



Board of Directors Annual Meeting

Date: February 21, 2013

Time: 10:00 a.m.

Place: Polish Hall, Sarnia

Agenda

1. Chair's Remarks
2. Introduction of Guests
3. Adoption of Agenda
4. Declaration of Pecuniary Interests
5. Minutes
6. Business Arising from last meeting
7. Highlights of 2012
8. 2012 Auditor's Report
9. Conservation Awards
10. Service Awards

❖ ❖ ❖ ❖ *Break to seat new directors* ❖ ❖ ❖ ❖

2013 Business

11. Election of Officers
 - ❖ Chairman
 - ❖ Vice Chairman
12. Nominating Committee Report
13. 2013 Budget & Levy
14. Authorization to Borrow
15. 2013 Appointments
 - ❖ 2013 Auditors
 - ❖ Conservation Ontario Representatives
16. Regular Business
17. New Business
18. Adjournment

Lunch to follow

2013 Business

11.(i) Moved by: _____ Seconded by:
That _____ be appointed chairperson for the election of
the 2013 Chairman and Vice Chairman.

11.(ii) Moved by: _____ Seconded by:
That _____ and _____ be appointed
scrutineers in the event of an election.

11.(iii) Moved by: _____ Seconded by:
That nominations for the position of Chairman be closed.

11.(iv) Moved by: _____ Seconded by:
That nominations for the position of Vice Chairman be closed.

12.(i) Moved by: _____ Seconded by:
That the St. Clair Region Conservation Authority adopts the 2013 Nominating
Committee's Report.

12.(ii) Moved by: _____ Seconded by:
That the 2013 Executive Committee for the St. Clair Region Conservation
Authority be: _____, Chairman
_____, Vice Chairman

13.(i) Moved by: _____ Seconded by:
That the Board of Directors approves the recommendation of the Executive
Committee for a 2013 budget of \$5,724,666 with a non-matching general levy of
\$370,665 with all member municipalities deemed as benefitting and further that
the levy be apportioned using the modified CVA of each municipality within the
Authority's area of jurisdiction.

13.(ii) Moved by: _____ Seconded by:
That the Board of Directors approves the recommendation of the Executive
Committee for a 2013 budget of \$5,724,666 with a matching general levy of
\$261,250 with all member municipalities deemed as benefitting and further that
the levy be apportioned using the modified CVA of each municipality within the
Authority's area of jurisdiction.

14. Moved by: Seconded by:
That the Authority Chairman or the Vice Chairman and the General Manager/Secretary-Treasurer or Director of Financial Services be authorized to borrow from the Libro Financial Group, Strathroy for the general operations and capital program of the Authority, a sum not to exceed \$941,915 to be repaid from grants received from the Province of Ontario, Government of Canada, levies assessed the member municipalities and general revenue.
- 15.(i) Moved by: Seconded by:
That Woods, Pearson & Associates Chartered Accountants LLP be appointed auditors for the St. Clair Region Conservation Authority for 2013.
- 15.(ii) Moved by: Seconded by:
That the Authority's 2013 representative to Conservation Ontario will be the Authority Chair, that the Vice Chair will be the first alternate and that the General Manager be the second alternate.
- 16.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the General Manager's report dated February 12, 2013.
- 16.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated February 21, 2013 outlining solicitor's comments provided regarding the draft agreement with Middlesex Stewardship Council and further approves the operating agreement between the organizations, subject to the recommended changes.
- 16.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated January 31, 2013, regarding current watershed conditions and Great Lakes water levels.
- 16.(iv) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated February 12, 2013, regarding Cathcart Park Shore Protection Revitalization and the schedule for completion of the project.
- 16.(v) Moved by: Seconded by:
That the Board of Directors acknowledges and concurs with the Regulations Activity Summary Reports on "Development, Interference with Wetlands & Alterations to Shorelines & Watercourses" Regulations (Ontario Regulation 171/06), dated December 31, 2012 and January 31, 2013.
- 16.(vi) Moved by: Seconded by:
That the Board of Directors acknowledges the St. Clair Region Conservation Authority's monthly Planning Activity Summary Reports for January 2013.

16.(vii) Moved by: Seconded by:
That the Board of Directors acknowledges the schedule of Special Events
outlined in the attached flyers

18. Moved by: Seconded by:
That the meeting be adjourned.

February 7, 2013

The Executive Committee of the St. Clair Region Conservation Authority met at the Administration Office in Strathroy, on the above date, at the hour of 10:30 a.m.

Directors Present: Andy Bruziewicz, Chair
 Norm Giffen, Vice Chair
 Bill Bilton
 Terry Burrell
 Betty Ann MacKinnon
 Tony Bruinink
 Steve Miller
 Larry MacKenzie
 Joe Faas

Also Present: Brian McDougall, General Manager
 Marlene Dorrestyn, Administrative Executive Assistant
 Tracy Prince, Director of Financial Services
 Kevan Baker, Director of Lands
 Patty Hayman, Director of Planning

The Chairman welcomed everyone to the meeting and 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.

EC-13-001

Bilton - Burrell

“That the Executive Committee minutes of the January 26, 2012 be approved as distributed.”

CARRIED

The General Manager’s Report was presented:

- the Authority had a very successful 2012 both in completion of projects and programs and finance. Woods Pearson worked in office for 2 days in December and returned yesterday to complete the 2012 audit this week in preparation for presentation to the Executive Committee. Woods Pearson will be completing the 4th of a 5 year proposal for audit services. A draft motion appointing Woods Pearson to be auditors for 2013 will be provided at the Annual General Meeting.
- a draft of the 2013 Authority Budget was presented to the Board in September and an amended version was presented in November. The proposed budget was forwarded to municipalities for comment in November. To date Authority staff have received only positive comments regarding the budget, including support for the 3D Digital Elevation Model project and 2 municipalities have already paid their general and special project levies.
- preparations for the Annual General Meeting are well in hand – notifications have been sent to award recipients – invitations have been sent to municipal councils and staff – rsvps are coming in daily – the Annual Report is being proof read before being sent to the printers – the meeting format will remain unchanged from previous years with 2012 business, award presentations, seating of new members, approval of budget , elections, etc.

Executive Committee - February 7, 2013

- 4 new members have been appointed to the board by their member municipalities
 - Ben Phay has been appointed by Middlesex Centre replacing Dan McMillan
 - Anne Marie Gillis has been appointed by Sarnia replacing Andy Bruziewicz
 - David Boushy has been appointed by Sarnia replacing Jon McEachern
 - Don McCallum has been appointed by Southwest Middlesex replacing Diane Brewer.
- staff will be hosting an orientation for new members on March 26th – invitations will be forwarded to new members with the Annual General Meeting packages – if any current members wish to attend, please contact Marlene to confirm attendance
- the Outstanding Farmer Award was presented at the Lambton Soil & Crop Improvement (LSCIA) Annual meeting on January 11th – Board Member Frank Nemcek assisted in the presentation of the award (which is a joint award presented by the Authority and the LSCIA) – the award was presented to Ron MacDougall who farms in the Oil Springs area
- voting procedures for matching and non-matching levy remain unchanged from previous years, however a copy of the procedure will be forwarded to the Board of Directors with the Annual General Meeting package in order to ensure that all members understand and are comfortable with the procedure
- 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

Director's Comments:

- Chatham-Kent to report to Joe Faas regarding the benefits of the 3D Digitalization Model

Additional information:

- 2 municipalities have paid their 2013 general levy
- no negative comments from any municipalities regarding the budget.

EC-13-002

MacKinnon - MacKenzie

“That the Executive Committee acknowledges the General Manager’s report, dated January 29, 2013.”

CARRIED

Minutes of the December 10, 2012, Conservation Ontario Council meeting were reviewed.

EC-13-003

Miller - Giffen

“That the Executive Committee acknowledges the minutes of the December 10, 2012 Conservation Ontario Council meeting.”

CARRIED

A Conservation Lands status report was presented.

- Conservation Areas:
 - Projects approved for 2013
 - L.C. Henderson Conservation Area:
 - ceramic tile has been installed in the main washroom building
 - main hydro line has been cleared of interfering tree limbs
 - 5 new picnic tables to be purchased
 - roadways to be resurfaced with gravel
 - new ladder and railing anchors to be installed on the pool
 - Warwick:
 - approach ramps to be constructed and installed on the new bridge
 - main campground washrooms to be upgraded with new low flow toilets and new tile in the shower areas
 - new ladder and railing anchors installed on the pool
 - 5 picnic tables and 2 new benches purchased
 - roadways to be resurfaced with gravel
 - A.W. Campbell Conservation Area:
 - 9 new windows installed in the visitor centre
 - 2 new steel doors and frames installed at the pool washroom building
 - roadways to be resurfaced with gravel
 - 5 new picnic tables purchased
 - Strathroy:
 - 2 bridges and a number of board walk sections to be replaced along the trail system (funded by the St. Clair Conservation Foundation and Strathroy Agricultural Society donation)
 - Clark Wright:
 - 16 new board walks and 1 bridge to be replaced along the trail
 - Lambton County Lands:
 - Lambton County Heritage Forest:
 - trail improvements to include additional signage and bench installations
 - Marthaville:
 - new trail sign installed and perimeter fencing repaired
 - Bowens Creek:
 - 14,000 trees to be planted, subsurface drainage tile to be repaired, 2.6 hectare of Tall Grass Prairie to be planted and 50,000 previously planted seedlings to be sprayed with herbicide to control grass and weeds
 - Perch Creek:
 - trail improvements to include widening and resurfacing with chip & dust
 - parking lot to have new parking curbs to limit trail access to ATV's
 - McKeough Lands:
 - 5 soil erosion repair projects to be completed on the upstream agricultural properties
 - residence severances:
 - 2 single family residences currently rented to be considered for severance and sale
 - each home is in poor condition requiring considerable cost to repair to acceptable living standard

- both homes are on the west edge of Wilkesport, one home is serviced with municipal sewer, water and natural gas; the other is serviced with municipal water and a failing septic system.
- propose to approach St. Clair Township to consider severance options on these properties

EC-13-004**MacKenzie - MacKinnon**

“That the Executive Committee acknowledges the Conservation Lands status report dated January 23, 2013.”

CARRIED

A staff report regarding the 2012 Deer Hunt on McKeough Upstream Lands was presented.

- 95 hunters on list the 2012-2013 conservation hunting list
- November Controlled Deer Hunt (November 5 – November 11 2012)
 - 5 hunters on the controlled deer hunt list for the November season
 - McKeough staff patrolled the channel and upstream properties each day in the morning and afternoon at random times
 - there were no hunting related problems or violations found during this controlled deer hunt
- December Controlled Deer Hunt (December 3 – December 9 2012)
 - 12 hunters on the controlled deer hunt list for the December Season
 - McKeough staff patrolled the channel and upstream properties each day in the morning and afternoon at random times
 - there were no issues during this controlled deer hunt from December 3th through December 7th
- December 7th
 - MNR Conservation Officer, Dirk Stuyck witnessed a hunter on the Moore Wildlife property. When the hunter noticed the Conservation Officer he headed back into the bush to evade the CO.
 - Dirk contacted me to see if I could help and offer information in the situation, and I was happy to help.
 - the OPP officer that was riding with Dirk called in other officers in the area and the search began. The hunter was not found during the search as he was aided by the other hunters in the group.
 - responded to a residence east of the Moore Wildlife and that is where my knowledge of events ends as I was no longer privy to what had transpired at the residence.
 - as we enter the final months of the 2012-2013 hunting season, and in the first year of the agreement with Lambton County Farmers and Friends Conservation Club (LCFFCC), Conservation Authority staff, have compiled the following list of items from community comments that have been received and staff experiences that must be resolved through negotiation with LCFFCC.
 - Communication with Conservation Officers and Authority Staff must be open and on-going

- Conservation Officer Dirk Stuyck informed me he had not received a hunting list from the Farmers and Friends Conservation Club. Donald Craig and I have sent it to him for the last number of years, but FFCC has not, which is their responsibility according to the agreement. I have Dirk Stuyck's work cell phone number and E-mail to continue with correspondence and make it easier on both the Conservation Officers and the Conservation Authority.
- correspondence and random drawings for permission to hunt specific properties
- the issue of "the same hunters being drawn for the same properties year after year" has been raised again this year with the following examples being cited. Gorton's at Moore Wildlife and Robson/Van Damme's at the channel every year when they have applied or been eligible. It was stated in our 2012-2015 agreement that an agent of the Authority be present during the zone allocation to ensure fair and equal treatment for all interested parties, this did not happen.
- Timelines
 - the Authority received the incomplete and inaccurate hunting list on Sept 24th and the November controlled deer hunt zone list on Oct 30th and the December controlled deer hunt zone list on November 15. It was forwarded to the MNR Conservation Officers, and neighbors who request the list, by CA staff.
 - updating of defined zones, rules and regulation. The hunting zone maps have been updated and magnified to clarify boundaries. The rules and regulation set out by the Authority have been clarified and / or updated to ensure concurrence with changes to the Ontario hunting regulations, and I have revised the 2013-2014 hunter agreement to tighten up some issues for safety and to promote sustainable wildlife practices. A revised hunter agreement has been drafted after review and recommendations from Conservation Officers.
 - inquiries and advertisement - the Authority has received a number of calls inquiring about obtaining permission to hunt CA properties. Although there is some concern that it may result in having to set limits on the number of hunters permitted, contacts and process for obtaining permission should be posted on the Authority's website to ensure open access.
 - issues hunters have with the administrator (FFCC) of the McKeough Floodway hunting program. I have talked to a number of hunters who have paid to hunt the McKeough floodway properties who have had issues with FFCC regarding permission letters not being signed by the agent for the organization. Two hunters who wish to remain nameless stated that they had to track down FFCC to get a signature to hunt the properties and a third John Haggermans provide the following e-mail provided for your review.
 - breaches of the hunting agreement: as stated earlier, the hunting list has only been sent to the Conservation Authority and not the Conservation Officer(s) or OPP; I have forwarded the hunting list on. The application of the yellow dots to the property boundaries was not completed, and what was completed was not completed to the middle of November. FFCC did not provide CA staff with the opportunity to witness the controlled deer hunt zone allocation draws.

- property identification sign improvements - improved property boundary corner markers have been installed to assist hunters, as well as Conservation officers, OPP officers and even CA staff.
- staff suggestion - in 2012, issues with the admission of the hunting program were discussed with the Board of Directors and direction was provided regarding improvements to the agreement and the communication of issues to LCFFCC to correct the issues with the hunting program administration. These issues persist.
- some additional details/timeline/update:
 - August 1, 2012 I send by Registered Mail to FFCC c/o R & T Gorton P.O. Box 272, Oil Springs ON N0N 1P0, a money order for \$50 payable to FFCC for permission to hunt the St Clair region CA owned lands associated with the W. Darcy Mckeough Floodway Project as per requirements.
 - August 2, 2012 Notice of arrival of Registered Mail delivered to FFCC/R & T Gorton mailbox at Oil Springs.
 - August 9, 2012 My Registered Mail with completed form and fee has not yet been picked up so a second notice is delivered to FFCC/R & T Gorton mailbox
 - August 17, 2012 My Registered Mail with completed form and fee has still not been picked up so a third notice is delivered to FFCC/R & T Gorton mailbox.
 - August 20, 2012 My Registered Mail still has not been picked up so Oil Springs Post Office sends it back to me because it is unclaimed.
 - August 21, 2012 I receive notice of my returned Registered Mail
 - August 22 or 23 (can confirm specific date by finding my Aug. phone bill if required) 2012 I pick up my returned Registered Mail with Permission to Hunt Form and fee and call Shane White for assistance. Shane advises I resend the completed Permission Form and fee by regular mail to the same address and to send a copy to him.
 - August 23, 2012 I resend the completed Permission Form and fee as per Shane's instructions and email a scanned copy of these to Shane.
 - Sept 11 or 12 or 13 I receive mail from FFCC/R & T Gorton with new updated mapping of area's open to hunting and my originally submitted Permission to Hunt Letter still not signed by FFCC. I call /leave a voicemail to Tracy Gorton to notify her that my Permission to Hunt Letter had been returned to me unsigned.
 - Sept 14, 2012 I am able to speak to Tracey by phone and discuss me resubmitting my completed original form for signature.
 - Sept 17, 2012 I mail my original completed form to FFCC/ c/o Rick & Tracey Gorton by *Xpresspost* by Canada Post to ensure quick delivery with the hope I will receive by Sept 24's mail my Permission to Hunt Letter signed by FFCC so I could possibly hunt ducks the afternoon of Sept 24. According to Canada Post this *Xpresspost* service delivers the item directly to the mailbox and does not require the recipient to bring a notice to a Canada Post office during business hours to pick up the item.
 - Sept 18, 2012 My original completed form is delivered to the R & T Gorton P. O. Box in Oil springs at 8:20 AM
 - Oct 3, 2012 I still have not received received my Permission to Hunt Letter signed by an FFCC representative so I send an email to what I understand is the

correct email address of Rick and Tracey Gorton (the email address on the form I had was incorrect).

- Oct 5, 2012 I still have not received my signed Permission to Hunt Letter nor a response to the email I sent Tracey Gorton Oct 3 so I contact Shane White again to discuss and Shane offers to assist.

EC-13-005

Bruinink - Bilton

“That the Executive Committee acknowledges the report dated December 15, 2012 regarding the 2012 deer hunt on McKeough Upstream Lands and on-going issues with Lambton County Farmers and Friends Conservation Club administration of the permission to hunt on McKeough upstream lands and further requests that staff provide a report to the April Board meeting outlining alternative options for the administration of a program to provide permission to hunt on McKeough Upstream Lands in 2013 and beyond.”

CARRIED

A staff report on flood conditions and Great Lakes Water levels was presented.

- watershed precipitation - precipitation continued to be 15% to 20% lower compared to seasonal averages for the past three months and this trend continued into December. Regional averages for the six month 89% and yearly 82% illustrate the extent to which the total precipitation has been reduced notably as a result of the dry spring and early summer months in 2012. Snow accumulations as of the end of December continued to lag behind 2011 and improved only slightly into January of this year. Significant rain was received during the second week of January with an average of 40 mm to 50 mm over a period of three days and any existing snowpack was significantly reduced during the event.
- streamflows - the overall month of December remained consistent with lower than normal flow patterns resulting from reduced precipitation amounts throughout 2012. Accumulated snow conditions across the watershed were totally depleted in mid-January by a significant thaw resulting in a flood event. Flows have since reverted to pre-event levels and periodic thaws are anticipated to continue to reduce any new snowpack as temperatures are expected to be milder than usual toward the end of January. Generally streamflows moving into January will remain at or slightly below normal when compared with long term statistics for the month. As noted in the graphs, with the exception on the January 12th event, any rain or snow melt events have been easily accommodated within the watercourses.
- flood threat:
 - with the current lack of significant snowpack and overall lower temperatures into January and February there is generally a reduced risk of significant flood events moving into the winter months. However, a significant rainfall and snowmelt in January did create a notable flood event. The Current Status Report illustrates the SCRCA flood management system and ability to provide real time analysis of conditions during an event. Data from hydrometric all stations is accessed continuously during potential flood events and provides an overview of the rise/fall rates as well as the percentage of the channel that is currently full. In addition the system generates guidelines for areas of potential flood conditions which are further verified through field observations as required. Flood notices are then generated based on the current conditions and

anticipated trends. The January 12, 2013 event report indicated over bank flood conditions at some rural locations (data in red) and several Flood Watch bulletins were then issued based on this report. An additional tool includes the Freeboard Report providing a representation of water levels above or below the top of the river bank. This event took place over a period of six days and illustrates the sensitivity of the watershed to significant precipitation events which may occur at any time of the year.

- as always, spring thaw conditions together with any sudden fluctuations in temperature or extreme storm systems may produce large amounts of precipitation. 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 conditions may also impact flow conditions into late February and early March and will be monitored to assess potential flood situations during the spring breakup period. Advisories will continue to be provided as watershed conditions dictate.
- Weather Forecast (as reported by Weather network, Environment Canada)

Time Period	Forecast
January	<ul style="list-style-type: none"> • milder temperatures toward the end month and into February with average precipitation. Likely lower snow accumulation as a result of milder temperatures
Winter	<ul style="list-style-type: none"> • temperatures will be slightly above normal with lower than average precipitation moving into February. Snow conditions are likely to be similar to last year with some lake effect snowstorms in the upper parts of the watershed and minimal accumulations in the southern regions

EC-13-006

Faas - MacKinnon

“That the Executive Committee acknowledges the report dated January 23, 2013 on the Great Lakes water levels and current watershed conditions.”

CARRIED

Minutes of the January 10, 2013 Flood Action Committee were reviewed.

EC-13-007

Faas - Miller

“That the Executive Committee acknowledges the minutes of the Flood Action Committee held on January 10, 2013 in Wallaceburg.”

CARRIED

A staff report regarding Water & Erosion Control Infrastructure Capital Projects and Studies was discussed.

- Arda dyke repair project has been funded (Arda dyke Repair – Budget \$11,000) in the second round of WECEI funding as some projects in other parts of the Province were completed under budget or failed to be completed.
- SCRCA has been successful in obtaining \$135,000 from Environment Canada towards St. Clair River shoreline restoration. A portion of this will be used towards Cathcart Park Phase II work.

- status of 2012 – 2013 projects :
 - Cathcart Park Cathcart Park - Shoreline Protection (70 m) - Phase 2 - tender has been awarded to Ontario Construction. Revitalization work to begin first week of February, 2013.
 - Lambton Area Water Supply System - Shoreline Repair - permit process ongoing.
 - Sarnia Shoreline Protection - Shoreline Repair (Helen and Kenwick St) - Draft assessment results and design available.
- we continue to wrap up projects on a monthly basis.
 - 2011 - 2012 WECI Projects
 - ARDA Dyke - hazard tree removal - completed in October 2011
 - McKeough Dam floodway slump repair - slump monitoring program established in May 2012.
 - Cathcart Park - Erosion Protection Revitalization Study – Phase 1 of this project is complete with topsoil, sod and landscaping completed in May 2012.
 - Authority Owned Control Structures - engineering review of Authority owned control structures - complete as of February 15, 2012.
 - Wallaceburg Retaining Wall - Wallaceburg retaining wall inspection – study - inspection completed (February 2012).
 - Shoreline repair (east of Pine Avenue, Brights Grove) - Sarnia Erosion Control Project Repair - work started on Dec 3, 2012. Completed on Jan 28, 2013. Railing to be installed in February 2013.
 - Petrolia Dam - downstream erosion repair - design completed. Awaiting approval from agencies to begin construction.
 - Courtright Waterfront Park - shore protection - completed in April 2012
 - Head Street Dam - Spillway redistribution - engineering review of the Dam was conducted in December 2011. Spillway rip rap will be rearranged to match the height of the sheet steel wall. Work will be completed spring 2013.

EC-13-008**Bilton - Burrell**

“That the Executive Committee acknowledges the report dated January 23, 2013, on Water and Erosion Control Infrastructure projects.”

CARRIED

A staff report regarding Sarnia Erosion Control Project was discussed.

- Status Update:
 - failures in the revetment structure both east and west of the access stairs just east of Pine Avenue in Brights Grove are both a structural concern and a safety concern
 - the project included removal of all shore protection materials, reshaping of the bank to the appropriate slope and reconstruction of the protection and access
 - construction work started in December 2012

- project scope revised to include clean-up of shoreline between Helen Street and Kenwick Street and removal of a failing steel sheet groyne.
- rehabilitation work completed (January 28, 2013)
- railings to be installed in February 2013
- restoration work to be completed, spring 2013

EC-13-009

Miller - MacKenzie

“That the Executive Committee acknowledges the report dated January 23, 2013, on the Sarnia Erosion Control Project.”

CARRIED

A Planning Activity Summary Report for December 2012 was reviewed.

EC-13-010

MacKinnon - Bruinink

“That the Executive Committee acknowledges the St. Clair Region Conservation Authority’s monthly Planning Activity Summary Report for December 2012.”

CARRIED

A staff report regarding the Public Sector Accounting Board standards and the capitalization policy was considered.

- the Conservation Authority is following PSAB accounting standards.
- new Public Sector Accounting Board (PSAB) standards were introduced effective January 2009 for Tangible Capital Assets (PS 3150). The Authority has been following the PSAB standards but has not updated the capitalization thresholds to complete our concurrence with these standards. The PS 3150 standard does not provide guidance as to the capitalization threshold values; the decision is based on the right balance between costs and financial reporting accuracy. For example if a threshold is set too high, the cost of services may swing from year to year as major expenditures will be expensed in the year incurred; however, if it is set too low, costs to maintain the tangible capital assets inventory could be too costly.
- the following policy reflects staff understanding and expectations for how capital acquisitions will be recorded in the books and records of the Authority.
 - effective January 1, 2012, capitalization of
 - all land purchased or donated based on cost at time of acquisition or current market value (donated land)
 - buildings purchased or donated valued over \$250,000
 - bridges, walk-ways, boardwalks purchased or donated cost/value over \$25,000
 - furniture and fixtures with individual cost over \$1,000
 - computers if individual cost is over \$1,000.
 - software if individual cost is over \$5,000.
 - machinery and equipment will be capitalized if individual cost is over \$5,000.
 - all construction in progress

EC-13-011

Giffen - MacKenzie

“That the Executive Committee recommends to the Board of Directors the report dated February 5, 2013, regarding the Public Sector Accounting Board standards and further approves the capitalization policy as presented, effective January 1, 2012.”

CARRIED

The Chairman introduced Beverly Climie from Woods Pearson Associates.

Tracy Prince presented the draft financial statements. The Authority had another successful year financially and operationally. Beverly Climie presented the Auditors statement advising that it was a clean audit and commended Tracy on the great job she had done preparing the information for the audit.

EC-13-012

Burrell - Bilton

“That the Executive Committee acknowledges the report from the Authority’s auditors, Woods, Pearson & Associates Chartered Accountants LLP, accepts responsibility for the 2012 financial statements and the Statement of Continuity of Reserves and Reserve Funds and year end finances and further approves the yearend adjustments, reserves and reserve adjustments as outlined in the schedule dated December 31, 2012 and recommends that the Board of Directors approve the 2012 Audited Financial Statements.”

CARRIED

November and December 2012 disbursements were reviewed.

EC-13-013

Miller - Burrell

“That the Executive Committee approves the November and December 2012 disbursements as presented in the amount of \$519,791.73.”

CARRIED

The General Manager advised that all 2012 municipal general levy payments had been received by year end.

EC-13-014

MacKinnon - MacKenzie

“That the Executive Committee acknowledges that all 2012 municipal general levy has been received.”

CARRIED

The draft 2013 budget was submitted to member municipalities in November 2012. The following changes were made to the budget:

- study - Aquatic Systems Monitoring DFO Level II Drain Review - carry forward \$96,888
- Conservation Services/Heathly Watershed - carry forward - \$92,037
- property management - carry forward - \$2,500

- Administration - carry forward - \$190,000

EC-13-015

Bruinink - Burrell

“That the Executive Committee acknowledges the changes to the 2013 Proposed Budget, and recommends to the Board of Directors the amended 2013 Proposed Budget, dated February 7, 2013 of \$5,724,666 with a municipal general levy of \$631,915.”

CARRIED

EC-13-016

Bilton - MacKenzie

“That the meeting be adjourned.”

Andy Bruziewicz
Chairman



Brian McDougall
General Manager

Staff Report

6.(i)



To: Board of Directors
Date: February 12, 2013
From: Marlene Dorrestyn
Subject: Business Arising from December 13, 2012 meeting

Surplus equipment - questioned trading in equipment so often

- less maintenance on equipment and good value for trade-ins.
- Kevan – reviewed with the John Deere representative the cost to trade in Authority equipment annually and to pay John Deere a pre-set amount on equipment hours used
- at this time John Deere does not offer a program of this type on equipment used by the Conservation Authority

Special on camping

- concern about not treating all 3 campgrounds the same way.
- one year marketing program to increase occupancy in shoulder season where campsites are available – will be reviewed at the end of 2013 to determine success – will be reviewed as an option in developing a marketing plan for 2014

Water intake on Lake Huron

- status of application for new Lake Huron intake on US
- see attached information regarding Genesee County Intake

Outdoor Education

- requested that phragmites program be added to all levels of the outdoor education program
- staff are reviewing the options for included phragmites education within the current education curriculum

Army Corps of Engineers OKs Lake Huron intake for Genesee County pipeline



By [Ron Fonger | rfonger1@mlive.com](#) on January 11, 2013 at 3:00 PM, updated January 11, 2013 at 3:05 PM

GENESEE COUNTY, MI -- The county has obtained the last of the permits it needs to start construction of an [intake to draw water from Lake Huron](#).

County Drain Commissioner Jeff Wright said today, Jan. 11, that the Army Corps of Engineers has issued the final required permit and said a construction contract could be signed for the work by the end of February.

Wright called the federal agency's issuance "a monumental step forward for our community" in a news release, and said it "is imperative that we move forward with the water line in order to avoid the double-digit increases we have been forced to accept from Detroit."

Once a contract to build the intake is signed, Wright said the county will have come "real close to the point of no return" by committing to spend up to \$35 million on the first construction phase of the pipeline.

The drain commissioner said he plans to ask the county Water and Waste Advisory Board, which is made up of representatives of cities, villages and townships in the county, to set a bid date at its meeting next week.

The county Board of Commissioners has already agreed to back up to \$35 million in borrowing for the 84-inch-diameter intake, which has been designed to stretch 1.5 miles under the floor of the lake.

Building the intake won't require that the county have a final decision from the city of Flint on its participation in the pipeline partnership that's been proposed through the Karegnondi Water Authority.

County officials have said they are prepared to build the pipeline alone to avoid additional water price increases from the city of Detroit, which has sold the vast majority of public water here since the 1960s.

In addition to the county and Flint, the city of Lapeer, and Lapeer and Sanilac counties have also discussed the KWA partnership.

The city of Flint, burdened by a financial emergency and required state approvals for all expenditures of \$50,000 or more, has yet to commit to becoming a pipeline partner.

WATER Enhances...

...

Our Environment

...

Our Economy

...

Our LIVES



*Freshwater is the Foundation for
a Sustainable Future in
Genesee County*



The Great Lakes are the largest supply of freshwater in the entire world.

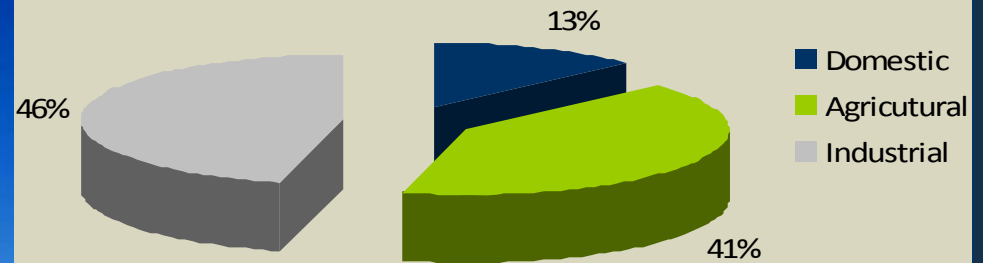
Proximity and Access to Freshwater will Sustain Our Region into the Future

The close proximity of a large freshwater supply has long withstanding benefits for Genesee County, the region and for the entire state of Michigan. According to the U.S. Environmental Protection Agency, the Great Lakes contain about 84% of North America's surface freshwater and 21% of the world's surface fresh water, which means that they are the largest surface freshwater supply in the entire world. If we take a look into the near future, the United Nation projects that **by 2025, 1.8 billion people will live in regions suffering from water scarcity** which will have rippling impacts on the livelihoods of those affected people.





Freshwater Distribution in the U.S.



Freshwater is Not Just Drinking Water for Our Region...it's for Economic Survival

The Great Lakes are also an integral resource for Michigan's economic vitality being responsible for over 820,000 jobs in Michigan (MDEQ). Our freshwater is not only for human consumption, but is used mostly for agricultural and industrial purposes. Only 13% of freshwater is used for domestic purposes in the U.S., while 46% is utilized for industrial purposes and 41% is used for agricultural and food production (United Nations, 2005). Water plays a crucial role as the agricultural industry in Michigan is the state's second largest industry and Michigan manufacturing produces 60% of North America's steel and automobiles (MDEQ).





Cost Savings with New KWA Water Supply

In 2010, Genesee, Lapeer, and Sanilac Counties, along with the Cities of Flint and Lapeer, jointly established the Karegnondi Water Authority (KWA) in order to begin development of a regional water supply. The proposed KWA water supply would be withdrawn from Lake Huron and pumped nearly 65 miles through a series of pumps and storage reservoirs for distribution to each member community of the KWA.

It is estimated that **water customers could realize a significant savings of approximately \$200 million dollars** following the debt repayment of the new system over the first 25 years of operation. For more information about the KWA, please visit the website at the following link: <http://www.karegnondi.com/>.

The KWA water supply system will enable our region to be more environmentally and economically sustainable by tapping into a well-sought after natural resource. Considering the world's depleting freshwater supply, our region is taking proactive strides to sustain and improve the quality of life for the people of Genesee County, providing freshwater for our daily activities while also supporting the local economy.

If you would like additional information about freshwater and how it relates to economic development in our region, please contact the Genesee County Metropolitan Planning Commission at gcmpec@co.genesee.mi.us.



Levy Voting Procedures

13.(i) & 13.(ii)
November 16, 2000
Approved
BD-00-156

Non-Matching Levy Voting Procedures

1. Prepare a list showing the directors' name, municipality and members' weighted vote from information prepared by the Ministry of Municipal Affairs.
2. Before calling for a motion on approval for the year's non-matching general levy call the roll.
3. Call for a recorded vote.
4. Each director has a vote weighted according to their apportioned modified Current Value Assessment. In the case of a director representing more than 1 municipality, that director will vote individually for each municipality they represent and each weighted vote will be based on the respective modified CVA weighting. Where there is a multi-member municipality, each member carries to the meeting the proportion of that municipality's weighted vote divided by the number of members appointed by that municipality. In the event that not all of a municipality's member(s) are present, the member(s) in attendance represent(s) only their proportion of the municipal weighting in the voting.
5. The final vote will represent a percentage of those voting yes versus the total modified CVA in attendance.

Example:

CVA weighted % voting yes	65.0050
CVA weighted % in attendance	75.0500

$$\frac{65.0050}{75.0500} \times 100 = 86.6200\%$$

6. The Policies and Procedures for the Administration of the Municipal Regulation for Non-Matching levy - Conservation Authorities Act - advises a weighted majority vote of 51% of those present will carry the vote.

Matching Levy

1. Matching levy is voted by majority vote by the Board members present.

Recorded Vote for Non Matching Levy

13.(i)

2013 Directors	Apport. %	For	Opposed
Betty Ann MacKinnon - Township of Adelaide-Metcalf	1.5015		
Frank Nemcek - Township of Brooke-Alvinston	1.4998		
Joe Faas - Municipality of Chatham-Kent	6.7825		
Tom McGregor - Municipality of Chatham-Kent	6.7824		
Bill Bilton - Township of Dawn-Euphemia	2.2288		
Kevin Marriott - Township of Enniskillen	1.6652		
Kevin Marriott - Village of Oil Springs	0.1995		
Elizabeth Davis-Dagg - Township of Lambton Shores	4.5895		
Ben Phay - Township of Middlesex Centre	1.8820		
Don McCallum - Village of Newbury	0.1489		
Don McCallum - Township of Southwest Middlesex	1.0285		
Helen Havlik - Town of Petrolia	2.5174		
Netty McEwen - Town of Plympton - Wyoming	4.7492		
Larry MacKenzie - Village of Point Edward	2.4223		
Anne Marie Gillis - City of Sarnia	13.8267		
Terry Burrell - City of Sarnia	13.8267		
David Boushy - City of Sarnia	13.8267		
Steve Arnold - Township of St. Clair	5.3625		
Steve Miller - Township of St. Clair	5.3625		
Tony Bruinink - Township of Strathroy- Caradoc	3.9185		
Norm Giffen - Township of Strathroy - Caradoc	3.9184		
Rod Glen - Township of Warwick	1.9605		

General Manager's Report 16.(i)



To: Board of Directors
Date: February 12, 2013
From: Brian McDougall, General Manager

- ☞ The Authority had a very successful 2012 both in completion of projects and programs and finance, as had been outlined in the presentations as well as the 2012 Audit.
- ☞ A draft of the 2013 Authority Budget was presented to the Board in September and an amended version was presented in November. The proposed budget was forwarded to municipalities for comment in November. Updates regarding comments were provided to the Board of Directors in December and to the Executive Committee earlier this month. To date Authority staff have received only positive comments regarding the budget. Two municipalities have already paid their general and special project levies for 2013.
- ☞ 4 new members have been appointed to the board by their member municipalities (see attached member's list)
 - ☞ Ben Phay has been appointed by Middlesex Centre replacing Dan McMillan
 - ☞ Anne Marie Gillis has been appointed by Sarnia replacing Andy Bruziewicz
 - ☞ David Boushy has been appointed by Sarnia replacing Jon McEachern
 - ☞ Don McCallum has been appointed by Southwest Middlesex replacing Diane Brewer.
- ☞ Staff will be hosting an orientation for new members on March 26th – invitations are included in your package – although the orientation is targeted toward new members, if any current members wish to attend, please contact Marlene to confirm attendance
- ☞ The Outstanding Farmer Award was presented at the Lambton Soil & Crop Improvement (LSCIA) Annual meeting on January 11th – Board Member Frank Nemcek assisted in the presentation of the award (which is a joint award presented by the Authority and the LSCIA) – the award was presented to Ron MacDougall who farms in the Oil Springs area

- Voting procedures for matching and non-matching levy remain unchanged from previous years - a copy of the procedure will be forwarded to the Board of Directors with the Annual General Meeting package in order to ensure that all members understand and are comfortable with the procedure

- 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

2013 Members Appointed to the St. Clair Region Conservation Authority

Adelaide Metcalf	1	Betty Ann MacKinnon, 24394 Dundonald Rd., R.R. # 2, Glencoe, N0L 1M0	519-287-2699
Brooke Alvinston	2	Frank Nemcek, 2973 Ebenezer Road, R.R. # 1, Alvinston, N0N 1A0	519-847-5591
Chatham- Kent	2	Joe Faas, 368 Hughes Street, Box 977, Dresden, N0P 1M0	519-436-3208
Chatham- Kent	2	Tom McGregor, 8142 Starkwater Line, Wallaceburg, N8A 4L3	519-627-1933 h 519-627-2081 o
Dawn- Euphemia	2	Bill Bilton, R.R. # 2, 955 Kerry Road, Florence, N0P 1R0	519-695-3701
Enniskillen/ Oil Springs	2	Kevin Marriott, 5383 Shiloh Line, R.R. # 1, Petrolia, N0N 1R0	519-844-2307
Lambton Shores	2	Elizabeth Davis-Dagg, 7159 Uttoxeter Road, Plympton-Wyoming, N0N 1J5	519-466-2520
Middlesex Centre	2	Ben Phay, 104 Union Avenue, Komoka, N0L 1R0	519-204-2701
Petrolia	2	Helen Havlik, 4041 Charlie Street, Petrolia, N0N 1R0	519-882-0357
Plympton Wyoming	2	Netty McEwen, 3859 Egremont Road, P.O. Box 66, Camlachie, N0N 1E0	519-899-4030
Point Edward	2	Larry MacKenzie, 715 Houser Street, Point Edward, N7V 1B1	519-336-9315
Sarnia	2	Terry Burrell, 954 Champlain Road, Sarnia, N7V 2G2	519-336-5545
Sarnia	2	Anne Marie Gillis, 65 Ashby Cres, Sarnia, N7S 4L5	519-542-9728
Sarnia	2	David Boushy, 1413 Lakeshore Rd., Sarnia, N7S 2M3	519-542-3109
Southwest Middlesex/ Newbury	2	Don McCallum, 80 Victoria Drive, Melbourne, N0L 1T0	519-289-2053
St. Clair	2	Steve Arnold, P.O. Box 197, 1590 St. Clair Parkway, Courtright, N0N 1H0	519-381-7440
St. Clair	2	Steve Miller, 4238 St. Clair Pkwy., Port Lambton, N0P 2H0	519-677-5676
Strathroy/ Caradoc	2	Norm Giffen, 215 Riverview Drive, Strathroy, N7G 2G4	519-245-1100
	2	Tony Bruinink, R.R.# 2, 2550 Emerson, Mt. Brydges, N0L 1W0.	519-264-9750
Warwick	2	Rod Glen, 600 McGregor Place, Watford, N0M 2S0	519-876-2342



2013 Tentative Schedule of Meetings

Board of Directors: February 21 (3rd Thursday)- Annual General Meeting
April 18 (3rd Thursday)
June 20 (3rd Thursday)
September 19 (3rd Thursday)
November 14 (2nd Thursday)
December 12 (2nd Thursday)

Executive Committee: At the call of the chair.

Orientation for Directors – March 26, 2013 – 10:00 a.m.

All Board of Director and Executive Committee meetings are held at the Administration Office at 10:00 a.m., with the exception of the June meeting which follows the Project Tour.

Regulations Committee: At the call of the General Manager.

Flood Action Committee: January 10 (2nd Thursday) and at the call of the Chair

Low Water Response: May 16 (3rd Thursday) and at the call of the Chair

Nominating Committee: At the call of the chair.

Please Note: This is a tentative schedule and circumstances may necessitate changes. Accordingly, these dates should be confirmed with the Administration Office prior to the meeting date.

**Member
Municipalities**

Township of
Adelaide-Metcalf

Township of
Brooke-Alvinston

Municipality of
Chatham-Kent

Township of
Dawn-Euphemia

Township of
Enniskillen

Municipality of
Lambton Shores

Municipality of
Middlesex Centre

Village of
Newbury

Village of
Oil Springs

Town of
Petrolia

Town of
Plympton-Wyoming

Village of
Point Edward

City of
Sarnia

Municipality of
Southwest Middlesex

Township of
St. Clair

Municipality of
Strathroy-Caradoc

Township of
Warwick

February 12, 2013

M E M O R A N D U M :

TO: All Directors

RE: Invitation to Orientation Meeting

We will be holding an orientation session at the Administration Office on March 26th from 10:00 to 11:30 a.m. with a light lunch to follow. This will give you an opportunity to discuss Authority programs and projects with senior staff. While this is primarily intended for new members, all directors are more than welcome to attend. Please let Marlene know by March 22nd if you would like to attend so we can prepare for the orientation and make lunch arrangements.

If you have any questions regarding the upcoming meeting or about the Authority, please give me a call. Our toll free number is 1-866-505-3710. We have an exciting year ahead and look forward to your contribution. We look forward to meeting you on February 21st in Sarnia.



Brian McDougall
General Manager

:md

Encl.

Agreement to Partner, Provide Services and Use of Assets

THIS AGREEMENT made the _____ day of _____, 2012, 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 partnership organization which work 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 some 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 can be accepted as updates via the written acceptance of all signing authorities.

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 and 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 open 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 and the Employees. 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 their 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 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. If MSC disagrees with the cost as determined by SCRCA (the "Cost"), the dispute shall be submitted to a single qualified, experienced arbitrator pursuant to the *Arbitration Act, 1991* (Ontario) and the decision of the arbitrator shall be binding on the parties. A submission made under this paragraph shall be deemed to be a submission to arbitration within the provisions of the *Arbitration Act, 1991* (Ontario). The cost of arbitration shall be borne equally between the parties. 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.

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 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 a Representative personally 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 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

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 pursuant to the *Arbitration Act, 1991* (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.

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 corporate seals, attested by the hands of their respective officers duly authorized in that behalf on the date first written above.

Signature

Name: Andy Bruziewicz
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 corporation

Signature

Name: Norm Giffen
Title: Vice Chair

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

Signature

Name: Ed Bolton
Title: Vice Chair

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

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.)

St. Clair Region Conservation Authority equipment and supplies to be utilized for programs and projects on behalf of Middlesex Stewardship Council

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.

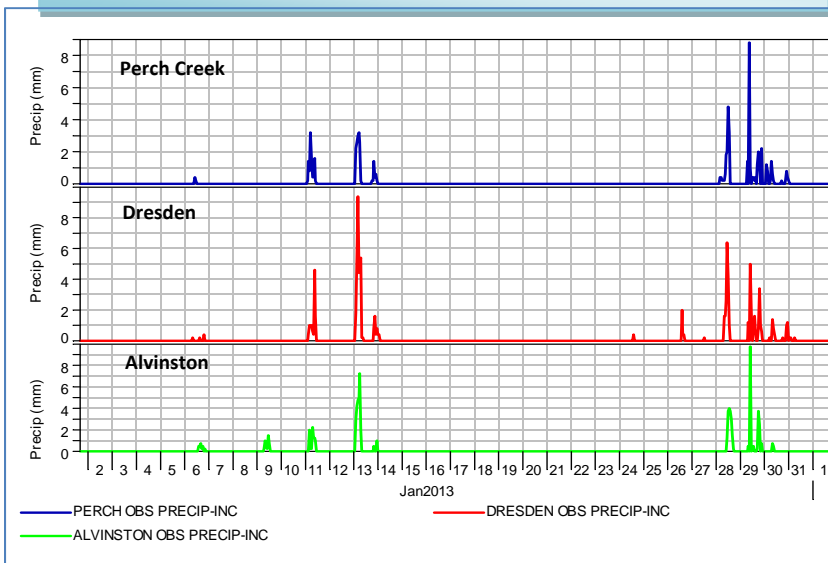
Middlesex Stewardship Council			
Name:	Bob Shiell	Title:	Chair
Street Number:	1597	Telephone #:	(519) 660-8373
Street Name:	Philbrook Drive	Cellphone #:	
City:	London	Fax #:	
Province:	Ontario	E-mail Address:	shiellb@gmail.com
Postal Code:	N5X 2T7		

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		

To: SCRCA Board of Directors
 Date: January 31, 2013
 From: Steve Clark, Water Resources\SWP Data Technician
 Subject: Current Watershed Conditions and Flood Threat

Watershed Precipitation

Fig 1. Precipitation Comparison by Station – (July – Dec 2012) SCRCA data.
 Note: Snow data converted to equivalent in mm of rain



Precipitation numbers improved into January 2013 (fig 3) 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. The three month regional averages improved from **85.9 %** in the October to December period up to **96.1%** of the expected averages mostly on the strength of the January numbers. Similarly six month and twelve month numbers are up to **98.5%** and **86.1%** respectively (fig 2). Significant rain was received during the second week of January with an average of **40mm to 50mm** over a

period of three days and existing snowpack was significantly reduced during the event. In addition a second event near the end of January brought another **30mm to 40mm** to the watershed. Should this precipitation trend continue into the spring, significant recharge will likely result in improved water levels into the summer month 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								
January	152.5	50.1	109.6	75.3	100.8	74.2	86.8	57.6
December	51.6	68	79.6	92.4	68.8	88.6	77.2	74.7
November	58	66	106	70.8	99	77.6	104	64.9
	Averages							
last 3 month totals	262.1	194.5	226.2	262.2	192.6	253.9	182	207.8
last 3 month % of normal	134.8%		86.3%		75.9%		87.6%	
regional average	96.1%							
	Averages							
last 6 month totals	497.1	431.6	517.2	504.9	445.1	514.5	404	448.6
last 6 month % of normal	115.2%		102.4%		86.5%		90.1%	
regional average	98.5%							
	Averages							
last 12 month totals	786.2	846.8	858.2	945.1	700	987	825	918.4
last 12 month % of normal	92.8%		90.8%		70.9%		89.8%	
regional average	86.1%							

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

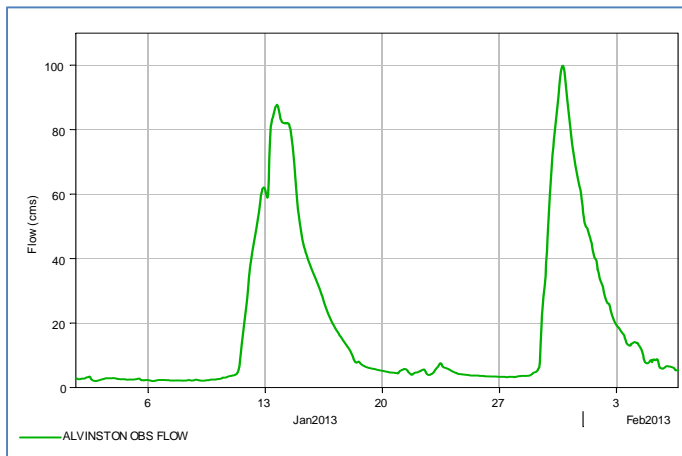
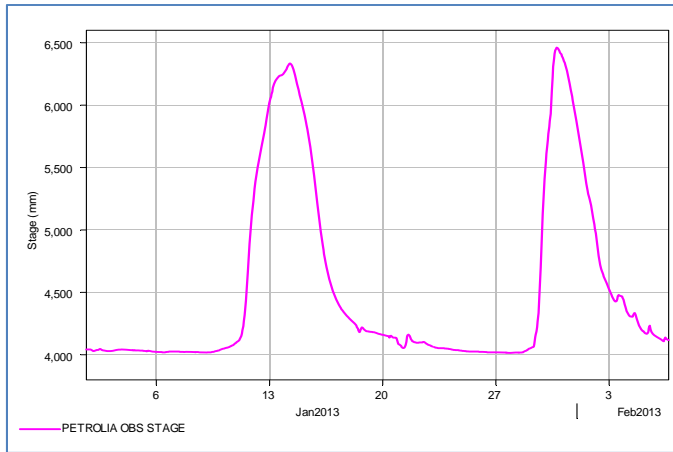
Current Month (to Date)	Sarnia	Strathroy	London	Windsor
January % of Normal	304%	146%	136%	151%
Total Precipitation	152.5	109.6	100.8	86.8

Fig 4. SCRCA Snow Survey Data – January 2, 2013

Location	Snow Depth (cm)		Snow Water Equivalent (mm)	
	2011	2012	2011	2012
December 31st				
Alvinston	31	16.1	62	26.7
Petrolia	22	13.1	47	20.8
Warwick	25	14.4	53	30.0
Wallaceburg	10	16.1	18	28.7
Strathroy	30	15.2	17	26.4

Streamflows

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

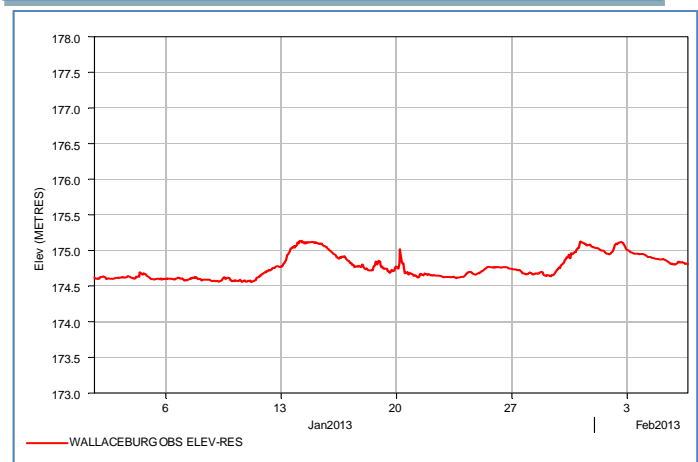


Flood Threat

Two flood events occurred in January resulting in flood bulletins being issued for both events. Overbank conditions were experienced in several flood prone areas of the watershed creating high water into floodplain regions as well as 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. The **Current Status Report** (fig 7) illustrates the SCRCA flood management system and ability to provide real time analysis of conditions during any event. Data from hydrometric all stations is accessed continuously during potential flood events and provides an overview of the rise\fall rates as well as the percentage of the channel that is currently full. In addition the system generates guidelines for areas of potential flood conditions which are further verified through field observations as required. Flood notices are then generated based on the current conditions and anticipated trends. The January 30th, 2013 event report (fig 7) indicated

While overall the month of December remained consistent with lower than normal flow patterns resulting from reduced precipitation amounts throughout 2012; conditions improved significantly into 2013. Accumulated snow 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. Flows have since reverted to pre-event levels into February however a major snowstorm in the first week of the month provided extensive snow cover. Periodic thaws are anticipated to continue potentially reducing the chances of a major thaw with much of the accumulated ice cover on the watercourses being flushed out by the January events. Levels at Wallaceburg (fig 6) responded to both events as expected and have returned to normal conditions as well. Generally, streamflow predictions moving into February will remain normal for the season when compared with long term statistics for the month. As noted in the graphs, with the exception on the January 12th and 28th event, most rain and snow melt events have been easily accommodated by the watercourses.

Fig 6. Stage (Height of Water) at Wallaceburg (SCRCA\Water Survey of Canada data)



over bank conditions at some rural locations (data in red) and several Flood Watch bulletins were then issued based on this report information.

As always, thaw 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

Fig . SCRC Flood Monitoring System – Sample report from of January 30th 2013 Report (SCRC- GDAT System)

Current Status of Watershed - Provisional data subject to final verification										Event #	Report #
0.625										1301-2	8
Status as of: 15:00:00 30/01/2013										28/01/13	30/01/13
Station	Water Depth above Datum	6 Hour Average Rate of Rise\Fall (cm)	1 hour Rate of Rise\Fall (cm)		Freeboard (m)	% Channel Filled	Pre-event Level	Current Level	% Change	Day 3	
Strathroy	3.58	5.8 Rising	2.3	Rising	0.36	91%	221.33	223.04	47.8%		
Alvinston	12.31	1.9 Rising	1.4	Rising	-0.72	106%	202.28	203.92	13.3%		
Florence	6.39	2.3 Rising	2.6	Rising	-2.23	154%	182.93	185.73	43.8%		
Dresden	3.13	1.4 Rising	2.9	Rising	2.27	58%	174.74	176.13	44.4%		
Petrolia	5.87	12.0 Rising	1.0	Rising	0.34	95%	191.81	193.66	31.5%		
Brigden	6.98	1.2 Rising	1.0	Rising	-0.48	107%	178.74	181.98	46.4%		
Black Creek	8.68	3.0 Rising	3.3	Rising	-1.68	124%	181.13	183.68	29.4%		
McKeough	7.73	9.3 Rising	8.0	Rising	-1.63	110%	175.33	177.73	31.0%		
Brown's	6.31	7.2 Rising	4.9	Rising	0.69	90%	174.80	176.31	23.9%		
Wallaceburg	4.96	1.0 Rising	0.0	Falling	1.04	83%	174.67	174.96	5.8%		
Perch Creek	5.61	-2.2 Falling	-2.5	Falling	0.39	94%	172.75	175.61	51.0%		

Precipitation - Current Today(mm)		Previous Day (mm)		Watershed Conditions Summary			Status
Springbank	3.2	Strathroy	21	Overall	103%	Flood Warning in Effect	103%
Perch	4.4	Sarnia	17.5	North	104%	Flood Warning in Effect	104%
Alvinston	1.25	London	38	East	102%	Flood Warning in Effect	102%
Dresden	2.8	Wallaceburg	12	Comments: Warmer with melting snow and rain next two days			
Brigden	4	Forecast (next 24 hrs)		Precipitation - Watershed Distribution			Wind
McKeough	1.8	Warmer	10mm	Precipitation Summary - North Branch		Trace Amounts	SW 10km
Wallaceburg	3	Chance	100%	East Branch		Trace Amounts	SW 10km

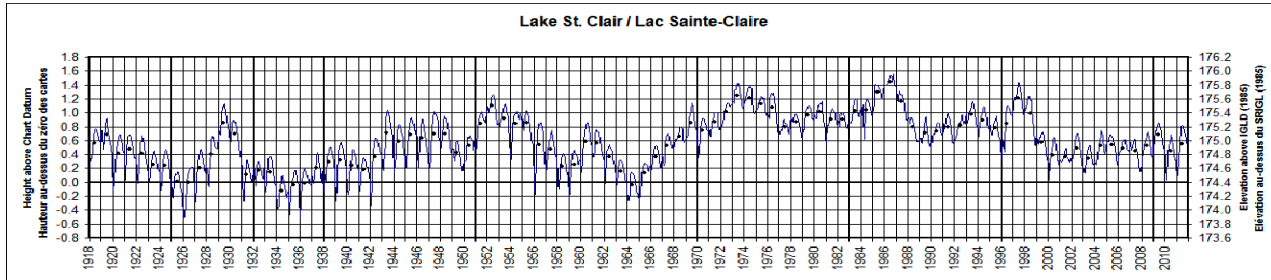
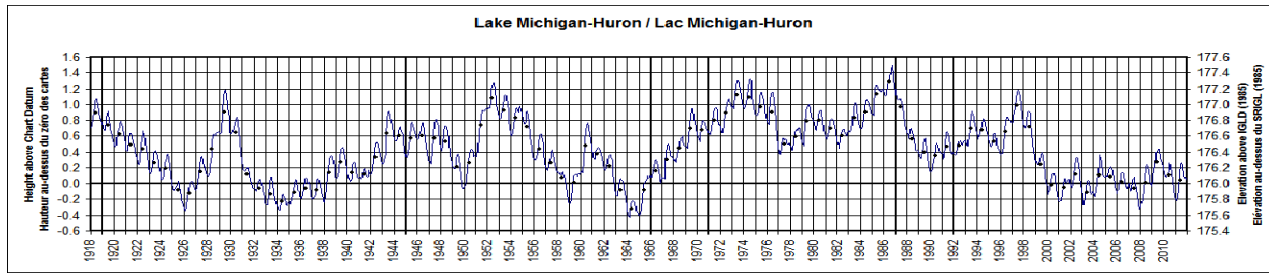
Flood Prone Areas (Freeboard (m))	Strathroy	Petrolia	Dresden	Brigden Area	Stanley	Pretty
Head St.	-0.94	Riverside N	-0.81	Park	1.37	
Alexandra Park	-0.34	Riverside S	-0.76	Cannery	1.87	
Centennial Park	-0.52	Waterworks: Closed				
					-0.28	
						-0.38

where local conditions may change without warning (i.e. low lying areas and adjacent roadways or underpasses, drainage ditches and culverts). Ice conditions are currently minimal but may have an impact flow conditions into late February and early March as cold weather continues. These conditions will be monitored to assess potential flood situations as we move toward the spring breakup period. **Advisories will continue to be provided as watershed conditions dictate.**

Weather Forecast As reported by Weather network, Environment Canada

Time Period	Forecast
January	<ul style="list-style-type: none"> Milder temperatures toward the end month and into February with average precipitation. Likely lower snow accumulation as a result of milder temperatures
Winter	<ul style="list-style-type: none"> Temperatures will be slightly above normal with lower than average precipitation moving into February. Snow conditions are likely to be similar to last year with some lake effect snowstorms in the upper parts of the watershed and minimal accumulations in the southern regions

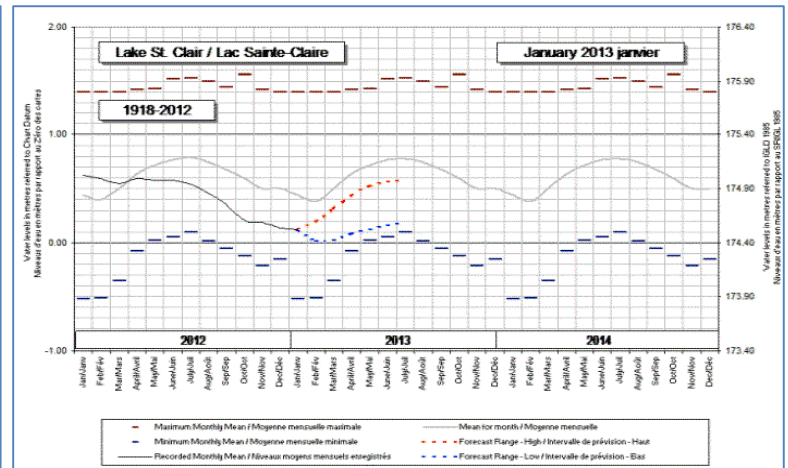
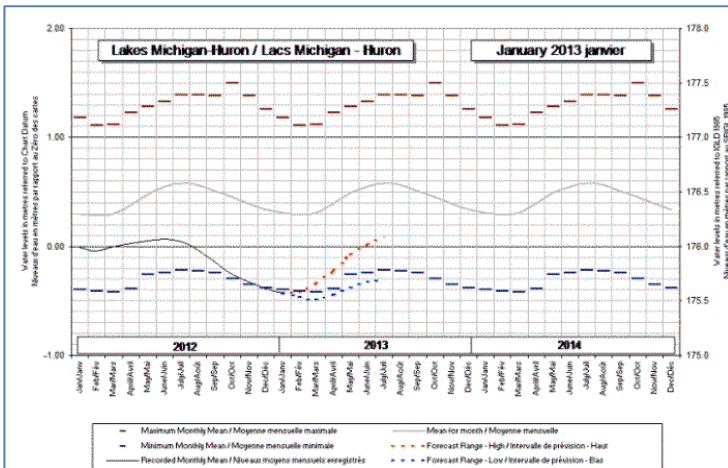
Great Lakes Water Levels – Long Term (1918 to Present)



Great Lakes Current Levels (January 2013)

Lake Huron						
Units	Current Monthly Level	Monthly Level Last Year	Change 2012/2013	Current Monthly Average for Last 10 Years	Change Current compared to 10 year	Anticipated Next Month
Metric (m)	175.57	175.99	-0.42	175.93	-0.36	175.55
Imperial (ft)	576.02	577.39	-1.38	577.20	-1.18	575.95

Lake St. Clair						
Units	Current Monthly Level	Monthly Level Last Year	Change 2012/2013	Current Monthly Average for Last 10 Years	Change Current compared to 10 year	Anticipated Next Month
Metric (m)	174.52	175.02	-0.50	174.78	-0.26	174.53
Imperial (ft)	572.57	574.21	-1.64	573.42	-0.85	572.60



The U.S. Army Corps of Engineers reports a preliminary new record low water level for Lake Michigan-Huron for the second month in a row. The new record low of 175.57 meters or 576.02 feet is not only the lowest January monthly average water level ever recorded, but also the lowest monthly average ever recorded for any month over the official period of record for Great Lakes water levels, which extends back to 1918. The Corps latest forecasts indicate a strong likelihood for continued record lows on Lake Michigan-Huron over the next several months. Water levels on the remaining Great Lakes are expected to remain below their respective long-term average water levels, but above record lows. Low water levels will continue to impact on Great Lakes shipping by restricting the capacity of ships to load full cargos during low water conditions.

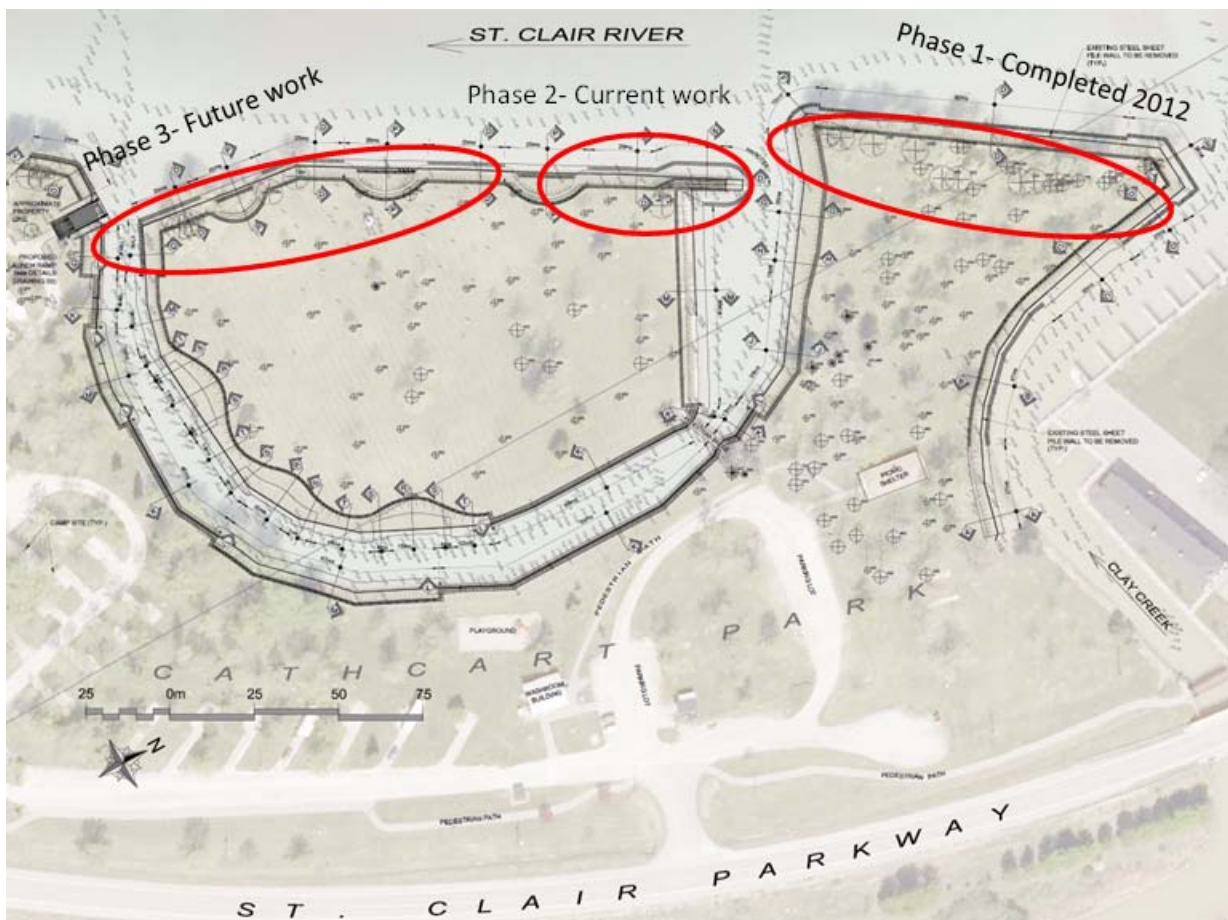
Staff Report

16.(iv)



To: Board of Directors
Date: February 12, 2013
From: Girish Sankar, Water Resources Engineer
Subject: Cathcart Park Shore Protection Revitalization - Phase II

- on January 29 2013 - Township and Authority staff met on site with the design engineer, site supervisor and representatives of the contractor (Ontario Construction)
- we reviewed the site and the contractor has fenced the construction site.
- culvert installation is ongoing to allow temporary access to the shoreline.
- approximately 70 m of shoreline work will be completed in this phase.
- 25 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 is providing supervision for the project and site meeting will be held weekly.
- construction of phase II work is expected to be completed by mid-March 2013.



REGULATIONS ACTIVITY REPORT

December 31, 2012

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 November 30, 2012, to December 31, 2012.

Application # 10701

Jane Mahoney

51 Chestnut Drive, Lot 9, Concession 1 GORE, Geographic Township of Chatham, Municipality of Chatham-Kent

- Permission required to construct a new one storey single family dwelling with a non-habitable crawl space and attached garage;
- Certified Lot Grading Plan completed by Nesbit, Robertson, DWG. No. 12-128-GP on the subject property;
- The lowest opening will be at a minimum elevation of 177.24 m (C.G.D);
- The area around the building will be filled to a minimum elevation of 176.78 m (C.G.D) for a horizontal distance of 2 metres;
- All fill placed on property is to be clean material;
- Certification from an O.L.S must be provided to the SCRCA upon completion of the works, verifying that the elevation requirements noted in 1 & 2 above have been addressed;
- Staff permission issued December 4, 2012.

Application # 10704

Ricor Engineering Ltd.

221 Second Street, Lot 23, Concession 2 SER, Geographic Township of Adelaide, Municipality of Strathroy-Caradoc

- Permission required to construct a SWM Facility with a 34 m (450 mm diameter) storm outlet pipe at 0.20% to discharge to the Murray Campbell Drain, and a second storm outlet will be constructed just north of Second Street off “Street B” to the Murray Campbell Drain;
- Drawings completed by Ricor Engineering Ltd. and AECOM, dated September 25, 2012, Project No. 1001-1 and 60271052, Sheet Number 01-11, titled “Amber Meadows”, and updated drawings dated November 7 and 5 for the North and South Grading Plan, Project No. 1001-1, Sheet No. 04 and 05;
- The outlets will be installed with 200-400 mm rock protection 600 mm thick (layer of rip rap) on geotextile at the same invert contour as the existing bank;
- There will be no changes to the existing grades and no works will be completed in the watercourse;
- Appropriate sediment and erosion control methods will be utilized, including installing a heavy duty silt fence with staked straw bale check dam between the works and the watercourse;
- All disturbed areas will be restored to pre-construction conditions, and existing grades will be maintained;
- Staff issued Letter of Advice on behalf of Department of Fisheries and Oceans, December 11, 2012;
- Staff permission issued December 11, 2012.

Application # 10705

Scott Parker

808 Park Street, Lot 3, Concession 4 GORE, Geographic Township of Camden, Municipality of Chatham-Kent

- Permission required to construct an addition to the existing dwelling;
- Addition will be approximately a 394 ft² one storey addition onto the existing 1,360 ft² single family dwelling;
- The addition will be less than 30% of the footprint of the existing dwelling;
- The addition will have a crawl space (no basement) and will be constructed no closer to the watercourse than the existing dwelling (squaring off the existing dwelling);
- Minimum opening elevation of the addition will match existing main floor elevation of dwelling;
- Surface drainage from the addition will be directed away from the slope.

- Staff permission issued December 14, 2012.

Application # 10706

Enbridge Pipelines Inc.

1010 Plank Road, Registered Plan 13, Block B, 0, Geographic Township of Sarnia, County of Lambton

- Permission required to remove an existing flow meter, piping and supports and install a new ultrasonic meter, piping, instrumentation and support by;
 - Strip the graveled area down to subsoil's if required;
 - Remove the existing above ground infrastructure including existing concrete pipe supports;
 - Hydrovac to a safe depth to install new pilings for pipe and meter supports;
 - Hydrovac any cables and utilities into the work area;
 - Install new meter, associated piping and instrumentation;
 - Back fill and re-grade work area to pre-existing conditions;
 - Sediment and erosion controls will be installed prior to construction, monitored throughout, and removed after the completion of construction;
 - While not anticipated, if necessary any dewatering will be diverted from the site through a filter bag and into the onsite storm water system;
- Staff permission issued December 11, 2012.

Application # 10707

Enbridge Pipelines Inc.

1010 Plank Road, Registered Plan 13, Block B, 0, Geographic Township of Sarnia, County of Lambton

- Permission required to; replace or upgrade existing equipment, install pumps, valves and associated piping, complete excavation of valve, piping and pump infrastructure; and complete minor above-ground structural, mechanical and electrical modifications in conjunction with the project to reverse the flow in a section of the Line 9 pipeline between Sarnia and Westover;
- The excavated areas will be backfill to bring them up to pre-construction grade; and,
- Sediment and erosion controls will be installed prior to construction, monitored throughout, and removed after the completion of construction;
- While not anticipated, if necessary any dewatering will be diverted from the site through a filter bag and into the onsite storm water system;
- The site will be restored to its original, or better, condition upon completion of works;
- Staff permission issued December 12, 2012.

Application # 10708

Enbridge Pipelines Inc.

1010 Plank Road, Registered Plan 13, Block B, 0, Geographic Township of Sarnia, County of Lambton

- Permission required to remove an existing trap and replace it by;
 - Strip the graveled area down to subsoil's if required;
 - Remove the existing above ground infrastructure including existing concrete foundations and slabs;
 - Hydrovac to a safe depth to install new pilings for trap supports;
 - Install new trap supports;
 - Back fill and re-grade work area to pre-existing conditions;
 - Sediment and erosion controls will be installed prior to construction, monitored throughout, and removed after the completion of construction;
 - While not anticipated, if necessary any dewatering will be diverted from the site through a filter bag and into the onsite storm water system;
- Staff permission issued December 11, 2012.

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Patty Hayman, Director of Planning

**ST. CLAIR REGION CONSERVATION AUTHORITY
REGULATIONS ACTIVITY REPORT**

January 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 December 31, 2012, to January 31, 2013.

Application # 10623

Jef Landon

3917 Tile Yard Road, Lot 12, Concession 9, Geographic Township of Enniskillen, County of Lambton

- Permission required to complete remedial works at the subject property which included;
 - Remove 3-5 truckloads of fill from the floodplain off the subject property;
 - Fill is to be removed from the floodplain and off the subject property;
 - Create a 6-10 metre naturalized buffer of riparian vegetation directly adjacent the watercourse;
 - Re-locate some of the remaining jumps to an area on the subject property further from the low lying floodplain towards the toe of the ravine slope adjacent the existing single family dwelling;
 - The jumps must be located entirely within the subject property (3917 Tile Yard Road) and not on neighbouring properties or the road allowance;
 - Jumps re-located must be constructed no larger than the existing jumps;
 - Complete minor grading to improve sheet flow drainage of the site and properly allow the flood waters to enter and exit;
 - This will be an improvement of the existing conditions prior to the unauthorized works as the site was already mounded and ponded due to historic works;
 - Stabilize and seed all disturbed areas for erosion and sediment control best management practices;

- Install appropriate erosion and sediment control measures prior to initiating the remedial works and maintain until all remedial works are complete.
- The remedial works will be completed during a dry period when the floodplain is dry, water levels are low, and the forecast is not calling for rain;
- As per site inspections completed June 28, 2012, July 4, 5, and 6, 2012, and a subsequent follow-up compliance inspection completed September 6, 2012, staff of the SCRCA conclude that the remedial works completed at the subject property are in compliance with the conditions above;
- This spring/summer (2013) disturbed areas that have not established vegetation are to be re-stabilize and seeded for erosion and sediment control best management practices;.
- Staff permission issued January 4, 2013.

Application # 10703

Travis Bouma

1020 Edgewater Court, Lot 57, Concession 9, Geographic Township of Sarnia, County of Lambton

- Permission required to construct a major addition onto the existing dwelling on the subject property;
- Design and Drafting, titled “1020 Edgewater Court, Sarnia, Ontario”, Project No. 476-12, dated Nov 2012, Sheet A0 to A11.
- The proposed works include; tear down of the existing attached garage (588 sq. ft.), construction of a new attached garage (610 sq. ft.), and construction of an addition with full basement (302 sq. ft.), main floor (302 sq. ft.), and second floor (304 sq. ft.);
- The proposed addition will be located on the east facing side of the existing dwelling, the addition will be located approximately 22 metres from the top of the bank of the shoreline bluff at its closest location, and 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 no fill placement or grading/site alteration will be required between the existing dwelling and the top of the shoreline bluff;
- Staff permission issued January 17, 2013.

Application # 10709

Michele Stokley

3060 Sandpiper Trail, Lot 2, Concession Front, Geographic Township of Plympton, County of Lambton

- Permission required for works undertaken;
- Installed armour stone stairs, consisting of 60” by 24” by 8” stone steps, on the shoreline

bluff for perpendicular access to the shoreline, and installed an erosion control mat system (IECS articulated concrete block revetment system, two mats with dimensions 2.44m by 6.1m were installed) on the shoreline bluff for emergency access to the beach;

- Installation of the access stairs and erosion control mats was completed without any alterations to the shoreline bank on undisturbed clay;
- The access stairs and erosion control mats were constructed on appropriate subsurface (smooth plane finished grade, with geotextile and clear stone as specified);
- All disturbed areas were stabilized and seeded, covered with desired backfill and, and re-vegetated;
- Excess fill and materials were removed off-site;
- Proposed works will not impact or aggravate shoreline processes including flooding and/or erosion;
- The armour stone stairs and erosion control mats (IECS articulated concrete block revetment system) are not considered protection from shoreline erosion but provide access to the beach;
- Staff permission issued January 3, 2013.

Application # 10710

Doug McLean

Plowing Match Road, Lot 7, Concession 9, Geographic Township of Enniskillen, County of Lambton

- Permission required to complete rehabilitation works on the subject property following unauthorized dredging within Bear Creek;
- Rehabilitation works include;
 - pulling a constructed berm from the dredged material back three to five metres from the top of bank of the inside curve of the watercourse;
 - reducing the berm to a maximum height of one metre, length of 13 metres, and blending berm into existing grades on either side of the berm to ensure that flood flows, velocities and elevations are not negatively impacted;
- Proper sediment and erosion control measures are to be utilized during rehabilitation works including; completing works in the dry, no grading below the top of bank of the watercourse, and stabilizing all disturbed areas by re-vegetating with native grasses etc.;
- Staff permission issued January 4, 2013.

Application # 10712

Edward and Betty Johnston

3575 St. Clair Parkway, Lot C, Concession 11, Geographic Township of Sombra, County of Lambton

- Permission required to construct a 16 ft. by 42 ft. approximately ~672 sq. ft. (~62 m²)

single storey addition to the west facing side of the existing single family dwelling on the subject property;

- The addition will be located approximately 22 metres from the seawall at its closest location;
- The minor addition will have a non-habitable crawlspace, and the top of foundation and main floor elevations of the addition will match the existing dwellings;
- The lowest building opening will be at an elevation no lower than 177.30m (G.S.C.), and the final grade elevation around the building, will be at a minimum elevation of 177.30 m (G.S.C.) for a horizontal distance of 1.6 m;
- Surface and subsurface drainage will be controlled on the property, and excess fill will be removed from the property;
- Staff permission issued January 25, 2013.

Eastern Energy Power Project, Ciro Polsinelli

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.

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Patty Hayman, Director of Planning

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

January 31, 2012

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 November 30, 2012 to January 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;



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.

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;

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;
 - I have attached pictures taken today (January 29, 2013).



- 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;

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Patty Hayman, Director of Planning

SCRCA Monthly Planning Activity Summary 2013 January 16.(vi)

File Ref.	Municipality	Geographic Twp.	Concession	Lot	Street
FI 2013	ADELAIDE-METCALFE	ADELAIDE	CON 4 SER	LOT 16	SCHOOL ROAD
LL 2013	CHATHAM-KENT	ZONE	CON 9	LOT 12	
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON 9	LOT 15	FISHER LINE
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON 14	LOT 26	HUBBARD LINE
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 20	
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 17	QUEEN STREET
FI 2013	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 31	ROSS STREET
ZBA 2012	PLYMPTON-WYOMING	PLYMPTON	CON 4	LOT 11	LONDON LINE
FI 2013	SARNIA	SARNIA	CON 9	LOT 43	LAKESHORE ROAD
FI 2013	SARNIA	SARNIA	CON 9	LOT 2	SUNSET BOULEVARD
FI 2013	SARNIA	SARNIA	CON 9	LOT 67	LAKE CHIPICAN DRIVE
SEV B11/2012	SARNIA	SARNIA	CON 9	LOT 22	PASSINGHAM DRIVE
VAR A43/2012	SARNIA	SARNIA	CON 9	LOT 22	PASSINGHAM DRIVE
FI 2013	ST. CLAIR	SOMBRA	CON 14	LOT A	ST. CLAIR PARKWAY
LL 2013	ST. CLAIR	MOORE	CON 7	LOT 19	MOORE LINE
LL 2013	ST. CLAIR	MOORE	CON 7	LOT 19	MOORE LINE
FI 2013	STRATHROY-CARADOC	ADELAIDE	CON 4 SER	LOT 24	METCALFE ST. EAST
LL 2013	STRATHROY-CARADOC	ADELAIDE	CON 4 SER	LOT 21	CARRIE STREET
FI 2013	SW MIDDLESEX	MOSA	CON 6	LOT 9	OIL FIELD DRIVE
FI 2013	SW MIDDLESEX	MOSA	CON 5	LOT 13	KNAPDALE

January Meetings

- Jan 7 – Skinner Drain – mtg with Cnockaerts – D. Cundick, M. Andreae
- Jan 8 – meeting with rp GlobalCanada Renewable Power Inc. – M. Fletcher, D. Cundick
- Jan 9 – Albert Street Strathroy Reconstruction meeting – M. Fletcher, D. Cundick
- Jan 10 – Shell Sarnia Dock Modifications – M. Fletcher, D. Cundick, C. Lafrance
- Jan 11 – mtg with Cores, 4090 Bluepoint Dr- P. Hayman, D. Cundick
- Jan 14 – DART training – M. Fletcher, D. Cundick, M. Andreae, E. Carroll
- Jan 15 – ABCA properties site mtg and research-P. Hayman, M. Fletcher
- Jan 16 – WOCA meeting Upper Thames CA – C. Durand, A. Seidler
- Jan 16 – OMB preconsultation with R. Waters – P. Hayman
- Jan 17 – Eastern Power Project Pre-Consultation Meeting – D. Cundick, G. Sankar
- Jan 17 – OMB telephone conference call R. Waters – P. Hayman
- Jan 24,25 – OMB Lot 4-51, Plan 28 Bluepoint adjourned by Chair due to weather. To date; not rescheduled.
- Jan 30 – NOVA Chemicals Pre-Consultation Meeting – D. Cundick
- Jan 31 – Mtg with Sifton and L.S. staff re: Reflection Shores subdivision – P. Hayman

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

2013 Special Events

A.W. Campbell Maple Syrup Festival, March 16 - 17, 9:00 - 4:30
A.W. Campbell Conservation Area

Sydenham River Canoe Race, April 21, Registration 10:00 - 11:00 (Mossie Line at the Sydenham River) Race ends at the Shetland Conservation Area

Earth Week, April 22 - 26, Strathroy Tree Planting Day - tba, Strathroy Conservation Area

Strathroy Water Trail Paddle Day, May 25, 9:00 - 3:00,
Centennial Park, Strathroy

Denning Bros. Funeral Home Memorial Forest Dedication, May 26, 2:00
Centennial Park, Strathroy

Member's Project Tour, June 20

Geocaching Event, tba, Lorne C. Henderson Conservation Area,

McKenzie and Blundy Memorial Forest Dedication, September 15, 2:00
Wawanosh Wetlands Conservation Area

Foundation Memorial Forest Dedication, September 22, 2:00
Lorne C. Henderson Conservation Area

Chatham-Kent Children's Water Festival date tba

For details on events visit
www.scrca.on.ca and click on events

