres of *wetlands* less than 2 hectares in size. CAs also regulate activities that change or interfere with *wetlands* or with the existing channel of a *watercourse*.¹⁸

It should be noted that it is not necessary to map a feature before it can be regulated. While individual *Conservation Authorities Act* S. 28 regulations refer to maps, which approximate regulation limits (and may be subject to revision), the text of the regulation prevails. The provincially approved *Guidelines for Developing Schedules of Regulated Areas* (2005) identify the requirements for

¹⁸ For the *CA Act* see http://www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90c27_e.htm; for O.Reg 97/04 see http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_040097_e.htm

the preparation of maps and/or revisions to existing maps. Detailed studies requested at the time of an application may further refine or delineate the regulated features based on these guidelines (e.g. *hazardous lands*).

To receive permission for *development* under the *Conservation Authorities Act*, it must be demonstrated in an application to the satisfaction of the authority that the control of *flooding, erosion, pollution, dynamic beaches* or the conservation of land will not be affected. The control of *dynamic beaches* is generally applicable to the Great Lakes shorelines and large inland lakes regulated areas.

To support permit applications, the submission of technical studies may be necessary. These technical studies must be carried out by a qualified professional with recognized expertise in the appropriate discipline and must be prepared using established procedures and recognized methodologies to the satisfaction of the conservation authority. These established procedures should be in keeping with MNR's Technical Guides for Natural Hazards (MNR, 2002a; MNR, 2002b; MNR, 1996a; MNR, 1996b; and MNR 1996c), other Provincial guidelines and/or guidelines approved by the conservation authority Board that are within the intent of the Act and regulation. Expertise for reviewing technical studies varies among conservation authorities. Where expertise within the conservation authorities is not available, the authority may request that the study be peer-reviewed by a qualified professional at the expense of the applicant. Under Section 21 of the Conservation Authorities Act, CAs may charge fees to process applications for permission under S.28 regulations.

In conjunction with MNR-approved policy and guidelines such as the Natural Hazard Technical Guides, CA board-approved policies provide a decision-making framework for the review of applications under the *Conservation Authorities Act* S. 28 individual regulations. Under MNR's Policies and Procedures for Conservation Authority Plan Review and Permitting Activities, CA Board-approved policies are to ensure a consistent, timely and fair approach to the review of applications, staff recommendations and Board decisions.

CAs must issue permissions in writing. A CA may issue a permit, issue a permit with conditions, or refuse a permit. Should a proponent violate a permission, including conditions on a permit, or undertake works without a permission, the CA may issue a notice of violation and if necessary enter into legal proceedings.

For an application to be refused or where the applicant objects to the conditions of approval, the *Conservation Authorities Act* requires that the applicant be given the opportunity to a hearing by the conservation authority Board or Executive Committee (sitting as a Hearing Board). The provincially approved Section 28 (3) Hearing Guidelines (2005) provides a step-by-step process for conducting hearings required under Section 28 (12), (13), (14) of the *Conservation Authorities Act*. Conservation authorities should conduct a hearing under their individual Regulation in a manner consistent with these guidelines. The Hearing

Board is empowered by law to make a decision, governed by the *Statutory Powers Procedures Act*. It is the purpose of the Hearing Board to evaluate the information presented at the hearing by both the authority staff and the applicant and to decide whether the application will be approved with or without conditions or refused.

An applicant who has been refused permission or objects to conditions imposed on a permission may, within 30 days of receiving the written notice of the hearing decision, appeal to the Minister of Natural Resources, who may refuse the permission or grant permission, with or without conditions. The Mining and Lands Commissioner has been assigned the authority, duties and powers of the Minister of Natural Resources by regulation under the *Ministry of Natural Resources Act* to hear appeals from the permit decisions of conservation authorities made under the *Conservation Authorities Act*. The Commissioner's decision is final and binding. There are no further appeal procedures with the exception of a "judicial review" based on a decision where there is a perceived "error in law."

Enforcement

An authority may appoint officers to enforce the regulation. Under S.28 (16) of the *Conservation Authorities Act*, if a person violates a permission, including conditions on a permit, or undertakes works without a permission, the CA may issue a notice of violation and if necessary enter into legal proceedings. A person convicted of contravening the regulation may be fined and/or ordered to remove *development* or rehabilitate a *watercourse* or *wetland*, as per S.28 (17) of the *CA Act*.

Staff Report

11.(ii)



To: Board of Directors
Date: 3 April 2013
From: Patty Hayman, Director of Planning/Regulations (CA Act ;Section 28, Regulation 171/06)
Subject: Drainage Act and New Engineers Reports under CA Act Section 28

As noted in the previous memorandum 7.i) the DART protocol only addresses the maintenance and repair of drains and does not address issues around new drains and improvements to existing drains which require engineering.

Background

Conservation Authority Act Regulations

Individual CA Regulations contain the following sections dealing with watercourses.

“Alterations prohibited

5. Subject to Section 6, no person shall straighten, change, divert or interfere in any way with the existing channel of a river, creek, stream or watercourse or change or interfere in any way with a wetland”.

“Permission to alter

6.(1) The Authority may grant a person permission to straighten, change, divert or interfere with the existing channel of a river, creek, stream or watercourse or to change or interfere with a wetland.

6.(2) The permission of the Authority shall be given in writing, with or without conditions.

Under Section 28 of the Conservation Authorities Act, a conservation authority may grant permission for development if, in the opinion of the authority, the [control of floodingⁱ, erosionⁱⁱ, dynamic beachesⁱⁱⁱ, pollution^{iv} or the conservation of land^v is not affected](#).

Drainage Act

The Drainage Act provides a procedure whereby municipalities may, with a valid petition of landowners in the “area requiring drainage” for agricultural practices, provide a legal outlet for surface and subsurface waters not attainable under common law. The Ministry of Agriculture, Food and Rural Affairs (OMAFRA) is responsible for the Drainage Act with implementation activities occurring at the municipal level. The SCRCA is provided the opportunity to comment, in the opinion of the authority, the control of flooding, erosion, dynamic beaches, pollution or the conservation of land is affected.

Historically, SCRCA has provided minimal comment to municipalities, in respect to new drains and drain improvements requiring engineering.

St. Clair Region Conservation Authority (SCRCA) remains primarily involved with drainage matters under a **Level 2 DFO Partnership Agreement** with Fisheries and Oceans Canada (DFO). Through the recent changes to all Authority’s Regulations (2006), and clarification provided through the DART committee meetings, municipal drains meet the definition of a ‘watercourse’ under Section 28 of the

CA Act. The DART committee's next task is to establish a protocol for "new" drainage activity. As this is a significant task, SCRCA recommends an interim approach for reviewing drains under Section 28.

FOR DISCUSSION PURPOSES

Proposed SCRCA Policies to guide Regulations input on new drainage proposals and improvements.

The draft "Guidelines to support CA Administration of the "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation", April 2008, prepared by MNR/Conservation Ontario Section 28 Peer Review Implementation Committee suggests the following when considering new drainage proposals:

1.0 Interference with a Watercourse

1. In general, interference with a watercourse shall not be permitted;
2. Notwithstanding Section 1.1.1, public infrastructure (e.g roads, sewers, flood and erosion control works) and various utilities (e.g. pipelines) may be permitted within a watercourse subject to the activity being approved through a satisfactory Environmental Assessment process or through other studies deemed necessary by the Conservation Authority and/or if the interference on the natural features and hydrologic and ecological functions of the watercourse has been deemed to be acceptable by the Conservation Authority.
3. Notwithstanding Section 1.1.1, stream, bank, and channel stabilization to protect existing development or conservation or restoration projects may be permitted within a watercourse if the interference on the natural features and hydrologic and ecological functions of the watercourse has been deemed to be acceptable by the Conservation Authority;
4. Notwithstanding Section 1.1.1, any works that are to be located below the bed of the river within a watercourse shall be located below the long term scour depth to the satisfaction of the Conservation Authority;
5. Notwithstanding Section 1.1.1, minor interference and/or alteration may be permitted within a watercourse if it has been demonstrated to the satisfaction of the Conservation Authority that the interference is acceptable on the natural features and hydrologic and ecologic functions of the watercourse;
6. Notwithstanding Section 1.1.1, major interference (e. realignment, dam, enclosure, pond) within a watercourse may be permitted where supported by the recommendations of a sub-watershed study, Environmental Assessment and/or if it has been demonstrated to the satisfaction of the Conservation Authority that the interference is acceptable for the natural features and hydrologic, ecologic functions of the watercourse;
7. Notwithstanding Section 1.1.1, watercourse crossings may be permitted if it has been demonstrated to the satisfaction of the Conservation Authority that the interference on the natural features and hydrologic and ecological functions of the watercourse has been deemed to be acceptable by the Conservation Authority. At a minimum, the submitted plans should demonstrate the following based on morphological characteristics of the watercourse system¹;
 - 1.7.1 Culverts have an open bottom where it is feasible, or where it is not feasible, the culverts should be appropriately embedded into the watercourse;

¹ Refer to Adaptive Mgt of Stream Corridors in Ontario (Stream Corridors Project Mgt Team, 2001) for more information.

- 1.7.2 Crossing location, width, and alignment should be compatible with stream morphology, which typically requires location of the crossing on a straight and shallow/riffle reach of the watercourse with the crossing situated at right angles to the watercourse;
- 1.7.3 The crossing is sized and located such that there is no increase in upstream or downstream erosion or flooding;
- 1.7.4 The design should consider fish and wildlife passage
- 1.7.5 Have regard for upstream and downstream effects when installing/replacing a culvert/bridge.

2.0 Development and Interference within Wetlands

- 1. In general, development and interference shall not be permitted within wetlands;
- 2. In general, ponds and drains shall not be permitted within wetlands;
- 3. In general, stormwater management facilities shall not be permitted within wetlands;
- 4. Notwithstanding Section 2.1, public infrastructure (e.g. roads, sewers, flood and erosion control works) and various utilities (e.g. pipelines) may be permitted within a wetland subject to the activity being approved through a satisfactory Environmental Assessment process and/or if it has been demonstrated to the satisfaction of the Conservation Authority that the control of flooding, erosion, pollution or the conservation of land will not be affected and the interference on the natural features and hydrologic and ecological functions of the wetland has been deemed to be acceptable by the Conservation Authority;
- 5. Notwithstanding Section 2.1, conservation or restoration projects may be permitted within a wetland if it has been demonstrated to the satisfaction of the Conservation Authority that the control of flooding, erosion, pollution or the conservation of land will not be affected and the functions of the wetland has been deemed to be acceptable by the Conservation Authority;
- 6. Notwithstanding Section 2.1, development associated with public parks (e.g. passive or low intensity outdoor recreation and education, trail system) may be permitted within a wetland if it has been demonstrated to the satisfaction of the Conservation Authority that the control of flooding, erosion, pollution or the conservation of land will not be affected and the interference on the natural features and hydrologic and ecological functions of the wetland has been deemed to be acceptable by the Conservation Authority.

3.0 Area between the adjacent lands of the wetland

- 1. In general, development shall not be permitted within 30 metres of the boundary of a wetland;
 - 3.1.1 Notwithstanding Section 3.1, the same activities mentioned above in 2.4, 2.5, 2.6 may be permitted within 30 metres of a wetland if the interference on the hydrologic functions of the wetland has been deemed to be acceptable by the Conservation Authority;
- 2. In general, development may be permitted in the area between 30 to 120 metres of a wetland if the interference on the hydrologic functions of the wetland has been deemed to be acceptable to the Conservation Authority.

RECOMMENDATION

That an internal staff committee formulate guidelines for drain review based on above principles and present a draft to the Board for further consideration and review. Staff committee to consist of Regulation, Biology and Engineering representation.

ⁱ Flooding: the inundation of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water. In Ontario, the extent of the flood hazard is either a storm-centred event (Hurricane Hazel) or flood frequency based event (100 year flood) or an observed event.

ⁱⁱ Erosion: the loss of land, due to human or natural processes, that poses a threat to life and property.

ⁱⁱⁱ Dynamic Beaches: are areas of inherently unstable accumulations of shoreline sediments along the Great Lakes – St. Lawrence River System and large inland lakes, as identified by provincial standards.

^{iv} Pollution: any deleterious physical substance or other contaminant that has the potential to be generated by “development”

^v Conservation of Land: “Conservation of Land” has never been defined in the Act or Regulation or any other planning document prepared by the Province. MNR/CO presented a definition in a Final Draft Regulations Implementation Guideline:
.....”the protection, management, or restoration of lands within the watershed ecosystem for the purpose of maintaining or enhancing the natural features and hydrologic and ecological functions within the watershed”(Feb 2008).

REGULATIONS ACTIVITY REPORT

March 31, 2013

TO: SCRCA Chair and Board of Directors

SUBJECT: Administration and Enforcement – Section 28 Status Report –
Development, Interference of Wetlands and Alteration to Shorelines and
Watercourses Regulation

FROM: Dallas Cundick, Environmental Planner / Regulations Officer

A summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ontario Regulation 171/06 under Ontario Regulation 97/04) is presented below. This report covers the period from February 1, 2013 to March 31, 2013.

Application # 10695

Shell Canada Products Limited

130 and 150 St. Clair Parkway, Lot 71, Concession Front, Geographic Township of Moore,
County of Lambton

- Permission required to repair existing sheet pile break wall by;
 - excavating the bank behind the existing sheet pile to a depth equivalent to the river bottom (~ 3 m);
 - stockpile this fill on site for use as backfill;
 - use a long reach excavator and a suitable horizontal beam to pull the bowed sections of sheet pile back into alignment;
 - remove and replace the existing “whaler” on the river side of the sheet pile, and provide for new tieback attachment points;
 - complete work on the river side of the sheet pile break wall from a barge;
 - provide curtains to ensure that loose material, welding sparks, etc. are prevented from entering the St. Clair River;
 - repair broken tie-backs as required;
 - backfill excavations with stockpiled material and supplement with clean fill if required;
 - restore the riverbank to pre-repair grade, and replace grass;
- Staff issued Letter of Advice on behalf of Department of Fisheries and Oceans, March 21, 2013;

- Staff permission issued March 21, 2013;

Application # 10714

NOVA Chemicals (Canada) Ltd.

Part Lots 25, 26, 27, 72, Concession 11

Part Lots 24, 26, Concession 10

Part Lot 26, Concession 12

Geographic Township of Moore, County of Lambton

- Permission required to construction of an 8km long new section of 273mm diameter pipeline between the ‘Ontario Valve Site’ near the St. Clair River to NOVA Chemicals’ Corunna plants. Proposed project will include:
 - Clearing, top soil stripping, grading excavation, trenching and backfilling of the pipeline;
 - Hydrostatic testing;
 - Horizontal directional drill and the associated erosion and sediment control measures at:
 - Talfourd Creek;
 - Marsh Creek;
 - Churchill Drain;
 - Installation of a temporary culvert across Parker Drain;
 - Clean-up and reclamation, disturbed areas to be returned to original condition or better and stabilized upon completion;
 - All sediment and erosion control measures to be installed prior to commencement of the works and be maintained until all disturbed areas have been rehabilitated.
- Staff permission issued March 1, 2013.

Application # 10717

Jean LaPrise

ARDA Dyke, Lot 10, Concession 12, Geographic Township of Dover, Municipality of Chatham-Kent

- Permission required for works undertaken as landowner created an approximate 1400m long 2.1m wide walking/biking trail on the top of the ARDA Dyke by re-grading and leveling the existing surface and adding approximately a 0.2m layer of limestone screenings; and;
- Constructed a 73m long 1.8m wide board walk from the ARDA dyke out into Lake St. Clair at an approximate elevation of 1.8m above the current water level. The boardwalk was constructed as follows:
 - The constructed deck surface is above the 1:100 year flood elevation;
 - Works will not adversely affect the control of flooding and erosion;
 - Works completed in the dry/low water levels;

- Regulations Committee permission issued March 1, 2013.

Application # 10719

Sarnia Yacht Club

1220 Fort Street, Lot 69, Concession 0, Geographic Township of Sarnia, County of Lambton

- Permission required to increase boat well depths by removing silt within the inner harbour;
- Potentially 7 areas within the harbour where silt needs to be removed, the areas range from 30-120 ft. in length, 20-30 ft. in width and 2 ft. in depth. Approximately 1100 cubic yards (29800 cubic ft.) of material will be removed;
- The works will be completed an appropriate distance from the seawall at their closest location, and will maintain the slope profile at a 1:1 ratio to minimize any future adverse effects to erosion or slope stability;
- The works will be completed by barge with excavator, and all temporary drying locations will be completely isolated and contained;
- Dredged material is to be removed and placed outside the regulated area of the Authority;
- Effective sediment and erosion control measures are to be installed around the perimeter of the work area before starting work and throughout the dredging process to prevent re-suspended sediment from spreading to adjacent areas;
- Staff issued Letter of Advice on behalf of Department of Fisheries and Oceans, March 13, 2013;
- Staff permission issued March 13, 2013.

Application # 10720

Lake Huron Yachts Limited

1241 Sandy Lane, Lot 69, Concession 0, Geographic Township of Sarnia, County of Lambton

- Permission required to increase boat well depths by removing silt within the inner harbour;
- Approximately 241 cubic yards of material will be removed;
- The works will be completed an appropriate distance from the seawall at their closest location and will maintain the slope profile at a 1:1 ratio to minimize any further erosion and slope stability concerns;
- The area to be dredged is approximately 60 ft. wide, 40-60 ft. in length;
- The works will be completed by barge with excavator, and all temporary drying locations will be completely isolated and contained;
- Dredged material is to be removed and placed outside the regulated area of the Authority;
- Effective sediment and erosion control measures are to be installed around the perimeter of the work area before starting work and throughout the dredging process to prevent re-

suspended sediment from spreading to adjacent areas;

- Staff issued Letter of Advice on behalf of Department of Fisheries and Oceans, March 13, 2013;
- Staff permission issued March 13, 2013.

Application # 10723

Ernie Meads

495 Tom Street, Lot 58, Concession Front, Geographic Township of Moore, County of Lambton

- Permission required to complete routine maintenance dredging within the boat slip at the subject property;
- The area to be dredged is 30 ft. long, 20ft. in width and 2 ft. in depth to original substrate depth;
- A total of approximately 1200 cubic feet of material is to be removed, with the work being completed by barge with excavator;
- Dredged material is to be removed and placed outside the regulated area of the Authority;
- Effective sediment and erosion control measures are to be installed around the perimeter of the work area before starting work and throughout the dredging process to prevent re-suspended sediment from spreading to adjacent areas;
- Staff permission issued March 1, 2013.

Application # 10724

Rick Kemsley

2807 St. Clair Parkway, Lot A, Concession 14, Geographic Township of Sombra, County of Lambton

- Permission required to complete seawall repair works which included;
 - Placing a new steel sheet wall directly in front of the existing failing wall and match existing wall height;
 - Driving in 4.5m tall sheeting along the entire 23m length of the property;
 - Welding the wall into the neighbours existing identical walls, and secure to existing recently installed tiebacks and anchors;
 - Completing the work from the shoreline by excavator, and reuse existing angle iron cap;
 - Works to be complete in the dry;
- Effective sediment and erosion control measures are to be installed around the perimeter of the work area before starting work and throughout the dredging process to prevent re-suspended sediment from spreading to adjacent areas;
- Staff issued Letter of Advice on behalf of Department of Fisheries and Oceans, March 5, 2013;

- Staff permission issued March 5, 2013.

Application # 10727

Jennifer Phillips and Jeffery Tweedy

4702 Michigan Line, Lot 17, Concession 7, Geographic Township of Plympton, County of Lambton

- Permission required to tear down the existing single family dwelling and construct an approximately 2039 square foot (~189 m²) single family dwelling on the subject property;
- Certified Lot Grading Plan and Plot Plan DWG. No. 13-007-GP, dated February 20, 2013, prepared by Nisbet, Robertson, J.D. & T.M. Nisbet Inc.;
- Detailed Drawings complete by Brandon Home Design, Plan Number: BN156, Project: 2039 S.F. Bungalow, Location: 4702 Michigan Line, Dated: Nov. 20, 2012, A1 to A5, and updated drawings A1, A2, and A5 received February 22, 2013;
- The lowest opening into the proposed dwelling will be at an elevation no lower than 206.75 m (G.S.C.), and the final grade elevation around the dwelling will be at a minimum elevation of 206.75 m (G.S.C.) for a horizontal distance of 2 m;
- The access driveway will be no lower than the edge of the pavement of Michigan Line for its entire length;
- Surface and subsurface drainage will be controlled as per J.D. & T.M. Nisbet Inc. certified lot grading plan within the subject property, and excess fill will be removed from the property;
- Staff permission issued March 13, 2013.

Application # 10728

Jeff and Sabrina Rutter

6006 Langstaff Line, Lot 4, Concession 3 GORE, Geographic Township of Chatham, Municipality of Chatham-Kent

- Permission required to construct a new single family dwelling (two storey with basement) on the subject property. The single family dwelling is approximately 141 square metres (1523 sq. ft.);
- Site Plan/Grading Plan completed by Y.C. Liu Engineering, dated February 25, 2013, File No. 12-231, Sheet No: SP-1 of 1, Project: New Residence for Jeff and Sabrina Rutter;
- Detailed drawings completed by Robinson Design and Drafting (RD&D), Project No: 976-12, Drawing No. A1-A6, dated February 28, 2013, titled "Proposed Rutter Residence 6006 Langstaff Line Wallaceburg, Ont."
- The lowest opening into the new dwelling will be at a minimum elevation of 100.67 m, the top of foundation elevation of the new dwelling will be 100.67 metres, and the final

grade elevation around the new dwelling will be at a minimum of 100.21 m for a horizontal distance of 2 metres.

- The lowest point of the access driveway will be at an elevation of 99.85 metres;
- Surface and subsurface drainage will be controlled as per Y.C. Liu engineered plans, any fill placed on the property to raise dwelling and laneway will be clean, and any excess fill will be removed from the property;
- Disturbed areas will be stabilized and sodded or seeded.
- Staff permission issued March 13, 2013.

Application # 10729

Enbridge Pipelines Inc.

Lot 20, Concession 2 and 3, Geographic Township of Sarnia, County of Lambton

- Permission required for integrity dig, propose to;
 - Strip surrounding topsoil from the existing section of the RoW, placing the subsoil and topsoil (separated piles) on a clearing located adjacent to the integrity dig site on the RoW;
 - Excavate and day-light a 15-20m long, 1.5m wide and 2m deep pipeline segment;
 - Verify coating integrity and repair as necessary;
 - Complete subsoil backfill and compaction over the pipeline;
 - Backfill the excavated areas, which will be approximately 15-20 m long, to bring them up to pre-construction grade;
 - Cleanup/restore and appropriately re-vegetate areas affected by construction (easement, working space and ROW), and;
 - Sediment and erosion control measures to be installed prior to commencement of the works and be maintained until all disturbed areas have been rehabilitated to pre-construction conditions, at which time they will be removed;
- Staff permission issued March 13, 2013.

Application # 10732

Hans and Helga Grote

3398 Schram Drive, Lot 13, Concession Front, Geographic Township of Plympton, County of Lambton

- Permission required to construct a major addition onto the existing dwelling on the subject property;
- Drawings completed by Bayview Design, titled "Grote Residence", Project No. D03-8006, dated March 20, 2013, Sheet A1, A2, and A3;
- The area of the addition will be approx. 49.8% of the existing foundation area/footprint area (2456.4 sq. ft.);
- The proposed addition will be located on the east facing side of the existing dwelling, the

addition will be located approximately 21 metres from the top of the bank of the shoreline bluff at its closest location;

- The addition will not encroach closer to the top of bank than the existing dwelling;
- The proposed addition will not alter shoreline access for protection purposes;
- Surface and subsurface drainage will be directed away from the top of the shoreline bluff, and that no fill placement or grading/site alteration will be required between the existing dwelling and the top of the shoreline bluff;
- Staff permission issued March 26, 2013.

Application # 10733

Rob Mason

30107 St. Clair Parkway, Lot B, Concession 4 GORE, Geographic Township of Chatham,
Municipality of Chatham-Kent

- Permission required to construct an approximately 28 ft. by 28 ft. addition onto the west facing side of the existing dwelling, and an approximately 12 ft. by 32 ft. addition onto the south facing side of the existing dwelling;
- The additions will have a four ft. deep concrete foundation wall on concrete footings (no basement);
- The minimum foundation opening elevation will be at a minimum elevation of 177.00 metres (C.G.D.);
- The finished grade around the foundation will be at a minimum elevation of 177.00 m (C.G.D.) for a horizontal distance of 2 metres;
- Excess fill will be removed from site, and there will be no alterations to minimum lowest openings of the existing dwelling;
- Surface and subsurface drainage will be controlled on the property;
- Staff permission issued March 28, 2013.

Eastern Energy Power Project, Ciro Polsinelli (FA 10715)

Oil Springs Line, Part Lot 26, Concession 2, Geographic Township of Moore, and Part of Road Allowance between Concession 1 and 2, rec'd Plan No. 24, Parts 1-10, Township of St. Clair

PRE-CONSULTATION

Status and progression of File

August 13, 2012;

- Meeting between staff of the SCRCA (GS, DC, MF) and Eastern Energy held at SCRCA;
- Authority introduced to the project and the proponent showed two sites for potential location of facility;

- Eastern Power Limited is proposing an energy plant to be built at the subject location which will produce electricity from natural gas;
- Authority outlined that Oil Springs Line Site is almost entirely regulated by estimated engineered floodplain, and it is a goal of Conservation Authority policy to direct development outside of the floodplain;
- Eastern Energy in the process of completing topographic survey of the property, and will submit topographic survey to the Authority, Authority to review topo and conduct site visit to ground truth regulation mapping;

August 27, 2012;

- Authority commented on submittal of minor variance A18/2012 to position a permitted type 3 industrial use on the property;
- Minor variance was for increasing building height, and reducing sideyard setbacks;
- Authority commented that any development proposed within the regulated area at the subject property would require further investigation (geotechnical study and/or flood plain study);
- Authority recommended deferral of the minor variance pending the outcome of flooding and erosion study requirements of SCRCA regulation permitting approvals for water crossing and building envelope;

August 28, 2012;

- The Municipality approved the minor variance with the condition that no permits for construction are approved until all SCRCA approvals are obtained;

September 11, 2012;

- Eastern Power submitted lawyer inquiry on the subject property;
- Authority re-iterated that portions of the property are regulated and should future development be proposed, further investigation would be required to assess the flood susceptibility of the property;

Floodplain analysis and results

September 18, 2012;

- The Authority reviewed the submitted topographic survey and site plan and issued a response;
- The response noted that based on current hazard mapping, on-site investigation completed August 21, 2012, and review of the attached topographic survey, the Authority can confirm that the majority of the subject property is identified as being susceptible to flooding during a regional storm flooding event;

- The correspondence went on further to say that a detailed Regional/1:100 year floodline mapping study is necessary to establish a building envelope outside the Regional flood level;

Proposed mitigation

December 12, 2012;

- Eastern Energy submitted draft floodplain assessment to the Authority for review;
- Report included background review, survey, hydrologic analysis and hydraulic analysis, and gave regional storm flood elevation;
- A significant portion of the property is below flood level;
- A conceptual cut and fill plan was prepared;
- Floodproofing elevation of 188.0 m was recommended by assessment;

Non-adherence to floodplain policy and proposal to provide all technical information and mitigation for cut and fill for review and decision by both Regulations Committee and potentially Board of Directors

January 17, 2013;

- Meeting between staff of the SCRCA (GS, DC) and Eastern Energy held at SCRCA;
- Discussed Authority concerns with proposed cut and fill plan, as generally cut and fill proposals are not permitted;
- Authority noted that as per previous correspondence they required the 1:100 year flood elevation and delineation;
- Eastern Power explained that they are going to proceed with submitting an application to the Authority for review and want to know all detailed information Authority would require to adequately review the proposed cut and fill plan;

January 28, 2013;

- Authority sent email correspondence to Eastern Power outlining information related to cut and fill proposal plan requirements for submitting a complete application to the Authority for the proposed Green Electron Power Plant Project, and proposed cut and fill plan, while noting that it is our understanding that Riggs is currently completing the required assessment to determine the 1:100 yr. elevation and plot accordingly;
- The correspondence also noted that as discussed during our January 17, 2013 meeting, if the application cannot be supported by staff or the Board of Directors, the decision will be referred to a hearing;
- Timeline requirements for review and hearing process were noted;

Application #10715, received February 4, 2013, by Eastern Energy

February 4, 2013;

- Authority received application submission from Eastern Energy;
- Considered Major Application due to high complexity, application submission included the following;
 - 25 detailed engineered drawings (site plans, general arrangement, building elevations, grading and drainage, cut and fill plan, flow routes, etc.)
 - Riggs Engineering Report on Flood Plain Assessment;
 - Soils Report by LVM Geotechnical Engineers;
 - Culvert Analysis Report;
 - Response Matrix to information requested by the SCRCA and specified in O.R. 171/06;
- Authority staff to review application for completeness and notify the proponent accordingly;
- Upon receipt of complete application Authority Staff will review with Regulations Committee for further action;

CONSERVATION AUTHORITIES ACT SECTION 28 PERMITTING TIMELINES

Decision Timelines for Permitting as outlined in *Policies and Procedures for Conservation Authority Plan review and Permitting Activities*

- Conservation Authorities are to notify applicants, in writing, within 21 days of the receipt of a permission (permit) application, as to whether the application has been deemed complete or not;
 - This review is limited to a complete application policy review and will not include review of the technical merits of the application;

Eastern power submitted application **February 4, 2013**, deadline for notification as to whether the application has been deemed complete or not, **February 25, 2013**.

- From the date of written confirmation of a complete application, CA's are to make a decision (i.e. recommendation to approve or referred to a hearing) with respect to a permission (permit) application and pursuant to the *CA Act* within 90 days for a major application;
- Subsequent to receipt of a complete application, delays in timelines for decision making on a permission (permit) may occur due to CA requests for additional information to address errors or gaps in technical information submitted for review;
- Thus, applications can be put on hold through an agreement to defer decision between the applicant and the CA pending the receipt of further information to avoid premature refusals of permissions (permits) due to inadequate information;

NOTE: Authority staff will review complete application, and discuss with General Manager

current Authority staff workload for review of technical reports and potentially peer review. In order to review expeditiously, the Authority may contract the review as well as peer review if needed. This doesn't seem to be an issue with applicant. TBD.

Update of Activity following February 21, 2013 Board of Directors Meeting

February 22, 2013

Authority staff completed review of application for completeness and contacted the proponent to discuss the submitted application and additional information still required for a complete application;

February 25, 2013

The Authority provide formal written confirmation of information submitted to date in support of the subject application for development under O.R. 171/06. The Authority provided a list of additional information required for a complete application, the information required included;

- Detailed plans completed by a professional engineer which clearly show the existing and proposed grading in plan view and in **cross section**, accompanied by the designer's computations of the volume of flood plain storage to be displaced by proposed fill and the volume of the compensating flood plain storage to be created by means of the proposed excavation;
 - The Authority has received a plan view of the existing and proposed grading (cut and fill, etc.), but no cross sections have been provided;
- Proposed cut and fill must be designed to result in no increase in upstream water surface elevations and no increase in flow velocities in the affected river cross-sections, under a range of potential flood discharge conditions (1:2 year, 1:100 year, regulatory return periods etc.), **compliance with this would need to be demonstrated by means of hydraulic computations;**
- Generally, require that a balanced cut be undertaken to offset fill volume and/or structural intrusion. **Encroachment analysis of structural intrusion should show no downstream/upstream impacts under all storms;**
 - The Authority requires that a detailed analysis of the proposed cut and fill plan is reviewed by a qualified professional engineer to ensure that the control of flooding and erosion is not negatively impacted. In discussion with Bruce Holbein on February 22, 2013, it is our understanding that Riggs Engineering has already been retained to complete this analysis and is in the process of doing so.

Upon receipt of the above information the Authority will be able to determine if the application is deemed complete and provide written confirmation. The Authority can then proceed with review of the technical merits of the submitted complete application. Note: Subsequent to receipt of a complete application, delays in timelines for decision making on permission (permit)

may occur due to CA requests for additional information to address errors or gaps in technical information submitted for review.

The correspondence sent to the proponent on February 25, 2013 then went into a more detailed review of the information submitted to date and provided preliminary application review comments. In review of the submitted plans to date, the Authority offered these initial comments and concerns to initiate discussions on certain issues and determine adequate mitigation and/or alterations to proposed details to satisfy the Authority's concerns in regard to flooding and erosion. This was not a complete list, and was forwarded to help expedite the permitting review process.

April 9, 2013

Eastern Power forwarded the following required additional information in support of a complete application via email on April 5, 2013;

- Final Eastern Power Floodplain Modeling Report, Riggs Engineering;
- SCRCA discussion noted BEH Cundick February 22, 2013;
- MNR March 25th meeting Notes Final;
- Natural Resources Baseline + Environmental Study – East Site;
- Response SCRCA Review Permit Application April 5 Final;

The Authority will now proceed with review of the technical merits of the submitted application, determine if all required information is submitted for a complete application, and proceed accordingly with review and approval provided the natural hazard concerns of the Authority are addressed to the satisfaction of the SCRCA.

Again, required MNR timelines for review include; determining if complete application within 21 days of receipt of above information, and render decision within 90 days of written confirmation of complete application. The SCRCA will expedite the process to the best of its ability.

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Michelle Fletcher, Regulations/Natural Heritage Technician

Patty Hayman, Director of Planning

**ST. CLAIR REGION CONSERVATION AUTHORITY
REGULATIONS ACTIVITY REPORT – VIOLATIONS AND CORRECTIVE ACTIONS**

March 31, 2013

TO: SCRCA Chair and Board of Directors

**SUBJECT: Administration and Enforcement – Section 28 Status Report –
Development, Interference of Wetlands and Alteration to Shorelines and
Watercourses Regulation**

FROM: Dallas Cundick, Environmental Planner / Regulations Officer

A summary of staff activity related to Violations of the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ontario Regulation 171/06 under Ontario Regulation 97/04) is presented below. This report covers the period from February 1, 2013 to March 31, 2013.

FV #201213

Ilderton Road, North Part Lot 1, Concession 8, Geographic Township of Lobo, County of Middlesex

- subject property is an agricultural zoned property that was recently purchased by neighbouring cattle farmers;
- the majority of the 50 acre parcel is low lying lands that are identified as a PSW, and there is about 10 acres of elevated table lands.
- the CA was notified that the landowner began to remove vegetation within a PSW
- staff visited the site on July 9th and confirmed that vegetation removal and disturbance of the wetland had occurred and spoke with landowner about the removals. He indicated that vegetation was being removed to complete the replacement of the old perimeter fence line on the property. Staff asked for work to be stopped at that time until a further assessment could take place;
- staff of the SCRCA met with landowners and their consultant on site July 24th;
- Consultant submitted plans on the landowners behalf outlining the proposed works required to replace the old perimeter fenceline;
- staff of the SCRCA reviewed the proposed works and determined that interference to the hydrological function of the wetland will not occur if certain additional mitigation measures and best management practices are implemented, the key mitigation measures outlined in a letter sent to the landowner August 9, 2012 include:

- the maximum extent of vegetation removal is 20 ft. (6 m) from the property boundary for the footprint of the fence posts and the fenceline;
- vegetation removal is limited to the perimeter of the subject property and is not carried out anywhere else within the wetland boundary;
- August 16, 2012 Authority staff completed inspection of the works to review for compliance with the agreed upon conditions;
- as a result of that inspection, Authority staff determined that vegetation removal in excess of the agreed upon maximum extent of vegetation removal permitted was completed on the subject property;
- mass clearing of wetland vegetation had occurred on the property within the low lying areas outside the agreed upon 6 metre limit of vegetation removal;
- the Authority's regulation under section 5, "Alterations Prohibited" states ".....no person shall.....interfere in any way with a wetland". Upon further investigation, Authority staff have concluded that mass clearing of wetland vegetation constitutes an interference with a wetland;
- interference in any way is interpreted as:
 - *"any anthropogenic act or instance which hinders, disrupts, degrades or impedes in any way the natural features of hydrologic and ecologic functions of a wetland"* (March 2008, Draft Guidelines to Support Conservation Authority Administration of the "Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation", prepared by Ministry of Natural Resources/Conservation Authority Section 28 Peer Review and Implementation Committee.);
- Notice of Violation Letter sent September 7, 2012;
- Notice of Violation Form sent September 7, 2012;
- Notice of Violation Follow Up Letter sent September 7, 2012;
 - letter stated that the Authority requires the proponent cease any further unauthorized vegetation removal and contact the Authority immediately to advise of the measures they propose to remedy the situation. The Authority's goal is to remediate the unauthorized vegetation removal, and therefore asks for voluntary restoration.
- If landowner fails to comply with this request, the Conservation Authority can review its legal options with respect to the site, including but not limited to prosecution;
- September 17, 2012, consultant sent letter of behalf of the landowners to inform the Authority that they will cease any further vegetation removal, and they will allow the cleared wetland vegetation to naturally restore itself;
- Authority staff continue to monitor the site;

Note: removed Pictures of subject property (Ilderton Road, North Part Lot 1, Concession 8, Geographic Township of Lobo, County of Middlesex) taken January 30, 2013, supplied to staff of the SCRCA by staff of the UTRCA. Pictures were present in the February 21, 2013 board

report.

FV 201215

6332 William Street, Lot Ipperwash, Concession Front, Geographic Township of Bosanquet,
County of Lambton

- Conducted site investigation September 26, 2012;
- Unauthorized shoreline protection works along the Lake Huron Shoreline on the subject property had occurred in violation of Section 28 of the *Conservation Authorities Act*, as landowner did not apply or receive approval to carry out these works;
- Notice of Violation Letter sent to landowner and contractor September 27, 2012;
- Notice of Violation Form sent to landowner and contractor September 27, 2012;
- Landowner contacted the Authority to discuss options for measures to remedy the situation on October 12, 2012;
- Authority staff continue to review all issues in the West Ipperwash Beach area in detail and will be advising the interested parties in the area;

FV 201216

2894 Old Lakeshore Road, Lot 4, Concession 9, Geographic Township of Sarnia, County of
Lambton

- Conducted site investigation October 4, 2012;
- Unauthorized deck construction works along the Lake Huron Shoreline on the subject property had occurred in violation of Section 28 of the *Conservation Authorities Act*, as landowner did not apply or receive approval to carry out these works;
- Notice of Violation Letter sent to agent (son of landowner) September 27, 2012;
- Notice of Violation Form sent to agent (son of landowner) September 27, 2012;
- Authority staff met with the proponents on October 26, 2012 and outlined Authority's role in hazard land management and reasons for concerns with deck structure;
- Authority staff advised that deck must be removed, and discussed options for relocating to area of decreased risk;
- Authority Staff contacted the City of Sarnia to determine ownership of land where the deck has been constructed;
- Deck appears to be off the landowners property and on an area of land between the water's edge and the subject property;
- City of Sarnia to look into ownership of the land and determine if city owns the land in the location of the constructed deck;
- Authority staff awaiting confirmation from City of Sarnia on landownership situation before proceeding accordingly;
- City responded to the Authority that the Registry Office indicated any unpinned property

belonged to the Crown, therefore it is not City property. While some maps may indicate the structure extends beyond the homeowners' property, the only way to know for sure would be to have a surveyor go out there;

- Authority staff to proceed with formal letter to the proponent outlining Authority requirements;
- Formal letter outlining Authority requirements sent March 13, 2013;
- Proponent responded to the Authority March 27, 2013 via solicitor that they will be proceeding with an application for the works undertaken with modifications to meet SCRCA policy;

FV 201302

3917 Tile Yard Road, Lot 12, Concession 9, Geographic Township of Enniskillen, County of Lambton
(Although this violation is minor, this is the fifth report of an occurrence on the property with the current owners (5 separate works undertaken on the property since 2008 within the Regulated area where prior written approval was not obtained) ;

- Concerned neighbor contact Authority via email in regard to a crossing built over the creek in the floodplain and Authority restrictions;
- Authority staff contacted concerned individual back to ask if they could provide further detail;
- Concerned neighbor forwarded the following information and pictures;
 - Last summer property owners built a tree fort on what we considered our property and my husband asked them not to use it because our deed says that our property goes to the northern edge of the creek;
 - Owner of 3917 Tile Yard Road believe it is their property because they have a plan with a traverse line;
 - I believe since we disagree we will need a third party decision. I have talked to a lawyer and hired a surveyor who is waiting for better weather;
 - Owner of 3917 tile Yard Road built a bridge this Fall and removed the No Trespassing signs my husband had posted;
 - I was hoping that there are restrictions for the bridge because it just accesses our property;
 - As you can see from the photos it is well constructed and does not seem effected by flooding;
 - Note: removed pictures taken (January 29, 2013) that were in February 21, 2013 board report.
- Authority staff contacted landowner of 3917 Tile yard Road to inquire about works completed in the floodplain over the creek;
- Authority staff re-iterated that development within the floodplain requires prior Authority approval;
- Landowner explained the construction details of the foot bridge crossing;
 - Spans from bankfull width to bankfull width;
 - Two 6 x 6 wood beams span the watercourse and then 2 x 4 and 2 x 6 wood planks 3 ft. long make the walkway surface;

- Structure is not embedded or fastened to the ground;
- No alterations the watercourse were completed;
- Landowner noted that they have survey that shows they own on both sides of the creek;
- Landowner to submit survey to Authority to provide confirmation that location of bridge is on his property;
- Authority to review and provide detailed list of application requirements for the construction of a walking bridge at the subject location;
- Formal letter outlining Authority requirements for the works within the Durham Creek Floodplain sent March 13, 2013;
- Authority staff is waiting for complete application submittal with necessary modifications to meet SCRCA policy.

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Michelle Fletcher, Regulations/Natural Heritage Technician

Patty Hayman, Director of Planning

SCRCA Monthly Planning Activity Summary

11.(iv)

February 2013

File Ref.	Municipality	Geographic Twp.	Concession	Lot	Street
OPA 2013		MCGILLIVRAY	CON 5 EAST	LOT 1	
SEV B02/13		MCGILLIVRAY	CON 7 EAST	LOT 9	
SEV B03/13		MCGILLIVRAY	CON 5 EAST	LOT 1	
SEV B04/13		MCGILLIVRAY	CON 5 EAST	LOT 1	
SEV B05/13		MCGILLIVRAY	CON 5 WCR	LOT 2	
FI 2013	ADELAIDE-METCALFE	ADELAIDE	CON 4 SER	LOT 23	MILL POND CRESCENT
LL 2013	CHATHAM-KENT	CAMDEN	CON 10	LOT 10	HUFF'S CORNERS ROAD
LL 2013	CHATHAM-KENT	CHATHAM	CON 1 GORE	LOT 3	DUFFERIN AVENUE
LL 2013	CHATHAM-KENT	CAMDEN	CON 10	LOT 9	HUFF'S CORNERS ROAD
LL 2013	CHATHAM-KENT	CAMDEN	CON 11	LOT 10	HUFF'S CORNERS ROAD
LL 2013	CHATHAM-KENT	CAMDEN	CON 12	LOT 10	KENT LINE
FI 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 7	LOT 21	CAIRO ROAD
FI 2013	ENNISKILLEN	ENNISKILLEN	CON 11	LOT 14	NORTH RIDGE PLACE
GI 2013	ENNISKILLEN	ENNISKILLEN	CON 14	LOT 16	CHURCHILL LINE
LL 2013	LAMBTON SHORES	BOSANQUET	CON 14	LOT 13	RAWLINGS ROAD
ZBA/SEV	MIDDLESEX CENTRE	LOBO	CON 8	LOT 5	ILDERTON ROAD
FI 2013	MIDDLESEX CENTRE	LOBO	CON 6	LOT 10	EGREMONT DRIVE
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 40	BLUEPOINT DRIVE
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON 4	LOT 14	LONDON LINE
FI 2013	SARNIA	SARNIA	CON 9	LOT 67	CHARLESWORTH LANE
FI 2013	SARNIA	SARNIA	CON 9	LOT 61	TUDOR CLOSE WEST
FI 2013	SARNIA	SARNIA	CON 9	LOT 59	TUDOR CLOSE EAST
LL 2013	SARNIA	SARNIA	CON 7	LOT 16	QUINN DRIVE
SEV B3/2013	SARNIA	SARNIA	R 4	LOT 9	KENNY ST
SEV B4/2013	SARNIA	SARNIA	R 4	LOT 9	KENNY ST
VAR A4/2013	SARNIA	SARNIA	R 4	LOT 9	KENNY ST
FI 2013	ST. CLAIR	SOMBRA	CON 13	LOT B	ST. CLAIR PARKWAY
VAR A1/2013	ST. CLAIR	SOMBRA	CON 5	LOT E	OLD RIVER ROAD
EA 01 2013	STRATHROY-CARADOC	CARADOC	CON 9	LOT 11	CARROLL ST WEST
FI 2013	STRATHROY-CARADOC	CARADOC	CON 8	LOT 15	SCOTCHMERE DRIVE
FI 2013	STRATHROY-CARADOC	CARADOC	CON 6	LOT 16	OLDE DRIVE
FI 2013	STRATHROY-CARADOC	CARADOC	CON 6	LOT 16	OLDE DRIVE
FI 2013	STRATHROY-CARADOC	CARADOC	CON 6	LOT 16	OLDE DRIVE
LL 2013	STRATHROY-CARADOC	CARADOC	CON 6	LOT 14	INADALE DRIVE

March 2013

File Ref.	Municipality	Geographic Twp.	Concession	Lot	Street
FI 2013	ADELAIDE-METCALFE	ADELAIDE	CON 5 SER	LOT 3	NAPPERTON DRIVE
LL 2013	ADELAIDE-METCALFE	METCALFE	CON 5	LOT 11	MELWOOD DRIVE
LL 2013	ADELAIDE-METCALFE	ADELAIDE	CON 4 SER	LOT 3	NAPPERTON DR
PLAN OF SUB	ADELAIDE-METCALFE	ADELAIDE	CON 2 SER	LOT 26	SECOND STREET
ZB 2013	BROOKE-ALVINSTON	BROOKE	CON 6	LOT 19	
FI 2013	CHATHAM-KENT	CAMDEN	CON 4 GORE	LOT 4	CAMDEN STREET
LL 2013	CHATHAM-KENT	DOVER	CON 13	LOT 12	MAIN STREET
FI 2013	DAWN-EUPHEMIA	DAWN	CON 11	LOT 13	HUFFS CORNERS ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 5	LOT 26	BENTPATH LINE
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 5	LOT 27	ANNETT ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 5	LOT 27	ANNETT ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 5	LOT 28	SMITH FALLS ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 6	LOT 27	ANNETT ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 6	LOT 28	ANNETT ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 6	LOT 28	SMITH FALLS ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 6	LOT 29	DOWNIE ROAD

LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 6	LOT 30	DOWNIE ROAD
LL 2013	DAWN-EUPHEMIA	EUPHEMIA	CON 6	LOT 31	DOWNIE ROAD
OPA ZBA	LAMBTON SHORES	BOSANQUET	CON	LOT 19	TOWNSEND LINE
FI 2013	OIL SPRINGS	ENNISKILLEN	CON 2	LOT 17	RICHMOND STREET
FI 2013	PETROLIA	ENNISKILLEN	CON 11	LOT 14	NORTH STREET
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 40	LAKESHORE ROAD
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON 3	LOT 4	CONFEDERATION LINE
FI 2013	SARNIA	SARNIA	CON 9	LOT 9	FRANKLIN AVE
FI 2013	SARNIA	SARNIA	0	LOT 69	FRONT STREET
FI 2013	SARNIA	SARNIA	0	LOT 69	ARTHUR STREET
LL 2013	SARNIA	SARNIA	FRONT	ST	INDIAN ROAD SOUTH
SEV B3/2013	SARNIA	SARNIA	R 4	LOT 9	KENNY ST
FI 2013	ST. CLAIR	MOORE	CON 11	LOT 25	
LL 2013	ST. CLAIR	SOMBRA	CON 11	LOT 1	BENTPATH LINE
FI 2013	STRATHROY-CARADOC	CARADOC	CON 6	LOT 16	OLDE DRIVE
GI 2013	STRATHROY-CARADOC	ADELAIDE	CON 4 SER	LOT 24	METCALFE STREET EAST

February Meetings

- Feb 5 – GLSF Applications Review – C. Lafrance, D. Strang
- Feb 5 – Source Water workshop @ Sarnia– P. Hayman, C. Tasker, S. Clark
- Feb 6 – Source Water Protection Day (full staff) @ UTRCA– P. Hayman
- Feb 7 – SMO Communications Meeting – C. Lafrance, D. Strang, R. Battson
- Feb 12 – SMO Public Consultation, Mooretown – C. Lafrance, D. Strang, R. Battson
- Feb 12 – Meeting with North Middlesex Staff and ABCA GM in regards to SCRCA providing plan review services to the municipality for 4 ABCA severances – P. Hayman, M. Fletcher
- Feb 13 – SMO Public Consultation, Sarnia – C. Lafrance, D. Strang
- Feb 19 – 449 Metcalfe severances @ S-C – P. Hayman
- Feb 20 – Brights Groove Memorial Landscape – D. Cundick, P. Hayman
- Feb 20 – SMO Public Consultation, Wallaceburg – C. Lafrance, D. Strang
- Feb 25 – SMO Communications Meeting – C. Lafrance, D. Strang
- Feb 25 – Sarnia City Council Meeting – C. Lafrance, D. Strang
- Feb 26 – SMO Public Consultation, Aamjiwnaang First Nation – C. Lafrance, D. Strang
- Feb 27 – Canadian RAP Implementation Committee Meeting, Strathroy – C. Lafrance, D. Strang
- Feb 27 – ERCA conference call M. Nelson re: Essex OP – P. Hayman
- Feb 28 – Monitoring and Research Meeting, St. Clair and Detroit Rivers, London – C. Lafrance, D. Strang
- Feb 28 – Site mtg/Proponent Reg/Severance –1933 Franklin Ave – P. Hayman, D. Cundick

March Meetings

- Mar 4 – SMO Public Consultation, Walpole Island First Nation – C. Lafrance, D. Strang
- Mar 4 – Meeting at ABCA to discuss Wind Energy Projects – D. Cundick
- Mar 5 – Source Water Protection workshop Part II @ Sarnia- P. Hayman, C. Tasker, S. Clark, Ingrid V
- Mar 6 – LANXESS severance meeting with proponents and Sarnia Planners – P. Hayman, M. Fletcher
- Mar 7 – Shoreline Meeting with City of Sarnia planning staff– P. Hayman, D. Cundick
- Mar 11 – St. Clair River Work Plan Meeting, London – C. Lafrance, D. Strang
- Mar 12 – LANXESS severance meeting with proponents and Sarnia Planners @ city hall – M. Fletcher
- Mar 14 – Tank Street Subdivision Preliminary Meeting, Petrolia – D. Cundick, P. Hayman
- Mar 19 – NextEra Jericho Wind Energy Project – D. Cundick
- Mar 19 – Middlesex Natural Heritage Study steering committee meeting @ Mid. County– M.Fletcher
- Mar 21 – Binational Public Advisory Committee Meeting, Port Huron, Michigan – C. Lafrance
- Mar 25 – Bluewater Developments meeting with Milo Sturm – P. Hayman, D. Cundick, M. Fletcher
- Mar 27 – SMO Communications Meeting – C. Lafrance, D. Strang, R. Battson
- Mar 27 – Drainage Act/CA Act mtg – P. Hayman, E. Carroll
- Mar 28 – Potential severances McKeough U/S Lands @ St. Clair Twp – P. Hayman, K. Baker

File Reference Codes:

CZ - Comprehensive Zoning	SEV - Severances	GI - General Inquiry	FI – Regulations (Fill) Inquiry
ZBA - Minor Zoning Bylaws and Amendments	VAR - Variances	LL - Legal Letters	NM - Nutrient Management
OP(A) - Official Plan (Amendments)	EA / PLEA - Environmental Assessment	SP - Site Plan	PTTW- Permit to Take Water
TC - Tree Cutting	SUB - Subdivision Plans	DAR - Development Assessment Review	SPA – Site Plan Amendments

To: Board of Directors
Date: March 31, 2013
From: Michelle Fletcher, Regulations/Natural Heritage Technician
Subject: SCRCA Regulations and Planning Report on High Winter Activity

The planning and regulations department has been noting an increase in workload over time. This could be due to both an increase in development activity and an increased awareness at the municipal level of the role of the Conservation Authority in plan review commenting and permitting requirements within the SCRCA regulated area.

A breakdown has been provided below demonstrating the increase in activity during January-March 2013 when compared to the same time period in 2012.

2012 Regulations and Planning Files

Month	Permits	Violations	Property Inquiries	Lawyer's Inquiries	Severances	Variances	ZBAs	OPAs	Subdivisions	EA data requests	TOTAL
Jan.	0	0	4	3	0	2	2	0	1	2	14
Feb.	7	0	2	2	4	2	2	0	1	0	20
Mar.	5	0	3	5	1	2	1	0	1	2	20
TOTAL	12	0	9	10	5	6	5	0	3	4	54

2013 Regulations and Planning Files

Month	Permits	Violations	Property Inquiries	Lawyer's Inquiries	Severances	Variances	ZBAs	OPAs	Subdivisions	EA data requests	TOTAL
Jan.	6	0	2	4	1	1	1	0	0	0	15
Feb.	4	0	9	8	6	2	4	1	0	1	35
Mar.	13	2	5	16	2	0	1	1	3	0	43
TOTAL	23	2	16	28	9	3	6	2	3	1	93

In addition to the summary of the files tracked in our database Planning and Regulations staff have also had the following items on their workload that are not typically tracked:

- 7 Environmental Impact Statement/Development Assessment Report reviews (typically require several days each). Reviewing environmental reports for natural heritage compliance under the Provincial Policy Statement is a planning service the SCRCA provides to its municipalities;
- 1 Ontario Municipal Board case to prepare for in January (on the date of the hearing it was deferred due to inclement weather);
- screening of 58 planning file notices circulated to the SCRCA s that did not result in planning letters (18 not within the SCRCA watershed);

- time spent on site visits, with landowners that stop in at the SCRCA offices to ask questions, and landowners that call or email to ask questions, and;
- compliance monitoring on permits and violations.

Planning and regulations staff strive to provide effective customer service by using established provincial timelines (e.g. CA Act S. 28 “Development, Interference with Wetlands, Alterations to Shorelines and Watercourses” Regulation Permit Application Process (see accompanying chart)) and developing new standardized information packages for landowners that can be provided by staff at reception (see property inquiry information below) to cut down on wait times.

While SCRCA staff make every effort to complete work within set timelines (e.g. permit approvals) this is not always possible with complex applications that do not meet SCRCA policies. In these cases permit approvals cannot be made at the staff level and require additional review by the SCRCA regulations committee and sometimes the board of directors prior to a decision on approval or denial of the application. This results in unavoidable delays.

Hello Mr. / Mrs. -----,

Based on our phone conversation today, ---- --, 2013, it is my understanding that you would like some information in regards to restrictions if you were to purchase and build a house on a vacant lot that is for sale at --- ----- Street in ----- . Below I have included information on looking up the regulated area mapping for your property and completing a property inquiry application.

The information for accessing the regulated area mapping for the SCRCA watershed is as follows:

- Go to the CA Maps site www.camaps.ca and scroll down to the St. Clair Conservation logo.
- Then you will click on the globe icon to the right that has the words I Agree below.
- This will open a new window with a map of the St. Clair CA watershed.
- On left of map click on the orange 'I want to' button and select 'Show/hide advanced toolbar'
- Click on the 'Address search' icon and fill in the information for your address.

Or

- Click on the 'Zoom in' button and then repeatedly double click on the map on the general area of your property to zoom in.
- Once you have zoomed in far enough (1:50,000 map scale; located in the "Getting Around" toolbar near the top of the screen) the CA regulation area will appear (red).
- If you continue to zoom in (1:5,000 map scale) the air photo layer will appear (this step is very slow).
- This should allow you to see what portions of your property are regulated.

If you have determined your property is in a regulated area this means that written permission from the Authority is required prior to any development activities within this area.

Information regarding the Authority's role in hazards lands management can be found on our website at:

http://www.scrca.on.ca/PlanningRegs_Main.htm

If you want additional information about the regulated area on your property (e.g. is the regulated area based on flooding or erosion hazards or a wetland buffer) you may want to do a formal property inquiry. The purpose of the property inquiry is to answer specific questions (e.g. if you have a specific area you want to build on your lot and you want to know the restrictions and requirements to build there).

The property inquiry process allows SCRCA staff to do a site visit (if necessary) and then tailor mapping and a letter specific to your inquiry. The more specific you can be the better. This

would allow us to assess the hazards, and get back to you with a written response and mapping. A property inquiry form can be obtained from our website at:

http://www.scrca.on.ca/Publications/Regs_Inquiry_Clearance_Form.pdf

To help SCRCA staff assess your project you can use CA Maps to create a map of your project. There are two options for creating a map. The first is to print off the original map of your property from CA Maps and draw your project area on by hand or you can create a map on CA Maps using the tools provided by the program.

To create a map using CA Maps:

- Click on the 'Tasks' tab near the top of the page.
- You will see a number of red buttons labeled as 'Drawing Tools'.
- Select an appropriate tool to outline your property.
 - For example, if your property is a rectangle you would use the 'Rectangle' drawing tool.
 - If your property is more irregular use the 'Polygon' drawing tool.
- Once you have your drawing tool selected use it to outline your property.
 - If using the 'Rectangle' tool click and drag from one corner of your property to another until your entire property is within the rectangle.
 - If using the 'Polygon' tool click on one corner of your property to another going in either a clockwise or counter-clockwise direction from the corner you started in until your entire property is outlined (double click your last point to finish the drawing).
- After you have finished outlining your property you may now outline the area you wish to build or alter.
- Follow the same steps that you used to outline your property.

If you wish to hand draw your plan on the original CA Map or you have finished using drawing tools (as outlined above) to delineate your project and property you will need to print your map by doing the following:

- Click on the orange 'I Want To...' button in the top left corner of your map.
- Click on 'Create a Printable map'.
- A small window will open. Click the 'Create File' button on the bottom right hand side.
- Click the button in the lower right hand corner that says 'Open File'.
- A .pdf file of your map will now appear that can be printed off and attached to your Inquiry Clearance Form

The fee for a property inquiry is \$200.00. Cheques should be made payable to the St. Clair Region Conservation Authority. Alternatively credit card payments can be processed as well. Depending on current workloads property inquiries may take 2-5 weeks to complete.

If you are not the owner of the property a signed landowner authorization will be required so that staff members can access the property for a site visit. A landowner authorization form can be obtained from our website at:

http://www.scrca.on.ca/Publications/Regs_LandownerAuth_Form.pdf

If you have any further questions please feel free to contact me.

Michelle Fletcher

Regulations/Natural Heritage Technician

St. Clair Region Conservation Authority

205 Mill Pond Crescent, Strathroy, Ontario, N7G 3P9

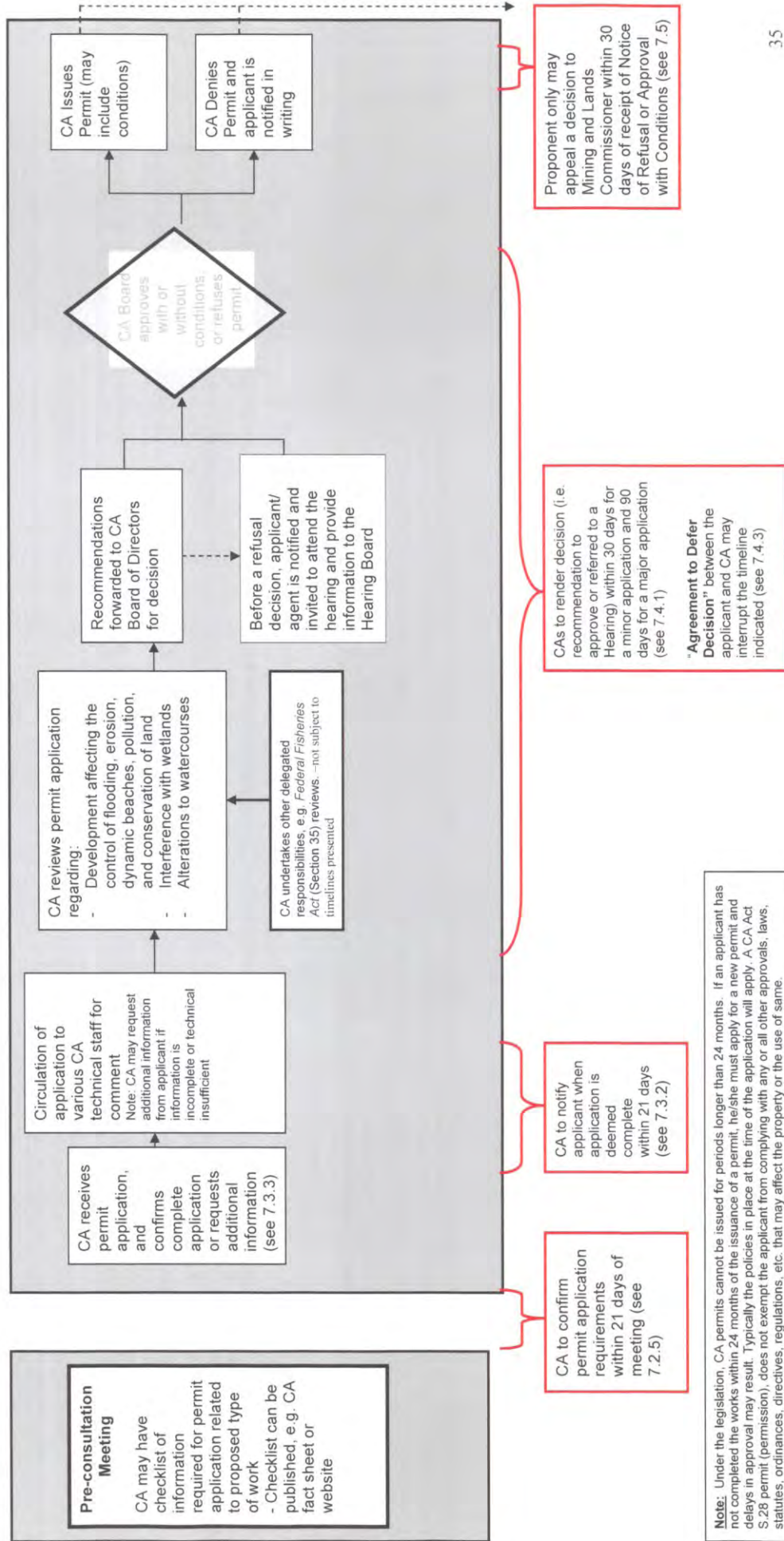
Phone: 519 – 245 – 3710 Fax: 519 – 245 – 3348

Website: www.scrca.on.ca



“Working together for a better environment”

Appendix 2(c): Stand-Alone CA Act S. 28 "Development, Interference with Wetlands, Alterations to Shorelines and Watercourses" Regulation Permit Application Process



ST CLAIR REGION CONSERVATION AUTHORITY
Statement of Revenue and Expenditure
For the Three Months ending March 31, 2013

	Actual To Date			Annual Budget		Variance from Budget	
	Revenue	Expenditures	Surplus(Deficit)	Revenue	Expenditures	Revenue	Expenditures
Flood Control & Erosion Control	\$599,498	\$78,018	\$521,480	\$645,250	\$645,250	(\$45,752)	(\$567,232)
Capital Projects/WECI	\$101,539	\$241,226	(\$139,687)	\$394,500	\$394,500	(\$292,961)	(\$153,274)
Conservation Area's Capital Development	\$0	\$5,268	(\$5,268)	\$139,500	\$139,500	(\$139,500)	(\$134,232)
IT Capital	\$4,836	\$6,508	(\$1,672)	\$19,200	\$19,200	(\$14,364)	(\$12,692)
Equipment	\$18,375	\$33,530	(\$15,155)	\$72,000	\$72,000	(\$53,625)	(\$38,470)
Planning & Regulations	\$170,250	\$76,490	\$93,760	\$339,841	\$339,841	(\$169,591)	(\$263,351)
Technical Studies	\$289,098	\$47,659	\$241,439	\$158,888	\$158,888	\$130,210	(\$111,229)
Recreation	\$55,928	\$77,149	(\$21,221)	\$948,450	\$948,450	(\$892,522)	(\$871,301)
Property Management	\$33,140	\$52,946	(\$19,805)	\$269,000	\$269,000	(\$235,860)	(\$216,054)
Education and Communication	\$70,850	\$47,838	\$23,012	\$187,000	\$187,000	(\$116,150)	(\$139,162)
Source Water Protection	\$1,440	\$44,759	(\$43,319)	\$350,000	\$350,000	(\$348,560)	(\$305,241)
Conservation Services/Healthy Watersheds	\$414,419	\$121,280	\$293,139	\$691,037	\$691,037	(\$276,618)	(\$569,757)
Administration/AOC Management	\$602,163	\$154,046	\$448,117	\$840,000	\$840,000	(\$237,837)	(\$685,954)
	\$2,361,536	\$986,716	\$1,374,820	\$5,054,666	\$5,054,666	(\$2,693,130)	(\$4,067,950)

Notes:

1. The 2013 MNR Operating grant of 310,000 has not been received but is recorded in the actual revenue reported above.
2. Municipal matching levies of have been invoiced and are recorded in the actual revenue, the special or non-matching have not been invoiced
See General Levy Report for amounts outstanding.
3. The significant variances from budget to actual is reflective of the nature/timing and uniqueness of the particular projects.
The variances will reduce and disappear as the year progresses.
4. Detailed statement available upon request

**ST. CLAIR REGION CONSERVATION AUTHORITY
CASH DISBURSEMENTS FROM JAN. 1 TO Mar. 31, 2013**

**12. (ii)
D. Brodie**

<u>CHQ. NO.</u>	<u>DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>
14197	02/01/2013	21 SHELL & VARIETY	54.00
14198	02/01/2013	ARBORTECH PROFS. TREE CARE	10,428.38
14199	02/01/2013	ARMSTRONG CONSTRUCTION	11,187.00
14200	02/01/2013	RICK BATTSON	279.99
14201	02/01/2013	BOND PETROLEUM	790.03
14202	02/01/2013	BRITEC COMPUTER SYSTEMS LTD.	155.38
14203	02/01/2013	P.CASH-D.BRODIE	355.97
14204	02/01/2013	Campbells Outdoor Power Equipment Ltd.	209.04
14205	02/01/2013	CANPAR TRANSPORT L.P.	174.21
14206	02/01/2013	C.B.D. CLUB INC.	226.00
14207	02/01/2013	COR'S MOTORS LTD.	42.32
14208	02/01/2013	DOWLER KARN PROPANE	163.80
14209	02/01/2013	CHRIS DURAND	72.14
14210	02/01/2013	FOREST CITY BUSINESS EQUIPMENT	1,855.64
14211	02/01/2013	FOREST CITY LEASING	293.80
14212	02/01/2013	MELISSA GILL	115.50
14213	02/01/2013	HALLTECH AQUATIC RESEARCH INC.	7,054.03
14214	02/01/2013	HAMSTRA CARPET ONE	1,283.44
14215	02/01/2013	HEYLAND FARMS LTD./DOUG MCGEE	124.30
14216	02/01/2013	J & S LAWN CARE	279.58
14217	02/01/2013	LINDA JONES	380.00
14218	02/01/2013	KLEEFMAN CLEANING SERVICES	1,567.89
14219	02/01/2013	LOBLAW COMPANIES LIMITED	532.65
14220	02/01/2013	LONDEX OFFICE PRODUCTS	74.65
14221	02/01/2013	LARRY MACDONALD CHEVROLET OLDS LTD.	1,510.37
14222	02/01/2013	MILLIKEN PLUMBING & HEATING LT	109.11
14223	02/01/2013	THE MUFFLERMAN	39.55
14224	02/01/2013	NEOPOST CANADA LIMITED	4,520.00
14225	02/01/2013	SHARON NETHERCOTT	91.30
14226	02/01/2013	TIM PAYNE	23.70
14227	02/01/2013	Karen Pugh	100.00
14228	02/01/2013	CITY OF SARNIA	73.45
14230	02/01/2013	SHOREPLAN ENGINEERING LTD.	3,983.76
14231	02/01/2013	SKIFFINGTON CATERING & THE DINNER MARKE	1,558.27
14232	02/01/2013	ST.CLAIR REGION CON.FOUNDATION	120.00
14234	02/01/2013	DONNA STRANG	86.93
14235	02/01/2013	STRATHROY TIRE SALES & SERVICE	249.55
14236	02/01/2013	SUN MEDIA CORPORATION	42.31
14237	02/01/2013	SUPERIOR COMPUTER SALES INC.	1,179.34
14238	02/01/2013	SOUTHWEST AG PARTNERS INC.	6.42
14239	02/01/2013	MUNICIPALITY OF STRATHROY-CARADOC	2,280.01

14240	02/01/2013	TOWNSHIP OF DAWN-EUPHEMIA	24.60
14241	02/01/2013	WARWICK AUTO SERVICE	1,416.06
14242	02/01/2013	WARWICK GAS & VARIETY	316.01
14243	02/01/2013	WATFORD HOME HARDWARE BUILDING CENTRE	1,560.26
14244	02/01/2013	WATSON TIM-BR MART	2,318.76
14245	02/01/2013	WOODS PEARSON & ASSOCIATES	3,503.00
14246	02/01/2013	WORKPLACE SAFETY & INS. BOARD	3,651.53
14247	02/01/2013	LEATHA JONES	380.00
14248	02/01/2013	SOMERVILLE SEEDLINGS	10,000.00
14259	10/01/2013	LAFARGE CANADA INC.	517.82
14260	10/01/2013	BRIAN MCDOUGALL	22.00
14261	10/01/2013	NORTH-SOUTH ENVIRONMENTAL INC.	3,065.13
14262	10/01/2013	PODOLINSKY FARM EQUIPMENT	104.49
14263	10/01/2013	PRINCESS AUTO	112.98
14264	10/01/2013	GIRISH SANKAR	113.58
14265	10/01/2013	SHOREPLAN ENGINEERING LTD.	4,053.62
14266	10/01/2013	SIGNS AND DESIGNS	248.60
14267	10/01/2013	SUN MEDIA CORPORATION	174.02
14268	10/01/2013	TOWN OF PLYMPTON-WYOMING	33.72
14269	10/01/2013	TOWNSHIP OF WARWICK	67.38
14270	10/01/2013	JESSICA VAN ZWOL	90.00
14271	10/01/2013	WATFORD HOME HARDWARE BUILDING CENTRE	71.11
14272	10/01/2013	WATSON TIM-BR MART	1,688.90
14274	10/01/2013	SHOREPLAN ENGINEERING LTD.	6,149.05
14275	15/01/2013	ALS CANADA LIMITED	822.64
14276	15/01/2013	BRITEC COMPUTER SYSTEMS LTD.	2,127.73
14277	15/01/2013	CANPAR TRANSPORT L.P.	39.46
14278	15/01/2013	CONSERVATION ONTARIO	6,832.80
14279	15/01/2013	FOREST CITY LEASING	293.80
14280	15/01/2013	Hub Creative Group	326.57
14281	15/01/2013	LEATHA JONES	380.00
14282	15/01/2013	Land Improvement Contractors of Ontario	158.20
14283	15/01/2013	LAMBTON SOIL & CROP IMPRV.ASSC	120.00
14284	15/01/2013	Middlesex Soil & Crop Improvement Association	250.00
14285	15/01/2013	Minister of Finance/MTO	250.00
14286	15/01/2013	ST.CLAIR REGION CON.FOUNDATION	690.00
14287	15/01/2013	THREE MAPLES VARIETY	194.00
14288	15/01/2013	WASTE MANAGEMENT OF CANADA CORP.	106.73
14289	15/01/2013	WATSON TIM-BR MART	60.25
14290	15/01/2013	Yellow Pages Group	24.35
14291	18/01/2013	BUFFETT, TAYLOR & ASSOCIATES INS. AGENCY	10,188.82
14292	18/01/2013	Canadian Linen & Uniiform	127.74
14293	18/01/2013	ENVIRON INTERNATIONAL CORP.	2,184.01
14294	18/01/2013	SKIFFINGTON CATERING &THE DINNER MARKET	118.54
14295	18/01/2013	Strathroy & District Chamber of Commerce	50.00
14296	18/01/2013	Wyoming Tree Service	813.60
14305	31/01/2013	4IMPRINT, INC.	900.36
14306	31/01/2013	P.CASH-D.BRODIE	273.36

14307	31/01/2013	Canadian Linen & Uniiform	71.24
14308	31/01/2013	CANPAR TRANSPORT L.P.	237.20
14309	31/01/2013	CCI Studios	395.50
14310	31/01/2013	STEPHEN CLARK	349.39
14311	31/01/2013	CONSERVATION ONTARIO	11,795.19
14312	31/01/2013	CORPORATION OF THE TOWN OF PETROLIA	113.00
14313	31/01/2013	DOWLER KARN PROPANE	148.91
14314	31/01/2013	ENVIRON INTERNATIONAL CORP.	3,225.74
14315	31/01/2013	MELISSA GILL	155.66
14316	31/01/2013	KENN'S PRINTING LTD.	809.85
14317	31/01/2013	LONDEX OFFICE PRODUCTS	343.71
14318	31/01/2013	MICROAGE BASICS	33.90
14319	31/01/2013	SHARON NETHERCOTT	262.90
14320	31/01/2013	1253611 ONT.LTD.O/A NOTHERS	585.51
14321	31/01/2013	OMCKRA	40.00
14322	31/01/2013	TIM PAYNE	53.61
14323	31/01/2013	PETROLIA HOME HARDWARE	22.55
14324	31/01/2013	Power Plumbing & Heating	249.73
14325	31/01/2013	SAUGEEN VALLEY CONSERVATION AUTHORITY	282.50
14326	31/01/2013	GIRISH SANKAR	518.57
14327	31/01/2013	SRNA/LMBTN CHAMBER OF COMMERCE	169.50
14328	31/01/2013	SHOREPLAN ENGINEERING LTD.	10,199.78
14329	31/01/2013	SIGNS AND DESIGNS	180.80
14330	31/01/2013	STRATHROY RENTAL ONE	99.44
14331	31/01/2013	STRATHROY TIRE SALES & SERVICE	25.00
14332	31/01/2013	SUPERIOR COMPUTER SALES INC.	9,614.04
14333	31/01/2013	TSC STORES L.P.	5.59
14334	31/01/2013	Van Bree Drainage And Bulldozing Ltd.	74,708.82
14335	31/01/2013	WORKPLACE SAFETY & INS. BOARD	4,819.36
14336	31/01/2013	Yellow Pages Group	24.35
14342	13/02/2013	BRIAN MCDUGALL	420.16
14343	13/02/2013	MUNICIPALITY OF MIDDLESEX CENTRE	45.20
14344	15/02/2013	ALS CANADA LIMITED	940.16
14345	15/02/2013	ARBORTECH PROFS. TREE CARE	2,135.70
14346	15/02/2013	TOWNSHIP OF BROOKE-ALVINSTON	1,033.00
14347	15/02/2013	P.CASH-D.BRODIE	371.76
14348	15/02/2013	THE BUSINESS HELP CENTRE	250.00
14349	15/02/2013	Canadian Linen & Uniiform	71.24
14350	15/02/2013	CANPAR TRANSPORT L.P.	82.32
14351	15/02/2013	ERIN CARROLL	570.16
14352	15/02/2013	MUNICIPALITY OF CHATHAM KENT	5,282.99
14353	15/02/2013	CITY OF SARNIA	111.99
14354	15/02/2013	CONSERVATION ONTARIO	1,191.88
14355	15/02/2013	CORPORATION OF THE TOWN OF PETROLIA	195.00
14356	15/02/2013	DISTINCT IMPRESSION	303.97
14357	15/02/2013	DUCKS UNLIMITED CANADA	35.00
14358	15/02/2013	DUN-RITE LANDSCAPING INC.	406.80
14359	15/02/2013	FOREST CITY LEASING	293.80

14360	15/02/2013	HALLTECH AQUATIC RESEARCH INC.	229.39
14361	15/02/2013	HOLLANDIA POOL & LANDSCAPE	331.88
14362	15/02/2013	LOBLAW COMPANIES LIMITED	235.72
14363	15/02/2013	LUMBERJACK BUILDING CENTRES	59.25
14364	15/02/2013	MUNICIPALITY OF LAMBTON SHORES	485.87
14365	15/02/2013	MUNICIPALITY OF MIDDLESEX CENTRE	296.00
14366	15/02/2013	MUNICIPALITY OF STRATHROY-CARADOC	546.04
14367	15/02/2013	MY FM	281.37
14368	15/02/2013	NIELSEN'S FLOWERS/COUNTRYGOOSE	62.15
14369	15/02/2013	PETROLIA HOME HARDWARE	72.83
14370	15/02/2013	ROBERT G. WATERS IN TRUST	5,597.57
14371	15/02/2013	SHOREPLAN ENGINEERING LTD.	7,902.25
14372	15/02/2013	SKIFFINGTON CATERING & THE DINNER MARKE`	259.67
14373	15/02/2013	MUNICIPALITY OF SOUTHWEST MIDDLESEX	501.00
14374	15/02/2013	SUPERIOR PROPANE INC.	529.22
14375	15/02/2013	DONNA STRANG	364.10
14376	15/02/2013	STRATHROY HOME HARDWARE BUILDING CENT	77.76
14377	15/02/2013	SUPERIOR COMPUTER SALES INC.	322.06
14378	15/02/2013	TOWNSHIP OF ST. CLAIR	14,707.60
14379	15/02/2013	TOWNSHIP OF ENNISKILLEN	309.70
14380	15/02/2013	TOWN OF PLYMPTON-WYOMING	185.24
14381	15/02/2013	P.CASH-D.BRODIE	324.32
14382	19/02/2013	Excellent Signs & Displays Inc.	7,343.50
14383	19/02/2013	LEATHA JONES	380.00
14385	22/02/2013	Salthaven Wildlife Rehabilitation & Education Centre	300.00
14386	26/02/2013	Advanced Response Training	2,260.00
14387	26/02/2013	BF ENVIRONMENTAL CONSULTANTS LTD.	610.20
14388	26/02/2013	BUFFETT, TAYLOR & ASSOCIATES INS. AGENCIE	10,138.26
14389	26/02/2013	Canadian Linen & Uniiform	71.24
14390	26/02/2013	CANPAR TRANSPORT L.P.	176.79
14391	26/02/2013	CITY OF SARNIA	73.45
14392	26/02/2013	DISTINCT IMPRESSION	141.25
14393	26/02/2013	DOWLER KARN PROPANE	193.40
14395	26/02/2013	HAMSTRA CARPET ONE	3,012.02
14397	26/02/2013	JAMES O POAG JEWELLER LIMITED	734.82
14398	26/02/2013	KLEEFMAN CLEANING SERVICES	536.76
14399	26/02/2013	LONDEX OFFICE PRODUCTS	1,234.19
14400	26/02/2013	LOVERS ATWORK OFFC.FURNITR.INC	27,368.05
14401	26/02/2013	BRIAN MCDUGALL	144.92
14402	26/02/2013	MIDDLESEX PRINTING CORPORATION	1,120.23
14403	26/02/2013	TIM PAYNE	306.73
14404	26/02/2013	PRINCESS AUTO	82.43
14405	26/02/2013	SHOREPLAN ENGINEERING LTD.	7,007.08
14406	26/02/2013	STRATHROY HOME HARDWARE BUILDING CENT	74.71
14407	26/02/2013	SUPERIOR COMPUTER SALES INC.	256.51
14408	26/02/2013	TOWNSHIP OF DAWN-EUPHEMIA	20.00
14409	26/02/2013	Van Bree Drainage And Bulldozing Ltd.	104,773.37
14410	26/02/2013	WORKPLACE SAFETY & INS. BOARD	3,104.50

14411	26/02/2013	Wyoming Tree Service	271.20
14412	26/02/2013	Yellow Pages Group	24.35
14413	26/02/2013	BAIRD & ASSOCIATES	8,072.81
211	28/02/2013	STAPLES BUSINESS DEPOT-EFT	339.64
14422	12/03/2013	MUNICIPALITY OF STRATHROY-CARADOC	9.28
14423	12/03/2013	MURIEL ANDREAE	332.99
14424	12/03/2013	Canadian Linen & Uniiform	71.24
14425	12/03/2013	CANPAR TRANSPORT L.P.	133.92
14426	12/03/2013	COR'S MOTORS LTD.	42.32
14427	12/03/2013	DELTA POWER EQUIPMENT	9,654.72
14428	12/03/2013	FOREST CITY LEASING	293.80
14429	12/03/2013	MELISSA GILL	385.04
14430	12/03/2013	LEATHA JONES	380.00
14431	12/03/2013	LMac Community CPR	2,339.10
14432	12/03/2013	LOBLAW COMPANIES LIMITED	49.05
14433	12/03/2013	MICROAGE BASICS	286.62
14434	12/03/2013	ONTARIO MINISTER OF FINANCE	787.50
14435	12/03/2013	MUNICIPALITY OF STRATHROY-CARADOC	95.00
14436	12/03/2013	SHARON NETHERCOTT	449.90
14437	12/03/2013	Parker Plastics	184.08
14438	12/03/2013	Polish Alliance of Canada	1,950.38
14439	12/03/2013	PRAXAIR PRODUCTS INC.	71.80
14440	12/03/2013	RAPID BINDING & LAMINATING	559.35
14441	12/03/2013	SKIFFINGTON CATERING & THE DINNER MARKE	142.24
14442	12/03/2013	SUNDOWNER SLOANS	744.67
14443	12/03/2013	SUN MEDIA CORPORATION	1,538.83
14444	12/03/2013	SUPERIOR COMPUTER SALES INC.	282.50
14445	12/03/2013	SWISH MAINTENANCE LIMITED	134.69
14446	12/03/2013	MIKE TIZZARD	108.50
14447	12/03/2013	Toronto Zoo	339.00
14448	12/03/2013	TOWNSHIP OF ST. CLAIR	48.95
14449	12/03/2013	TSC STORES L.P.	38.35
14450	12/03/2013	TOWNSHIP OF WARWICK	946.00
14451	12/03/2013	TOWNSHIP OF DAWN-EUPHEMIA	275.68
14452	12/03/2013	JESSICA VAN ZWOL	21.20
14453	13/03/2013	BUFFETT, TAYLOR & ASSOCIATES INS. AGENCIE	10,087.70
14454	13/03/2013	Steve Clark	1,343.02
14455	13/03/2013	THE ONTARIO CONSTRUCTION COMPANY LTD.	130,635.18
14456	20/03/2013	ENVIRON INTERNATIONAL CORP.	13,295.34
14457	20/03/2013	LAMBTON COUNTY MUNICIPAL ASSC.	20.00
14458	20/03/2013	NORTH-SOUTH ENVIRONMENTAL INC.	2,076.38
14459	20/03/2013	South Lobo Women's Institute	280.00
14460	20/03/2013	ST.CLAIR REGION CON.FOUNDATION	560.00
14461	20/03/2013	WORKPLACE SAFETY & INS. BOARD	19.80
14482	28/03/2013	AGMEDIA INC.	37.00
14483	28/03/2013	A & L CANADA LABORATORIES INC.	20,000.00
14484	28/03/2013	AMCTO	64.41
14485	28/03/2013	AUSABLE BAYFIELD CON.AUTHORITY	20,018.25

14486	28/03/2013	MARK BAKELAAR	194.91
14487	28/03/2013	BILL BRON ELECTRIC	679.18
14488	28/03/2013	BKL CONSULTING ENGINEERS	1,118.70
14489	28/03/2013	BUFFETT, TAYLOR & ASSOCIATES INS. AGENCIE	10,406.96
14490	28/03/2013	Canadian Linen & Uniiform	72.37
14491	28/03/2013	CANPAR TRANSPORT L.P.	39.56
14492	28/03/2013	CAROLINIAN CANADA	1,500.00
14493	28/03/2013	DOWLER KARN PROPANE	195.07
14494	28/03/2013	Daniel Feenstra	280.00
14495	28/03/2013	FOREST CITY BUSINESS EQUIPMENT	1,679.87
14496	28/03/2013	FOREST GARDEN CLUB	35.00
14497	28/03/2013	MELISSA GILL	285.45
14498	28/03/2013	PATTY HAYMAN	134.76
14499	28/03/2013	HAYTER-WALDEN PUBLICATIONS INC.	276.70
14500	28/03/2013	Fraser Hodgson	1,031.94
14501	28/03/2013	KELLESTINE BACKHOE SERVICE	255.00
14502	28/03/2013	KENN'S PRINTING LTD.	208.49
14503	28/03/2013	KETTLE CREEK CONS. AUTHORITY	168.69
14504	28/03/2013	KLEEFMAN CLEANING SERVICES	494.38
14505	28/03/2013	LARRY MACDONALD CHEV OLDS	521.83
14506	28/03/2013	LONDEX OFFICE PRODUCTS	453.08
14507	28/03/2013	Heather Long	741.39
14508	28/03/2013	LOVERS ATWORK OFFC.FURNITR.INC	2,259.56
14509	28/03/2013	MAXXAM ANALYTICS INC.	5,000.00
14510	28/03/2013	MIDDLESEX MUNICIPAL ASSOC.	100.00
14511	28/03/2013	MIDDLESEX PRINTING CORPORATION	205.60
14512	28/03/2013	SAUGEEN VALLEY CONSERVATION AUTHORITY	225.00
14513	28/03/2013	GIRISH SANKAR	187.00
14514	28/03/2013	JEFF SHARP	88.00
14515	28/03/2013	SHOREPLAN ENGINEERING LTD.	12,233.97
14516	28/03/2013	ST.CLAIR REGION CON.FOUNDATION	3,393.33
14517	28/03/2013	DONNA STRANG	184.13
14518	28/03/2013	SUN MEDIA CORPORATION	553.25
14519	28/03/2013	UPPER THAMES RIVER CONS. AUTH.	2,000.00
14520	28/03/2013	WARWICK AUTO SERVICE	3,752.05
14521	28/03/2013	WATFORD HOME HARDWARE BUILDING CENTRE	1,492.65
14522	28/03/2013	WORKPLACE SAFETY & INS. BOARD	3,435.82
14523	28/03/2013	Wyoming Tree Service	271.20
14524	28/03/2013	Yellow Pages Group	24.35

TOTAL DISBURSEMENTS - BANK NO. 1 -

\$ 745,138.28

STEWARDSHIP CHEQUES -JAN-MAR. 2013

<u>CHQ. NO.</u>	<u>DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>
-----------------	-------------	---------------	---------------

14189	02/01/2013	BF ENVIRONMENTAL CONSULTANTS LTD.	33,065.27
14190	02/01/2013	BOB'S MOTORSPORT LTD.	116.22
14191	02/01/2013	COMMERCIAL COPY CENTRE	44.24
14192	02/01/2013	DON HECTOR	6,000.00
14193	02/01/2013	PETTY CASH - JAKE LOZON	630.80
14194	02/01/2013	MAPLE CITY MINI STORAGE	146.00
14195	02/01/2013	PARKINS FAMILY FARM	6,086.63
14196	02/01/2013	TSC STORES L.P. (CHATHAM)	70.13
14249	10/01/2013	AGRIS CO-OPERATIVE LTD.	25.99
14250	10/01/2013	C.L. BENNINGER EQUIPMENT LTD.	15.24
14251	10/01/2013	PETTY CASH - JAKE LOZON	815.31
14252	10/01/2013	MAPLE CITY MINI STORAGE	438.00
14253	10/01/2013	TSC STORES L.P. (CHATHAM)	15.71
14254	10/01/2013	21 SHELL & VARIETY	40.02
14255	10/01/2013	CANPAR TRANSPORT L.P.	57.75
14256	10/01/2013	DUN-RITE LANDSCAPING INC.	158.20
14257	10/01/2013	GENCARE SERVICES	740.15
14258	10/01/2013	HSE INTEGRATED ILTD.	54.49
14297	18/01/2013	FRANK GUSTIN	1,250.00
14298	18/01/2013	TSC STORES L.P. (CHATHAM)	13.99
14299	24/01/2013	LOWER THAMES VALLEY CONS. AUTHORITY	357.14
14300	29/01/2013	JACK CHAPMAN	613.80
14301	29/01/2013	LLOYD BAG COMPANY	49.72
14302	29/01/2013	RON LUDOLPH	2,704.92
14303	29/01/2013	TSC STORES L.P. (CHATHAM)	120.18
14304	30/01/2013	ROY BUCHANAN	3,263.00
14337	12/02/2013	BF ENVIRONMENTAL CONSULTANTS LTD.	29,086.20
14338	12/02/2013	PETTY CASH - JAKE LOZON	772.91
14339	12/02/2013	MAPLE CITY MINI STORAGE	730.00
14340	12/02/2013	ONTARIO MINISTER OF FINANCE	83,931.48
14341	12/02/2013	TSC STORES L.P. (CHATHAM)	15.02
14414	06/03/2013	EMP89500	320.87
14415	06/03/2013	EMP92500	337.75
14416	12/03/2013	DEVOLDER FARMS	2,442.69
14417	12/03/2013	KELCOM CHATHAM	7.90
14418	12/03/2013	PETTY CASH - JAKE LOZON	677.86
14419	12/03/2013	MAPLE CITY MINI STORAGE	438.00
14420	12/03/2013	ONTARIO MINISTER OF FINANCE	83,931.48
14421	12/03/2013	SENTRY FIRE & SAFETY SERVICES	110.92
14462	27/03/2013	EMP98767	1,351.07
14463	27/03/2013	EMP98862	1,246.26
14464	27/03/2013	BF ENVIRONMENTAL CONSULTANTS LTD.	29,161.31
14465	27/03/2013	IAN CAMERON	1,200.00
14466	27/03/2013	DONALD CRAIG	155.00
14467	27/03/2013	TOM JACKSON	146.00
14468	27/03/2013	PETTY CASH - JAKE LOZON	1,554.41
14469	27/03/2013	TYLER OUELETTE	34.00
14470	27/03/2013	TOM PURDY	140.85

14471	27/03/2013	SENTRY FIRE & SAFETY SERVICES	224.49
14472	27/03/2013	TSC STORES L.P. (CHATHAM)	98.47
14473	27/03/2013	GREEN SHIELD CANADA	804.00
14474	28/03/2013	JACK CHAPMAN	1,940.85
14475	28/03/2013	DOVER AGRI-SERVE INC.	339.00
14476	28/03/2013	LKAITC ACTION COMMITTEE	250.00
14481	28/03/2013	ESTATE OF WARREN POWERS	116.39
14477	31/03/2013	EMP98737	559.43
14478	31/03/2013	EMP98767	678.69
14479	31/03/2013	EMP98862	678.69
14480	31/03/2013	EMP98884	667.30
14545	31/03/2013	LARRY CORNELIS	288.00
14546	31/03/2013	DON GIFFIN	186.95
1204	03/01/2013	BELL CANADA	64.35
1224	31/01/2013	Telus Mobility RLSN	<u>921.93</u>

TOTAL STEWARDSHIP CHEQUES-JAN-MAR.2013-

\$ 302,503.42

INTERNET BANKING - BANK NO. 1

<u>TRANS #</u>	<u>DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>
1201	03/01/2013	ETR - 407 EXPRESS TOLL ROUTE	29.64
1202	03/01/2013	BELL CANADA	25.26
1203	03/01/2013	BELL MOBILITY CELLULAR	38.13
1205	03/01/2013	BROOKE TELECOM CO-OP	168.07
1206	03/01/2013	EASTLINK	45.15
1207	03/01/2013	ENTEGRUS SERVICES INC. (CHATHAM-KENT)	862.82
1208	03/01/2013	EXECULINK INTERNET INC.-EFT	3,259.18
1210	03/01/2013	HYDRO ONE	6,015.29
1211	03/01/2013	MASTERCARD	8,716.45
1212	03/01/2013	PETRO CANADA INC.	2,968.11
1213	03/01/2013	ROGERS WIRELESS	1,106.06
1214	03/01/2013	STAPLES BUSINESS DEPOT-EFT	336.03
1215	03/01/2013	UNION GAS LIMITED	100.95
1213	31/01/2013	BELL CANADA	40.67
1214	31/01/2013	BELL CANADA	128.70
1215	31/01/2013	BELL CANADA	130.63
1216	31/01/2013	BLUEWATER POWER	120.17
1217	31/01/2013	BROOKE TELECOM CO-OP	183.94
1218	31/01/2013	EASTLINK	45.15
1219	31/01/2013	ENTEGRUS SERVICES INC. (MIDDLESEX)	779.68
1221	31/01/2013	HYDRO ONE	4,098.11
1222	31/01/2013	PETRO CANADA INC.	2,239.51
1223	31/01/2013	ROGERS WIRELESS	1,028.77

1225	31/01/2013	UNION GAS LIMITED	176.67
212	04/02/2013	UNION GAS LIMITED	323.09
14394	26/02/2013	Execulink Telecom	1,535.22
14396	26/02/2013	HYDRO ONE NETWORKS INC.	180.55
200	28/02/2013	BELL CANADA	22.83
201	28/02/2013	BELL MOBILITY CELLULAR	40.64
202	28/02/2013	BROOKE TELECOM CO-OP	311.30
203	28/02/2013	EASTLINK	45.15
204	28/02/2013	ENTEGRUS SERVICES INC. (MIDDLESEX)	702.52
205	28/02/2013	EXECULINK INTERNET INC.-EFT	1,507.75
207	28/02/2013	HYDRO ONE	6,861.15
208	28/02/2013	MASTERCARD	2,830.29
209	28/02/2013	PETRO CANADA INC.	1,208.18
210	28/02/2013	ROGERS WIRELESS	1,002.08
3001	31/03/2013	BELL CANADA	86.10
3002	31/03/2013	BELL MOBILITY CELLULAR	48.55
3003	31/03/2013	BELL CANADA	133.22
3004	31/03/2013	BLUEWATER POWER	129.83
3005	31/03/2013	BROOKE TELECOM CO-OP	357.94
3006	31/03/2013	EASTLINK	45.15
3007	31/03/2013	ENTEGRUS SERVICES INC. (MIDDLESEX)	856.19
3008	31/03/2013	ETR - 407 EXPRESS TOLL ROUTE	19.21
3009	31/03/2013	EXECULINK INTERNET INC.-EFT	1,630.99
3011	31/03/2013	HYDRO ONE	2,729.72
3012	31/03/2013	MASTERCARD	3,886.59
3013	31/03/2013	PETRO CANADA INC.	2,277.43
3014	31/03/2013	ROGERS WIRELESS	1,005.81
3015	31/03/2013	STAPLES BUSINESS DEPOT-EFT	475.52
3016	31/03/2013	TELUS MOBILITY	1,842.58
3017	31/03/2013	UNION GAS LIMITED	<u>249.87</u>

TOTAL INTERNET BANKING - \$ 64,988.59

PAYROLL RUNS FROM JAN. 1 TO MAR. 31, 2013

PAYROLL No. 1	\$ 48,025.46
PAYROLL No. 2	\$ 59,774.94
PAYROLL No. 3	\$ 71,357.03
PAYROLL No. 4	\$ 64,045.08
PAYROLL No. 5	\$ 61,088.32
PAYROLL No. 6	\$ 65,233.29
PAYROLL No. 7	<u>\$ 73,659.95</u>

TOTAL PAYROLL RUNS - \$ 443,184.07

TOTAL DISBURSEMENTS-JAN. 1 -MAR. 31, 2013

\$ 1,555,814.36

**2013 GENERAL LEVY SUMMARY
AS OF APRIL 5, 2013**

**GLYSUM2013
Diane Brodie
Apr. 5, 2013**

MUNICIPALITY	GROSS LEVY	PAID TO DATE	OUTSTANDING
-----	-----	-----	-----
Sarnia	\$ 262,119.00	\$ 65,529.75	\$ 196,589.25
Chatham-Kent	85,719.00	85,719.00	0.00
Brooke-Alvinston Twp.	9,478.00	9,478.00	0.00
Dawn Euphemia Twp.	14,084.00	3,521.00	10,563.00
Enniskillen Twp.	10,523.00	0.00	10,523.00
Lambton Shores M.	29,001.00	29,001.00	0.00
Oil Springs V	1,260.00	1,260.00	0.00
Petrolia T	15,908.00	15,908.00	0.00
Plympton-Wyoming T	30,011.00	0.00	30,011.00
Point Edward V	15,307.00	15,307.00	0.00
St. Clair Twp.	67,773.00	0.00	67,773.00
Warwick Twp.	12,388.00	12,388.00	0.00
Adelaide Metcalfe Twp.	9,488.00	9,488.00	0.00
Middlesex Centre Twp.	11,893.00	0.00	11,893.00
Newbury V	941.00	941.00	0.00
Southwest Middlesex M.	6,499.00	6,499.00	0.00
Strathroy-Caradoc M.	49,523.00	49,523.00	0.00
TOTAL	\$ 631,915.00	\$ 304,562.75	\$ 327,352.25
	=====	=====	=====

Staff Report

12.(v)



To: Board of Directors
Date: April 8, 2013
From: Rick Battson
Subject: Employment Programs

Each year the Conservation Authority seeks grants to hire staff to provide support to a wide variety of programs. These individuals gained valuable work experience in a team oriented environment. In addition, many Authority projects and programs throughout our member municipalities benefited from their efforts and talents.

In 2013, three applications have been made and approval has been received for the Career Focus and Summer Experience Programs.

Summer Experience Program: two summer students will be working out of the A.W. Campbell Conservation Area under the Summer Experience Program assisting with a number of projects including maintenance of the Conservation Authority stream gauge network. The grant of \$5,400 will employ these students for 7 weeks – Approved.

Summer Job Service: an application was made for a \$2.00 per hour wage subsidy for 13 summer positions including tree planters and campground staff - \$13,040. We received \$6,500 for 6 summer positions.

Job Creation Partnership: The Authority has received approval for a program to employ 7 people ranging from 26 weeks to 35 weeks. The positions include: Planning Technical Writer/Research Assistant, Water Quality Technician, Conservation Services Technician and four Resources Technicians. Total program grant \$113,092

Staff Report

12.(vi)



To: Board of Directors
Date: April 8, 2013
From: Marlene Dorrestyn
Subject: 17th Annual Environmental Cleanup Day

This year, approximately 200 students from 4 schools will be participating in our 17th Annual Environmental Cleanup day. Students will be picking up garbage and planting trees in Strathroy. Each class has their own designated area to clean and plant trees. As each school arrives, a volunteer meets the bus and welcomes the student, then talks about the importance of keeping our park systems garbage free. Classes are then given garbage and recycle bags and head out to clean up their area. Everyone meets at the pavilion at Alexandra Park where all the morning's work is displayed to show just how much garbage/recycleables are littered throughout the parks system.



This year we are planting approximately 200 trees donated to the Municipality of Strathroy-Caradoc by John Stuart and John Trott.

An important part of the day is to have a student from each school talk briefly about what they did and learned that morning.

Lunch is served, then the students return to their schools.



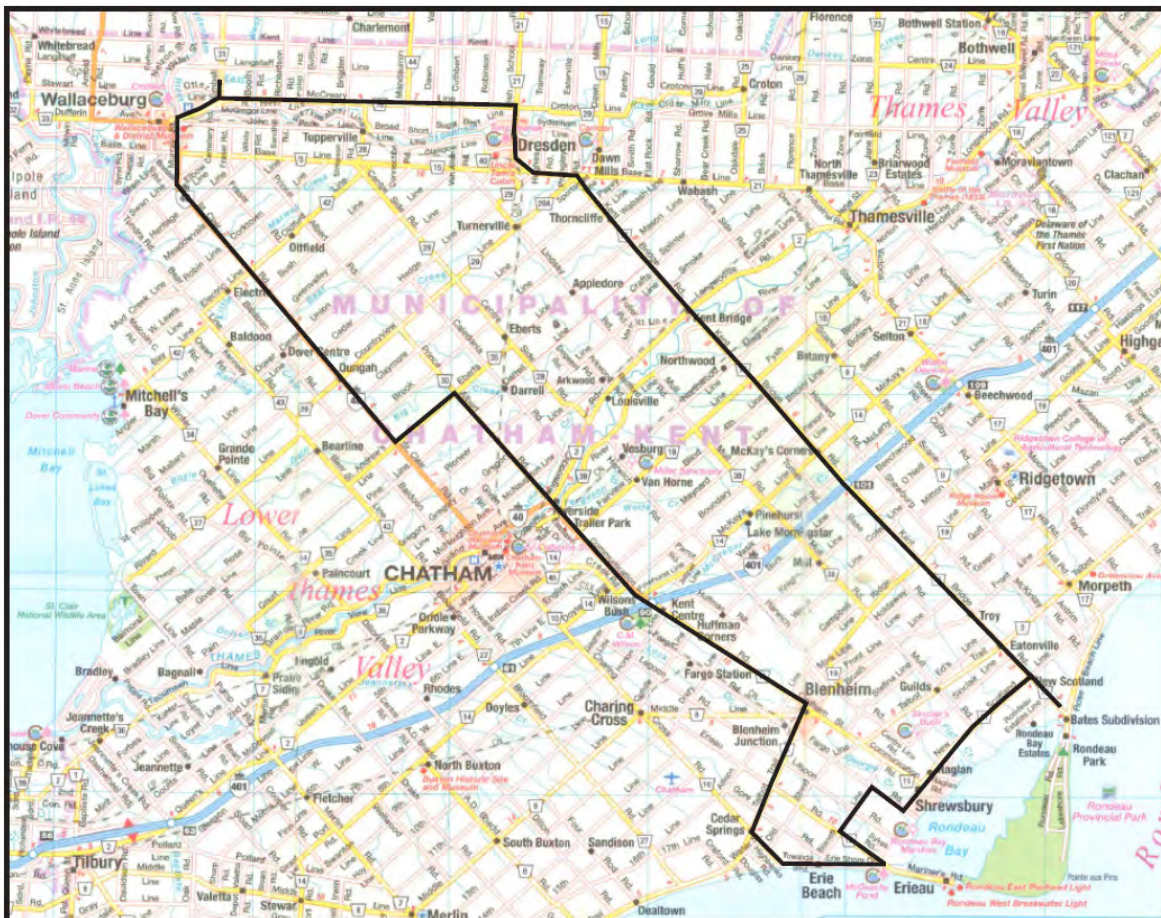
Several businesses have again agreed to assist. Langs Bus Lines has donated buses to help transport students, the Strathroy Lions Club will provide lunch (hot dogs and pop), Entegrus, Fanshawe College, the St. Clair Region Conservation Authority and the Municipality of Strathroy-Caradoc will provide organization and equipment.

To: Board of Directors
Date: April 9, 2013
From: Rick Battson
Subject: SCRCA Members' Tour

Staff is proposing a Conservation Authority Tour on Thursday, June 20, 9:00 – 1:00. The bus will leave and return to the Dresden (place to be determined). We will have lunch followed by the Board meeting. This year our tour will include a visit to the Lower Thames Valley Conservation Authority and their staff will provide an overview of issues along the tour route.

Highlights of Tour

- Dresden Floodplain
- Peers Wetland
- Wallaceburg Floodplain
- Erie Beach Shoreline Issues
- Keith McLean Property



Staff Report

13.(ii)



To: Board of Directors
Date: April 5, 2013
From: Sharon Nethercott, Melissa Gill
Subject: Conservation Education Progress Report

Winter Programing

Indoor programs were very timely this winter, considering the local teacher contract issues. Although teachers were unable to participate in out of school field trips, our curriculum related in-school programs were welcomed by teachers in the watershed.

A list of our in school sponsored programs follows:

- St. Clair River Bottom Critters: Grades k-9
- Go With The Flow (groundwater) Grades 4-10 - Updated program to include a Gr. 7 specific curriculum. Also modified Gr 4, 6 and 8 programs to better connect to students and required curriculum.
- River Rap: Grades 4-10
- Aquatic Species At Risk: Grades 4-10
- Spring Water Awareness Program: Grades K-6

Maple Syrup Festival

Under cooler skies than usual this time last year, 1,000 people were welcomed to the Sugar Bush at A.W. Campbell Conservation Area on March 16th and 17th. Visitors viewed historical demonstrations of First Nations, Pioneer and Modern methods of collecting sap and turning it into liquid gold. Lambton Wildlife's Junior Conservationists assisted with sugar bush set up.

Sydenham River Canoe Race

Mark your calendars for this year's Canoe Race: Sunday April 21st, 2013. We look forward to another great turn out for this Conservation Education Fund Raiser!

New Alternative Energy Program

Thanks to a donation from Enbridge, development of a new alternative energy program is in progress to be ready for spring bookings. Program will include a power point presentation curriculum specific activities & games for Grades 4-12.

Community Partnerships

Several special interest groups have booked a variety of presentations this spring, including Scouting and Guiding units.

Through a Great Lakes Guardian Grant, staff will be participating in 4 community education days as part of the Aamjiwnanng Talfourd Creek restoration project.

The SCRCA continues to be a sponsor of Lambton Wildlife's two Youth Groups. Young Naturalists is for children aged 6-11 years old and Junior Conservationists is for those aged 12 and up. Recent meetings included:

- Birds, Birdwatching & the Great Backyard Bird Count
- Wood Duck Box Maintenance at Bickford Oak Woods
- Native Seed Planting with Return-the-Landscape', 'Nocturnal Creatures of Canatara Park

Return the Landscape is an organization that is dedicated to rescuing and replanting species native to Sarnia-Lambton. Interesting group of people on committee including municipal & county employees, representatives of Lambton College & UWO Research Centre

The Lambton County Trails Committee continues to promote walking and biking trails to encourage residents to use the great wealth of local trails.

Staff Report

13.(iii)

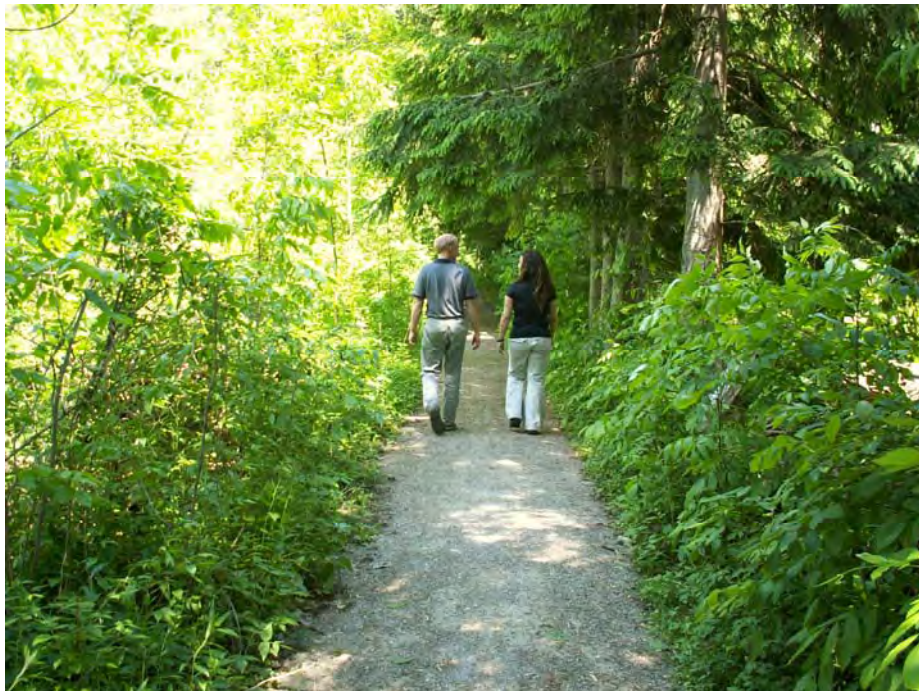


To: Board of Directors
Date: April 9, 2013
From: Rick Battson
Subject: Healthy Hikes Initiative

Conservation Ontario, in cooperation with its member Conservation Authorities, is launching a new initiative called Healthy Hikes.

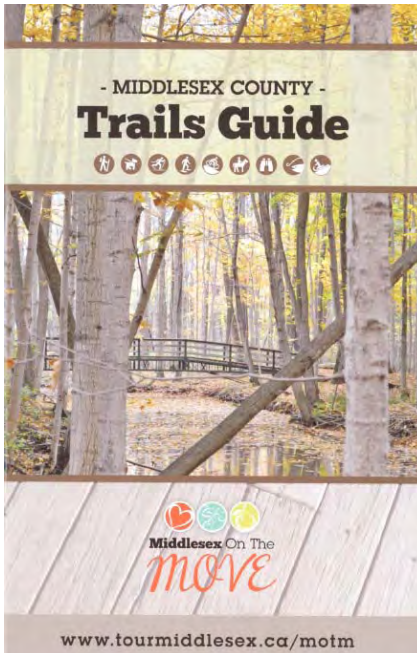
Healthy Hikes is an Ontario wide campaign that will encourage Ontarians to visit Conservation Areas to boost their physical and mental health, while at the same time learning about connections between healthy people and healthy ecosystems. The campaign will utilize a challenge to encourage Ontarians to visit Conservation Areas. Participants will log their time spent hiking or walking in a Conservation Area online for a chance to win great prizes. As part of the campaign, Conservation Authorities (along with local partners) will have the opportunity to host special events/guided hikes that promote connections between health and the environment. Participants who attend a Healthy Hikes event will receive extra points towards their goal. Healthy Hikes will begin in May 2013 and end in October 2013.

We have two events planned that will be part of Healthy Hikes: Strathroy Paddle Day, May 25 and the Geocaching Adventure September 22 at the L.C. Henderson Conservation Area. We will be promoting the program by having a link on our website.



To: Board of Directors
 Date: April 9, 2013
 From: Rick Battson
 Subject: Middlesex on the Move

The St. Clair Region Conservation Authority was a partner in a project, lead by Middlesex Tourism, to produce a guide book of trails in Middlesex County. In addition to the guide, the project included several events, a healthy living component and a website. Our trails at the A.W. Campbell, Coldstream, Clark Wright and Strathroy Conservation Areas were included. The guide book has proved very popular at our front desk.



A.W. CAMPBELL CONSERVATION AREA
 5477 Shikoh Line, Near Ayrwinston



A beautiful lake is the focus for this Conservation Area. Forested hills, forest complexes and a meandering river provide the backdrop to an active area which provides a host of recreation opportunities, including a swimming pool, mini golf, and nature trails. There are exciting activities throughout the summer months.

Approximately 125 hectares (300 acres) in size, A.W. Campbell Conservation Area has 140 campsites, two modern washroom buildings, nature trails, laundry facilities, a 25 foot by 50 foot inground pool, and 8 hectares (20 acres) of reserve which is excellent for swimming, fishing, and canoeing. All campsites are serviced with hydro and water.

EASY TO MODERATE TRAILS • TRAIL DISTANCE: 8 KM

DIRECTIONS: A.W. Campbell Conservation Area is located just east of County Road 79 near Ayrwinston, Take County Road 79 east south off of Highway 402.

CONTACT: A.W. Campbell Conservation Area, 519-847-5357 (OR: St. Clair Region Conservation Authority, 519-245-3710)

