



Board of Directors *Notice of Meeting*
December 12th - 10:00 a.m., Administration Office, Strathroy

Tentative Agenda

1. Chair's Remarks
2. Declaration of Pecuniary Interests
3. Hearing
4. Minutes
5. General Manager's Report
 - (i) GM's Report
6. Chair & Conservation Ontario Report
 - (i) Conservation Ontario Whitepaper – Watershed Management Futures for Ontario
 - (ii) CO December 9, 2013 meeting update – verbal
7. Business Arising from Last Meeting
8. Conservation Area Reports
 - (i) Conservation Areas Update
9. Water Resources Reports
 - (i) Current Watershed Conditions
10. Biology Reports
 - (i) Fish Habitat Review Activities
 - (ii) Grant Funding Applications
11. Planning & Research Reports
 - (i) Regulations Committee Report
 - (ii) Cost Recover for DART
12. Finance Reports
 - (i) Revenue & Expenditure Report
 - (ii) November Disbursements
 - (iii) 2013 General Levy Update
 - (iv) 2014 Nominating Committee
 - (v) 2014 Tentative Schedule of Meetings
 - (vi) 2014 JCP Program Update
 - (vii) December Health and Safety Committee minutes
13. Communications Reports
 - (i) Communications Report
14. In Camera
15. New Business
15. Adjournment

Please contact Marlene (call 519-245-3710, 1-866-505-3710 or e-mail mdorrestyn@scrca.on.ca) at the Administration Office by December 16, if you are unable to attend.

Board of Directors Proposed Resolutions

2. It is requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.
- 3.(i) Moved by: _____ Seconded by: _____
That the Board of Directors adjourn the regular Board of Directors meeting at _____ a.m. and convene as a Hearing Board pursuant to Ontario Regulation 171/06 – “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” Regulation to consider Application #10840 of Nick and Chantelle Core.
- 3.(ii) Moved by: _____ Seconded by: _____
That the Hearing Board go in camera at _____ a.m. to review and discuss the appeal of Application #10840.
- 3.(iii) Moved by: _____ Seconded by: _____
That the Hearing Board regarding the appeal of Application #10840 rise and report at _____ a.m.
- 3.(iv) Moved by: _____ Seconded by: _____
That the Hearing Board in accordance with the requirements of the Conservation Authorities Act, held a hearing regarding Nick & Chantelle Core, Application #10840 on December 12, 2013 and hereby _____

_____.
- 3.(v) Moved by: _____ Seconded by: _____
That the Hearing Board adjourns the Hearing and reconvenes as the Board of Directors at _____ a.m.
- 4.(i) Moved by: _____ Seconded by: _____
That the minutes of the Board of Directors meeting, held November 14, 2013, be approved as distributed.
- 5.(i) Moved by: _____ Seconded by: _____
That the Board of Directors acknowledges the General Manager’s report, dated December 2, 2013.

- 6.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the status update dated November 2013 regarding Conservation Ontario's Whitepaper – Watershed Management Futures for Ontario as well as the verbal report from the Conservation Ontario Council meeting of December 9, 2013.
- 7.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the updates on business arising from the November 14, 2013 meeting.
- 8.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the Conservation Lands Update, dated November 22, 2013 concerning maintenance and development on conservation areas, and McKeough Upstream Lands.
- 9.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated November 25, 2013 on the current watershed conditions, Great Lakes water levels.
- 10.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the status report dated November 28, 2013, summarizing Fish Habitat Review activities undertaken on behalf of Fisheries and Oceans Canada in 2013, and acknowledges the cancellation of the Fish Habitat Review partnership agreement by Fisheries and Oceans Canada on November 25 2013.
- 10.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated November 28, 2013 on grants currently being implemented by the Biology Department, and grant applications update.
- 11.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the presentation regarding the regulatory flood standard employed the St. Clair Region Conservation Authority.
- 11.(ii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated November 25, 2013 on cost recovery for implementation of the provincially-mandated DART process and approves the inclusion of DART fees in the 2014 Schedule of Fees.
- 12.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the revenue and expenditure report to October 31, 2013, as it relates to the budget.

- 12.(ii) Moved by: Seconded by:
That the Board of Directors approves the November 2013 disbursements as presented in the amount of \$735,621.08.
- 12.(iii) Moved by: Seconded by:
That the Board of Directors acknowledges the status report on the 2013 general levy receipts to date.
- 12.(iv) Moved by: Seconded by:
That the 2014 Nominating Committee consisting of the following four directors representing the four districts of the Authority being Sarnia, Lambton, Chatham-Kent, and Middlesex be: _____
and further that the Nominating Committee's recommendation for the 2014 membership be presented at the Annual General Meeting.
- 12.(v) Moved by: Seconded by
That the Board of Directors approves the 2014 tentative schedule of meetings for the Board of Directors and Committees, dated November 30, 2013.
- 12.(vi) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated December 3, 2013 on the pre-proposal to the Ministry of Training, Colleges and University for a JCP program involving eight participants.
- 12.(vii) Moved by: Seconded by:
That the Board of Directors acknowledges the December 4, 2013 meeting minutes of Health and Safety Committee.
- 13.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated November 21, 2013 of the summary of 2013 special events.
- 14.(i) Moved by: Seconded by:
That the Board of Directors go in camera at _____ a.m. to discuss Conservation Awards and personnel issues with the General Manager remaining.
- 14.(ii) Moved by: Seconded by:
That the Board of Directors rise and report at _____ a.m.
16. Moved by: Seconded by:
That the meeting be adjourned.

Regulations Report for the Board of Directors

DATE: December 12, 2013

SUBJECT: Application #10840
Development, Interference with Wetlands and Alterations to Shorelines and
Watercourses Ontario Regulation 171/06

FROM: Dallas Cundick, Environmental Planner / Regulations Officer

Applications:

Application # 10840

Name: Nick and Chantelle Core

Agent: Travis Bouma (authorization obtained)

Location of Property: Lot 46, Plan 28
4090 Bluepoint Drive
Pt. Lot 39 and 38, Concession Front
Geographic Township of Plympton
Township of Plympton-Wyoming
County of Lambton

Summary:

In September, the Authority received an application for development to relocate/redevelop on the subject property on the Lake Huron Shoreline. Development proposal also included an improved foundation/full basement and constructing an addition to the existing dwelling, and a new 2 car attached garage. As the application does not meet SCRCA Shoreline Development Policy requirements, it is the recommendation of staff and the SCRCA Regulations Committee that the application be denied and that a hearing of the Board of Directors be established to formally hear the application.

Enclosed information outlines all of the documentation provided by the applicant in support of their application to relocate/redevelop on the subject property. If you require a hard copy of the material, do not hesitate to contact the Authority to make arrangements.

Also enclosed is full staff report for the application, outlining and documenting reasons for the recommendation that the application for permission be refused.

Also attached to this report you will find key components of:

- 1) Paper copy of the staff hearing report - pages 1 to 6;
- 2) Paper copy of the application and proposed site plan(s) for the development – pages 7 to 19;
- 3) Hearing guidelines and procedure – page 20.

Please note that the intent of the hearing is to review the technical aspects of the application and proposal at hand, and not enter into a review or debate regarding the format, process or data utilized to complete the technical background reports.

As this hearing is a formal process, please attend the meeting prepared with your questions regarding the technical aspects of the application. In order to avoid apprehension of bias staff cannot take the time to answer this type of question prior to the hearing.

**ST. CLAIR REGION CONSERVATION AUTHORITY
REGULATIONS Report for the Board of Directors**

MEETING DATE: December 12, 2013

SUBJECT: Application #10840
Development, Interference with Wetlands and Alterations to Shorelines and
Watercourses Ontario Regulation 171/06

FROM: Dallas Cundick, Environmental Planner / Regulations Officer

Applications:

Application # 10840

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Agent: Travis Bouma (authorization obtained)

Location of Property: Lot 46, Plan 28
4090 Bluepoint Drive
Pt. Lot 39 and 38, Concession Front
Geographic Township of Plympton
Township of Plympton-Wyoming
County of Lambton

Purpose of Hearing:

Application has been received by the Authority requesting permission under Section 28 of the *Conservation Authorities Act* to relocate/redevelop on the subject property on the Lake Huron Shoreline. A hearing is being held as staff and the SCRCA Regulations Committee have recommended denial of the application (Exhibit A - Regulations Committee Report) and requests a hearing before the Board of Directors.

Background:

The subject property is located on the Lake Huron Shoreline in the Bluepoint Area. The lot is situated on the north side of Bluepoint Drive and measures approximately 65 metres deep with approximately 18 metres of frontage on Bluepoint Drive. The top of the bank is irregular however; it is approximately 49 metres on average, from the front property line. See attached maps and photos.

Technical Background:

The SCRCA Shoreline Management Plan (Baird 2010) indicated that erosion rates along this reach of shoreline are approximately 0.41 metres per year and that the bluff height at this location is approximately 16 metres.

- Note, The SCRCA Shoreline Management Plan (1996) (SMP) indicated that erosion rates along this reach of shoreline are approximately 0.395 metres per year and that the bluff height at this location is approximately 16 metres.

The SMP further notes that undercutting at the toe of the bluff by wave action causes instability and success shallow slips on the bluff face but also deeper internal rotational slumps. Wave uprush during storm events is intensified during periods of high lake levels and instability is aggravated by landside influences such as drainage, loading & groundwater seepage – Exhibit B

A Bluepoint Bluff Erosion Protection Benefit/Cost Analysis (2003) found that providing erosion protection is not feasible along this reach of shoreline – Exhibit C is the summary from this report.

At the request of the landowners along the Bluepoint reach of shoreline and with Municipal support, the Authority undertook the “Blue Point Recession Study (2004) to evaluate and determine whether the recession rate for the Bluepoint reach of shoreline should be revised. The study found that the erosion hazard limit and stable slope allowance have not changed substantially and does not warrant re-mapping. Exhibit D is the Executive Summary and Discussion/Conclusions excerpt from this report.

The proponent undertook a Geotechnical Engineering Report completed by LVM, dated November 2, 2012, titled Slope Stability Assessment, 4090 Blue Point Drive, Plympton-Wyoming, Ontario (Ref. No.: P161-B-0003264-1-GE-R-0001-00). Report indicates that the stable slope with appropriate factors of safety for residential development is 23 degrees; therefore stable slope allowance is 37.7 metres. Exhibit E.

The proponent also undertook a Shoreline Hazards Assessment completed by Shoreplan Engineering Limited, Titled 4090 Bluepoint Drive, Plympton-Wyoming, Our File 12-1871, and dated March 11, 2013. The Shoreplan coastal report states that the subject property is currently unprotected from erosion and erosion protection is not feasible on a lot by lot basis on a bluff of this height. Shoreplan states “We also gave consideration to the potential of erosion reduction by using shore protection. Given the height of the bluff, the use of shore protection on a single residential property is generally not recommended”. Shoreplan also states a collaborative (erosion) project with your neighbours may be economically feasible in future to reduce erosion given the nature of the nearshore and substantial quantity of large boulders in the vicinity and directly to the west of the subject property. (Shoreplan, 4090 Bluepoint Dr, 03/11/13, p. 4). Exhibit F.

Proposal:

The applicant has proposed a relocation/redevelopment included moving the existing dwelling outside the 60 yr. erosion hazard, constructing a new foundation with full basement, and constructing an addition to the existing dwelling, and a new 2 car attached garage with basement;

This proposal would put the lakeward side of the dwelling approximately 24.6 metres from the engineered stable slope allowance (37.7 m) at its closest location which is roughly equivalent to 60 year erosion allowance, based on the engineered erosion rate of 0.41 metres per year. The proposal would result in a relocated/redevelopment dwelling that will have total gross square area of approximately 251.5 sq. m, and the dwelling will be located 1.78 m from the west property line and 1.40 m from the east property line.

The proposal does not meet board approved SCRCA Shoreline Development Policies for permitted relocated structure plus addition (Policy is provided later in this report);

- Permitted total square area (relocated structure plus addition) no greater than 164 m²;
 - Staff utilized the following to determine allowable permitted total square area of 164 m² as noted above (not including basement);
 - Existing dwelling footprint (69 sq. m);
 - Existing detached garage to be removed which is located between existing house and top of bank (41 sq. m);
 - Total footprint is 110 sq. m.;
 - As per policy major additions allowed up to 50% of existing footprint;
 - Relocation/redevelopment should be completed outside the 60 yr. erosion hazard;
 - Relocation is recommended and should be complete outside the Erosion Hazard (MNR Tech Guide);
 - Outside the 60 yr. is greatest extent possible on property;
 - 110 sq. m divided by 2 = 55 sq. m;
 - Therefore, total square area allowed is approximately 165 sq. m;

- Plympton – Wyoming Zoning By-Law Allows 164 sq. m maximum gross floor area building area;
- Therefore 164 sq. m meets SCRCA policy and Zoning By-Law;

Legislation:

Prior to May 2006, the Authority’s involvement with shoreline development was primarily as an advisory agency to our member municipalities and the general public, providing comments with respect to Natural Hazards as per Section 3.1 of the Provincial Policy Statement.

In 2006, the *Conservation Authorities Act* (Exhibit G) was amended as part of the Red Tape Reduction Initiative and regulations implemented pursuant to Section 28 of the *Act*. These regulations are entitled “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” (O.R. 171/06 – Exhibit F). With the approval of O.R. 171/06, Conservation Authorities are responsible for issuing development approvals in regulated areas, including shoreline areas that were not previously regulated under the old “Fill, Construction and Alterations to Waterways” Regulations.

Conservation Authorities Act (relevant sections):

“Regulations by authority re area under its jurisdiction

28. (1) Subject to the approval of the Minister, an authority may make regulations applicable in the area under its jurisdiction,

- (c) prohibiting, regulating or requiring the permission of the authority for development if, in the opinion of the authority, the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by the development;

Right to hearing

(12) Permission required under a regulation made under clause (1) (b) or (c) shall not be refused or granted subject to conditions unless the person requesting the permission has been given the opportunity to require a hearing before the authority or, if the authority so directs, before the authority’s executive committee. 1998, c. 18, Sched. I, s. 12.

Powers of authority

(13) After holding a hearing under subsection (12), the authority or executive committee, as the case may be, shall,

- (a) refuse the permission; or
- (b) grant the permission, with or without conditions. 1998, c. 18, Sched. I, s. 12.”

O.R. 171/06 – Development, Interference with Wetlands and Alterations to Shoreline and Watercourses (relevant sections):

“Development prohibited

2. (1) Subject to section 3, no person shall undertake development, or permit another person to undertake development in or on the areas within the jurisdiction of the Authority that are,

- (a) adjacent or close to the shoreline of the Great Lakes-St. Lawrence River System or to inland lakes that may be affected by flooding, erosion or dynamic beaches, including the area from the furthest offshore extent of the Authority’s boundary to the furthest landward extent of the aggregate of the distance in subclause (i) or (ii), as applicable, and the distances referred to in the subclauses (iii), (iv) and (v),

(iii) the predicted long term stable slope projected from the existing stable toe of the slope or from the predicted location of the toe of the slope as that location may have shifted as a result of shoreline erosion over a 100-year period,

Permission to develop

3. (1) The Authority may grant permission for development in or on the areas described in subsection 2 (1) if, in its opinion, the control of flooding, erosion, dynamic beaches, pollution or the conservation of land will not be affected by the development. O. Reg. 171/06, s. 3 (1).”

Consistent with the Provincial Policy Statement, O.R. 171/06 directs the Authority to consider development and potential impacts associated with a natural hazard over a 100 year time frame.

To summarize the above, the Authority may grant permission for a development to occur within an identified natural hazards concern area, if in the opinion of the Authority, the control of flooding, erosion, dynamic beaches or pollution or the conservation of land will not be impacted by the development. Exhibit H is O.R. 171/06.

SCRCA Shoreline Development Policies:

SCRCA Lake Huron Shoreline Policy (Exhibit I) indicates that relocation should be considered as a future option, and that major additions may be permitted on existing identified lots of record provided the following conditions are met:

The construction of accessory structures and additions to residential dwellings may be permitted within the Erosion Hazard, provided the following criteria have been addressed to the satisfaction of SCRCA:

1. The proposed addition does not intensify the use of the existing structure;
 2. The proposed addition does not increase the occupancy of the existing structure;
 3. The proposed addition/accessory structure does not aggravate the existing hazard;
 4. The proposed addition/accessory structure does not diminish maintenance access to any existing protection works;
 6. Major Additions;
 - a. Total proposed area for the addition is greater than 30% and less than 50% of the existing foundation area or footprint area (whichever is the lesser amount);
 - b. Meets a minimum setback the greater of:
 - 15 metres from the Stable Slope Hazard (Note: for bluff shoreline with low erosion rates, the minimum setback from the Stable Slope Hazard can be reduced to 6 metres at the discretion of SCRCA staff)
- OR
- c. 50 year Erosion Hazard from the Stable Slope Hazard;
 - c. The development is located at the most landward extent possible and utilizes the maximum lot width possible;

Items to Consider:

Staff of the Authority completed two property inquiries in 2012 (March 7 and June 13) in regard to Authority requirements for an addition at the subject location. Staff of the SCRCA met with the proponent on January 11, 2013, Authority staff discussed with all parties (exception: M. Sturm of Shoreplan) a revised proposal which would mean relocation/redevelopment as opposed to an addition onto the existing dwelling at its existing location.

This would allow positioning a residence farther from top of bank. This is a positive step in respect to the Conservation Authority's position. A relocation/redevelopment would also allow an improved foundation/full basement, which the landowner preferred.

Plans were submitted that come close to meeting CA policy and therefore the staff of the SCRCA moved forward in this respect.

The proposed relocation/redevelopment included moving the existing dwelling outside the 60 yr. erosion hazard, constructing a new foundation with full basement, and constructing an addition to the existing dwelling, and a new 2 car attached garage with basement;

In respect to reasonable additional area in a hazard area (i.e. addition onto relocated dwelling), staff of the Authority requested the proponent revise the conceptual floor plan drawing slightly to ensure the following:

- Relocation of the structure outside the 60 year erosion hazard limit based on stable slope determined by LVM;
- Permitted total square area (relocated structure plus addition) no greater than 164 m²;
- 1.8 m side yard, minimum one side only for access purposes.

Staff of the SCRCA discussed the following with the landowner;

- It is reasonable to state that the new structure will be outside the 60 year recession based on 2010 recession calculations. This will be a better situation than currently exists.
- To recognize the aforementioned and that protection is not recommended on a lot by lot basis, and is not to be carried out at this time, the following is needed and will be a condition of approval: provision of certification to the Authority that the survey of the property, clearly delineating the stable slope hazard and 60 year erosion hazard line has been registered on title of the property. (Recommended contacting Nisbet Roberston in this regard). (FYI – We required this of O. Dodd's property/proposal).

Staff of the SCRCA stated that, if the 3 bullet points as noted above are addressed and a survey is registered on title as described; staff of the SCRCA will not have a concern with the approval of the development proposal.

Photographs and Background on Bluepoint Drive Area

A number of the larger trees on the slope along the Bluepoint have significantly curved trunks – indicates signs of movement and rotational slumping at some time in the past – Exhibit J taken in 2009 just east of subject property.

Exhibit K is a typical rotation slumping diagram taken from the Provincial Technical Guides. It is noted that on several lots to the east in photos taken in 2009, the shoreline bluff contained only sparse or spotty vegetation and included many areas of exposed clay - indicates a relatively recent surficial erosion event or events have occurred – Exhibits L, M, N.

Exhibit O is a photo taken November 4, 2009 approximately 230 metres updrift (east) of the subject property – demonstrates features typical of a rotational slump and identifies new toe erosion at the bottom of the slope as well.

Exhibit P is a photo taken in April 2005 east of the subject property shortly after a surficial erosion event occurred along Bluepoint Drive.

Exhibit Q is a photo taken in 2004 showing top of bank erosion. Photo is taken in close proximity to Bluepoint and the subject property.

Exhibit R, S, T show historic photos of erosion along the shoreline at the subject property during varying water levels and storm conditions. Photos taken 1977, 1973, and 1980.

Exhibit U, V, show aerial photos taken in 2011 depicting varying degrees of vegetated banks and areas with sparse vegetation and exposed clay.

Water levels in Lake Huron have been below average for a number of years (approximately 10 years) and remain below average to date.

Recommendation and Reasons:

Deny permission to relocate/redevelop as proposed on the subject property, as the application does not adhere to SCRCA Shoreline Development Policy requirements.

Substantial evidence and photos exist that indicates erosion processes continue to occur along this reach of the Lake Huron shoreline, even with lower than average lake levels experienced over the past several years. The high bluff, steep incline and erodibility of the nearshore have resulted in a significant risk area at this location.

The Authority is willing to provide flexibility in permitting a relocation/redevelopment proposal outside the 60 year erosion hazard with total square area (relocated structure plus addition) no greater than 164 m². It is the position of staff and the Regulations Committee that any reduction beyond this limit and proposed development beyond the total square area of 164 m² exposes the Authority and applicant to risk to life and property in a significant hazard area.

Hearing Board Proposed Resolutions

3.(v) Moved by: Seconded by:
That the Hearing Board in accordance with the requirements of the Conservation Authorities Act, held a hearing regarding Nick & Chantelle Core, Application #10840 on December 12, 2013 and hereby refuses the application and directs staff to issue a Notice of Decision accompanied by the required information regarding the right to appeal.

OR

3.(v) Moved by: Seconded by:
That the Hearing Board in accordance with the requirements of the Conservation Authorities Act, held a hearing regarding Nick & Chantelle Core, Application #10840 on December 12, 2013 and hereby approves the application and directs staff to issue a Notice of Decision.

OR

3.(v) Moved by: Seconded by:
That the Hearing Board in accordance with the requirements of the Conservation Authorities Act, held a hearing regarding Nick & Chantelle Core, Application #10840 on December 12, 2013 and hereby defers the application and directs staff to provide additional information at the Executive Committee meeting issue a Notice of Decision accompanied by the required information regarding the right to appeal.

The Board of Directors meeting of the St. Clair Region Conservation Authority was held on the above date, at the Administration Office in Strathroy, at approximately 10:00 a.m.

Present: Steve Arnold, Chair; Terry Burrell, Vice Chair; David Boushy, Tim Brown, Tony Bruinink, Elizabeth Davis-Dagg, Norm Giffen, Rod Glen, Larry MacKenzie, Betty Ann MacKinnon, Kevin Marriott, Don McCallum, Netty McEwen, Steve Miller, Frank Nemcek

Absent: Bill Bilton, Joe Faas, Anne Marie Gillis, Tom McGregor, Ben Phay

Also Present for all or part of Meeting: Rick Battson, Director of Communication; Girish Sankar, Water Resources Engineer; Steve Clark, Data Technician; Patty Hayman, Director of Planning; Dallas Cundick, Environment Planner/Regs Officer; Erin Carroll, Aquatic Biologist; Kevan Baker, Director of Lands; Tracy Prince, Director of Financial Services; Marlene Dorrestyn, Administrative Assistant

The Chair welcomed everyone to the meeting and advised that Brian's father was in the hospital in serious condition and that Brian was with his family. The Board wished them all well. Rick Battson would be acting on Brian's behalf at the meeting. The Chair then 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.

BD-13-146

MacKenzie – Bruinink

“That the minutes of the Board of Directors meeting, held September 19, 2013, be approved as distributed.”

CARRIED

The General Manager's Report was presented:

- Great Lakes Water Levels Forum
 - Lambton County hosted the forum at the Holiday Inn in Point Edward on November 5th
 - the forum was organized to review the options brought forward in the International Upper Great Lakes Study: Impacts on Upper Great Lakes Water Levels – St. Clair River
 - the options discussed from the study included structural controls to be built in the St. Clair River and south Lake Huron, the potential for adaptive management, closing water intakes at Chicago and taking no action
 - representatives from the International Joint Commission, Walpole Island First Nation, Lake Huron Centre for Coastal Conservation and Conservation Ontario, made presentations to the 100 plus attendees who represented interested parties both in Lambton County and well beyond
 - the afternoon session provided attendees the opportunity to both voice their opinions and to hear, and hopefully try to understand, the opinions expressed by others
 - widely varying opinions and dissention regarding some of the data presented and discussed resulted in good discussion but little consensus as to how this issue could or should be resolved
 - the strongest consensus of the day was that this is a complex issue which will be discussed and studied at length for years prior to implementation
- Updates
 - staff continue to update the Authority's administrative manual – new and updated legislation, more efficient and more effective policies, improved clarity, documentation

and organization are all being worked into the manual update that we hope to present in draft to the Board in the new year

- staffing - Michelle Fletcher, Regulations / Natural Heritage Technician has taken a new position with the Region's Source Water Protection team and is working out of the Upper Thames River CA offices – Melissa Deisley will be joining the organization later this month to fill this vacancy as a Regulations Officer – Melissa comes to us from the Ministry of Natural Resources, where she was working as an inspector in the Petroleum division

Directors' comments:

- info on Great Lakes Forum – of the guest speakers – no real solutions – lots of controversy. Brian Boyle will put everything together – directors will each get a copy. Link to report: <http://www.lambtononline.ca/home/Documents/Great%20Lakes%20Water%20Levels%20Public%20Forum%20-%20November%205%202013%20-%20Final%20Report.pdf>
- need to get information to media that levels are slowly going up.

BD-13-047

Glen - Burrell

“That the Board of Directors acknowledges the General Manager’s report, dated November 5, 2013.”
CARRIED

Minutes of the Conservation Ontario September 30, 2013 was considered.

Directors Comments:

- send a copy of Conservation Ontario's levy notice for 2014 to directors.

BD-13-048

Miller - MacKenzie

“That the Board of Directors acknowledges the September 30, 2013 meeting minutes of Conservation Ontario.”
CARRIED

A report on the business arising from the last meeting was discussed.

- 2012 Conservation Ontario Statistical Survey - requested better clarification on the numbers and more detail – *a report with additional clarification was presented.*
- staff to make presentation on best management practises for drain maintenance at a future meeting – *scheduled for the November Board Meeting.* It was also requested that the information be given soon, so it can be included in zoning bylaws – this information is being provided to drainage superintendents and other municipal staff as municipal bylaws are being updated. – *working on for December meeting*
- talk to municipality regarding selling McKeough properties - *on going*
- Sarnia representative requested that a reminder be sent to the City of Sarnia regarding levy payments – *completed by phone and reminder sent*
- requested that the municipal treasurers be contacted regarding their Investment policies – *on going*

BD-13-049

Marriott - Nemcek

“That the Board of Directors acknowledges the updates on business arising from the September 19, 2013 Board of Directors meeting.”
CARRIED

A staff report providing more explanations as to the significance of the various rankings from the 2012 Conservation Ontario Statistical survey was presented.

BD-13-050

Davis-Dagg - MacKinnon

“That the Board of Directors acknowledges the updated summary of the 2012 Conservation Ontario statistical survey.”

CARRIED

A Conservation Lands Update was reviewed:

- Background:
 - the Conservation Authority owns 15 conservation areas in the watershed
 - of those 15 conservation areas, 6 are managed by the local municipality and 9 are operated by the Conservation Authority
 - of these 9, 3 conservation areas are regional campgrounds which attract campers from primarily Southwestern Ontario
 - profits obtained from our campgrounds are used to offset capital improvements
- Warwick Conservation Area (Warwick Township):
 - new ceramic tiles have been installed in the women’s main washroom shower areas
 - approach ramps with railings have been installed on the main trail bridge
 - hydro servicing has been installed to 2 group camp areas
 - one canoe rack and 2 viewing platforms have been constructed
 - a new steel roof has been installed on the gatehouse
 - a number of dead ash trees have been removed and approximately 70 stumps ground out and top soil placed
- L.C. Henderson Conservation Area (Enniskillen Township):
 - new ceramic tiles have been installed on the main campground washroom floors
 - septic system & dump station have been completed
 - barn board siding have been replaced on the main washroom building
 - a canoe and fishing dock has been constructed and installed in the main reservoir
 - road culvert in South Park camping loop has been replaced
 - a new steel roof has been installed on the gatehouse
 - campsites have been aerated and seeded
 - a number of tree stumps have been removed, filled with top soil and seeded
- A.W. Campbell Conservation Area (Brooke/Alvinston & S.W. Middlesex Townships):
 - 9 new windows have been installed in the visitor center
 - new steel doors have been installed on the pool washroom building
 - 30 large stock & 100 seedling trees have been planted
 - trails have been widened and surfaced with chip and dust
 - campsites have been aerated and seeded
 - a number of tree stumps have been removed, filled with top soil and seeded
- Strathroy & Clark Wright Conservation Areas:
 - 2 trail bridges have been upgraded
 - 10 board walk sections have been replaced
 - at Clark Wright trail improvements include the installation of a 36’ railed bridge and the addition or replacement of approximately 18 board walk sections
 - above projects have been funded by the Foundation

- Peers Wetland Conservation Area:
 - wetland rehabilitation has been completed. This included: berm reconstruction and seeding; pump and electrical installation; security fence construction; trail establishment; and parking lot construction.
 - other improvements include: 5 acres of trees planted; 1.2 acres of tall grass prairie planted; and the installation of property and donor signage
 - a draft master plan has been completed
- C.J. McEwen Conservation Areas (Plympton/Wyoming):
 - a new steel roof to be installed on the washroom building this fall (steel has been purchased and project to be completed before the end of November)
 - a number of dead trees to be removed at both McEwen and Highland Glen Conservation Areas
- Coldstream Conservation Area:
 - approximately 17 sections of boardwalk have been repaired with new cedar upright posts
- Lambton County Lands:
 - the Conservation Authority manages 7 properties (approximately 1,400 acres) for the County of Lambton.
 - at the Lambton County Heritage Forest, staff have repaired the fence on the sand hill and installed two trail signs. Forestry staff has performed a forest inventory of the property to determine standing timber values.
 - at Perch Creek Habitat Area, the main trail has been widened and trees and vegetation have been trimmed back. Low areas along the main trail have been raised and 2 culverts installed to provide better access
 - at Marthaville, staff has maintained and widened the trail system and will be removing approximately 6 dead ash trees along the north side of the parking lot.
 - at Bowens Creek, the Forestry department planted 14,000 trees this spring and managed the plantations on site for the year.
- McKeough Lands:
 - soil erosion improvement works have been completed on Property 93, 95, 97 (wetland constructed) and 103 (subsurface drainage installed)
- Kelly Smith (Biological Technician):
 - to date Environmental Farm Plans have been completed for 11 of the agricultural parcels and 2 parcels have had Property Management Plans completed.
 - Environmental Farm Plans are designed to prepare environmental risk assessments for the farm rental properties while highlighting industry standards, regulatory obligations, and best management stewardship practices. The goal of the plans, in addition to meeting the industry standards and regulatory obligations of farming practices, is to obtain the best stewardship practices and implement the best management practices above and beyond to achieve environmentally sustainable farming practices on our lands.
 - Property Management Plans are designed to highlight the property description, historical use, farming practices, forest management, soil and water management and other key features of the property while addressing environmental risks through best management practices, like riparian planting along watercourses and installing erosion control structures.
 - an application to Wildlife Habitat Canada has been submitted to develop and enhance wetlands on the McKeough lands. Ducks Unlimited Canada and Ministry of Natural Resources Species at Risk Stewardship fund are partners in this proposed project.

Directors Comments:

- asked how the ownership change at Peers Wetland was received by the community
 - positive responses so far
 - contracting grass cutting and maintaining a 15' trail along the berm
 - Darrell Randell makes sure water levels are maintained
 - meet with Advisory Group once or twice per year

BD-13-051

Bruinink - Brown

“That the Board of Directors acknowledges the Conservation Lands Update, dated October 28, 2013 on Conservation Area maintenance and development, McKeough Upstream Lands erosion projects and property plans, and management activities on Lambton County Lands.”

CARRIED

A report on camper events and activities was presented:

- Authority campgrounds are very fortunate to have a group of dedicated volunteers who assist staff in delivering the many events and activities throughout the camping season
- below are some of the events and activities which were offered in 2013
- Regular Events:
 - bingo/ wagon rides/ kids train rides
 - pot lucks dinners/bagel breakfasts/barbeques
 - horse shoe tournaments/yard sales
 - golf cart parades/poker runs/ cart show and shines
 - kids crafts/card nights/car washes
 - camper fundraiser breakfasts
 - canoe races
 - slip and slide down the Campbell Hill
 - teen dances
 - movie nights
- Special Events:
 - Canada Day Events and fireworks
 - Christmas in the Park/Halloween in the Park with haunted house
 - fish fry/pig roast/chili cook-off
 - fishing derby
 - kid's rubber duck race/putt putt golf tournament
 - antique car show/antique fire truck ride
 - Elvis returned to the Warwick CA on Elvis Day, day also included a malt shop, barbeque, train rides and more
 - geo-caching event
 - car wash fund raiser/face painting
 - CMT award winner Crystal Gage performed at AW Campbell on Canada Day Weekend (event sponsored by a seasonal camper)
 - Brett Baker, country and western singer appeared at LC Henderson on the Civic Long Weekend (Friends of Henderson sponsored the event)
- all camper fundraising efforts are approved and monitored by Authority staff and funds raised are used to sponsor events, activities or develop facilities within the conservation area.

Directors Comments:

- directors commented on the ownership and pride taken in the Conservation Areas by campers and staff.

- staff help make fun days for campers
- thank Conservation Area staff at December lunch

BD-13-052

Nemcek - Burrell

“That the Board of Directors acknowledges the report dated October 29, 2013 on camper events and activities in our regional campgrounds in 2013.”

CARRIED

A staff report on water levels, current and flood conditions was presented.

- highlights:
 - normal seasonal flows across the watershed
 - higher precipitation amounts in the upper reaches
 - lake levels returning to close to the 10 year average
 - precipitation events through September and October, in some cases in excess of 100mm (4 inches) accumulating over short periods, have resulted in significant rainfalls in the upper reaches of the Sydenham River, notably in the Strathroy area and beyond into the London area watersheds. In contrast, the remainder of the watershed has received less than normal for this period, however the quarterly average remains close to normal at 103%. The six month and yearly totals for 2013 remain ahead of the average at 127% and 116% respectively. The precipitation and resulting flow conditions have impacted on the existing lower seasonal flow patterns increasing during the event periods but conditions returned to normal flows fairly quickly. Rain distribution, while not as significant as other watersheds to the north-east, has been fairly consistent over the September and October period in our watershed. Water levels throughout October remain at or near seasonal means for most gauging stations in the watershed
- Long Term Weather Forecast (Weather Network, Environment Canada)
 - December - Slightly below average temperatures with above average precipitation in the form of snow mid-month (70% chance of white Christmas)
 - Fall and Winter - Temperatures will be near normal with normal precipitation into the winter months
- Great Lakes Levels
 - Lake Huron levels continue to improve over last year increasing by 18 cm (0.59 ft.) but remain slightly below the 10 year average -6cm (0.2 ft.). Figure 5 identifies the upward trend following the low levels of 2012 at four monitoring stations (Lake Huron, St Clair River, Lake St. Clair and Lake Erie) over the past year. As each station receives flow from the previous water body the relative impact on levels are identified downstream from Lake Huron to Lake Erie.
- Overview of the Calgary and Toronto Flood Events
 - two major flood urban flood events occurred in 2013 which emphasized the many issues of riverine flooding in major developed areas. Both situations resulted from a number of significant factors including the amount and intensity of rainfall, the existing seasonal conditions and the presence of an urban environment.
 - Calgary Event
 - between June 19th and 22nd a large low pressure system brought between 80 and 280 mm to the upper reaches and foothills north-west of Calgary. Local amounts of up to 340 mm were recorded at stations in the upper Sheep, Elbow and Bow River basins. In addition a combination of melting frozen ground in the foothills and areas of saturated ground conditions in the lowlands contributed further to extreme runoff and extremely high river flow conditions.
 - Alberta provincial flood advisories were issued beginning June 3rd and continued through the month in anticipation of normal seasonal thaw conditions in the

mountains and foothills. Advisories were upgraded to Flood Watch by mid-month and a Flood Warning was issued for all areas of the province by June 20th following the extensive rainfall. Flows were recorded over the next few days between 5 and 10 times the seasonal normal and reached a peak volume of 1,700cms in Calgary. Previous peak levels were recorded in 1932 at 1520cms and 2005 at 791cms.

- the downtown areas of Calgary, much of which is located in flood plain were inundated and well as other downstream communities including High River. Over 100,000 people were evacuated from their homes with damage to property and infrastructure exceeding \$3 billion, by far the costliest flood event in Canadian history. Downtown Calgary was completely shut down and as many as 20 stream monitoring stations destroyed during the event.
- Outcomes:
 - previous documents prepared in 2006 relating flood management included 16 recommendations including:
 - prioritize, develop and maintain Flood Risk Maps
 - establish and map 1:100 year flood levels
 - enhanced data collection and analysis
 - designate “Flood Risk Areas” to control and limit development.
 - notification to future property buyers of Flood Risk Area designation.
 - province would develop programs to cost-share flood mitigation measures to protect existing development in urban and rural areas. The costs should be shared among the federal, provincial, and local governments.
 - tighter controls on project funding, prohibit recovery dollars, for deemed inappropriate development (new) and proposed in flood prone areas
 - this report was shelved in 2006 but then released in 2012 in an effort to gain additional support for the original recommendations. Following the 2013 flood the province took the following actions:
 - Alberta to ban development in floodways (1:100 year).
 - program to assist in cost to relocate.
 - pay for rebuilds in floodway, but 1 time only
 - in Flood Fringe Zones, Government will pay for rebuild but must flood proof. If not, no future disaster assistance
 - Bow and Elbow Rivers carved new course resulting in new flood mapping being required
 - implementation of a comprehensive flood mapping strategy for all urban, areas
- Toronto Event
 - on July 8 a significant moist frontal wave brought between 75mm and 126mm to the Toronto region with 126mm falling at Pearson Airport (exceeds Hazel 24 hour total). Flows were impacted in the Don and Humber Rivers where levels rose quickly.
 - storm sewersheds moved runoff directly into the rivers due to the imperviousness of urban roads and urban development rather than the rainfall impact being reduced by infiltration. In contrast with the Calgary event where rain fell some distance away from the city, resulting in downstream flows causing urban flooding, the Toronto event concentrated the rain directly over the city over a very short period of time, overwhelming existing drainage systems and flooding areas such as the lower Don Valley Parkway.

- impact of the flood included property damage, power outages effecting over 300,000 people as well as the potential for loss of life and infrastructure damage totaling over \$600 million. The event was forecasted on the basis of radar and meteorological data but the true path and impact of the extensive storm cell was difficult to predict until it had begun.
- while the city was able to provide emergency response plans, the role of forecasting and warning together with flood and erosion control, planning and regulations remain an important role for Conservation Authorities in urban environment. Unlike Toronto, Calgary may be limited by the tools available at the provincial and municipal level in Alberta. Additional coordinated steps through Conservation Authorities toward the overall management of flood planning and infrastructure, regulatory strategies, and comprehensive accurate floodplain mapping are an integral part of preparation for significant events.

BD-13-053

MacKenzie – Bruinink

“That the Board of Directors acknowledges the report dated November 4, 2013 on the current watershed conditions and Great Lakes water levels.”

CARRIED

A staff report regarding Cathcart Park Shore Protection Revitalization Project was reviewed.

- a budget of \$293,000 has been confirmed for the project (St. Clair Township \$160,000; Great Lakes Guardian Community Fund \$15,000; Great Lakes Sustainability Fund \$93,000; Ministry of Environment (COA) \$25,000)
- tenders were advertised for this phase of the project during the week of October 28th
- tenders close on November 13th
- all permits and approvals have been obtained from MNR and DFO
- construction is expected to begin early December 2013

Directors Comments:

- look into what the U.S. is doing to develop habitat behind a breakwall. Underwater habitat has been successful – fish are increasing over time.

BD-13-054

Miller - McEwen

That the Board of Directors acknowledges the report dated November 1, 2013 on the Cathcart Park Shore Protection Revitalization Project.”

CARRIED

Tenders for the Cathcart Park Shore Protection Revitalization Project Phase III closed on Wednesday, November 13, 2013. Twelve tenders were received ranging from \$236,124.80 to \$350,345.20.

BD-13-055

Davis-Dagg - Glen

“That the Board of Directors acknowledges the report dated November 14, 2013 regarding the tender opening for Phase III of the Cathcart Park Shore Protection Revitalization Project and further accepts the tender of Van Bree Drainage & Bulldozing for a tendered price of \$236,124.80, including contingencies and taxes, subject to a complete review of the tenders, a satisfactory financial capabilities review of the preferred contractor and authorizes the Chair to sign contracts for the project.”

CARRIED

A staff report regarding projects with First Nations communities was explained.

- SCRCA staff members have been involved in a number of different projects with First Nation communities throughout the watershed. The scope and role played in each project ranged, but a large amount of the involvement has focused on conservation education.
- Talfourd Creek - Aamjiwnaang First Nation
 - Conservation Authority staff have worked with the Aamjiwnaang Environment Committee on the Talfourd Creek Restoration Project
 - staff have been involved in four community events, with a focus on providing information to community members on stream ecology and water quality
- the fourth and final community event, held on September 25th, worked with the after school program where three activities were held
 - benthic picking and identification → kids were given benthic samples where they found and identified different benthic macroinvertebrates
 - toad abodes → kids created toad houses out of terra cotta pots, which they were able to paint and decorate
 - tree planting → 10 large stock trees (native Oaks and Silver Maple) were planted with the help of the children
- Aboriginal Fund for Species at Risk (AFSAR)
 - SCRCA is one of eight partners working with the Kettle Stony Point First Nation to provide monitoring, habitat enhancement, stewardship and outreach with respect to Species at Risk on Kettle-Stony Point lands
 - on October 10, outdoor education and biology staff members visited Hillside Elementary School to lead an outdoor education program – with the focus of the program being on how important the Kettle-Stony Point First Nation area is to a wide range of species
 - November 8, outdoor education and biology staff members re-visited Hillside Elementary School to re-enforce concepts introduced to student in October.
- Outdoor Educators Talk
 - on September 6, biology staff gave a talk on these successful collaborations with outdoor educators from other Conservation Authorities in the region. Attendees were keen on learning how SCRCA was able to secure grants to do this type of work.
- Looking Forward - Ontario Trillium Grant application for Aquatic Inventory and Education Outreach Program
 - on November 1, a grant application was submitted to the Ontario Trillium Foundation requesting support for a continuation of the outreach and education program delivered at Kettle Stony Point First Nation. This collaborative project between St. Clair Region Conservation Authority (SCRCA), Carolinian Canada Coalition (CCC), Kettle & Stony Point First Nation (KSPFN) would consist of two major components:
 1. Healthy Lake Huron Education and Outreach - improved engagement of local residents using a multi-faceted approach to education and outreach on the topic of healthy watersheds. Program to include an outdoor education program, in-stream demonstration, fact sheets, open house, media releases, and scientific reports delivered jointly by SCRCA, CCC, KSPFN. Information collected for this inventory will update watershed reporting. The project will help us better understand the watershed and communicate the progress we've made in protecting it and the threats to its future health. Collaboration with KSPFN and CCC on this project will promote inclusion by allowing for enhanced sharing of knowledge and communication across organizations/groups allowing for the breakdown silos.

2. Healthy Lake Huron Tributary Aquatic Inventory - covering approximately 450kms of Lake Huron tributary watercourses, the aquatic inventory will include fish and mussel distribution maps, improved thermal regime mapping and improved watercourse layer geometry. Mussels and top predator fish are not identified and under-represented the study area. Yet, historical and anecdotal evidence supports presence of mussels, trout, and northern pike in the targeted watercourses. A better understanding of aquatic resources will provide watershed residents, and the general public with the information needed to protect, restore and improve these natural resources within our watersheds.

BD-13-056

Marriott - Miller

“That the Board of Directors acknowledges the status report dated November 1, 2013, regarding current monitoring, education and stewardship projects with Aamjiwnaang and Kettle and Stony Point First Nations.”

CARRIED

A staff report on the Lambton Shores - Healthy Lake Huron project was discussed.

- Lambton Shores Tributaries (LST) Watershed received funding from Ontario Ministry of the Environment and Environment Canada as part of the Healthy Lake Huron – Clean Water, Clean Beaches campaign, which identified 5 priority sub-watersheds along Lake Huron Shoreline that require immediate action to improve beach and inland surface water quality.
- Recent Activities:
 - met with Communities in Bloom Judges to detail plans regarding wetland habitat restoration at the retired Forest Sewage Lagoons
 - mailed letters to 475 landowners in Lambton Shores encouraging participation in stewardship projects and introducing a new cover crop grant
 - to date, we’ve awarded 3 grants for cover crops and a septic system upgrade totaling \$4,896 given to landowners for their stewardship projects
 - regrettably, the wet fall has prevented some farmers from planting cover crops, which may explain low uptake for the new cover crop grant
 - co-hosted the 2nd Annual Great Canadian Shoreline Cleanup at Centre Ipperwash Beach with the Municipality of Lambton Shores to increase awareness of the importance of clean beaches and clean water in the Great Lakes
 - although fewer volunteers attended than last year, many of the volunteers came both years and found the beach to be much cleaner this year
 - attended the Forest Fall Fair (September 20-22, 2013) – it was a great opportunity let residents know who the SCRCA is and what we do. Staff spoke with ~250 people
 - co-hosted a Volunteer Wetland Restoration Planting Day at the retired Forest Sewage Lagoons with Communities in Bloom, CH2MHill, the Municipality of Lambton Shores, and the Lambton Shores Nature Trails Committee (October 16, 2013)
 - the first scheduled planting day was rained out, but we were able to have 13 volunteers from CH2MHill, the Municipality, and the Lambton Shores Nature Trails Committee on a beautifully sunny and warm October day
 - volunteers speedily planted 390 native shoreline plants and shrubs to help naturalize the retired lagoons into more suitable habitat for migrating waterfowl
 - this project was funded in part by a TD Friends of the Environment grant
 - water quality sampling during storm events using the automatic water sampler on Shashawandah Creek continues
 - staff continue to meet with the Lambton Shores Steering committee for project input
 - SCRCA is offering prizes for completing an online survey about cover crop implementation <http://www.scrca.on.ca/cover-crop-survey/>

- Upcoming events:
 - late November 2013
 - farm workshop – Maintaining 30% crop residue year round at the Forest Fairgrounds
 - December 12 & 13, 2013
 - John Deere Days at Podolinsky Equipment Ltd.

BD-13-057

Davis-Dagg - MacKenzie

“That the Board of Directors acknowledges the status report dated November 1, 2013, regarding Lambton Shores – Healthy Lake Huron program, including the cover crop grant program, upcoming agricultural workshops and recent wetland enhancement plantings with Communities in Bloom.”

CARRIED

A staff report regarding Healthy Sydenham Headwaters was explained.

- Healthy Sydenham Headwaters Initiative (HSHI)
 - the St. Clair Region Conservation Authority and Middlesex Stewardship Council (MSC) have partnered on this Initiative to guide conservation and restoration efforts in these important headwaters areas
 - land selected for the HSHI is located in the south-west corner of Middlesex County
 - actions in the headwaters will have the greatest impact on the entire watershed
 - funding is available for projects including: riparian buffers, tree planting, wetland and woodlot restoration, and strengthening wildlife movement corridors
- Ongoing Activities:
 - 1 more wetland project has been completed in the headwaters with funding from Wildlife Habitat Canada, Habitat Stewardship Program and MNR Species at Risk Fund
 - staff continue to conduct site visits and field calls regarding the mail out in May 2013
 - co-hosted a Community Planting Day at Alexandra Park with the Municipality of Strathroy-Caradoc (September 21, 2013)
 - the original date was rained out and the park flooded; although, we still had 8 volunteers attend ready to plant in the rain
 - we rescheduled for September 25, 2013 and still had 12 volunteers from RBC, the Municipality, the Strathroy Lions Club, and the local community attend
 - volunteers learned about the importance of riparian buffers and wetlands and planted 244 native shrubs and trees along the Sydenham River and Stokman Drain
 - the project was supported by a RBC Community Action Grant and Wildlife Habitat Canada Grant
 - co-hosted a Youth Planting Day at Alexandra Park with the Municipality of Strathroy-Caradoc (October 21, 2013)
 - nearly 120 grade four, seven and eight students from North Meadows Elementary School planted 150 native shrubs and trees
 - students learned about the importance of riparian buffers and wetlands in keeping streams healthy. They also learned about fish and benthic monitoring and how biologists use this information to determine the health of a stream
 - staff submitted a Wildlife Habitat Canada application on behalf of MSC for community events and wetland projects in 2014-2015 (\$27,500) to continue restoration efforts

BD-13-058

Marriott - Brown

“That the Board of Directors acknowledges the status report dated November 1, 2013, regarding

Healthy Sydenham Headwaters including active stewardship projects and recent monitoring, stewardship and education events with the local communities and schools”

CARRIED

A staff report regarding the Sydenham River Conservation Action Plan Report was presented:

- a Conservation Action Plan (CAP), is being developed in co-operation with watershed municipalities, farm organizations, residents, interest groups, and Carolinian Canada. This terrestrial CAP (focusing on forests, prairies, etc) will be complimentary to the aquatic Sydenham River Recovery Strategy.
- What is Conservation Action Planning?
 - Conservation Action Planning (CAP) is an effective and efficient way to conserve many species and habitats at the same time.
 - CAP focuses on areas where conservation efforts are most urgent and most likely to be successful.
 - the process brings together local partners that have an interest in protecting the area: municipalities, Land Trusts, First Nations, corporations, Conservation Authorities, naturalist clubs, Stewardship Councils, government agencies
- CAP was developed by the Nature Conservancy (US) and has been used for more than 30 years in many cultural and political settings.

BD-13-059

MacKinnon - Giffen

“That the Board of Directors acknowledges the status report dated November 1, 2013, regarding development of a Sydenham River Conservation Action Plan in cooperation with watershed municipalities, farm organizations, residents, interest groups and Carolinian Canada.”

CARRIED

A staff report regarding recent electrofishing in the Sydenham River was reviewed.

- Fish Surveys: biology staff members conducted fish surveys at a number of different locations within the watershed. Sampling efforts were undertaken using an electrofishing backpack unit and seine net, as using both allows for access to a greater variety of sampling locations including drains, rivers, ponds and reservoirs.
 - Electrofishing:
 - Coldstream Conservation Area- June 6th, 2013 - Blacknose Dace, Blackside Darter, Bluntnose Minnow, Common Shiner, Creek Chub, Green Sunfish, Greenside Darter, Hornyhead Chub, Johnny Darter, Northern Hog Sucker, Pumpkin Seed, Redhorse spp., Rock Bass, White Sucker
 - Lamont Drain – Clark Wright Conservation Area - Oct 11th, 2013 - Blackside Darter, Bluegill, Bluntnose Minnow, Bullhead, Central Mudminnow, Creek Chub, Green Sunfish, Johnny Darter, Mottled Sculpin+, Pumpkin Seed, Spottail Shiner, White Sucker
 - East Sydenham River – White Pine Road & Rokeby Line - Oct 18th, 2013 - Blackside Darter, Blackstripe Topminnow*, Bluntnose Minnow, Greenside Darter, Johnny Darter, Rock Bass, Sand Shiner, Spottail Shiner, Stonecat, White Sucker
 - +Sculpin is classified as a cold water fish.
 - * One species of particular interest is the Blackstripe Topminnow, as it is currently listed as Special Concern under COSEWIC. This sighting is the furthest upstream the species has been recorded in the East Sydenham River
 - Seine Netting:
 - Strathroy Reservoir - May 23rd, 2013 - Bluntnose Minnow, Common Shiner, Johnny Darter, Largemouth Bass, Spottail Shiner, White Sucker

- McLean Drain – Keith McLean Property - Aug 29th, 2013 - Bluegill, Gizzard Shad, Largemouth Bass, Pumpkin Seed, Brook Silverside, unknown cyprinid
- monitoring efforts this season were focused on watercourses within the Sydenham Headwaters. This area was of particular importance, as a number of Stewardship Projects have been implemented within the subwatershed aimed at improving water quality. SCRCA staff, in partnership with the Middlesex Stewardship Council, has worked with private landowners on the creation/enhancement of wetlands, riparian buffers and woodlots, as well as encouraging the implementation of Best Management Practices such as conservation tillage and the planting of cover crops.
- Reporting: all data collected through monitoring activities are recorded in a master list of fish species throughout the watershed. The data in this master list, among other uses, will be included in the next Watershed Report Card to be completed. Past monitoring efforts have been included in the recent version of the Watershed Report Card, released earlier this year. This edition of the Report Card, covering 2006 – 2010, can be found on the SCRCA website. The full report is available, as are individual summary reports for each of the 14 subwatersheds.

BD-13-060

McEwen - Giffen

“That the Board of Directors acknowledges the status report dated November 1, 2013, regarding recent electrofishing in the Sydenham River and its tributaries, including identification of 18 fish species that are dependent on healthy watercourse conditions.”

CARRIED

A staff report regarding Conservation Services programs and projects was presented.

- Tree Planting Program
 - above average number of requests from private landowners have been received over the past couple of months for tree planting assistance for the 2014 season
 - staff are calling landowners, setting up appointments and making site visits to all eligible sites in order to prepare a proper tree planting prescription and develop a tree planting plan for each site. The total number of trees and tree species required for next year also needs to be determined during this process.
 - currently, more than \$100,000 in grant has been secured through several individual tree planting and habitat improvement programs.
 - approximately 70,000 trees are planted annually and heavily subsidized with combined funding from all grant agencies.
- Seed Collection Program
 - this year’s tree seed collection was very successful with approximately 2,200 litres of oak, hickory, maple and walnut seed collected and shipped to the tree nursery.
 - deciduous trees are a major component of our tree planting program and future seedling stock from the tree nursery is related to the tree seed we collect and ship annually.
 - all tree seed collected by SCRCA staff is completed in the Lambton County tree seed zone and is grown by Somerville Nursery near Alliston, ON. Since demand for deciduous trees is higher than what is available from tree nurseries, first choice for next year’s trees is given to the agency that collected that particular tree seed. This also ensures that trees planted by SCRCA in the future will be from genetically local tree stock.
- Vegetation Management Program
 - fall herbicide application for vegetation control on 2010 to 2013 tree planting sites started in the first week of October and will end after the first heavy frost.
 - wet weather conditions have made spraying difficult this fall and we are behind schedule.
 - approximately 180,000 trees require spraying with approximately 75,000 still to complete this fall.

- more than 45 km of municipal brush spraying was completed this summer and fall for the municipality of Southwest Middlesex. Regrowth of woody brush from the previous year's drain clean out is treated with a herbicide to prevent re-establishment.
- more than 500 man hours of brush control was completed this year.
- **Wetland Creation and Erosion Control**
 - wetland creation and erosion control work was conducted on several McKeough upland properties and private land properties this year.
 - approximately 7 acres of wetland enhancement was created and the majority of the cost was funded by several combined grant programs.
 - permanent wetlands for wildlife habitat are constructed in areas where land has eroded or is located in low lying and poorly drained farm land.
 - temporary ponding basins are constructed mainly in erodible crop land areas to prevent rilling and gullying as well as stop sediment run off into the adjacent creeks and river system
 - most projects are eligible for funding through our Species at Risk and Habitat Stewardship grant programs.
- **Waste Management – Twin Creeks Landfill (Watford)**
 - large stock tree planting work continues at Waste Management again this fall.
 - a new dog park was created this summer at the south end of the property with public access to the park from Confederation Line
 - large stock deciduous trees where to provide shade and aesthetics to the area
 - large stock coniferous trees were planted in two sections of the berm at the north end of the property to replace some open sections where trees did not survive
 - vegetation management continues to be implemented in new property tree buffer areas and in the poplar phytoremediation zones

BD-13-061

McCallum - MacKenzie

“That the Board of Directors acknowledges the report dated November 1, 2013 on the Conservation Services programs and projects across the watershed.”

CARRIED

Regulations Committee Reports dated September 30 and October 31, 2013 were considered.

Directors Comments:

- many questions regarding the report
- directors requested an education component for the December meeting, explaining flood lines, how they are created and how they impact development in a regulated area.
- Directors requested copy of Authority map showing floodlines.

BD-13-062

MacKenzie - Giffen

“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 September 30, 2013 and October 31, 2013.”

CARRIED

A staff report regarding the municipal drain June – September 2013 activity report associated with the Drainage Act and Conservation Authorities Act Protocol (DART) was explained.

BD-13-063

MacKinnon – MacKenzie

“That the Board of Directors acknowledges and concurs with the municipal drain June-September 2013 activity report associated with the Drainage Act and Conservation Authorities Act Protocol (DART) approved by the Board April 18, 2013.”

CARRIED

Planning Activity Summary Report for September and October 2013 was reviewed.

BD-13-064

Davis-Dagg - McEwen

“That the Board of Directors acknowledges the St. Clair Region Conservation Authority’s monthly Planning Activity Summary Reports for September and October, 2013.”

CARRIED

A staff report regarding the sediment study of the Areas of Interest and other AOC activities was presented.

- Sediment Management Options (SMO) Project:
 - the Sediment Management Options (SMO) project for the St. Clair River Area of Concern (AOC) continues to move forward. ENVIRON has incorporated public comments into the draft Sediment Management Options (SMO) report and will be submitting a final document in November.
 - after consultation with community members, representatives from Aamjiwnaang and Walpole Island First Nations have selected hydraulic dredging as the preferred option for each of the three Areas of Interest (AOIs). This was also the preferred options selected by all members of the Sediment Technical Team. Endorsement of the hydraulic dredging option has been received by the Canadian Remedial Action Plan Implementation Committee (CRIC), and the Binational Public Advisory Council (BPAC).
 - it is anticipated that the preferred options along with Requests for Funding will be submitted to the federal and provincial governments by the Sediment Technical Team before the end of the year.
- Municipal and First Nation Council Presentations:
 - throughout the months of September and October, presentations were delivered to the Aamjiwnaang First Nation Environment Committee and Chief and Council and to the councils for the City of Sarnia, St. Clair Township, Municipality of Chatham-Kent and Village of Point Edward. The presentations covered some highlights of the work conducted in the AOC since 2011, along with updates on the SMO project and future activities.
 - feedback from Council members was predominantly positive. Many praised the work being conducted within the St. Clair River and were pleased by the promising results observed in the AOC. A presentation to Walpole Island First Nation Chief and Council is expected to be scheduled for later this fall.
- Science and Monitoring Workshop:
 - on October 9, 2013, a Science and Monitoring Workshop was organized by Environment Canada, on behalf of CRIC in London, Ontario. The purpose of the event was to 1) consult with scientific experts on results of their research and/or monitoring projects related to water and sediment quality, fish and wildlife health and habitat availability within the St. Clair River Area of Concern and 2) to provide an opportunity to network and develop collaborations and sharing of data.
 - presentations were delivered by scientists from Environment Canada, the Department of Fisheries and Oceans and the University of Windsor Great Lakes Institute for Environmental Research. Topics included water quality, suspended sediment, sediment

chemistry, fish habitat modelling, coastal wetland monitoring, fish diversity and wildlife body burdens.

- the results and data presented by the scientists suggest that water and sediment chemistry, habitat and wildlife populations are improving within the St. Clair River AOC. Many were optimistic that a number of Beneficial Use Impairments (BUIs) in the AOC could be assessed in the near future and potentially re-designated to “not impaired”. The BUIs that will be assessed are Loss of Fish and Wildlife Habitat, Bird or Animal Deformities or Reproductive Problems and Degraded Fish and Wildlife Populations.

BD-13-065

Glen - MacKenzie

“That the Board of Directors acknowledges the update dated October 25, 2013 on the St. Clair River Area of Concern.”

CARRIED

Authority revenue and expenditures to September 30, 2013, were reviewed.

BD-13-066

Miller - Bruinink

“That the Board of Directors acknowledges the revenue and expenditure report to September 30, 2013, as it relates to the budget.”

CARRIED

September 2013 disbursements totaling \$465,836.94 were considered.

BD-13-067

Nemcek - Marriott

“That the Board of Directors approves the September 2013 disbursements as presented in the amount of \$465,836.94.”

CARRIED

A status report on general levy received to date was discussed.

Directors Comments:

- Sarnia director requested update on contacting City regarding unpaid levy.
- question regarding why levy numbers are different in 2014 budget

BD-13-068

Giffen - Burrell

“That the Board of Directors acknowledges the status report on the 2013 general levy receipts to date.”

CARRIED

The 2014 fee schedule for Authority programs and services was considered.

Directors Comments:

- commented that camping increases were high – Kevan advised that there was no increase last year and that fees were raised according to comparison to local campgrounds and to keep with increased utilities costs.
- asked if we piggyback with another organization to get better price on gravel – usually get municipal pricing.

- request to look into tar and chipping entrance roads in Conservation Areas – Kevan will get prices.

BD-13-069

Brown - McEwen

“That the Board of Directors acknowledges and approves the Schedule of Fees dated October 2013, for all programs and services for the year 2014, with the exception of the DART fees.”

CARRIED

BD-13-070

Marriott – Burrell

“That the DART fee approval be tabled until further information is received.”

CARRIED

The apportioning of matching and non-matching general levy to member municipalities for 2014 was considered.

BD-13-071

Marriott - MacKenzie

“That the Board of Directors approves the apportioning of matching and non-matching general levy to member municipalities for 2014 as per Schedule A, using the Modified Current Value Assessment, values provided by the Ministry of Natural Resources in September 2013.”

CARRIED

The 2013 preliminary forecast budget was reviewed.

BD-13-072

MacKenzie - Brown

“That the Board of Directors acknowledges the report dated November 6, 2013 on the 2014 proposed forecast budget of \$5,471,061 with a municipal general levy of \$658,935 including finalized Modified Current Value Assessment values, updates to specific projects and municipal comments received to date.”

CARRIED

Minutes of the October 2, 2013 meeting of the Health and Safety Committee were reviewed.

BD-13-073

Miller - Bruinink

“That the Board of Directors acknowledges the October 2, 2013 meeting minutes of Health and Safety Committee.”

CARRIED

A communications report was presented:

- Conservation Awards
 - a list of possible conservation award recipients will be brought forward at our board meeting in December. Should a board member wish to nominate any individual or organization, would they please contact Rick Battson at the office.
- Memorial Forest Dedications
 - from September 2012 – August 2013, 538 trees were dedicated. 463 of these trees were through funeral home partnerships and 75 were through individual donations to the program.
 - two dedications were held in the month of September. The McKenzie and Blundy

dedication was held on September 15 at the Wawanosh Wetlands Conservation Area. Steve Arnold brought greetings from the Foundation. Approximately 600 people attended. The Foundation dedication was held on September 27 at the Lorne C. Henderson Conservation Area. Norm Giffen and Terry Burrell provided the remarks. Approximately 120 people attended.

- Keith McLean Conservation Lands Open House
 - about 60 people attended an Open House at the Keith McLean Conservation Lands on October 26. The majority of the people attending were neighbours or relatives of Mr. McLean. There was a strong sense of agreement with our plans for the property as a place for the public to explore and enjoy.
- Conservation Education Fundraising
 - one of the main Authority programs supported by the Foundation is Conservation Education. This support includes efforts to secure funds from corporate donors, special events and from support through the bingo program. In addition, the Conservation Authority applies for government grants to support the education program. Support in 2013 included:
 - Sarnia Lambton Environmental Association - \$30,000
 - Enbridge - \$10,000
 - RBC Blue Water Fund - \$5,000
 - Union Gas - \$5,000
 - Friends of the St. Clair River - \$2,000
 - TD Friends of the Environment Foundation - \$750
 - Sydenham River Canoe Race - \$2,500
 - Bingo Purchases - \$2,000
 - Habitat Stewardship Program for Species at Risk (Environment Canada) - \$14,000
 - Total - \$71,250
- we have submitted an application to DuPont through their Community Giving Program for a class set of GPS units for use in the Conservation Education Program. Dupont Pioneer has a fund that supports school programs by supplying science equipment. We have requested \$3,000.
- New Website Launched
 - the SCRCA has revamped its website making it more user-friendly and to comply with the new Accessibility Act. The new site includes several features to allow for easy navigation while maintaining our wish to provide comprehensive information to our stakeholders and the public.

BD-13-074

Nemcek - Brown

“That the Board of Directors acknowledges the Communications Report dated October 31, 2013 including Conservation Awards, memorial forests, McLean Conservation Lands Open House, Conservation Education fundraising and the launch of the new SCRCA website.”

CARRIED

A staff report regarding Conservation Education was presented.

- Fall Education Programs
 - we have been overwhelmed with class bookings again this fall. Programs are fully booked until early December. The Ministry of Education provided \$20 million for Outdoor Education across the Province. Classroom teachers must apply for money to access the funding. Several teachers have already elected to book for the spring now.
- Events
 - mini Rekindle The Sparks Workshop, September 6th: We hosted 14 Outdoor Educators from S.W. Ontario Conservation Authorities for a sharing and learning opportunity at L.C. Henderson Conservation Area. A System Coordinator from the Lambton-Kent

District School Board highlighted curriculum topics/activities that we could offer to be most useful for teachers. Erin Carroll, the Authority's Aquatic Biologist, talked on developing a relationship with our local First Nations and the education programs that have developed as a result.

- Henderson Geocaching Event, September 22nd: the 5th annual event attracted over 60 enthusiastic geocachers. Many participants were impressed by the trails and campground facilities.
- Jake's Day, September 15: assisted the Lambton Upland Game Bird Chapter with their annual 'kid's day' at the Lambton Conservation Club by running a station for the day. Insects of Lambton County were discussed. The children were encouraged to sweep net for insects and investigate what they found.
- Fall Fairs: Wyoming Fair, September 11th and Brigden Fair, Oct 11th - assisted with 'Agriculture in the Classroom' by running a booth. Topics discussed were common sources of pollution found on a farm & some solutions to those problems. A hands-on 'Enviro-scape' model demonstrated how pollution travels across a watershed causing pollution of distant water bodies.
- Special Projects
 - Species at Risk Program, Kettle and Stony Point First Nation, October 10th and November 8th: Funding was obtained through AFSAR and we worked in cooperation with SCRCA staff biologists. This year two outdoor and two indoor sessions were taught for Gr 3, 4, and 5 students. The educational focus emphasized the role of invertebrates as a food source necessary to support the upper levels of the food chain. The children learned that the species at risk found within Kettle Point First Nation are dependent upon this diversity and abundance of life.
 - Reptiles at Risk, Perch Creek Habitat Management Area, October 30th: Assisted SCRCA biologists with a program for Grade 12 students from St. Clair High School in Sarnia. The program, in its second year, is designed to be a hands-on long term project in which students will be assessing and improving reptile habitat.
- Community Partnership
 - Return the Landscape: one staff person continues to sit on the Return the Landscape Committee. This Group aims to rescue native flora from development sites and replant them within native landscapes in Lambton County. A long term goal of the group is to ensure each school-yard in Lambton has its own native plant garden and to one day provide plant-focused educational opportunities to those schools.
 - Lambton County Trails Committee: one staff person sits on this Committee consisting of a group of people representing various County of Lambton organizations with an interest in Active Living. The purpose is to promote healthy living through the promotion of trails and natural areas and to encourage their use in hiking, cycling and other physical activity. The committee also hopes to preserve open spaces and to connect the communities through trail systems.
 - Children's Water Festival: a one year break is in effect this year due to a conflict with the War of 1812-1813 celebrations.

BD-13-075

Brown - Giffen

"That the Board of Directors acknowledges the Conservation Education Report, dated October 31, 2014 including education programs, events, special projects, and community partnerships."

CARRIED

A staff report regarding an update on the Drinking Water Source Protection Report was reviewed.

- Source Protection Municipal Implementation Fund:

- previously announced in the current Provincial budget, this funding was further outlined in a release last week
- the funding which supports a variety of implementation deliverables, can be used to fund Risk Management implementation (and could be used to contract the Conservation Authority's to undertake Risk Management on the municipalities behalf as proposed)
- using collaborations to efficiently and effectively implement source protection programs can provide additional funding for participating municipalities
- staff will be reviewing the implementation fund with municipal staff in the near future
- Issues Contributing Area – Wallaceburg Water Intake:
 - nitrates have been identified as an issue to the intake by the operators of the Wallaceburg intake
 - an issue identified by the operator is considered to be a significant threat
 - the technical rules require that an Issue Contributing Area (ICA) should be delineated for any identified issues
 - as such, staff and a technical advisory team, have been working towards delineating this area for the Wallaceburg intake
 - the potential sources of nitrates include: waste water treatment plants (WWTP), unused agricultural inputs and septic systems
 - in the event that the Source Water Protection Committee approves a delineated ICA and the Minister of the Environment subsequently approves the updated Source Protection Plan, it is possible that WWTPs, septic systems and agricultural lands within the delineated ICA could be subject to review for the intention of reducing nitrate loading

BD-13-076

Marriott - MacKinnon

“That the Board of Directors acknowledges the report on Drinking Water Source Protection and the potential updates to the intake protection zones and issues contributing area for the Wallaceburg Water Intake.”

CARRIED

BD-13-077

MacKenzie - Miller

“That the meeting be adjourned.”

Steve Arnold
Chair

Rick Battson
Acting General Manager

Staff Report

5.(i)



To: Board of Directors
Date: December 2, 2013
From: Brian McDougall, General Manager
Subject: General Manager's Report

- ☞ Conservation Ontario Council meets on December 9th – a verbal report will be provided at the December 12th Board meeting
- ☞ the Township of Adelaide-Metcalfe has confirmed the appointment of Betty Ann MacKinnon to the Board of Directors for 2014
- ☞ appointments for 2014 for all other municipalities were confirmed previously
- ☞ Tom Prout, General Manager of the Ausable-Bayfield Conservation Authority has announced his retirement effective at the end of this year
- ☞ best wishes of the Board of Directors and staff of St. Clair Region Conservation Authority will be conveyed to Tom at a celebration to be held in January

Keith McLean Conservation Lands

- ☞ staff have reviewed plans for renovations to the on-site house with the trustees of the McLean estate
- ☞ repairs to bring the house up to the building code, update the interior and several windows as well as connection to the municipal waterline, and replacement of the outdated furnace and undersized septic system were a consensus
- ☞ staff plan to host an open house for local contractors on Monday December 16 to reviews conceptual plans and provide requests for proposals
- ☞ proposals will be due in early January with the intent of having the work completed by the end of March
- ☞ the position of Property Overseer was advertised locally around Chatham-Kent and on the Authority's website
- ☞ over 30 applications have been received to date including several well qualified candidates
- ☞ selected applicants will be interviewed in January
- ☞ the position is intended to commence April 1



Conservation Ontario's Whitepaper



The call for greater government efficiency and effectiveness from the Commission on the Reform of Ontario's Public Services (2012) is spurring a modernization and transformational change across the Ontario provincial government, creating an opportunity for the Province and Conservation Authorities to re-assess our traditional approaches to watershed management in Ontario.

Conservation Ontario's Whitepaper is intended to initiate dialogue with the Ontario government about the roles and responsibilities for managing Ontario's watershed, and to redefine relationships between Conservation Authorities and key provincial ministries.

Conservation Authorities have begun discussions with the Province and, as emphasized in the Whitepaper, the Province has been asked to initiate additional dialogue with other stakeholders such as municipalities.

Status – November 2013

Since its release, Conservation Ontario and Conservation Authorities have been sharing the Whitepaper and obtaining preliminary feedback on the various facets of the paper. In particular, some Conservation Authorities have made presentations to their member municipalities who have repeatedly expressed their desire to be part of any formal dialogue particularly as it relates to any future governance options. This recognizes the special partnership between conservation authorities and municipalities and their important role in ensuring healthy watersheds.

At this time, Conservation Ontario is still very much in preliminary discussions with the Province having met with them only once to discuss a strategy for next steps. At this meeting, it was recognized that prior to any formal consultation, it would be necessary to scope down the five key-interrelated items (i.e. Mandate, Conservation Authority/Ministry relationships, Governance Model, Sustainable Funding Formula, and Accountability Framework) given their size and breadth. Once this exercise is completed and further discussion has taken place with the Province, the path forward will be clarified.

Response of Municipal Sector to date

Conservation Ontario has met with representatives from the Association of Municipalities of Ontario (AMO) and the Regional Planning Commission of Ontario (RPCO). Some of their response to date include:

- Municipalities need to be a part of the discussions around the Whitepaper - Want to be engaged in any proposed changes to Conservation Authorities (CAs) before any decisions are finalized by the Province
- Municipalities need to be included in discussions around any new funding formulas that may have an impact on municipalities
- There is a concern with potentially changing the composition of CA boards given that municipalities currently make up the majority or all of the members and are primary funders of CAs
- Conservation Ontario's Whitepaper needs to be better scoped out with developed options
- Municipalities are key funders in conservation authority operations across the province; their ability to pay should be determined locally
- Municipal sector has a significant interest in natural heritage issues and policy development and concern has been expressed over any proposed change to the delegation of the authority for policy interpretation for natural heritage protection under the Planning Act to CAs from municipalities. The Whitepaper suggestions could deprive municipalities of the ability to balance the objectives of growth management, which includes development and environmental protection
- There is a concern about including CA flood control infrastructure in the municipal infrastructure pot since municipalities already have sizeable deficits
- Strongly encourage inclusive discussions that consider shared interests - future discussion must at minimum include senior leadership of Provincial Ministries, AMO, RPWCO and Conservation Ontario

Next Steps

Conservation Ontario is committed to implementation of a sustainable, responsive, and effective watershed management future for the benefit of all Ontarians. Further scoping/analysis of the five key interrelated points for discussion identified in the whitepaper will be finalized and discussed with the Province to determine their willingness to engage in a meaningful dialogue with all stakeholders. Conservation Ontario will continue to advocate for early engagement of the municipal sector in particular as well as the engagement of others such as the nonprofit and business sector, as well as the general public.

For More Information

Kim Gavine, General Manager, Conservation Ontario

kqavine@conservationontario.ca (Tel) 905-895-0716 ext 231

Conservation Ontario Whitepaper: Watershed Management Futures for Ontario

Staff Report

7.(i)



To: Board of Directors
Date: December 4, 2013
From: Marlene Dorrestyn
Subject: Business Arising from November 14, 2013 meeting

1. Information on the Great Lakes Forum – copy attached.
2. Conservation Ontario levy for 2014 – attached
3. Thanks to Conservation Area staff – Board of Director thanks to be conveyed to all Conservation Area staff by General Manager
4. Investigate what the U.S. is doing to develop habitat behind breakwalls – investigating – will report at future meeting
5. Request for further information on how flood lines are created and how they impact development in a regulated area – presentation later in meeting.
6. Investigate possibilities for getting better price for gravel - done
7. Investigate cost of chipping entrance roads to Conservation Areas - ongoing

Great Lakes Water Levels Public Forum

County of Lambton

November 5, 2013
Sarnia, Ontario



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Executive Summary

Key stakeholders of the communities around the Great Lakes, predominately from Southwestern Ontario, met in Sarnia on November 5, 2013. The key goal of the workshop was to share the key points of the International Joint Commission (IJC) report to interested parties and to develop a strategy to ensure that the voice of Southwestern Ontario relating to Great Lakes water levels is heard.

The day started with four informative speakers including Gordon Walker, Canadian Commissioner, International Joint Commission who shared the highlights of the International Joint Commission's advice to governments and the recommendations of the International Upper Great Lakes study. Dr. Dean Jacobs, representing Walpole First Nation, shared the First Nation perspective that the optimum solution will respect the long-term integrity of the lake system itself, rather than fleeting interests of commerce or habit. Dick Hibma, Chair, Conservation Ontario advocated "adaptive management" that focuses on moderating people's expectations and use, rather than attempting expensive and unproven engineering solutions. Patrick Donnelly, Coastal Resources Manager, Lake Huron Centre for Coastal Conservation outlined the new position paper on Lake Huron water levels that his organization has recently released.

Following a question and answer period, Bryan Boyle facilitated a highly interactive session designed to engage the participants in a discussion session to help assure issues relating to Great Lakes water levels will be addressed.

The participants' current perceptions of how effectively issues are addressed relating to Great Lake water levels varied considerably with a slight trend toward concern or pessimism. Comments included emphasis of water levels, variability, climate, current characteristics as well as features of a solution. Participants identified some desired outcomes for the issues relating to Great Lake water levels. The following are the groupings of outcomes: impact on water levels, stakeholders' engagement, approaches and positive synergies.

Participants identified the strengths and weaknesses that influence the potential to reach their desired outcomes relating to issues of Great Lake water levels. Strengths include stakeholder engagement, information available, approaches and organizational strength. The weaknesses that emerged include challenges of engagement, lack of information available, approaches, organizational issues and negative impacts.

Participants were asked to prioritize which of several key areas of focus would yield the most positive impact on the resolution of issues relating to the water levels in the Great Lakes. Financial sustainability emerged as a clear winner with the highest priority. Stakeholder engagement, for example adaptive management, was a strong second priority. The third priority was resource people recruitment and development. The remaining three areas were clustered together at lower yet significant priority levels. They included organizational development and coordination, legislation and program or service development or expansion.

Through a facilitated discussion, participants discussed each of the key areas of focus and documented their rationale as to its importance in addressing issues relating to Great Lake water levels. The complete details of all of these factors are included in the main report of the workshop.

The key areas of focus and one reason for the significance of each include:

A. Financial Sustainability

Adequate funding is required to maintain momentum and achieve results

B. Stakeholder Engagement, i.e. Adaptive Management

Involving more people promotes long-term action and commitment as personal accountability enhances the possibility of success

C. Resource People Recruitment and Development

Individuals with expertise yet not advocating a special interest are needed to achieve a solution that will be both sustainable and accepted by the public

D. Organizational Development and Coordination

Continually building on ideas for advancement

E. Legislation

Enabling legislation for adaptive management program funding at a local level

F. Program or Service Development or Expansion

Programs incorporate several key areas of focus for a common cause and provide a strategic framework for action by the public

The event was a productive one, where the participants were very engaged. Through their valued input, participants took an important step in their quest to address the issues relating to water levels in the Great Lakes.

Great Lakes Water Levels Public Forum

Holiday Inn, Point Edward

November 5, 2013... Facilitated by Bryan Boyle

Welcome by Hosts:

Todd Case, Warden, County of Lambton

Mike Bradley, Mayor, City of Sarnia

Purpose of the Session

The impetus for this public forum is found in a motion of Lambton County Council dated June 5, 2013:

That County Staff call a public meeting to outline the key points in the IJC Report, particularly as it relates to the St. Clair River, Lake St. Clair and Lake Erie; and to invite interested parties, including Aamjiwnaang First Nation, St. Clair Conservation Authority, Friends of the St. Clair River, BPAC; and the multitude of other organizations who are involved in commercial shipping, recreational fishing and tourism, and would also recommend that similar organizations in Chatham-Kent and Windsor-Essex be contacted, to develop a strategy on a regional basis which would ensure that, as this report moves forward over the next number of years, the voice of the region of Southwestern Ontario will be heard."

Summarized, the purpose of the session was to outline the key points of the IJC report to interested parties and to develop a strategy to ensure that the voice of Southwestern Ontario relating to Great Lake water levels is heard.

Presentation by Gordon Walker, Canadian Commissioner, International Joint Commission

Gordon Walker shared the highlights of the International Joint Commission's advice to governments and the recommendations of the International Upper Great Lakes study.

Presentation by Dr. Dean Jacobs, Walpole First Nation

Dr. Jacobs shared the First Nation perspective that the optimum solution will respect the long-term integrity of the lake system itself, rather than fleeting interests of commerce or habit.

Presentation by Dick Hibma, Chair, Conservation Ontario

Dick Hibma advocated "adaptive management" that focuses on moderating people's expectations and use, rather than attempting expensive and unproven engineering solutions.

**Presentation by Patrick Donnelly, Coastal Resources
Manager, Lake Huron Centre for Coastal Conservation**

Patrick Donnelly outlined the new position paper on Lake Huron water levels that his organization has recently released. The paper is available here: <http://lakehuron.ca/index.php?page=extreme-water-levels-on-lake-huron-oct-2013>

Questions and Answers to Speakers Panel

The speakers responded to a number of questions from the audience that added clarification to their presentations.

First Impressions

Participants were asked to share the first one or two words that come to their mind when they hear "Great Lakes water levels"?

Throughout this report if a number within a bracket appears i.e. (x3) it indicates that more than one person shared an exact or very similar perspective.

Water Levels

Low levels (x3)
High, low (x2)
Currently low
Too high, too low
Dropping
Where is the water going?
Scary low levels
Low, high, over time it happens

Variability

Natural cycles (x3)
Variable (x3)
Constantly fluctuating (x3)
Unpredictable (x2)
Constant change (x2)
Unpredictable (x2)
Changing
Fluctuations are normal
Fluctuating
Dynamic

Low, high; over time it happens

Complexity of the Issue

Complex (x2)

Massive, immense

Climate

Climate change (x4)

Climate

Current Characteristics

Natural process

Human influence

Concerned

Misinformation

Lack of objectivity

Manageable

Rainfall

Excessive flow through the St. Clair River

Unable to boat for two years

Loss of fish habitat and wetlands

Features of a Solution

Adapt

More information

Restore natural ranges

Equality; What can we do with the proper method so everyone wins?

Extreme high water level would be exacerbated by closing Chicago plug

Block off Chicago

Fish habitat

Recreation

New normal

Regulate

Sustainable

Tributaries

Respect Mother Nature

Freighter loads

Beach size

Management

Current Perceptions of Addressing Issues of Great Lake Water Levels

On ballots that are numbered from 1 to 30, all in attendance gave an indication of the number that they felt most accurately describes the current status of addressing issues of Great Lake water levels.

#30 = "Top of our Game"... Well-coordinated, effective and viable level of activity that provides strong value to its stakeholders

#1 = "Dead in the Water"...Uncoordinated, ineffective level of activity, that provides very little value to its stakeholders

(See histogram on following page)

Our Perceptions of Addressing Issues of Great Lakes Water Levels

30
 29
 28
 27
 26
 25 X
 24 X X
 23
 22 X X
 21 X
 20 X X X X X
 19
 18 X
 17 X X X
 16 X X
 15 X X X X X X X X X X
 14
 13 X
 12 X X X
 11 X X
 10 X X X X
 9 X X
 8 X X X X X
 7 X
 6
 5 X X
 4 X X
 3 X
 2
 1 X

Average = 13.47

<p>Scale: 30 = Top of Our Game 1 = Dead in the Water</p>

Desired Outcomes

**Participants were asked to identify their desired outcomes.
How would they know that potential actions were right?**

Impact on Water Levels

- Prevention or protection against extreme levels
- Both low and high water levels are eliminated
- Reduce fluctuation of high water level to low level from 6 feet to 3 feet
- Moderate extremes
- Restoration of levels
- Lakes Michigan and Huron stop being out of balance with the other Great Lakes with regard to the monthly average water level

Engagement of Stakeholders

- Greater awareness empowering local solutions
- Build a broad consensus on adaptive management response
- Everyone feels that they have been heard and all feel they have been positively impacted by any measures put in place
- Encourage continued dialogue around Lake Huron
- Better informed and educated public about lake water level fluctuations
- Create more awareness of the challenges
- Better awareness and communication
- Good accessible information for decision-making
- There is enough knowledge in this room to solve the problem, however we are not politicians, therefore economics drive the solution.

Approach

- Support a sustainable, diverse water system for commercial and recreational use
- Allow some predictability
- Quantify inputs and outputs
- Assess true economic impact
- Practical, objective, science-based solutions

- Communication with youth and elders
- Natural and environmentally friendly solution
- Cooperation between two countries
- More science, more education
- Regulation to reduce variability
- Encourage reasonable expectations
- Some of the St. Clair River challenges may be resolved by proper regulations at Chicago and water inflow control from Lake Superior since our area is impacted by other inflows and outflows
- One Great Lakes water quality board (50% government and 50% public) that manages the Great Lakes water responsibly
- Responsible restoration of water levels following a full environmental impact study
- Abolish the concept that the St. Clair River owes payback due to prior dredging
- Identify specific engineered solutions to high and low water issues, i.e. crucial impacts to water treatment plants, waste water treatment plants, chemical plants
- Leave well enough alone
- Embrace fluctuations, naturally
- Need to learn to adapt because humans are always trying to change nature
- Adapt rather than try to change because what is negative for one group can be positive for another

Positive Synergies

- Great Lakes ecosystem is healthy and balanced (2)
- Maintain economic activity
- Sustainable living, reducing human footprint
- Sustainable over seven generations
- Closing the channel at Chicago could both stop the Asian carp migration and water loss

Participants noted the current positive features or advantages that pop out at them when they think about the issues relating to Great Lake water levels ...opportunities on which solutions can be created?

Stakeholder Engagement

- Increased awareness and engagement by local communities (3)
- Engaged public
- Increased general public knowledge and commitment, with more forums to encourage communication
- Keep on talking with more forums such as this; let's do this again one year from now
- Different groups and interests in the same room discussing the issue
- Willingness to work together
- At least we are talking about it
- People are becoming better informed, Knowledge transfer

Information Available

- More accurate data, models and ongoing research provides better information and better understanding (x2)
- Modeling done to date is a good base on which to build
- International Joint Commission recommendations
- We have very good scientific information resulting from the work done in the Upper Great Lakes study
- More studies, more communication
- Science-based, objective physics information
- Historic knowledge
- Modeling done to date is a good base on which to build
- More high-tech engineering input
- Further information may reduce the fears of the public

Approaches

- Turn our problem into an opportunity
- Economically viable proposal alternatives
- More objective and less emotional analysis
- Complete habitat assessment
- Stringent regulations to control ballast waters
- Large self-sustaining system
- Improved Lake Superior regulation
- Stable water for the future years
- Public should have more access to the preliminary engineering and hydraulic studies
- Emphasize the reduction of high and low water extremes
- Accentuate reducing the impacts of erosion on the Lakes' shoreline and the benefits of boating and shipping
- Capitalize on media attention

Organizational Strength

- Utilize the strong network of existing organization including Conservation Authorities and non-government organizations, Federal and Provincial government (x2)
- Relationship between the two countries of Canada and USA (x2)
- International Joint Commission (IJC) non-partisan involvement
- Allow the IJC to continue to have influence
- Coastal Conservation Centre

Challenges

Participants also identified the current negative features or challenges about the issues relating to Great Lakes water levels ...items that must be addressed if the Great Lake system will be strong and stakeholders' needs are met?

Challenges of Engagement

- Organized involvement of all the impacted communities
- Overcoming different perspectives

- Competing interests
- Cooperation challenges

Information Available

- Providing factual, unbiased information to the public (the International Upper Great Lakes Study was unfortunately biased)
- Myth versus fact
- Lack of information on the impact of proposed solutions; lack of science-based environmental impact information both long-term and short-term
- Understanding of all impacts of all types of diversions to the upper Great Lakes ice levels, inflows, Niagara Falls, the St. Clair River of all types of diversions
- Lack of information and hydrological models for man-made solutions
- Misinformation
- There is not enough funding for continued science and research

Approaches

- Perception of the need for more human intervention
- Making everyone understand that the current Lake Michigan and Lake Huron water level is not natural and that letting Mother Nature look after it is not logical. A man-made solution is needed.
- Competing benefits and downsides
- Developing a good solution that is not acceptable to the public
- Infrastructure upgrades
- Closing of the Chicago outlet could add 20 inches to the extreme high water level. As a result explosive erosion could devastate the shoreline of the Lakes and the St. Clair River communities would be subject to greater flooding.
- We need a continuum of action not just when we're in the middle of a crisis
- Common sense cannot be lost under political and economic pressure
- Cost limitations factor

- People panic and push for unviable solutions
- Personal and private interest derail possible solutions
- Media focus on controversy and conflict

Organizational Issues

- Political will (x2)
- Political influence as decision-makers will have the final say on local areas
- Long, uncertain decision-making process
- Poor leadership
- Getting majority approval
- Complexities
- Time and funding restraints

Negative Impacts

- Water quality based on disturbing sediment on the bottom of the St. Clair River (x2)
- Phragmites (x2)
- Wetlands habitat reduction and spawning access (x2)
- Recreational boating and fishing
- Commercial shipping
- Reduced property values
- Huge environmental impacts

Consequences of Inaction

Participants at the forum were asked, “What are the consequences of continuing along the current path with strategies of addressing issues relating to Great Lake water levels without taking innovative or proactive approaches? ”

Public Perspective and Engagement

- Failure to build consensus and missed opportunities to do something positive i.e. adaptive management (x2)

- Missing simple solutions based on current understanding, i.e. no further requirements for studies
- Frustration of the public
- Disenchantment with the federal government
- Safety issues
- Knee-jerk reaction if water levels drop

Unknown consequences

- Potentially nothing, wait and see what Mother Nature does (x2)
- Consequences are just speculative since they are really unknown; they're only a best guess at this time

Economic Impacts

- Loss of tourism, if fishing and boating decline (x3)
- Loss of millions of dollars in the shipping industry (x3)
- Loss of property values
- Preventable loss in land-use
- Cost of replacing impacted infrastructure
- The problem will spread as low water levels in Lake Huron and Lake Michigan will continue to decline, so the flow in the St. Clair declines and low water levels in Lake St. Clair and Lake Erie result
- Lower water levels than the record lows which would have a major impact on their economy and the St. Clair River and Lake Huron shoreline the communities
- Widespread economic impacts
- People out of work, continued uncertainty
- Reaching point of no return and could see the collapse of an important resource
- Continued loss of water commerce i.e. shipping, marinas

Environmental Impact

- Lake Michigan and Lake Huron continue to flirt with record low levels
- Lower, lower and lower water levels
- Environmentally damaging dredging of ports, marinas, channels continues
- Huge loss of wetlands
- Major invasion of phragmites and the accompanying loss of tourism
- More fluctuations of water levels, flooding, disappearing wetlands
- Adverse effect of severe climate change

- We will be dealing with the next extreme high lake water levels
- Environmental impacts
- Loss of biodiversity
- Mother Nature will predict the future
- Reliving historic pressures on hazardous lands
- Widespread collapse of fish populations

Potential Areas of Focus

Some potential Key Areas of Focus for addressing issues relating to Great Lakes water levels were identified and prioritized:

Participants were given 100 points to allocate to the six areas of focus that had been identified and confirmed. On the ballot beside each number they indicated the number of points they would allocate to each area of focus. They based their allocation on where action would have the most positive impact on addressing the issues relating to Great Lake water levels:

Rank	Key Area of Focus	Total Score
1 st	Financial Sustainability	840
2 nd	Stakeholder Engagement, i.e. Adaptive Management	720
3 rd	Resource People Recruitment and Development	665
4 th	Organizational Development and Coordination	570
5 th	Legislation	545
6 th	Program or Service Development or Expansion	510

Significance of Each Key Area of Focus

Each table group concentrated on one of the Key Areas of Focus that they had been allocated and documented their rationale as to its importance in addressing issues relating to Great Lakes water levels. Each table had an opportunity to address two or more Key Areas of Focus with the following results:

1) Financial Sustainability

- Adequate funding is required to maintain momentum and achieve results
- Until we have a definite project ready for construction, no government will commit to financing, so "get on with it!"

- Funds are needed to develop and implement plans, hire resources, lobby for legislation and inform stakeholders to press for action
- Impose a toll from the economy created by the Great Lakes to be used for water quality and level funding
- Financing could come from a collaboration between Canada and the USA
- Utilize existing resources
- There must be political will to ensure financial backing to complete the task
- There needs to be accountability and not “chase rainbows” with regards to solutions that are not feasible
- A common long-term goal will ensure that projects are properly funded

2) Stakeholder Engagement, i.e. Adaptive Management

- If a wide range of stakeholders is involved i.e. press, shipping companies, voters, kids influencing parental opinions, etc., legislation and funding will follow
- Front-line people are less biased and can generate more consensus from a diversity of ideas
- Building a coastal resiliency to address climate change on the local level i.e. storm water management, dune restoration, vegetative buffers, invasive species control, etc.
- Financial value minus improvements equals revenue
- There will be few complaints if we are inclusive and all groups have been invited to the table
- Involving more people promotes long-term action and commitment
- Personal accountability enhances the possibility of success

3) Resource People Recruitment and Development

- Encourage resource people to continue to build scientific data, since new data will point to a good solution
- Two heads are better than one, so take advantage of well-educated, sharp people
- Individuals with expertise yet not advocating a special interest are needed to achieve a solution that will be both sustainable and accepted by the public

- Employ a facilitator to recruit resource people
- We need technical people to collect data and recommend solutions
- Respect First Nations' knowledge and review of historical data to help formulate recommendations
- The public will drive the rest of the process with engagement and science
- There are many current existing resource people available already
- Capabilities may be somewhat diluted
- Pool resources
- Acknowledge expertise especially with local experts, such as fishing captains, Environmental Non-Government Organizations, Ontario Federation of Anglers and Hunters, etc.
- Need to hire leadership to facilitate discussion, data gathering and help to reach a common goal
- Dedicated people with practical ideas
- Realistic budget for resource people
- Continued expertise
- Everyone understands the problem but what are the solutions? Get on with the engineering and we can comment

4) Organizational Development and Coordination

- Very important because extreme water level plans are needed for municipalities, residents and other parties to address infrastructure issues
- Reaction time will improve
- Optimistically, all levels of government would coordinate efforts effectively
- Funding would more likely be provided if effort was coordinated
- Coordination of grassroots organizations, e.g. American/Canadian collaboration
- Leaders need to focus the efforts
- Efficient and realistic timelines
- Continually building on ideas for advancement
- Cost savings through coordination
- A project manager who would coordinate the engineering and coordinate interested parties including government ministries to "get on with it"

- More credibility from wider involvement
- Reduced success without teamwork

5) Legislation

- Expand the scope of current legislation to include levels i.e. the Great Lakes Quality Protection Act
- Legislation can't guarantee voluntary compliance
- Enabling legislation for adaptive management program funding at a local level
- Legislation can, may, must result in funding
- Federal-provincial moratorium on man-made structures in the St. Clair River
- Promotes international coordination
- Cross-border approvals may be required
- We need to ensure that all legislation in each country is duplicated or replicated in the other country
- Would prevent further degradation
- Empowers actions
- No action can take place or funds allocated without appropriate legislation
- Needs to be done eventually, although there is enough in place now to help govern a solution and put people in place to implement it
- Minimize legislation
- Will slow things down
- Reflects jurisdiction and enables activity

6) Program or Service Development or Expansion

- Provides a strategic framework for action by the public
- Programs incorporate several key areas of focus for a common cause
- Ensure somebody or agency has the mandate to address the issues
- Fund a U.S. Army Corps reauthorization study
- A new program or service could lead to a better solution
- Programs could result in better or worse solutions

- Normally dollars are put towards programs

The event was a productive one, where the participants were very engaged. Through their valued input, participants took an important step in their quest to address the issues relating to water levels in the Great Lakes.

7.(i)

Conservation Authority	3 Year Average	2012	2011	2010	2013 Levy	2014 Levy	Increase
Toronto and Region	44,000,000	93,935,832	82,855,584	87,675,034	91,089	96,346	5,257
Grand River	27,212,078	26,328,788	26,744,311	28,563,136	69,940	74,122	4,182
Credit Valley	22,656,589	23,587,207	21,790,524	22,592,036	60,324	66,073	5,749
Halton	20,003,499	20,008,040	20,005,717	19,996,741	58,338	60,988	2,650
Hamilton	12,602,619	13,282,324	12,661,617	11,863,915	43,585	45,258	1,673
Upper Thames River	11,193,110	11,021,683	11,071,393	11,486,255	41,527	42,005	478
Lake Simcoe Region	10,669,563	10,186,094	10,637,612	11,184,984	41,553	40,776	-777
Niagara Peninsula	10,312,552	10,327,248	10,515,163	10,095,246	38,874	39,931	1,057
Rideau Valley	7,834,602	7,654,659	7,641,530	8,207,617	33,199	33,921	722
Essex Region	6,907,669	6,411,896	6,680,192	7,630,920	31,898	31,607	-291
South Nation	5,234,239	5,608,976	4,947,420	5,146,321	26,168	27,340	1,172
Central Lake Ontario	4,457,082	4,242,199	4,018,634	5,110,413	27,171	25,334	-1,837
St. Clair Region	4,250,841	4,667,752	4,365,184	3,719,587	23,590	24,778	1,188
Nottawasaga Valley	3,341,504	3,561,236	3,307,341	3,155,934	21,641	22,373	732
Long Point Region	3,450,145	3,450,369	3,482,311	3,417,755	22,412	22,662	250
Quinte	3,325,765	3,435,160	3,664,253	2,877,881	21,314	22,331	1,017
Saugeen	3,225,479	3,170,917	3,169,059	3,336,461	21,832	22,064	232
Cataraqui Region	3,169,605	3,266,685	2,924,570	3,317,559	21,327	21,914	587
Ausable Bayfield	2,949,273	3,198,218	2,960,394	2,689,207	19,880	21,325	1,445
Mississippi Valley	2,713,716	2,837,748	2,853,092	2,450,308	19,547	20,693	1,146
Ganaraska Region	2,267,758	2,294,610	2,212,429	2,296,234	18,742	19,489	747
North Bay-Mattawa	2,267,624	1,895,957	2,781,231	2,125,685	19,562	19,489	-73
Grey Sauble	2,223,217	2,446,667	2,074,234	2,148,751	18,215	19,368	1,153
Maitland Valley	2,208,611	2,323,040	2,180,027	2,122,765	18,499	19,329	830
Kawartha	2,158,703	2,505,045	2,108,695	1,862,370	17,912	19,194	1,282
Raisin Region	1,892,387	1,694,687	1,762,601	2,219,874	18,074	18,470	396
Otonabee	1,839,095	1,796,076	1,907,273	1,813,935	17,614	18,325	711
Lower Thames Valley	1,791,673	1,862,067	1,804,186	1,708,766	17,990	18,195	205
Kettle Creek	1,789,579	1,821,261	1,787,029	1,760,448	17,341	18,190	849
Lower Trent	1,473,242	1,469,390	1,422,999	1,527,337	16,514	17,325	811
Lakehead Region	1,106,158	1,201,982	1,136,040	980,452	15,560	16,316	756
Catfish Creek	1,095,242	1,167,178	1,049,795	1,068,754	15,404	16,285	881
Nickel (Conservation Sudbury)	953,340	920,679	1,062,246	877,095	15,207	15,894	687
Mattagami Region	820,453	597,750	920,070	943,540	14,990	15,526	536
Crowe Valley	634,473	615,953	633,900	653,565	14,158	15,011	853
Sault Ste Marie	541,758	510,974	598,744	515,557	14,008	14,753	745
					1,005,000	1,043,000	

Staff Report

8.(i)



To: Board of Directors
Date: November 22, 2013
From: Kevan Baker, Director of Lands
Subject: Conservation Lands Update

Conservation Lands Maintenance and Development:

C.J. McEwen Conservation Area (Plympton- Wyoming):

- a new steel roof has been installed on the washroom building
- a number of dead poplar trees have been removed



Peers Wetland Conservation Area (Chatham Kent):

- a gravel parking lot has been completed
- gravel has been placed inside the pump control structure
- renewal leases have been prepared for both tenants (Cogeco and Wallaceburg Outdoor Club)

Bridgeview Conservation Area (Petrolia):

- railings on the dam have been removed (to eliminate ice damage to the railings during spring floods) and they will be reinstalled by mid-April

Strathroy Conservation Area (Strathroy):

- a number of dead ash trees have been removed from along the trail system
- staff have completed the street tree planting inventory for the municipality; this involving mapping future tree planting locations using GPS technology; this information will assist the municipality to plan, budget and implement a tree planting program

Warwick Conservation Area (Warwick):

- rip rap erosion protection has been installed under the main trail bridge
- staff are working with the municipality and the adjacent landowner to secure an alternate



access roadway into the conservation area (present access roadway is being eroded by an adjacent stream)

- a number of dead ash trees have been removed

A.W. Campbell Conservation Area (Brooke-Alvinston):

- structural repairs have been made to the sugar shack and the Campbell House museum pavilion
- a number of dead ash trees have been removed
- staff have performed property inspections and installed “no hunting” signs at the following properties; Harrison Woodlot, Sinclair, Gawne, McAlpine Forest Tract, and McPhail Forest Tract.

Tree Planting:

- 70 hardwood and 60 wildlife shrubs have been planted in our conservation areas, McKeough and Lambton County lands.

McKeough Lands:

- soil erosion works have been completed on property 82; this involved a series of berms and hikenbottoms which were installed along the eroded slope of the agricultural field
- 3 surplus farm buildings have been demolished

To: SCRCA Board of Directors
 Date: November 25, 2013
 From: Steve Clark, Water Resources\SWP Data Technician
 Subject: Current Watershed Conditions and Flood Threat (Update)

Watershed Precipitation and Streamflow Conditions

Highlights:

- Increased flow events due to precipitation in November
- Falling temperatures result in snow accumulations
- Lake levels returning to close to the 10 year average
- Recent urban flood overview (Calgary and Toronto)

Precipitation events through September and October in some cases in excess of 100mm (4 inches) accumulating over short periods, have resulted in significant rainfalls in the upper reaches of the Sydenham River notably in the Strathroy area and beyond into the London area watersheds. In contrast, several significant rainfall events in November had a significant impact on water levels in many areas. Ground conditions were already saturated from significant precipitation throughout the previous months (fig 1) and flows were subsequently affected. Flows returned to normal seasonal levels quickly and as temperatures decreased to below zero in the latter part of the month much of the new precipitation has resulted in snowfall accumulations (fig 4). Moving into December, there will remain the chance of periods thaw which may release accumulated snow pack into the watercourses resulting in higher flow conditions moving to the end of 2013. The annual snow survey program was initiated mid-November to record accumulations and the equivalent water content thus providing greater accuracy when determining the potential for high flow conditions in the event of a sudden thaw. Precipitation totals for November were not complete at the time of this report (figs 2 and 3) but complete end of year statistics will be included in the next report.

Fig 1. Precipitation and Flow Comparison by Station – (August to October 2013) SCRCA data.

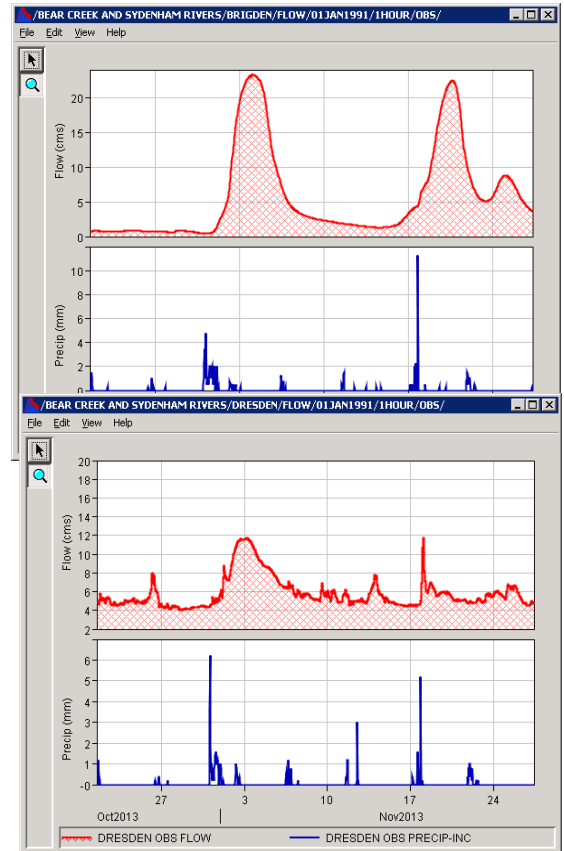


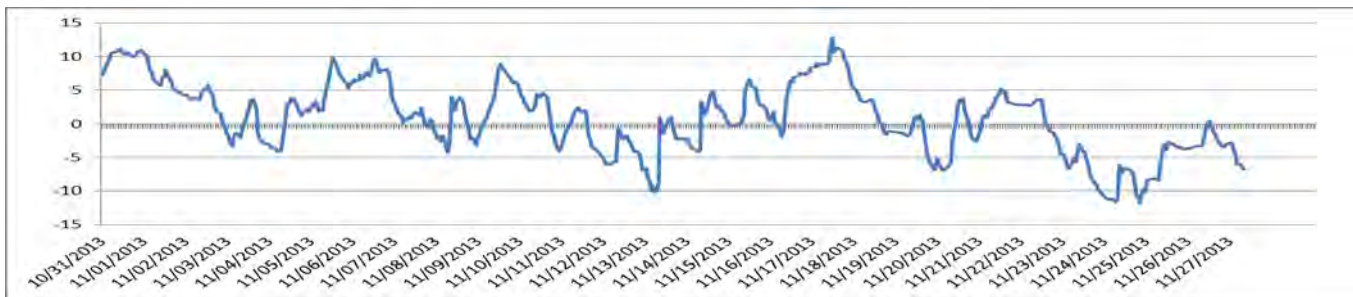
Fig 2. Regional Precipitation – (Source: Environment Canada – Canadian Climate Data Averages) 1971-2013)

Precipitation (mm)	Sarnia		Strathroy		London		Windsor	
Last Quarter	Actual 2011	Normal	Actual 2011	Normal	Actual 2011	Normal	Actual 2011	Normal
October	51	66	104	70.8	155	77.6	82	64.9
September	78	94	189	89.8	112	97.7	54	96.2
August	42	77.1	63	82.1	41	85.3	48	79.7
Averages								
last 3 month totals	171	237.1	356	242.7	308	260.6	184	240.8
last 3 month % of normal regional average	72.1%		146.7%		118.2%		76.4%	
103.4%								
last 6 month totals	549.1	466.6	653.2	462.9	601.1	512.5	665.4	493.2
last 6 month % of normal regional average	117.7%		141.1%		117.3%		134.9%	
127.7%								
last 12 month totals	1043.2	846.8	1150.6	945.1	1004.3	987	1087.2	918.4
last 12 month % of normal regional average	123.2%		121.7%		101.8%		118.4%	
116.3%								

Fig 3. Precipitation – Actual 2013 to Date as % of Normal (Source: Environment Canada)

2013 Year to date	Sarnia	Strathroy	London	Windsor
Rain Received YTD (mm)	934	1034	913	992
Normal YTD (mm)	702.4	758.2	807.3	768.2
Percent of Normal YTD	133%	136%	113%	129%
Normal Total for Year				
	846	945	987	918
Percentage of Normal Yearly Total Received to Date				
	110%	109%	92%	108%

Fig 4. November Average temperature trend- SCRCA data.



Overview of the Calgary and Toronto Flood Events

Two major flood urban flood events occurred in 2013 which emphasized the many issues of riverine flooding in major developed areas. Both situations resulted from a number of significant factors including the amount and intensity of rainfall, the existing seasonal conditions and the presence of an urban environment.

Calgary Event

Between June 19th and 22nd a large low pressure system brought between 80 and 280 mm to the upper reaches and foothills north-west of Calgary. Local amounts of up to 340 mm were recorded at stations in the upper Sheep, Elbow and Bow River basins. In addition a combination of melting frozen ground in the foothills and areas of saturated ground conditions in the lowlands contributed further to extreme runoff and extremely high river flow conditions.

Alberta provincial flood advisories were issued beginning June 3rd and continued through the month in anticipation of normal seasonal thaw conditions in the mountains and foothills. Advisories were upgraded to Flood Watch by mid-month and a Flood Warning was issued for all areas of the province by June 20th following the extensive rainfall. Flows were recorded over the next few days between 5 and 10 times the seasonal normal and reached a peak volume of 1,700cms in Calgary. Previous peak levels were recorded in 1932 at 1520cms and 2005 at 791cms.

The downtown areas of Calgary, much of which is located in flood plain were inundated and well as other downstream communities including High River. Over 100,000 people were evacuated from their homes with damage to property and infrastructure exceeding \$3 billion, by far the costliest flood event in Canadian history. Downtown Calgary was completely shut down and as many as 20 stream monitoring stations destroyed during the event.

Outcomes:

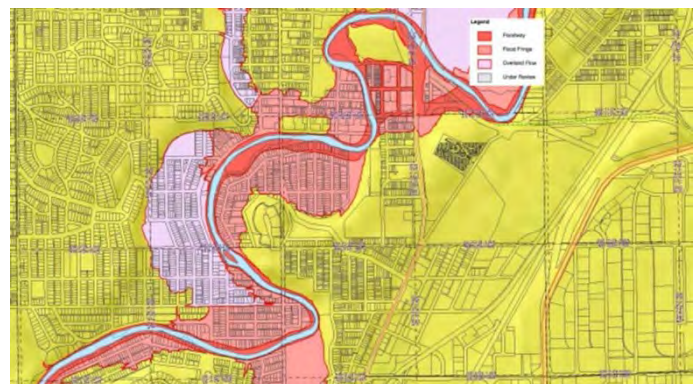
Previous documents prepared in 2006 relating flood management included 16 recommendations including:

- Prioritize, Develop and Maintain Flood Risk Maps
- Establish and map 1:100 year flood levels
- Enhanced data collection and analysis
- Designate “Flood Risk Areas” to control and limit development.
- Notification to future property buyers of Flood Risk Area designation.
- province would develop programs to cost-share flood mitigation measures to protect existing development in urban and rural areas. The costs should be shared among the federal, provincial, and local governments.
- Tighter controls on project funding, prohibit recovery dollars, for deemed inappropriate development (new) and proposed in flood prone areas



This report was shelved in 2006 but then released in 2012 in an effort to gain additional support for the original recommendations. Following the 2013 flood the province took the following actions:

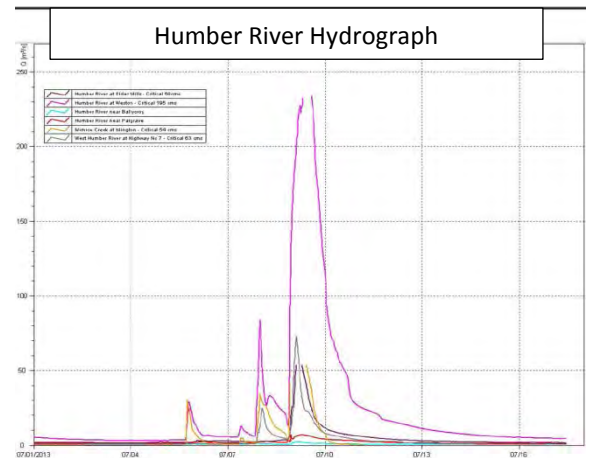
- Alberta to Ban development in Floodways (1:100 year).
- Program to assist in cost to relocate.
 - Pay for rebuilds in floodway, but 1 time only
 - In Flood Fringe Zones, Government will pay for rebuild but must flood proof. If not, no future disaster assistance
- Bow and Elbow Rivers carved new course resulting in new flood mapping being required
- Implementation of a comprehensive flood mapping strategy for all urban, areas



Toronto Event

On July 8 a significant moist frontal wave brought between 75mm and 126mm to the Toronto region with 126mm falling at Pearson Airport (exceeds Hazel 24 hour total). Flows were impacted in the Don and Humber Rivers where levels rose quickly.

Storm sewersheds moved runoff directly into the rivers due to the imperviousness of urban roads and urban development rather than the rainfall impact being reduced by infiltration. In contrast with the Calgary event where rain fell some distance resulting in downstream flows causing urban flooding, the Toronto event concentrated the rain directly over the city over a very short period of time overwhelming existing drainage systems and flooding areas such as the lower Don Valley Parkway.



Impact of the flood included property damage, power outages effecting over 300,000 people as well as the potential for loss of life and infrastructure damage totaling over \$600 million. The event was forecasted on the basis of radar and meteorological data but the true path and impact of the extensive storm cell was difficult to predict until it had begun.

While the city was able to provide emergency response plans, the role of forecasting and warning together with flood and erosion control, planning and regulations remain an important role for Conservation Authorities in urban environment. Unlike Toronto, Calgary may be limited by the tools available at the provincial and municipal level in Alberta. Additional coordinated steps through Conservation Authorities toward the



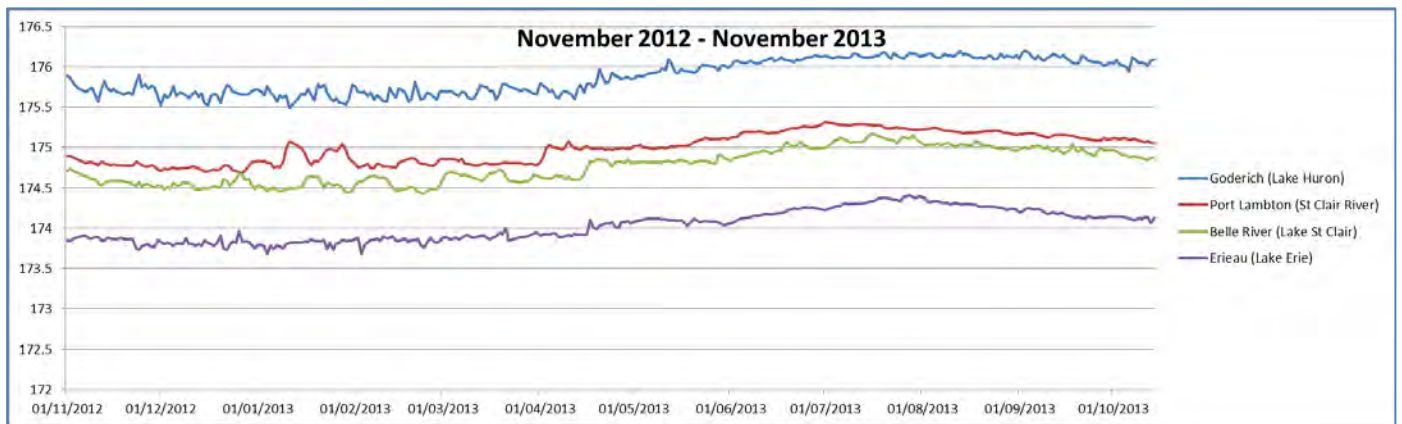
overall management of flood planning and infrastructure, regulatory strategies, and comprehensive accurate floodplain mapping are an integral part of preparation for significant events.

Weather Forecast (Weather Network, Environment Canada)	
December	<ul style="list-style-type: none"> Slightly below average temperatures with above average precipitation in the form of snow mid-month (70% chance of white Christmas)
Fall and Winter	<ul style="list-style-type: none"> Temperatures will be near normal with slightly above normal precipitation into the winter months
12 Month Outlook	

Great Lakes Levels

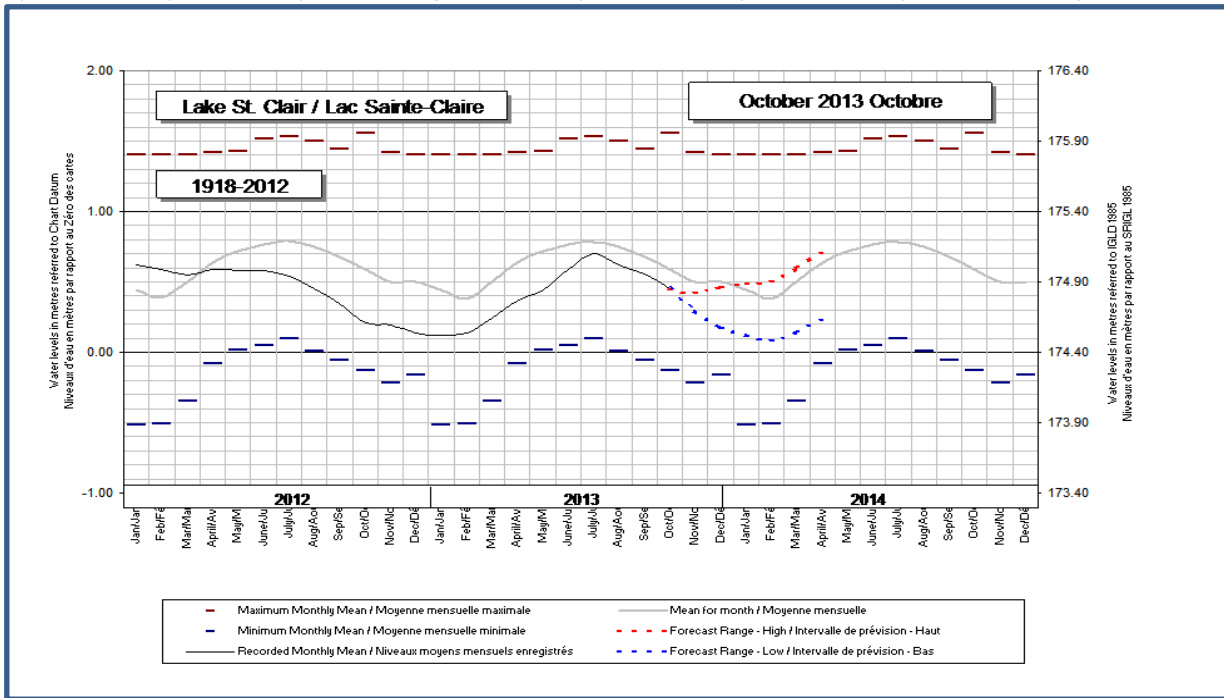
Lake Huron levels continue to improve over last year extremely low levels increasing by **27cm** (10.6 inches) but remain slightly below the 10 year average **-5cm** (2inches). Figure 5 identifies the upward trend following the low levels of 2012 at four monitoring stations (Lake Huron, St Clair River, Lake St. Clair and Lake Erie) over the past year. As each station receives flow from the previous water body the relative impact on levels are identified downstream from Lake Huron to Lake Erie.

Fig 5. Lake level comparison by Station – (October 2013) SCRCA data.



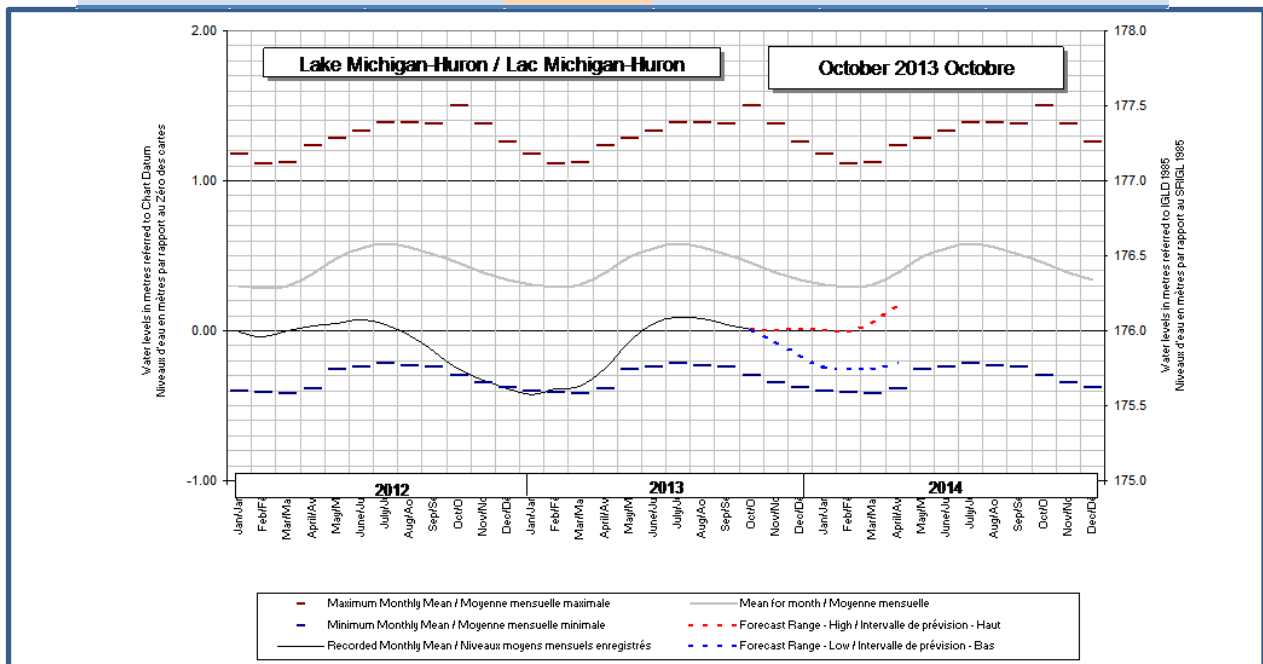
Lake St. Clair

Units	Current Monthly Level	Monthly Level Last Year	Change 2012/2013	Current Month Average for Last 10 Years	Change Current compared to 10 year	Anticipated Next Month
Metric (m)	174.85	174.6	0.25	174.84	0.01	174.82
Imperial (ft)	573.65	572.83	0.82	573.62	0.03	573.55



Lake Huron

Units	Current Monthly Level	Monthly Level Last Year	Change 2012/2013	Current Month Average for Last 10 Years	Change Current compared to 10 year	Anticipated Next Month
Metric (m)	176.01	175.74	0.27	176.06	-0.05	176.00
Imperial (ft)	577.46	576.57	0.89	577.62	-0.16	577.43



Staff Report

10.(i)



To: Board of Directors
Date: November 28, 2013
From: Muriel Andreae, Senior Biologist
Subject: Cancellation of the Fish Habitat Review Agreement

The federal government announced their intention to amend the Fisheries Act in 2012, and these amendments came into full force on November 25, 2013. Due to these changes the existing partnership agreement between DFO and the SCRCA regarding fish habitat review is cancelled as of that date. The SCRCA is suspending fish habitat review activities until we hear further details from DFO on their new “Fisheries Protection Program” and the future of the partnership expected in April 2014.

Upon municipal request, staff are willing to review projects for their fish habitat implications on a case by case basis.

When we have sufficient details on a new Memorandum of Understanding between DFO and the SCRCA, we will return to the Board for further direction.

Recommendation: That staff inform our municipalities of the change in fish habitat review activities as outlined above.

Previous Activities: Prior to November 25, as part of our Level 2 Service Agreement with Fisheries and Ocean Canada (DFO), SCRCA was conducting an initial review of drain projects to identify any impacts to fish and fish habitat. SCRCA would determine how the proponent could mitigate any potential impacts to fish and fish habitat. If impacts to fish and fish habitat could be mitigated, then the Conservation Authority issued a letter of advice. If impacts to fish and fish habitat could not be fully mitigated, the project was forwarded to the local Department of Fisheries and Oceans for further review.

- the partnership with DFO helped municipalities avoid delays in obtaining advice or authorization approvals from DFO
- review helped municipalities avoid damage to fish habitat and potential fines or prosecution under the Fisheries Act
- improved sediment control, erosion control and off-season timing improves the water quality and aquatic habitats in the SCRCA and keeps the soil on the land

Files Processed for Level 2 Service Agreement

Between January 1 2013 and November 25 2013, **204** drain files were reviewed under the Agreement by St. Clair Conservation staff.

From June 1st to November 25, 2013 **95** files were processed under the Agreement with DFO.

Categories of Fish Habitat Review	January-May	June - August	September - November	Total Processed January to November 2013
Letters of Advice	4	34	11	49
Class Authorization	44	16	8	68
Extension Letter	0	0	0	0
Other Types of Files (e.g., Environmental Assessment sign-off)	1	6		7
Requires DFO Feedback or Sign-off		27	10	37
Waiting for Municipality or Drainage Superintendent		22	15	37
Requires SCR			6	6
Total Files from Jan to November 2013	49	105	50	204

Staff Report

10.(ii)



To: Board of Directors
Date: November 28, 2013
From: Erin Carroll, Aquatic Biologist
Subject: Grants administered by Biology Department

The Biology Unit submitted four projects in October 2013, which are currently under review by granting agencies:

- an application to the Ontario Trillium Foundation to conduct fish and mussel inventories in Lake Huron Tributaries with a complementary education and outreach program that builds on the program delivered at Kettle Stony Point First Nation. A request was made for **\$58,000** over two years.
- two applications to Wildlife Habitat Canada. One for wetland and riparian buffer projects on McKeough Lands, **\$22,000**. A second asking for **\$27,500** for Wetland Stewardship in the Upper Sydenham River Watershed –Engagement & Implementation.
- an application to the Ontario Community Environment Fund for **\$20,000** to support surface water sampling including water chemistry and benthic organism analysis.



Electrofishing the Sydenham for Trillium grant landowner/community engagement, headwater wetland construction and other wildlife BMPS in the Upper Sydenham Watershed

We have had great success with proposals again this year, with active grants totaling **\$952,000** (up from \$500,000 in 2012) for projects valued at approximately **\$5,500,000**.

- 2013 is the second year of a two-year **\$40,000** grant from Ministry of Natural Resources Species at Risk Stewardship Fund to benefit Reptiles-at-Risk in the region. The grant helps pay for snake and turtle monitoring, and related outreach and education activities.
- 2013 is the second year of a three year, **\$117,500** grant from the Environment Canada's Great Lakes Sustainability Fund for wetlands creation and tree planting at Bowen's Creek Habitat Management Area.
- Ministry of Environment's Great Lakes Guardian fund allocated **\$22,000** toward five education events coordinated with Aamjiwnaang First Nation Environment Committee, and pre and post restoration benthic monitoring at Talfourd Creek.
- Wildlife Habitat Canada allocated **\$28,000** to landowner/community engagement, headwater wetland construction and other wildlife BMPS in the Upper Sydenham Watershed.



Electrofishing equipment purchased with grant money has allowed Biology Unit to conduct fish monitoring on Authority properties.

- 2013 is the second year of a 3 year **\$173,400** grant from Ontario Trillium Foundation for landowner/community engagement, headwater wetland construction and other wildlife BMPS in the Upper Sydenham Watershed.
 - a **\$38,000** grant from Showcasing Water Innovation towards Rural Stormwater Management in the Lambton Shores Priority Watershed
- Environment Canada allocated **\$8,500** to implementation of workshops and landowner engagement in the Lambton Shores Tributary area.
 - Ministry of the Environment allocated **\$50,000** to a study and project to look at improving water quality in Lambton Shores including BMPs.

- Ontario Land Trust Alliance Program allocated **\$3,500** to develop a property management plan for the Cartier/King Property (McKeough Property 38/39).
- 2013 is the first year of a three year **\$244,050** grant from Environment Canada to implement best management projects through the Sydenham River Habitat Stewardship Program.
- Chatham-Kent 2012 Community Partnership Fund Mainstream allocated **\$10,000** towards the restoration of Peers Wetland.
- TD Friends of the Environment Foundation allotted **\$3,750** to Naturalization and Habitat Improvement of the Forest Sewage Lagoons.
- RBC Community Grant allocated **\$5,000** to improving riparian buffers and erosion control in Strathroy-Caradoc and Middlesex Centre, through community workshops.

- 2013 is the first year of a two year **\$85,000** grant for Sediment and Erosion Mitigation And Fish Habitat Enhancement of Agricultural Watercourses of the St. Clair River Area of Concern (AOC).



Surface water quality monitoring is supplemented by grants supporting work in Lambton Shores Priority Watershed

- Great Lakes Sustainability Fund allocated **\$45,000** towards the second stage of Peers Wetland Restoration.

- OMAFRA-COA allocated **\$58,000** to drafting soil and erosion nutrient management programs for 500 acres of SCRCA-owned cropland, design and implementation of erosion berms on the McKeough Properties 82, 83, 95 and 97, collection of water quality and soil sample analysis.
- TD Friends of the Environment Foundation allocated **\$2,200** to development of four interpretive signs at Talfourd Creek Aamjiwnaang First Nation.

- TD Training Grant donated **\$1,000** towards Ontario Stream Assessment Protocol Training (OSAP) for Biological Technician, Kelli Smith.
- Ministry of Natural Resources allotted **\$17,800** for Lambton Shores Coastal Wetland Restoration / Phragmites Control Watershed Wetland Riparian Buffer Restoration

The Biology Unit is working on other grant applications to be submitted in December 2013 and early 2014:

- applying to Ministry of Natural Resources Species at Risk Stewardship Fund to continue to deliver Reptiles-at-Risk Program. The grant will help pay for snake and turtle monitoring, and related outreach and education activities
- possible applications to Great Lakes Sustainability Fund for continued habitat work in the St. Clair River Area of Concern.



Reptile at Risk grant supported a workshop for landowners with interest in enhancing habitat for Species at Risk snakes.

- a grant application to Ontario Land Trust Alliance Program to support restoration of Bowens Creek Habitat Management Area.

Staff Report 11.(ii)



To: Board of Directors
Date: November 25, 2013
From: Erin Carroll, Aquatic Biologist
Subject: Cost recovery fees for implementation of DART

At the November 14, 2013 Board meeting with regard to item 12 (iv) *SCRCA 2014 Fees Proposed* the following motion was passed:

Brown - McEwen

“That the Board of Directors acknowledges and approves the Schedule of Fees dated October 2013, for all programs and services for the year 2014, with the exception of the DART fees.”

CARRIED

Marriott – Burrell

“That the DART fee approval be tabled until further information is received.”

CARRIED

The following information is provided as background for review.

Background

With the approval of the provincial “Generic Regulation” in 2006 for all Conservation Authorities (CAs), all CA Regulations were updated to ensure conformity of wording and complement municipal implementation of provincial policies under the Planning Act such as hazardous lands and wetlands. The clarification and wording update in the “Generic Regulation” meant open municipal drains met the definition of a watercourse as defined in the Conservation Authorities Act and therefore fall under the regulatory authority of conservation authorities. Since 2006/2007, the CA’s along with other provincial organizations formed DART, a Drainage Act and Regulation Team, to streamline approval processes for drain maintenance and repair. In April 2013 the Board authorized staff to use the provincially accepted and approved DART protocol with the direction for staff to monitor staff requirements to implement the protocol and provide recommendations on appropriate cost recovery options.

11 (iii) *DART Cost Recovery Board Report* (attached) presented at the September 19, 2013 meeting proposed a minor and major works DART review fee of \$200 and \$600 respectively. The question was posed in response to the report: Can fees be added to the drainage report? At the time of discussion, staff responded that fees can be added to the drainage report.

(After the meeting further clarification on the matter was sought by staff. It was found that other conservation authorities (e.g., Upper Thames), invoice municipalities for the review fee. In turn municipalities add the associated costs to the final drainage work bill for the landowners. OMAFRA has agreed to pay grant on the amount levied to the agricultural property owners.)

The following motion was passed:

BD-13-134

“That the Board of Directors approves the cost recovery proposal, dated August 26, 2013, for implementing the DART protocol, as approved by the Board of Directors April 18, 2013 and that notice be provided to the drainage superintendents and further, that the revision be made to the 2014 Fee Schedule to be presented at the November Board meeting.”

CARRIED

As directed, letters went out to drainage superintendents October 21, 2013 letting them know of the new cost recovery fee.

Staff Report

11.(ii)



To: Board of Directors
Date: 26 August 2013
From: Patty Hayman, Director of Planning
Muriel Andreae, Senior Biologist
Erin Carroll, Aquatic Biologist
Brian McDougall, General Manager
Subject: DART Cost Recovery

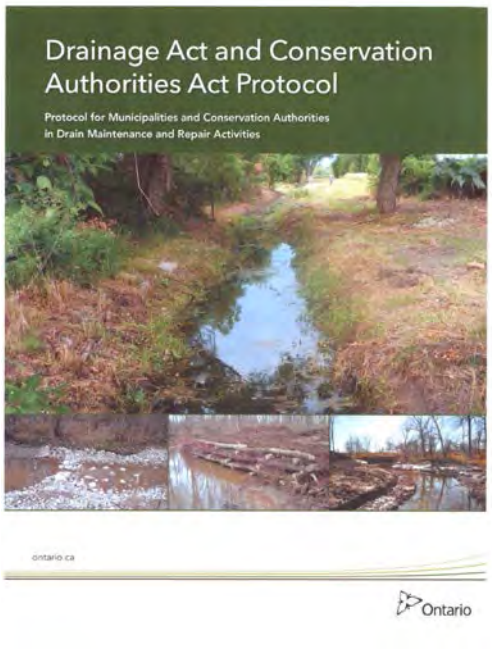
BACKGROUND

EXPLANATION OF DART

Under the Drainage Act, municipalities are legislated to maintain and repair drains and to respond to petitions for new drainage systems. At the same time, under Section 28 of the Conservation Authorities Act, Conservation Authorities (CAs) regulate development in or adjacent to watercourses, wetlands, the shoreline of the Great Lakes-St. Lawrence River System or inland lakes, river or stream valleys, hazardous lands and other areas where, in the opinion of the Minister, development should be prohibited or regulated or should require the permission of the authority. A conservation authority may grant permission for development if, in the opinion of the authority, the control of flooding, erosion, dynamic beaches, pollution or the conservation of land is not affected. CAs also regulate activities that change, divert, or interfere in any way with the existing channel of a river, creek, stream or watercourse, or that change or interfere in any way with a wetland.

With the approval of the provincial “Generic Regulation” in 2006 for all Conservation Authorities (CAs), all CA Regulations were updated to ensure conformity of wording and complement municipal implementation of provincial policies under the Planning Act such as hazardous lands and wetlands. The clarification and wording update in the “Generic Regulation” meant open municipal drains met the definition of a watercourse as defined in the Conservation Authorities Act and therefore fall under the regulatory authority of conservation authorities. Since 2006/2007, the CA’s along with other provincial organizations formed DART, a Drainage Act and Regulation Team, to streamline approval processes for drain maintenance and repair. In April 2013 the Board authorized staff to utilize the provincially accepted and approved DART protocol with the direction for staff to monitor staff requirements to implement the protocol and provide recommendations on appropriate cost recovery options.

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



At the April 2013 Board meeting, the following motion was passed:

BD-13-059

Burrell - Miller

That the SCRCA approves the use of the DART Protocol as distributed by MNR, OMAF and Conservation Ontario on January 14 2013 for Municipal Drain maintenance projects submitted after May 31, 2013 within watercourses regulated by the SCRCA under C.A. Act Regulation 171/06, and further requests that staff prepare recommendations by September 2013 to address staff needs and cost recovery for same.

PROPOSAL

Cost Recovery for Drain Reviews under DART

With over 5000 km of drains in our watershed, the SCRCA is directing considerable resources toward implementing the DART protocol, which relates to Section 28 Conservation Authorities Act “Development, Interference with Wetlands & Alterations to Shorelines & Watercourses”). This is in addition to resources allocated to Section 38 Fisheries Act fish habitat review, as per the DFO/SCRCA Level II agreement.

Since starting to implement the DART protocol in June, we have found the process of reviewing the drain maintenance and repair proposals with respect to giving permission under Section 28 of the Conservation Authorities Act adds significantly to staff workload. Screening notification forms, ensuring notification forms are signed, issuing Standard Compliance Requirements (SCRs), tracking/filing documents and conducting site visits (for a small percentage of projects) has added about 20 hours per week to the Authority workload. To minimize administrative costs, we propose fees be billed to municipalities twice annually.

In a typical year we expect from 100 to 200 notification forms will be submitted for DART review. For the majority of the drain maintenance and repair applications Standard Compliance Requirements (SCRs) can be issued. For each SCR issued, a “minor works” category review fee would be charged.

Drain maintenance and repair **within regulated wetland limits** will fall within the major works category. Only one application of this type has been received this year. The application to

maintain the drain within the wetland was eventually withdrawn. We predict that very few major works will be reviewed under the DART protocol in any given year.

In order to recover costs associated with implementing the DART protocol, staff recommend implementation of a fee schedule as follows:

- Minor works \$ 200.00
- Major works \$ 600.00

Neighboring Conservation Authorities have implemented cost recovery via updates to their 2013 fee schedules.

2013 Municipal Drain Review Cost Recovery

Conservation Authority	Minor	Major
Essex Region Conservation Authority	\$115.00	\$800.00
Upper Thames River Conservation Authority	\$100.00	\$500.00

Drainage superintendents will be advised of the fee before proposed implementation in 2014. Similar to Fish Habitat and Regulations Review, DART Drain review and input activity will be presented at the Full Board of Directors meetings.

RECOMMENDATION

That the Board of Directors approves the cost recovery proposal, dated August 26, 2013, for implementing the DART protocol, as approved by the Board of Directors April 18, 2013 and that notice be provided to the drainage superintendents and further, that the proposed fees be included in the Fee Schedule to be presented at the November Board meeting.

Prepared By: Tracy Prince
November 27, 2013

ST CLAIR REGION CONSERVATION AUTHORITY
Statement of Revenue and Expenditure
For the Ten Months Ended 31/10/2013

12.(i)

	Actual To Date			Annual Budget		Variance from Budget	
	Revenue	Expenditures	Surplus(Deficit)	Revenue	Expenditures	Revenue	Expenditures
Flood Control & Erosion Control	\$689,729	\$347,567	\$342,162	\$645,250	\$645,250	\$44,479	(\$297,683)
Capital Projects/WECI	\$559,109	\$397,331	\$161,778	\$394,500	\$394,500	\$164,609	\$2,831
Conservation Area's Capital Development	\$0	\$97,727	(\$97,727)	\$139,500	\$139,500	(\$139,500)	(\$41,773)
IT Capital	\$16,535	\$12,026	\$4,509	\$19,200	\$19,200	(\$2,665)	(\$7,174)
Equipment	\$63,050	\$71,264	(\$8,214)	\$72,000	\$72,000	(\$8,950)	(\$736)
Planning & Regulations	\$278,930	\$298,199	(\$19,269)	\$339,841	\$339,841	(\$60,911)	(\$41,642)
Technical Studies	\$301,979	\$105,739	\$196,240	\$158,888	\$158,888	\$143,091	(\$53,149)
Recreation	\$1,133,847	\$897,965	\$235,882	\$948,450	\$948,450	\$185,397	(\$50,485)
Property Management	\$286,609	\$287,631	(\$1,023)	\$269,000	\$269,000	\$17,609	\$18,631
Education and Communication	\$100,910	\$144,522	(\$43,612)	\$187,000	\$187,000	(\$86,090)	(\$42,478)
Source Water Protection	\$246,619	\$154,722	\$91,896	\$350,000	\$350,000	(\$103,381)	(\$195,278)
Conservation Services/Healthy Watersheds	\$791,373	\$554,052	\$237,322	\$691,037	\$691,037	\$100,336	(\$136,985)
Administration/AOC Management	\$807,909	\$626,895	\$181,014	\$840,000	\$840,000	(\$32,091)	(\$213,105)
	\$5,276,598	\$3,995,640	\$1,280,958	\$5,054,666	\$5,054,666	\$221,932	(\$1,059,026)

Notes:

1. The significant variances from budget to actual is reflective of the nature/timing and uniqueness of the particular projects.
The variances will reduce and disappear as the year progresses.
2. Detailed statement available upon request
3. Billing for the Source Water Protection will occurred in July 2013, salary expense allocation will be recorded in December with other final allocation

ST. CLAIR REGION CONSERVATION AUTHORITY
Administration and Capital Development Expenditures
AS AT OCTOBER 31, 2013

	2013 Budget	2013 GL	2012 Audit
Administration			
Equipment rentals and purchases	17,000.00	11,577.26	15,504.46
Materials and supplies	31,000.00	15,771.95	23,340.67
Other	222,500.00	143,886.64	229,529.20
Travel expenses and allowances	20,500.00	21,190.51	6,843.30
Utility services	25,000.00	12,597.18	21,660.04
Wages and benefits	334,750.00	339,559.38	274,255.00
	<u>650,750.00</u>	<u>544,582.92</u>	<u>571,132.67</u>
Capital Development			
Conservation area development	139,500.00	97,726.87	182,500.00
Other	-	-	-
Vehicles and equipment	91,200.00	83,289.50	140,164.00
Water erosion control infrastructure	269,500.00	244,053.15	563,609.00
	<u>500,200.00</u>	<u>425,069.52</u>	<u>886,273.00</u>

ST. CLAIR REGION CONSERVATION AUTHORITY
Operating and Property Management Expenditures
AS AT OCTOBER 31, 2013

	2013 Budget	2013 GL	2012 Audit
Operating			
Community relations			
Wages and benefits	169,000.00	130,183.08	110,621.33
Other	18,000.00	14,339.22	13,504.95
Conservation services			
Wages and benefits	220,000.00	199,782.25	161,132.00
Other	442,537.00	354,269.54	343,291.00
Erosion control			
Wages and benefits	21,000.00	2,500.00	76,090.00
Other	236,500.00	153,548.46	128,885.36
Flood control			
Wages and benefits	260,000.00	153,918.77	229,924.00
Other	80,000.00	79,688.43	109,583.74
Flood forecasting and warning			
Wages and benefits	116,000.00	73,765.96	124,623.43
Other	42,500.00	26,454.87	48,916.00
General			
Wages and benefits	240,490.00	88,369.66	196,055.00
Ice management			
Wages and benefits	3,500.00	2,835.20	3,500.00
Planning			
Wages and benefits	320,841.00	238,546.48	154,428.47
Other	17,000.00	59,652.14	6,199.22
Source water protection			
Wages and benefits	326,500.00	153,000.53	325,378.48
Other	23,500.00	1,721.82	17,910.80
Technical studies			
Wages, benefits and other	163,888.00	107,585.61	429,029.00
	<u>2,701,256.00</u>	<u>1,840,162.02</u>	<u>2,479,072.78</u>
Property Management			
Wages and benefits	110,000.00	89,268.61	59,185.67
Other	157,000.00	198,362.88	85,981.10
	<u>267,000.00</u>	<u>287,631.49</u>	<u>145,166.77</u>

ST. CLAIR REGION CONSERVATION AUTHORITY
Conservation Area Maintenance Expenditures
AS AT OCTOBER 31, 2013

	2013 Budget	2013 GL	2012 Audit
A.W. Campbell - Wages	127,800.00	123,795.88	121,771.70
A.W. Campbell - Other	90,600.00	92,251.70	92,264.00
Clark Wright - Wages	1,000.00	1,000.00	500.00
Clark Wright - Other	1,200.00	10,515.05	1,100.00
Coldstream - Other	1,400.00	1,117.74	2,999.00
Crothers - Other	1,400.00	905.07	1,400.00
Dodge - Other	1,000.00	1,060.72	600.00
Henderson - Wages	136,000.00	116,005.14	125,950.57
Henderson - Other	102,700.00	100,327.44	97,588.00
Highland Glen - Wages	1,500.00	1,000.00	1,000.00
Highland Glen - Other	6,250.00	7,316.96	7,900.00
McEwen - Wages	2,000.00	1,000.00	1,000.00
McEwen - Other	8,800.00	8,548.10	10,300.00
Bridgeview - Other	900.00	809.56	900.00
Shetland - Other	7,350.00	8,562.39	7,193.91
Strathroy - Wages	10,500.00	8,988.45	10,769.52
Strathroy - Other	5,500.00	3,905.92	7,730.48
Tony Stranak - Other	7,900.00	7,980.52	7,700.00
Warwick - Wages	262,400.00	183,834.35	208,956.00
Warwick - Other	157,500.00	174,695.44	188,277.00
Wawanosh - Wages	2,500.00	1,000.00	1,000.00
Wawanosh - Other	5,500.00 -	2,631.89	16,698.39
Peers Wetland - Other	-	45,976.23	-
	<u>941,700.00</u>	<u>897,964.77</u>	<u>913,598.57</u>

ST. CLAIR REGION CONSERVATION AUTHORITY
Conservation Area Revenue and Expenditures
AS AT OCTOBER 31, 2013

		2013			Audit		2012
		Revenue	Expenditure	Surplus (Deficit)	Revenue	Expenditure	Surplus (Deficit)
0417	A.W. Campbell	268,820.88	216,047.58	52,773.30	238,644.61	214,035.70	24,608.91
0413	Clark Wright	12,600.00	11,515.05	1,084.95	1,600.00	1,600.00	-
0419	Coldstream	1,400.00	1,117.74	282.26	2,999.00	2,999.00	
0448	Crothers	1,400.00	905.07	494.93	1,400.00	1,400.00	
0493	Dodge	1,000.00	1,060.72 -	60.72	600.00	600.00	-
0472	Henderson	270,666.65	216,332.58	54,334.07	252,866.76	223,538.57	29,328.19
0489	Highland Glen	9,050.00	8,316.96	733.04	8,900.00	8,900.00	
0485	McEwen	11,300.00	9,548.10	1,751.90	11,300.00	11,300.00	
0455	Peers	60,702.73	45,976.23	14,726.50			
0416	Petrolia	900.00	809.56	90.44	900.00	900.00	-
0403	Shetland	765.00	8,562.39 -	7,797.39	7,193.91	7,193.91	-
0474	Strathroy	18,500.00	12,894.37	5,605.63	18,500.00	18,500.00	-
0470	Tony Stranak	7,900.00	7,980.52 -	80.52	7,700.00	7,700.00	-
0458	Warwick	460,040.11	358,529.79	101,510.32	448,605.91	397,233.00	51,372.91
0405	Wawanosh	8,801.61 -	1,631.89	10,433.50	17,698.39	17,698.39	-
		1,133,846.98	897,964.77	235,882.21	1,018,908.58	913,598.57	105,310.01
Transfer to deferred revenue (Note 2)				-	-		-
Less: Municipal levy and donations		- 134,319.34		- 134,319.34	- 81,292.30		- 81,292.30
		999,527.64	897,964.77	101,562.87	937,616.28	913,598.57	24,017.71

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Financial Position
AS AT OCTOBER 31, 2013

	GL 2013	Audit 2012
Financial Assets		
Cash and cash equivalents	3,498,588.71	3,328,160.00
Investments (note	1,981,640.18	1,979,321.28
Accounts receivable	346,169.20	548,602.00
Prepaid Expenses	-	-
Long-term investments	33,048.00	33,048.00
	<u>5,859,446.09</u>	<u>5,889,131.28</u>
Restricted Assets (Note)		
Restricted Shares	311.00	-
Forestry	11,654.45	11,654.45
RLSN	-	123,032.00
Kent	-	55,390.00
MSN	421,956.38	409,821.68
Rondeau	588.55	2,389.64
Downsizing	24,759.79	25,071.00
Cash and cash equivalents	459,270.17	627,358.77
Accounts receivable - Stewardship Programs	-	113,395.85
	<u>459,270.17</u>	<u>740,754.62</u>
Total Financial Assets	<u>6,318,716.26</u>	<u>6,629,885.90</u>
Financial Liabilities		
Accounts payable and accrued liabilities	58,091.86	402,355.00
Accounts payable and accrued liabilities - Stewardship Programs	-	179,749.00
Deferred revenue	132,853.37	1,099,462.27
Due to Stewardship Programs (Note & Statement)	422,544.93	524,280.00
Total Financial Liabilities	<u>613,490.16</u>	<u>2,205,846.27</u>
Net Financial Assets	<u>5,705,226.10</u>	<u>4,424,039.63</u>
Non-Financial Assets		
Tangible Capital Assets, net of accumulated amortization (Notes & Schedule)	20,284,493.88	20,284,493.00
	<u>20,284,493.88</u>	<u>20,284,493.00</u>
Net Assets	<u>25,989,719.98</u>	<u>24,708,532.63</u>
Conservation Authority Position		
Reserves and reserve funds (Statement 2 & 3)	5,705,226.67	4,424,039.00
Net Tangible Capital Assets	20,284,492.81	20,284,493.00
Total Conservation Authority Position	<u>25,989,719.48</u>	<u>24,708,532.00</u>

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Operations
AS AT OCTOBER 31, 2013

	2013 Budget	2013	2012 Audit
Revenue			
Government Grants			
Section 39	384,841.00	310,003.00	310,003.00
Other	996,750.00	834,862.70	1,322,475.00
Municipal levies			
General	631,415.00	631,415.00	593,691.00
Other	358,285.00	343,830.50	442,500.00
Other Revenue			
Contributions	128,750.00	96,421.83	91,146.00
Miscellaneous	1,458,625.00	2,032,004.19	1,197,923.00
Interest	74,000.00	28,533.53	110,457.00
Conservation areas (Excluding Municipal Levy)	973,700.00	999,527.64	937,616.28
Transfers from reserves			
General	-	-	
Unrealized gain (loss) on held-for-trading investments	-	-	5,892.00
Realized gain (loss) on held for trading investments			1,040.00
	5,006,366.00	5,276,598.39	4,998,879.28
 Expenditures			
Administration, Schedule 1	650,750.00	544,582.92	476,091.00
Capital development, Schedule 1	500,200.00	425,069.52	886,273.00
Operating, Schedule 2	2,701,256.00	1,840,162.02	2,479,070.00
Property management, Schedule 2	267,000.00	287,631.49	145,166.77
Conservation area maintenance, Schedule 3	941,700.00	897,964.77	913,598.57
	5,060,906.00	3,995,410.72	4,900,199.34
 Excess (deficiency) of revenues over expenditures before adjustments	- 54,540.00	1,281,187.67 -	98,679.94
 Adjustments for Tangible Capital Assets			
Acquisition of tangible capital assets	-	-	345,355.63
Amortization of tangible capital assets	-	-	506,202.00
Gain/(loss) on sale of tangible capital assets	-	-	3,090.00
Proceeds on sale of tangible capital assets	-	-	3,250.00
	-	-	167,186.37
 Excess (deficiency) of revenues over expenditures before adjustments	- 54,540.00	1,281,187.67 -	68,506.43

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Stewardship Programs
AS AT OCTOBER 31, 2013

	2013				Total
	GL				
	Rural Lambton	Stewardship Kent	Middlesex Stewardship Network	Rondeau	
Revenue	265,048.63		97,255.56	-	\$362,304.19
Expenditures	302,617.63	62,000.00	97,621.18	1,800.45	464,039.26
Excess of revenue over expenditures	- 37,569.00	- 62,000.00	- 365.62	- 1,800.45	(101,735.07)
Unappropriated surplus, beginning of year	37,569.00	62,000.00	422,322.00	2,389.00	524,280.00
Unappropriated surplus,	-	-	421,956.38	588.55	<u>\$422,544.93</u>
Represented by:					
Cash	-	-	421,956.38	588.55	\$422,544.93
Accounts receivable	-		-		.00
Accounts payable and accrued liabilities					.00
	-	-	421,956.38	588.55	<u>\$422,544.93</u>

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Cash Flows
AS AT OCTOBER 31, 2013

12.(i)

	2013	-	2012 Audit
Cash provided by (used in)			
Operating activities			
Excess of revenue over expenditure (Statement 4)	1,281,187.67	-	68,506.43
Add items not involving cash:			
Amortization of tangible capital assets			506,202.00
Loss/(Gain) on disposal of tangible capital assets			3,090.00
Realized (gain) loss on held for trading investments			1,040.00
Unrealized (gain) loss on held for trading investments			5,892.00
	<u>1,281,187.67</u>		<u>447,717.57</u>
 Net changes in non-cash working capital balances:			
Accounts receivable	202,432.80	-	62,546.00
Accounts receivable - Stewardship Programs	113,395.85	-	48,342.00
Prepaid expenses	-		2,355.00
Accounts payable and accrued liabilities	-	344,263.14	160,555.00
Accounts payable and accrued liabilities - Stewardship Programs	-	179,749.00	35,196.00
Deferred revenue	-	966,608.90	58,128.00
Due to stewardship programs	-	<u>101,735.07</u>	<u>126,751.00</u>
	4,660.21		395,920.57
 Investing activities			
Purchase of investments	-	2,318.90	520,960.00
Proceeds from sale of investments	-		400,000.00
Long-term investments	-		5,178.00
	<u>-</u>	<u>-</u>	<u>126,138.00</u>
 Capital activities			
Acquisition of tangible capital assets	-	-	345,356.00
Proceeds on disposal of tangible capital assets	-		3,250.00
	<u>-</u>	<u>-</u>	<u>342,106.00</u>
 Increase (decrease) in cash and cash equivalents	2,341.31	-	72,323.43
 Cash and cash equivalents, beginning of year	3,955,517.57		4,027,841.00
 Cash and cash equivalents, end of year	<u>3,957,858.88</u>		<u>3,955,517.57</u>
 Represented by:			
Cash and cash equivalents	3,498,588.71		3,328,160.00
Restricted cash and cash equivalents	24,759.79		36,725.00
Stewardship Programs cash and cash equivalents	434,510.38		590,633.00
	<u>3,957,858.88</u>		<u>3,955,518.00</u>

**ST. CLAIR REGION CONSERVATION AUTHORITY
DISBURSEMENTS FROM OCT. TO NOV. 2013**

**12 (ii)
Diane Brodie**

Chq. No.	Date	Vendor	Description	Amount
15220	15/10/2013	21 SHELL & VARIETY	Fuel	404.00
15221	15/10/2013	ACTON'S SERVICE CENTRE	Repairs	113.00
15222	15/10/2013	DAVID BESELAERE	Drafting Plans	900.00
15223	15/10/2013	BRANDER STEEL INDUSTRIES	Supplies	90.40
15224	15/10/2013	Joe Breakey	Expenses	100.00
15225	15/10/2013	CENTRAL SANITATION	Portables	406.80
15226	15/10/2013	CONNON NURSERIES	Trees	3,721.94
15227	15/10/2013	DOWLER KARN PROPANE	Propane	186.70
15228	15/10/2013	Forever Green Consulting	Seeds	226.00
15229	15/10/2013	FOREST CITY LEASING	Photocopier	293.80
15230	15/10/2013	MELISSA GILL	Expenses	140.25
15231	15/10/2013	HAYTER-WALDEN PUBLICATIONS INC.	Advertising	133.49
15232	15/10/2013	ERNIE HERRINGTON	Gravel	6,453.43
15233	15/10/2013	HILLEN NURSERY INC.	Trees	4,197.95
15234	15/10/2013	J & S LAWN CARE	Lawn Cutting	1,235.09
15235	15/10/2013	JOHN W. MACPHERSON	Forecast Unit	500.00
15236	15/10/2013	LEATHA JONES	Bingo	380.00
15237	15/10/2013	KLEEFMAN CLEANING SERVICES	Cleaning	678.00
15238	15/10/2013	KYIS EMBROIDERY	SCRCA Logo	18.08
15239	15/10/2013	LAMBTON KENT FARM IMPLEMENTS LTD	supplies	22.60
15240	15/10/2013	LARRY MACDONALD CHEV OLDS	vehicle repair	213.38
15241	15/10/2013	LAMBTON SOIL & CROP IMPRV.ASSC	picture framing	146.90
15242	15/10/2013	MACDONALD MINI-EXCAVATING	backhoe	870.10
15243	15/10/2013	Marks Work Warehouse	staff clothing	731.19
15244	15/10/2013	MARBOLT	supplies	136.57
15245	15/10/2013	MOFFATT & POWELL (RONA)	lumber, etc.	1,913.55
15246	15/10/2013	O'TOOLS RENT OR BUY	supplies	120.66
15247	15/10/2013	PETROLIA HOME HARDWARE	supplies	22.59
15248	15/10/2013	PODOLINSKY FARM EQUIPMENT	lawnmower parts	201.85
15249	15/10/2013	PUROLATOR COURIER	courier	110.27
15250	15/10/2013	RAPID BINDING & LAMINATING	binding reports	203.40
15251	15/10/2013	RONA 4536631 CANADA INC.	parts	42.88
15252	15/10/2013	Rural Lambton Stewardship Network	E.Can-EcoAction	40,200.00
15253	15/10/2013	GIRISH SANKAR	expenses	242.03
15254	15/10/2013	JEFF SHARP	expenses	100.57
15255	15/10/2013	SHOREPLAN ENGINEERING LTD.	cathcart park	3,067.16
15256	15/10/2013	Shred-it International Inc.	shredding	243.68
15257	15/10/2013	Andre Soetemans	grant	500.00
15258	15/10/2013	SUPERIOR PROPANE INC.	propane	1,297.03
15259	15/10/2013	ST.CLAIR REGION CON.FOUNDATION	mem. Donations	490.00
15260	15/10/2013	STEVENS EXHIBIT DESIGN GROUP	Roll up graphics	190.97
15261	15/10/2013	Stonetown Promotions	pens -logos	917.07
15262	15/10/2013	STRATHROY HOME HARDWARE BUILDING	supplies	1,225.29
15263	15/10/2013	SUPERIOR COMPUTER SALES INC.	computer supp.	12.43
15264	15/10/2013	MIKE TIZZARD	petty cash	261.45
15265	15/10/2013	TOWNSHIP OF ENNISKILLEN	final taxes	8,743.60
15266	15/10/2013	TOWN OF PLYMPTON-WYOMING	final taxes	1,559.64
15267	15/10/2013	TSC STORES L.P.	supplies	180.79
15268	15/10/2013	TOWNSHIP OF WARWICK	final taxes	2,230.09
15269	15/10/2013	TOWNSHIP OF DAWN-EUPHEMIA	final taxes	59.20
15270	15/10/2013	VALLEY LAWN CARE	grass cutting	2,226.10
15271	15/10/2013	VAN TUYL & FAIRBANK	welding	8.47
15272	15/10/2013	WARWICK GAS & VARIETY	fuel	551.58
15273	15/10/2013	WATFORD HOME HARDWARE BUILDING	supplies	512.37
15274	21/10/2013	Dufferin Simcoe Land Stewardship Network	workshop	50.00
15275	21/10/2013	WASTE MANAGEMENT OF CANADA CORP	waste removal	2,452.66
15277	31/10/2013	BKL CONSULTING ENGINEERS	LCH-septic syst	209.50
15278	31/10/2013	BOS Engineering & Environmental Services Inc.	forestry building	1,945.86
15279	31/10/2013	BUFFETT, TAYLOR & ASSOCIATES INS.	grp insurance	10,354.16

15280	31/10/2013	Campbells Outdoor Power Equipment Ltd.	repairs	110.08
15281	31/10/2013	Canadian Linen & Uniform	office mats	57.36
15282	31/10/2013	CENTRAL SANITATION	Portables	288.15
15283	31/10/2013	COINAMATIC	CA revenue	58.26
15284	31/10/2013	Les Densmore	Tree Stump	3,977.60
15285	31/10/2013	ENVIRON INTERNATIONAL CORP.	COA-st.clair river	4,331.29
15286	31/10/2013	Execulink Telecom	internet	84.75
15287	31/10/2013	FOREST CITY BUSINESS EQUIPMENT	photocopier	372.90
15288	31/10/2013	ERNIE HERRINGTON	portables	777.19
15289	31/10/2013	HILLEN NURSERY INC.	trees	1,316.45
15290	31/10/2013	J & S LAWN CARE	grass cutting	1,263.34
15291	31/10/2013	KLEEFMAN CLEANING SERVICES	cleaning	423.75
15292	31/10/2013	KYIS EMBROIDERY	SCRCA Logo	9.04
15293	31/10/2013	Lambton Tree Service	tree removal-CA	5,791.25
15294	31/10/2013	LANDSTRA CATERING	meeting. lunch	414.88
15295	31/10/2013	LOBLAW COMPANIES LIMITED	meeting supplies	104.42
15296	31/10/2013	LONDEX OFFICE PRODUCTS	office supplies	552.07
15297	31/10/2013	MACFARLANE CHEVROLET	vehicle repair	130.19
15298	31/10/2013	Marks Work Warehouse	staff clothing	361.95
15299	31/10/2013	MARBOLT	supplies	48.73
15300	31/10/2013	MILLIKEN PLUMBING & HEATING LTD	heating	138.43
15301	31/10/2013	NEOPOST CANADA LIMITED	postage	677.32
15302	31/10/2013	NORTH-SOUTH ENVIRONMENTAL INC.	Heritage Study	513.70
15303	31/10/2013	Peel Productions	film transfer	163.85
15304	31/10/2013	PETROLIA HOME HARDWARE	supplies	54.19
15305	31/10/2013	Power Plumbing & Heating	heating	282.50
15306	31/10/2013	Profota's Farm Equipment Inc.	parts	52.55
15307	31/10/2013	PUROLATOR COURIER	courier	20.58
15308	31/10/2013	JEFF SHARP	expenses	192.29
15309	31/10/2013	SIGNS AND DESIGNS	signs	192.10
15310	31/10/2013	ST.CLAIR REGION CON.FOUNDATION	mem. Donations	5,360.00
15311	31/10/2013	STRATHROY HOME HARDWARE BUILDING	supplies	151.14
15312	31/10/2013	STRATHROY RENTAL ONE	equip. rental	53.11
15313	31/10/2013	THREE MAPLES VARIETY	fuel	690.98
15314	31/10/2013	TREES ONTARIO	seeds	131.23
15315	31/10/2013	TSC STORES L.P.	supplies	369.86
15316	31/10/2013	WARWICK AUTO SERVICE	vehicle repair	150.33
15317	31/10/2013	WORKPLACE SAFETY & INS. BOARD	insurance	3,720.47
15318	31/10/2013	Yellow Pages Group	advertising	24.35
15319	31/10/2013	Doug Zink	expenses	91.30
15320	31/10/2013	ZWART EXCAVATING LTD.	excavating	8,164.25
15321	31/10/2013	P.CASH-D.BRODIE	petty cash	365.41
15322	18/11/2013	21 SHELL & VARIETY	fuel	217.00
15323	18/11/2013	A. L. Lester Limited	dust control	711.90
15324	18/11/2013	BATTLEFIELD EQUIPMENT RENTALS	equip. rental	70.21
15325	18/11/2013	Amsey Brubacher	storage shed	2,632.90
15326	18/11/2013	CAS KWARCIAK ELECTRIC	electrical work	226.71
15327	18/11/2013	CENTRAL SANITATION	portables	361.61
15328	18/11/2013	STEPHEN CLARK	expenses	201.10
15329	18/11/2013	Jerome Davis	removal concrete	169.50
15330	18/11/2013	DOUGLAS-KOZERA EXCAVATING ENVR	excavating	171.76
15331	18/11/2013	GARY FALCONER TRANSPORT LIMITED	topsoil	687.04
15332	18/11/2013	FOREST AGRI SERVICES LTD.	tree spraying	100.01
15333	18/11/2013	FOREST CITY LEASING	photocopier	293.80
15334	18/11/2013	MELISSA GILL	expenses	126.78
15335	18/11/2013	GOLD CREEK FARMS LTD.	youth day	390.00
15336	18/11/2013	ERNIE HERRINGTON	gravel	498.10
15337	18/11/2013	HEYLAND FARMS LTD./DOUG MCGEE	equipment	197.75
15338	18/11/2013	HILLEN NURSERY INC.	trees	1,200.06
15339	18/11/2013	LEATHA JONES	bingo	380.00
15340	18/11/2013	KLEEFMAN CLEANING SERVICES	cleaning	423.75
15341	18/11/2013	KYIS EMBROIDERY	SCRCA Logo	99.44
15342	18/11/2013	CLAUDE LAFRANCE	expenses	532.67
15343	18/11/2013	LARRY MACDONALD CHEV OLDS	veh.maintenance	151.24

15344	18/11/2013	MACDONALD MINI-EXCAVATING	excavating	4,827.92
15345	18/11/2013	Marks Work Warehouse	staff clothing	321.37
15346	18/11/2013	MARBOLT	parts	28.77
15347	18/11/2013	BRIAN MCDUGALL	expenses	390.10
15348	18/11/2013	MECHANICAL ADVERTISING	signs	524.18
15349	18/11/2013	MOFFATT & POWELL (RONA)	supplies	1,596.34
15350	18/11/2013	THE MUFFLERMAN	muffler repair	39.55
15351	18/11/2013	Kim Murch	postage-MS	8.54
15352	18/11/2013	Ontario Professional Foresters Association	licenses	230.00
15353	18/11/2013	TIM PAYNE	expenses	310.74
15354	18/11/2013	PETROLIA HOME HARDWARE	supplies	99.90
15355	18/11/2013	PICTURE FRAMES & THINGS	framing	12.59
15356	18/11/2013	PODOLINSKY FARM EQUIPMENT	parts	151.79
15357	18/11/2013	PRAXAIR PRODUCTS INC.	propane	259.79
15358	18/11/2013	PROUT'S/RONA BUILDING CENTRE	supplies	101.36
15359	18/11/2013	PUROLATOR COURIER	courier	32.08
15360	18/11/2013	RIVERVIEW	veh.maintenance	2,234.12
15361	18/11/2013	Rogers Cable Communications Inc	internet	180.74
15362	18/11/2013	BOB SHIELL	expenses	200.00
15363	18/11/2013	Shred-it International Inc.	shredding	243.68
15364	18/11/2013	SLOAN'S NURSERY & CHRISTMAS TREES	trees	5,159.58
15365	18/11/2013	STRATHROY RENTAL ONE	equip. rental	286.46
15366	18/11/2013	STRATHROY TIRE SALES & SERVICE	tire repair	864.32
15367	18/11/2013	STRATHROY TURF FARMS	turf	57.35
15368	18/11/2013	WALTER TADGELL & SONS LTD	parts	22.49
15369	18/11/2013	THREE MAPLES VARIETY	fuel	693.10
15370	18/11/2013	TSC STORES L.P.	supplies	101.68
15371	18/11/2013	BILL TURNER	petty cash	108.81
15372	18/11/2013	UPPER THAMES RIVER CONS. AUTH.	water flow valve	33.21
15373	18/11/2013	VALLEY LAWN CARE	grass cutting	1,180.85
15374	18/11/2013	WARWICK AUTO SERVICE	vehicle repair	1,742.25
15375	18/11/2013	WARWICK GAS & VARIETY	fuel	320.45
15376	18/11/2013	WATFORD HOME HARDWARE BUILDING	supplies	42.34
15377	18/11/2013	Wyoming Tree Service	tree removal-CA	271.20
15378	18/11/2013	WYOMING TIRE'S PLUS SMALL ENGINE	tires	61.00
15379	20/11/2013	BAIRD & ASSOCIATES	Bch. Assessment	24,295.00
15380	20/11/2013	PRYLYNX	document mang.	44,578.50
15381	27/11/2013	KEVAN BAKER	expenses	244.06
15382	27/11/2013	MARK BAKELAAR	expenses	146.89
15383	27/11/2013	BF ENVIRONMENTAL CONSULTANTS LTD.	wetland-MS	3,695.10
15384	27/11/2013	BRYAN BISHOP	MS expense	49.80
15385	27/11/2013	BUFFETT, TAYLOR & ASSOCIATES INS.	grp. Insurance	9,946.30
15386	27/11/2013	Canadian Linen & Uniform	office mats	75.72
15387	27/11/2013	COLDSTREAM CONCRETE LIMITED	geotextile	224.06
15388	27/11/2013	DALLAS CUNDICK	expenses	180.26
15389	27/11/2013	Melissa Deisley	expenses	146.90
15390	27/11/2013	EDDY'S MILLS MACHINE SHOP	parts	71.19
15391	27/11/2013	ENVIRON INTERNATIONAL CORP.	St.Clair River Rap	6,048.71
15392	27/11/2013	INLAND AGGREGATES	gravel	940.43
15393	27/11/2013	J & S LAWN CARE	grass cutting	522.06
15394	27/11/2013	KUCERA UTILITIES & FARM SUPPLY	supplies	46.56
15395	27/11/2013	KYIS EMBROIDERY	SCRCA Logo	27.12
15396	27/11/2013	LANDSTRA CATERING	meeting. lunch	264.13
15397	27/11/2013	LARRY MACDONALD CHEV OLDS	vehicle repair	51.92
15398	27/11/2013	LONDON FIRE EQUIPMENT LTD.	inspection-exit	215.27
15399	27/11/2013	LOBLAW COMPANIES LIMITED	mtg. supplies	35.04
15400	27/11/2013	LONDEX OFFICE PRODUCTS	office supplies	222.34
15401	27/11/2013	Marks Work Warehouse	staff clothing	247.98
15402	27/11/2013	MARBOLT	supplies	56.45
15403	27/11/2013	MCCARRON PLUMBING & HEATING LTD	heating	115.19
15404	27/11/2013	MUNICIPALITY OF STRATHROY-CARADOC	grass cutting	2,280.00
15405	27/11/2013	NIELSEN'S FLOWERS/COUNTRYGOOSE	flowers-h.havlik	58.76
15406	27/11/2013	Parkside Restaurant	CRIC-Lunch mtg.	180.00
15407	27/11/2013	TIM PAYNE	expenses	792.94

15408	27/11/2013	PRYLYNX	document mang.	4,520.00
15409	27/11/2013	PURULATOR COURIER	courier	125.05
15410	27/11/2013	RIVERVIEW	veh.maintenance	3,180.96
15411	27/11/2013	Doug Rogers	grant	500.00
15412	27/11/2013	SRNA/LMBTN CHAMBER OF COMMERCE	tickets	56.50
15413	27/11/2013	SHOREPLAN ENGINEERING LTD.	Cathcart park	4,000.09
15414	27/11/2013	ST.CLAIR REGION CON.FOUNDATION	Mem. Donations	330.00
15415	27/11/2013	DONNA STRANG	expenses	399.97
15416	27/11/2013	STRATHROY WELDING AND REPAIRS	welding	230.52
15417	27/11/2013	STRATHROY HOME HARDWARE BUILDING	supplies	766.15
15418	27/11/2013	SUN MEDIA CORPORATION	advertising	551.21
15419	27/11/2013	SWISH MAINTENANCE LIMITED	cleaning supply	243.74
15420	27/11/2013	TOWNSHIP OF ST. CLAIR	water bill	50.97
15421	27/11/2013	JESSICA VAN ZWOL	expenses	216.70
15422	27/11/2013	WARWICK AUTO SERVICE	vehicle repair	115.20
15423	27/11/2013	Yellow Pages Group	Advertising	24.97
15424	27/11/2013	CENTRAL SANITATION	portables	344.65
15425	27/11/2013	DPOC Neopost Canada Limited	postage	4,500.00
15426	27/11/2013	Forest Fair Board Ladies	mtg. lunch	112.00
15427	27/11/2013	Joseph Greenwald	septic grant	4,000.00
15428	27/11/2013	HAYTER-WALDEN PUBLICATIONS INC.	advertising	133.49
15429	27/11/2013	PRYLYNX	document mang.	3,772.50

TOTAL DISBURSEMENTS - BANK NO. 1-

\$ 303,295.49

INTERNET BANKING - BANK NO. 1 -

Trans.#	Date	Vendor	Description	Amount
1001	30/10/2013	MASTERCARD	expenses	1,393.83
1100	31/10/2013	BELL CANADA	phone	23.16
1101	31/10/2013	BELL CANADA	phone	64.35
1102	31/10/2013	BELL MOBILITY CELLULAR	cell phone	63.70
1103	31/10/2013	BROOKE TELECOM CO-OP	streamgauges	589.94
1104	31/10/2013	EASTLINK	internet	45.15
1105	31/10/2013	EXECULINK INTERNET INC.-EFT	phones, internet	1,505.30
1106	31/10/2013	HYDRO ONE Networks Inc.	hydro	0.00
1107	31/10/2013	HYDRO ONE Networks Inc.	hydro	23,455.04
1108	31/10/2013	PETRO CANADA INC.	fuel	4,080.43
1109	31/10/2013	ROGERS WIRELESS	mobile phones	1,164.86
1110	31/10/2013	UNION GAS LIMITED	heating	109.99
1111	31/10/2013	ONTARIO MINISTER OF FINANCE	EHT	3,257.06
1112	31/10/2013	OMERS	Sept. payment	24,855.46
1113	31/10/2013	RECEIVER GENERAL	payroll taxes	42,748.54
1114	31/10/2013	ENTEGRUS SERVICES INC. (CHT.-KENT)	hydro	92.07
1115	31/10/2013	ENTEGRUS SERVICES INC. (MIDDLESEX)	hydro	1,003.09
1116	31/10/2013	STAPLES BUSINESS DEPOT-EFT	supplies	260.17
1999	11/08/2013	OMERS	Oct. payment	25,114.16
2001	30/11/2013	BELL CANADA	phone	43.73
2002	30/11/2013	BELL MOBILITY CELLULAR	cell phone	60.07
2003	30/11/2013	BLUEWATER POWER	phones, internet	142.96
2004	30/11/2013	BROOKE TELECOM CO-OP	streamgauges	578.20
2005	30/11/2013	EASTLINK	internet	45.15
2006	30/11/2013	ENTEGRUS SERVICES INC. (CHT-KENT)	heating	903.41
2007	30/11/2013	EXECULINK INTERNET INC.-EFT	phones, internet	1,534.80
2008	30/11/2013	HYDRO ONE Networks Inc.	hydro	0.00
2009	30/11/2013	HYDRO ONE Networks Inc.	hydro	15,487.42
2010	30/11/2013	PETRO CANADA INC.	fuel	3,276.93
2011	30/11/2013	ROGERS WIRELESS	mobile phones	1,052.89
2012	30/11/2013	UNION GAS LIMITED	heating	42.87

TOTAL INTERNET BANKING -

\$ 152,994.73

PAYROLL RUNS FROM OCT. 1 TO NOV. 30, 2013

PAYROLL NO. 21 -	68,493.44
PAYROLL NO. 22 -	70,779.98
PAYROLL NO. 23 -	69,596.20
PAYROLL NO. 24 -	<u>70,461.24</u>

TOTAL PAYROLL RUNS - OCT. 1 TO NOV. 30, 2013 **\$ 279,330.86**

TOTAL DISBURSEMENTS - OCT. 1 TO NOV. 30, 2013 **\$ 735,621.08**

**2013 GENERAL LEVY SUMMARY
AS OF DECEMBER 2, 2013**

**GLYSUM2013
Diane Brodie
Dec. 2, 2013**

MUNICIPALITY	GROSS LEVY	PAID TO DATE	OUTSTANDING
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Sarnia	\$ 262,119.00	\$ 196,589.25	\$ 65,529.75
Chatham-Kent	85,719.00	85,719.00	0.00
Brooke-Alvinston Twp.	9,478.00	9,478.00	0.00
Dawn Euphemia Twp.	14,084.00	10,563.00	3,521.00
Enniskillen Twp.	10,523.00	10,523.00	0.00
Lambton Shores M.	29,001.00	29,001.00	0.00
Oil Springs V	1,260.00	1,260.00	0.00
Petrolia T	15,908.00	15,908.00	0.00
Plympton-Wyoming T	30,011.00	30,011.00	0.00
Point Edward V	15,307.00	15,307.00	0.00
St. Clair Twp.	67,773.00	67,773.00	0.00
Warwick Twp.	12,388.00	12,388.00	0.00
Adelaide Metcalfe Twp.	9,488.00	9,488.00	0.00
Middlesex Centre Twp.	11,893.00	11,893.00	0.00
Newbury V	941.00	941.00	0.00
Southwest Middlesex M.	6,499.00	6,499.00	0.00
Strathroy-Caradoc M.	49,523.00	49,523.00	0.00
TOTAL	\$ 631,915.00	\$ 562,864.25	\$ 69,050.75
	=====	=====	=====

Staff Report

To: Board of Directors
Date: November 28, 2013
From: Marlene Dorrestyn, Administrative Executive Assistant
Subject: Nominating Committee

The Nominating Committee meets the end of January/early February (tentatively February 6, 2014) and recommends directors to serve on various Committees.

Executive Committee

- ☞ seven members to be recommended to the Annual General Meeting
- ☞ consideration should be given to representation from each of the 4 districts
- ☞ meets once annually on average in January or early February

Flood Action Committee

- ☞ Conservation Authority Chair, Vice Chair, Authority members from St. Clair Township and Chatham-Kent
- ☞ meets once annually on average in January

Low Water Response Committee

- ☞ Conservation Authority Chair, Vice Chair and 3 or 4 other members (one each of Middlesex, Sarnia/Lambton and Chatham-Kent)
- ☞ meets once annually on average in spring

Middlesex Stewardship Council

- ☞ two members (representatives prioritized from Middlesex or those with rural background)
- ☞ meeting every other month

2013 Nominating Committee consisted of:

Sarnia - Terry Burrell

Lambton - Bill Bilton

Chatham-Kent – Joe Faas

Middlesex – Tony Bruinink

Authority Chair, ex officio

Authority Vice Chair, ex officio

Staff Report

12.(v)



To: Board of Directors
Date: November 30, 2013
From: Marlene Dorrestyn, Administrative Executive Assistant
Subject: 2014 Tentative Schedule of Meetings

Board of Directors: February 20 (3rd Thursday) - Annual General Meeting (Dresden)
April 17 (3rd Thursday)
June 19 (3rd Thursday)
September 18 (3rd Thursday)
November 13 (2nd Thursday)
December 11 (2nd Thursday)

Executive Committee: at the call of the chair.

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 9 (2nd Thursday) and at the call of the Chair

Low Water Response: May 15 (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.

Staff Report

12.(vi)



To: Board of Directors
Date: December 3, 2013
From: Rick Battson, Director of Communications
Subject: JCP Application

The Conservation Authority has submitted a pre-proposal to the Ministry of Training, Colleges and Universities for a Job Creation Partnership Program involving eight participants. The application requests funding of \$112,941 for wages and \$29,566 for support.

Resource Technicians (3): April 21 – October 17 (26 weeks)
Flood Management Assistant: April 7 – December 19 (37 weeks)
Fisheries Technician: April 7 - January 24 (42 weeks)
Planning Technician: April 7 - January 24 (42 weeks)
Conservation Services Technician: April 21 – October 17 (26 weeks)
Documentation Clerk: April 7: December 19 (37 weeks)

Over the years, our region has benefited from the support we have received through the Job Creation Partnership Program. Many of our accomplishments would not have been possible without the contribution of participants with this program.

We are pleased with the success of the program both in benefits to the participants and to the environmental wellbeing of our region. The practical experience this training has provided coupled with the networking opportunities, have provided a valuable head start for many. We are also very proud with the tremendous track record of our participants finding full time employment as a result of their experience at the St. Clair.

Moved by:

Seconded by:

That the Board of Directors acknowledges the report dated December 3, 2013 on the pre-proposal to the Ministry of Training, Colleges and University for a JCP program involving eight participants.

SCRCA Joint Health & Safety Committee Meeting Minutes- DRAFT

12.(vii)

Lower Board Room
205 Mill Pond Crest.
Strathroy, ON

Meeting called by:	Kevan Baker & Girish Sankar, Co-Chairs	Type of meeting:	Quarterly
Date	Wednesday, December 4, 2013	Time	8:15 am
Facilitator:	Girish Sankar		
Minutes:	Heather Long		
Attendees:	Kevan Baker, Girish Sankar, Mark Bakelaar, Steve Clark, Heather Long		

Minutes of Agenda Items

1. Approve October 2, 2013 meeting minutes

Motion: that "The Minutes of the October 2, 2013 meeting be approved as printed."

Moved/Seconded/Carried – Kevan/Steve/Carried

2. Business arising from the minutes

2.1. Review of Action Items

Heather Long:

- to add footer into the Health & Safety Manual to show date of revisions as they are made (*October 2, 2013 – item 2.1*) – **ongoing/in process as changes are made**
- to distribute stickers to seal first aid kits to all First Aid Kit Inspectors (*October 2, 2013 – item 2.1*) - **completed**
- to send link for Training Matrix to Department Heads (*October 2, 2013 – item 2.1*)

Action Item:

- **Tracy/Kevan** to ask Supervisors to communicate all orientation/training their staff receive(d) to Heather
- **Supervisors** to communicate all orientation/training their staff receive(d) to Heather
- **Heather** to keep the Training Matrix up-to-date based on information received from Supervisors
- to laminated Zero Tolerance posters in 8 ½ x 11" size, and distribute to staff to hang in all locations (*October 2, 2013 – item 2.1*) - **completed**
- to document Fire Safety Training in Matrix (*October 2, 2013 – item 2.2*) – **completed**

Action Item:

- Steve C** will look into local training opportunities for anyone who missed this training
- to update old logos on forms (*October 2, 2013 – item 4.1*) – **in process**

Mark Bakelaar:

- to forward MSDS product list to Girish to be used as a tool to assist each of the parks and McKeough. (*October 2, 2013 – item 2.1*) – **completed** and received by Girish

Action Item:

- **Girish** to share this template with other CAs for them to use/modify with products used in their areas
- to continue to get up to date MSDS for LCH products – **in process** – all chemicals used at LCH are listed however current versions of some MSDS have not yet been located

Steve Clark:

- to continue reviewing Health & Safety manual and bring changes to next meeting (*October 2, 2013 – item 2.1*)- **ongoing** – changes will be shared with Heather when they are ready to update – changes will be in red until JHSC approves

Kevan Baker

- to communicate to Supervisors the need to update Training Matrix and assist with this process (*October 2, 2013 – item 2.1*)- **to ask Supervisors to give this to Heather**
- to add Fire Safety attendees to matrix (*October 2, 2013 – item 2.1*) - **completed**
- to work with Heather to update old logos on forms (*October 2, 2013 – item 4.1*) – **in process**
- to update safe use of weed string trimmer in Training Manual so training is adjusted to reduce the chance of injury (*October 2, 2013 – item 3.1*) - **completed as indicated:** “15. “Avoid hitting objects (rocks, trees, fences, electrical wires, etc.) and debris while cutting material.” and “17. Keep trimmer level and below the top of your boots when cutting.”

Girish Sankar:

- to continue to work with each department to sort through the products that require MSDS and get the list of products and the MSDS sheets for them (using Mark’s template) (*October 2, 2013 – item 2.1*) – **in process** – waiting for product list from Biology, Conservation Services, Water, Admin (Strathroy Office)
- to ensure each First Aid Kit Inspector is aware of and has a copy of the WSIB First Aid Kit requirements to use as their guide when filling and checking First Aid Kits (*October 2, 2013 – item 2.1*) - **completed**

JHSC

- to develop a system to document training that is provided to new staff on SCRCA’s driving safety program (*October 2, 2013 – item 2.1*)
Action Item:
 - **Kevan** to develop a vehicle operation checklist, possibly using one from another CA as a template
 - **Kevan** to search for a safe driving video for Supervisors to use when orientating their new staff
- to continue to investigate sources of funding for AEDs (*October 2, 2013 – item 2.1*) - **ongoing**
- continue to monitor Incident/Injury reports to identify health and safety issues (*October 2, 2013 – item 4.2*) - **one report** from September 22, 2013 received and reviewed
Action Item:
 - **Kevan** to remind Supervisors that reports are needed any time there is an incident/injury

Department Heads

- to provide Heather with an update of training completed by all staff to input to Training Matrix (*October 2, 2013 – item 2.1*)(**see above – Kevan**)
- to develop product lists of all items used by their department that require MSDS sheets (focus on non-retail products) and submit to Girish (*October 2, 2013 – item 2.1*)
Action Item:
 - **Girish** to request product lists requiring MSDS from Biology, Conservation Services, Water, Administration (Strathroy Office) depts.

Brian McDougall

- to communicated to the Board (through these minutes), that we were not successful in our applications to Middlesex and Lambton Heart & Stroke Associations for AEDs. JHSC recognizes that these units would be beneficial at each campground/education centre and at the Strathroy Office (*October 2, 2013 – item 2.1*). JHSC will continue to seek other funding options to obtain these – **completed** (minutes added to Board packages)

Volunteer Group Supervisors

- to ensure volunteer groups are properly trained and equipped with safety equipment (June 12, 2013 – item 4.2) - **ongoing**

Chris Durand

- to establish “Forms” section for staff to use on our staff website page when the updates to the server and website are complete (*October 2, 2013 – item 2.1*)

Action Item:

- **Girish** to discuss this with Chris the possibility of having fillable forms available online to maintain a single version of the forms.

3. Area Reports/Workplace Inspections

3.1. Watershed Services (Girish)

Discussion:

- no report

3.2. Workplace Inspections (Girish)

Discussion:

- McKeough and WWK have been inspected – documents not yet saved on computer

Action Item:

- **Girish** to update inspection reports on “O” drive

3.3. General CAs (Kevan/Mark)

Discussion:

- Tracy & Kevan went to a Supervisor’s Health & Safety Training session at Upper Thames C.A. on October 30, 2013

Action Item:

- **Kevan** will do a Health & Safety review training session with all Supervisors in 2014

3.4. Other Departments

- no reports

4. New Business

4.1. Review of Incident/Injury Investigation Reports since our October 2, 2013 meeting

Discussion:

- One report reviewed

4.2. Plans to appoint Worker Rep. at December 18, 2013 staff meeting

Discussion:

- Girish’s term is up at the end of December, 2013
- worker rep. needed for 3 year term.

Action Item:

- **Girish/Heather** to send email to all non-management staff identifying that there is a JHSC Worker Rep. position available

- in camera session with non-management staff to be held to vote on this

4.3. Fire Safety Inspection Report by John Elston, Fire Prevention Officer (Heather)

Discussion:

- 4 items needing correction were found in John’s inspection: Emergency light inside Upper Boardroom not functioning; 3D Fire Extinguisher sign needed above Girish’s office; 5/8” drywall needed under each backdoor stairwell; monthly documentation of fire extinguisher inspections is needed

- all items have been corrected

- return inspection will happen after December 6, 2013

Action Item

- **Tracy** to carry out and document monthly inspections of fire extinguishers and emergency lights

4.4. Eye Wash Bottles (Mark Bakelaar)

Discussion:

- expiry dates on bottles in the 3 parks indicate these need to be replaced

Action Item:

- **Terry** (LCH) to purchase new bottles (with input from Shane), to have ready when the parks reopen in the Spring of 2014

4.5. Town of Bracebridge Court Bulletin (see attachment)

Discussion:

- Kevan has shared this with his Conservation Areas staff to reinforce the risk of workplace accidents and associated liability

- suggested that it would be a good practice for SCRCA staff who will be using equipment

to watch the safety DVD which comes with new tractors and equipment

4.6. Goals and Objectives for 2014

Discussion:

- to review MOL website to educate ourselves and learn from documented investigations and fines
- to review safety manual and make changes as necessary
- to appoint worker rep. for 3 year term
- to encourage supervisors to complete safety reviews and 5 point check lists on a more frequent basis
- to organize the JHSC files on the "O" drive
- to recommend that Supervisors schedule retraining refreshers with their staff, once a month
- incorporate a drivers safety training program into our orientation of all staff
- occasional Health and Safety Bulletins sent to all staff

5. Goals and Objectives in 2013

- 5.1. Develop training guide for Conservation Services Department (completed see: 2.2 – June 12, 2013)
- 5.2. Review safety manual and make changes as necessary (see: October 2, 2013 item 2.1) – Steve S.
- 5.3. Appoint worker rep. (completed Dec. 12, 2012)
- 5.4. Conduct workplace inspections as required (see: 3)
- 5.5. Encourage supervisors to complete safety reviews and 5 point check lists on a more frequent basis (ongoing – see March 27 item 2.9)
- 5.6. CA staff to prepare for safety committee review, new pre-operation check lists (completed)

6. Next meeting date: Wednesday, March 19, 2014, 8:15 am

7. Adjournment – 10:00 am

Misc. Information

Observers:

Contacts:

Worker Co-chair:	Girish Sankar	gsankar@scrca.on.ca
Management Co-chair:	Kevan Baker	kbaker@scrca.on.ca
Worker Reps.:	Mark Bakelaar	mabklaat@gmail.com
	Steve Clark	sclark@scrca.on.ca
Committee Secretary:	Heather Long	hlong@scrca.on.ca

Signature of Co-chair

Date

Signature of Co-chair

Date

Court Bulletin

Nouvelles judiciaires

Ministry of Labour Ministère du Travail

13-84 For Immediate Release

November 26, 2013

Town of Bracebridge Fined \$50,000 After Young Worker Injured

BRACEBRIDGE, ON – The Town of Bracebridge has been fined \$50,000 for a violation of Ontario's Occupational Health and Safety Act after a young worker was injured while maintaining a hiking trail.

On August 31, 2011, three workers employed for the summer by the town's public works department were installing drainage culverts and adding gravel to the Wilson's Falls Trail.

One of the workers was operating a tractor with a front-end loader attachment and carrying a load of gravel. While driving the tractor down an incline, the worker lost control of the tractor and its load. The tractor rolled over and pinned the worker by the leg, resulting in multiple fractures.

A Ministry of Labour investigation found that the worker lost control of the tractor and its load because of the weight being carried by the raised bucket and the incline it was travelling on. The Town of Bracebridge pleaded guilty to failing to provide information, instruction and supervision to a worker on the safe lifting capacity for the tractor.

Judgment as to the sentence took place on November 19, 2013. The fine of \$50,000 was imposed by Ontario Provincial Court Justice of the Peace Sue Evans.

In addition to the fine, the court imposed a 25-per-cent victim fine surcharge as required by the Provincial Offences Act. The surcharge is credited to a special provincial government fund to assist victims of crime.

-30-

For further information:

Media contact:

Matt Blajer

Ministry of Labour

416-326-7401

Court Information at a Glance

Location: Ontario Court of Justice

70 Pine Street

Courtroom 1

Bracebridge, Ontario

Judge: Justice of the Peace Sue Evans

Date of Sentencing: November 19, 2013

Defendant: Town of Bracebridge

1000 Taylor Court

Bracebridge, Ontario

Matter: Occupational Health and Safety

Convictions: Occupational Health and Safety Act

Section 25(2)(a)

Crown Counsel: Jennifer Malabar

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www.labour.gov.on.ca

Staff Report

13.(i)



To: Board of Directors
Date: November 21, 2013
From: Rick Battson
Subject: Summary of 2013 Special Events

SCRCA Annual General Meeting, Sarnia, February 21, (75)

A.W. Campbell Maple Syrup Festival, March 16 - 17, A.W. Campbell Conservation Area (1,000)

Sydenham River Canoe Race, April 21, Shetland Conservation Area (57 canoes and kayaks - 150)

Strathroy Chamber of Commerce Home and Leisure Show, April 27, (1,500)

Arbour Day, April 27, Donahue Park, Sarnia (25 - Union Gas employees, City of Sarnia employees and committee)

Arbour Day, April 30, High Park School, Sarnia (70 - Enbridge employees, City of Sarnia employees two classes and committee)

Strathroy Paddle Day, May 25, Strathroy Conservation Area, (70)

Denning Bros. Funeral Home Memorial Forest Dedication, May 26, (250)

Art Walk, June 1 – 2, Sarnia (25,000)

Kid's Funfest, June 8, Sarnia 300 seedlings distributed

Member's Project Bus Tour and Opening of McLean Conservation Lands, June 27, (60)

Wyoming Fall Fair, Agriculture in the Classroom, September 11

Jakes Day, September 15, Lambton Upland Game Bird Chapter

McKenzie and Blundy Memorial Forest Dedication, September 15, Wawanosh Wetlands Conservation Area (600)

Geocaching Event, September 22, Lorne C. Henderson Conservation Area, (60)

Foundation Memorial Forest Dedication, September 22, Lorne C. Henderson Conservation Area (120)

Brigden Fair, Agriculture in the Classroom, October 11