

Staff Report

10.(i)



To: Board of Directors
Date: June 12, 2014
From: Steve Shaw, Conservation Services Department
Subject: Conservation Services Spring Tree Planting Projects

Seedling/Reforestation program

- despite the cold and wet spring, this year's tree seedlings arrived on April 25th, which is the normal spring delivery time.
- the eastern portion of the watershed was targeted for planting this year and fortunately, this resulted in most of the tree planting uptake being located the Middlesex County area which has lighter and better drained soils than the western part of the watershed.
- SCRCA staff planted 75,000 trees this spring on 27 individual properties. A five man hand planting crew planted approximately 10,000 trees in the first 2 weeks. Once the land was dry enough later in May we ran three tractor-mounted mechanical tree planters to plant another 65,000 trees.



Approximately 35 landowners ordered and planted a total of 8,500 trees on their own, for a total of 83,500 trees planted between April 24th and June 5th.

- most planting projects were on private land this year due to the financial incentives through 8 available grant programs. More than \$180,000 in federal, provincial and local grant dollars was secured through 8 separate funding programs and was used to offset planting costs for the majority of the 75,000 trees planted this spring.
- all trees were sprayed with a pre-emergent herbicide soon after planting
- spraying continues into June for reapplication on sites planted 1, 2 and 3 years ago.

Large Stock/ Municipal tree program

- approximately 750 large stock potted and bare root trees were purchased by landowners this spring at a cost of more than \$14,000.
- Brooke-Alvinston purchased the bulk of the trees for its municipal residents and provided a \$2.00/tree subsidy for landowners interested in purchasing and planting their own trees. More than 500 large stock trees were purchased and planted in Brooke-Alvinston
- price quotes were obtained from 6 separate tree nurseries and trees were purchased from 3 nurseries with the best prices and delivery costs.

Staff Report

10.(ii)



To: Board of Directors

Date: June 12, 2014

From: Steve Shaw, Conservation Services Department

Subject: West Nile Virus - Lambton County Mosquito Control Program

- * wet spring days, warm nights and humid conditions have put mosquito activity almost 2 weeks ahead of normal. Lambton Public Health as well as SCRCA has been receiving many phone calls inquiring about the start-up of the mosquito control program.
- * larvae sampling was carried out on June 10th using two SCRCA summer crews and results of the samples were sent to Lambton Public Health. Activity was very high for this time of the year so the MOH for Lambton County has approved treatment of catch basins to commence as soon as SCRCA has permits and supplies in place.
- * applications for permits were submitted to the London M.O.E. office and we are currently awaiting approval for 3 permits (Sarnia-Lambton, Aamjiwnaang-Sarnia First Nation, Dupont plant located in Corunna).
- * three treatments of methoprene pellets will be applied to approximately 13,000 catch basins throughout the summer and another 3,000 catch basins will receive a single methoprene briquette application for season long control. A fourth permit is also requested for using Bti in an emergency request situation from Lambton Public Health.
- * a contract to provide larvicide application services for Lambton County has been received and will be signed and return to Lambton Public Health. Costs to the County will remain the same as last year.
- * catch basin larvicide treatment will be conducted by 3 separate, 2 person crews. Crews will have 14 days to treat 16,000 catch basins for the first round. There will be 3000 catch basins treated one time only which a long term residual briquette. The remaining 13,000 catch basins will be treated at 21 day intervals with 3 treatments of methoprene pellets between June 20th and the end of August.
- * public notification for pesticide application is scheduled for the Sarnia Observer for June 14th and further notifications will be posted in the Petrolia, Watford and Forest papers.
- * efficacy testing is planned again this year to monitor how well pellets and briquettes are controlling mosquito populations.



River & Stream Systems Flood Hazard Standard

Patty Hayman

Flooding Hazard Limit

Three ways of determining the flooding hazard limit:

1. Storm Centered Event- Hurricane Hazel



Raymore Drive- houses had to be torn down



TTC cars in the Humber River



Homes crushed by thousands of gallons of water

Flooding Hazard Limit

2. 100 year flood- frequency based flood which has the chance of reoccurring once every 100 years on average.

- **minimum** acceptable standard

3. Observed event- a flood which is greater than the storm center event or greater than the 100 year flood, actually experienced in a particular watershed.



SCRCA Regulation

- Approved by the SCRCA Board in 2005 and forwarded to the Ministry of Natural Resources to achieve approval in 2006.



River bank erosion



Slope failure



Valley Erosion

Description of Hazel flood in Regulation

- SCHEDULE 1
- 1. The Hurricane Hazel Flood Event Standard means a storm that produces over a 48-hour period,
 - (a) in a drainage area of 25 square kilometres or less, rainfall that has the distribution set out in Table 1; or
 - (b) in a drainage area of more than 25 square kilometres, rainfall such that the number of millimetres of rain referred to in each case in Table 1 shall be modified by the percentage amount shown in Column 2 of Table 2 opposite the size of the drainage area set out opposite thereto in Column 1 of Table 2.

Storm description

- 73 millimetres of rain in the first 36 hours
- 6 millimetres of rain in the 37th hour
- 4 millimetres of rain in the 38th hour
- 6 millimetres of rain in the 39th hour
- 13 millimetres of rain in the 40th hour
- 17 millimetres of rain in the 41st hour
- 13 millimetres of rain in the 42nd hour
- 23 millimetres of rain in the 43rd hour
- 13 millimetres of rain in the 44th hour
- 13 millimetres of rain in the 45th hour etc.

Rainfall/Intensive Climate Events

Calgary

- > 200 mm on snowpack, Peak 1,700 cms. Prairie rivers 7x flow. Previous peak in 1932 1520 cms, 2005 791 cms.

Toronto

- 126 mm of rain (exceeded Hazel 24 hour total) @Pearson airport*
- Jane and Finch washout (o.5 billion cost)



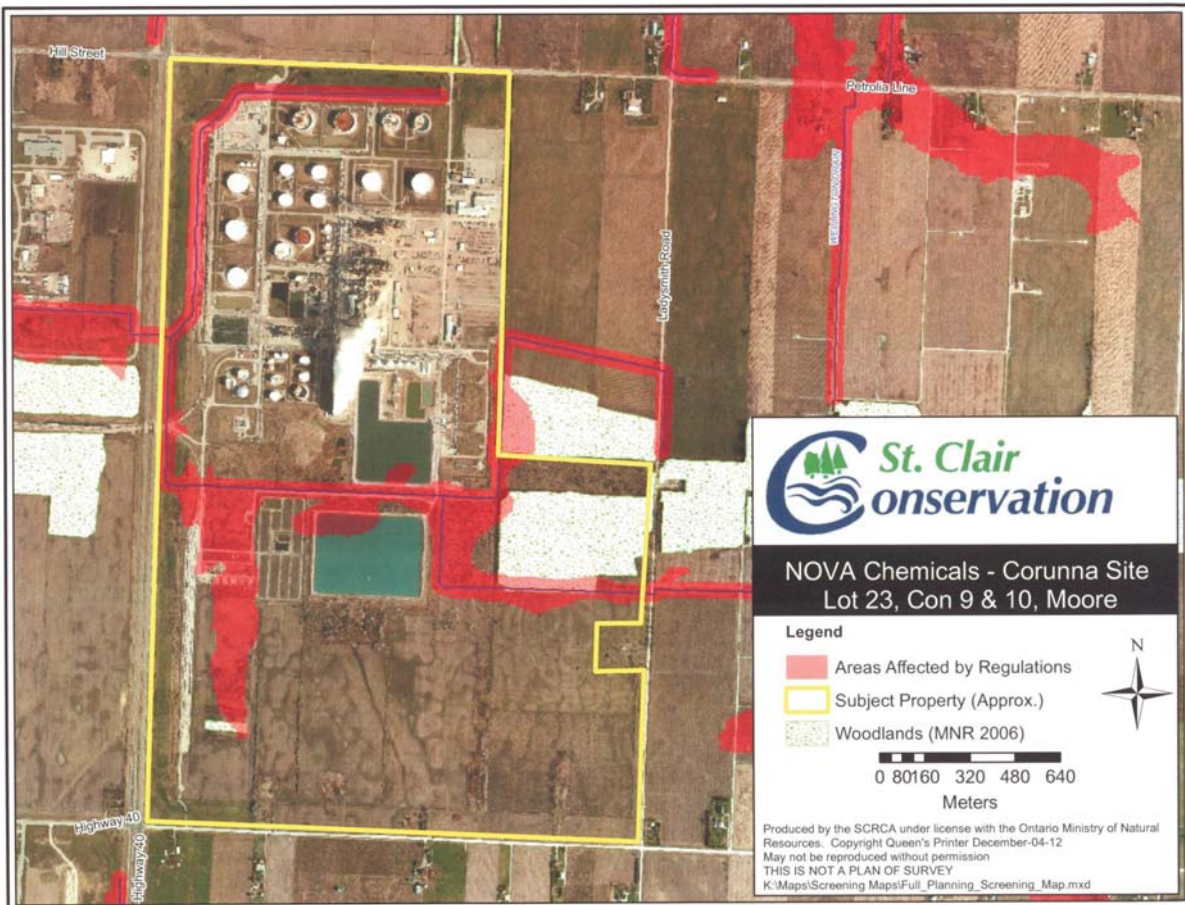
Climate Change Expert Panel

- Climate change is here.
- Municipalities need to become more resilient and adapt
- Sarnia has increased their storm intensity duration frequency (IDF) curves in modelling utilized for storm sewer design (+10%)



Local – Feb 12, 2009, Total precipitation = 44.2 mm
Enbridge on Plank road, Sarnia





April 30, 2014

TO: SCRCA Chair and Board of Directors

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

FROM: Dallas Cundick, Environmental Planner / Regulations Officer

A summary of staff activity related to the Conservation Authority's *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ontario Regulation 171/06 under Ontario Regulation 97/04) is presented below. This report covers the period from April 1, 2014 to May 31, 2014.

April 1, 2014 to April 31, 2014

FA #	Applicant and Subject Property	Permit Required to:	Section 28 of the Conservation Authority's Act "Development, Interference with Wetlands and Alterations to Shorelines & Watercourses" Regulation Permissions may be granted where in the opinion of the CA, the control of Flooding, Erosion, Dynamic Beach, Pollution, or the Conservation of Land will not be affected by the development.	Date Permit Issued
10730 A	<p>Jericho Wind Inc. Thompson Line West of Army Camp Road Lot 16, Concession 10 Geographic Township of Bosanquet County of Lambton</p>	<p>Installation of Collection Lines along Thompson Line Right of Way_ROW_1</p>	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 B	<p>Jericho Wind Inc. Thompson Line East Of Kinnard Road Lot 16, Concession 11 Geographic Township of Bosanquet County of Lambton</p>	<p>Installation of Collection Lines along Thompson Line Right of Way_ROW_2</p>	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16

<p>10730 C</p>	<p>Jericho Wind Inc. Kinnard Road South of Thompson Line Lot 16, Concession 11 Geographic Township of Bosanquet County of Lambton</p>	<p>Installation of Collection Lines along Kinnard Road Right of Way_ROW_3</p>	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	<p>Apr 16</p>
<p>10730 D</p>	<p>Jericho Wind Inc. Kinnard Road North of Jura Line Lot 5, Concession 11 Geographic Township of Bosanquet County of Lambton</p>	<p>Installation of Collection Lines along Kinnard Road Right of Way_ROW_4</p>	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	<p>Apr 16</p>
<p>10730 E</p>	<p>Jericho Wind Inc. Warwick Village Road South of Townsend Line Lot 9, Concession 7 Geographic Township of Warwick County of Lambton</p>	<p>Installation of Collection Lines along Warwick Village Rd. right of way_ROW_5</p>	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	<p>Apr 16</p>
<p>10730 F</p>	<p>Jericho Wind Inc. Hickory Creek Line East of First School Road Lot 14, Concession 6 Geographic Township of Warwick County of Lambton</p>	<p>Installation of Collection Lines along Hickory Creek Line Right of Way_ROW_6</p>	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	<p>Apr 16</p>
<p>10730</p>	<p>Jericho Wind Inc.</p>	<p>Installation of</p>	<ul style="list-style-type: none"> • HDD considered minor works; 	<p>Apr 16</p>

G	Birnam Line West of Bethel Road Lot 14, Concession 6 Geographic Township of Warwick County of Lambton	Collection Lines along Birnam Line Right of Way_ROW_7	<ul style="list-style-type: none"> • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	
10730 H	Jericho Wind Inc. Birnam Line West of Nauvoo Road Lot 17, Concession 4 Geographic Township of Warwick County of Lambton	Installation of Collection Lines along Birnam Line right of way_ROW_8	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 I	Jericho Wind Inc. Nauvoo Road North of Birnam Line Lot 18, Concession 5 Geographic Township of Warwick County of Lambton	Installation of Collection Lines along Nauvoo Road Right of Way_ROW_9	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 J	Jericho Wind Inc. Nauvoo Road North of Tamarack Line Lot 18, Concession 6 Geographic Township of Warwick County of Lambton	Installation of Collection Lines along Nauvoo Road Right of Way_ROW_10	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 K	Jericho Wind Inc. Nauvoo Road South of Hickory	Installation of Collection Lines	<ul style="list-style-type: none"> • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained 	Apr 16

	Creek Line Lot 19, Concession 6 Geographic Township of Warwick County of Lambton	along Nauvoo Road Right of Way_ROW_11	<p>throughout the works to control sediment and erosion ;</p> <ul style="list-style-type: none"> • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	
10730 L	Jericho Wind Inc. Intersection of Hickory Creek Line and Nauvoo Road Lot 18 & 19, Concession 6 Geographic Township of Warwick County of Lambton	Installation of Collection Lines along Hickory Creek Line Right of Way_ROW_12	<ul style="list-style-type: none"> • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 M	Jericho Wind Inc. Northville Road North of Townsend Line Lot 15, Concession SBC Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Northville Road Right of Way_ROW_13	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 N	Jericho Wind Inc. Northville Road South of Jura Line Lot 1, 2 & 3, Concession 5 & 6 Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Northville Road Right of Way_ROW_14	<ul style="list-style-type: none"> • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	Apr 16
10730 O	Jericho Wind Inc. Jericho Road North of Jura Line Lot 5, Concession 7 Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Jericho Road Right of Way_ROW_15	<ul style="list-style-type: none"> • HDD considered minor works; • Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; • Construction area will be restored to original condition and all debris will be removed off site; 	Apr 16

			<ul style="list-style-type: none"> Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	
10730 P	Jericho Wind Inc. Jericho Road South of Cedar Point Line Lot 7, Concession 7 Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Jericho Road Right of Way_ROW_16	<ul style="list-style-type: none"> Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	Apr 16
10730 Q	Jericho Wind Inc. Army Camp Road North of Cedar Point Line Lot 9, Concession 9, Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Army Camp Road Right of Way_ROW_17	<ul style="list-style-type: none"> HDD considered minor works; Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	Apr 16
10730 R	Jericho Wind Inc. Army Camp Road between Cedar Point Line and Jura Line Lot 4 to 8, Concession 9, Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Army Camp Road Right of Way_ROW_18	<ul style="list-style-type: none"> Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	Apr 16
10730 S	Jericho Wind Inc. Cedar Point Line east of Army Camp Road Lot 8, Concession 9, Geographic Township of Bosanquet County of Lambton	Installation of Collection Lines along Cedar Point Line Right of Way_ROW_19	<ul style="list-style-type: none"> Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and 	Apr 16

			<ul style="list-style-type: none"> No alterations to the slope are required. 	
10730 T	Jericho Wind Inc. Intersection of Hickory Creek Line and Nauvoo Road Geographic Township of Warwick County of Lambton	Widening Roads to Accommodate Turning Radius_Turn_16	<ul style="list-style-type: none"> No in water works to Drain, and no changes that would impact erosion, flood flows, elevations, or velocities, no upstream or downstream impacts; Works are temporary and will be returned to original condition or better Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	Apr 16
10730 U	Jericho Wind Inc. Intersection of Townsend Line & Nauvoo Road Geographic Township of Warwick County of Lambton	Widening Roads to Accommodate Turning Radius_Turn_25	<ul style="list-style-type: none"> No in water works to Drain, and no changes that would impact erosion, flood flows, elevations, or velocities, no upstream or downstream impacts; Works are temporary and will be returned to original condition or better Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	Apr 16
10730 V	Jericho Wind Inc. Intersection Townsend Line & Army Camp Road Geographic Township of Bosanquet County of Lambton	Widening Roads to Accommodate Turning Radius_Turn_29	<ul style="list-style-type: none"> No in water works to Drain, and no changes that would impact erosion, flood flows, elevations, or velocities, no upstream or downstream impacts; Works are temporary and will be returned to original condition or better Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained throughout the works to control sediment and erosion ; Construction area will be restored to original condition and all debris will be removed off site; Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and No alterations to the slope are required. 	Apr 16
10730 W	Jericho Wind Inc. Intersection Townsend Line & Kinnard Road Geographic Township of Bosanquet County of Lambton	Widening Roads to Accommodate Turning Radius of Equipment Vehicles_Turn_30	<ul style="list-style-type: none"> No in water works to Drain, and no changes that would impact erosion, flood flows, elevations, or velocities, no upstream or downstream impacts; Works are temporary and will be returned to original condition or better Appropriate generic mitigation measures have been developed, and will be installed prior to the commencement of construction and be maintained 	Apr 16

			<p>throughout the works to control sediment and erosion ;</p> <ul style="list-style-type: none"> • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • Existing grades and elevations will be maintained and therefore the proposed works will have no impact on flood flows or erosion; and • No alterations to the slope are required. 	
10786	Peter and Kathleen McLachlan 40 Kittridge Ave. West Lot 22, Concession 4 SER Geographic Township of Adelaide Municipality of Middlesex	Construct a New Accessory Structure (Garage)	<ul style="list-style-type: none"> • Proposed location is outside of the 3:1 (run:rise) stable slope gradient for the slope; • Proposed location maintains a setback greater than 7 metres from the top of the slope for future maintain access purposes; • No alterations to the slope are required; • Disturbed areas will be reseeded upon completion of the works. 	Apr 8
10857	Municipality of Chatham-Kent Replacement of Bridge over Little Bear Creek (Prangley Drain) Lot 1, Conc. 7 Gore Geographic Township of Camden Municipality of Chatham-Kent	Replacement of Bridge over Little Bear Creek (Prangley Drain)	<ul style="list-style-type: none"> • The rehabilitated bridge is to have the same flow dimension as the existing structure and will not impact flood elevations or flow upstream or downstream of the structure. • Appropriate sediment and erosion methods are to be installed prior to the commencement of construction and be maintained throughout the works; • Construction area will be restored to original condition and all debris will be removed off site, and; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • No in water works; 	Apr 10
10858	Arthur Vrolyk 1589 Michigan Line Lot 15, Concession 8 Geographic Township of Sarnia County of Lambton	Construction of a New Single Family Dwelling	<ul style="list-style-type: none"> • All recommendations, notes, and details outlined on the structural engineered drawings completed by Santarelli Engineering Services, Job Number 13-459, dated Jan. 30, 2014 will be adhered to; • Qualified Geotechnical Engineer is to be retained to inspect the footing bases, and written confirmation from the Geotechnical Engineer, outlining results, recommendations, and actions taken from the inspection are forwarded to the SCRCA; • Santarelli Engineering Services provides written confirmation to the SCRCA upon completion of the works that the foundation was completed as per their structural engineered drawings identified above; • The lowest opening will be at a minimum elevation of 179.30 m (C.G.D.); • The area around the building will be filled to a minimum elevation of 179.30 m (C.G.D.) for a horizontal distance of 2 meters; • The access laneway will be raised to a minimum elevation of 179.1 m C.G.D. along its entire length; • Certification from an O.L.S. must be provided to the SCRCA upon completion of the works, verifying that the elevation requirements noted in 5, 6 and 7 above have been addressed; • All fill placed on property is to be clean material; 	Apr 29
10859	John DeBlock 2034 Churchill Line	Construction of an Addition (Entry and	<ul style="list-style-type: none"> • New footings will be constructed at least 1.2 m below the existing sloped ground surface level (or final grade, whichever is deeper) and founded 	Apr 8

	Lot 10, Concession 3 Geographic Township of Sarnia County of Lambton	Garage)	<p>within the native cohesive soils;</p> <ul style="list-style-type: none"> • Addition foundations will be provided with a perimeter drainage system to collect and properly dispose of water and final site grading will prevent the discharge of water over the top of slope; • Additional geotechnical involvement will be required/completed if unsuitable conditions are encountered during foundation construction; • Access fill will be removed from the Regulated Area of the Authority. • Proposal will not aggravate erosion processes; • Proposal will not be impacted by the erosion hazard; • Excess fill will be removed from the property; 	
10860	Vidal Street Industrial Park Inc. 500 Kenny Street Lot 10, R 5 Geographic Township of Sarnia County of Lambton	Railyard Expansion	<ul style="list-style-type: none"> • The new culverts will not impact flood elevations or flows upstream or downstream of the structure. • Appropriate sediment and erosion control methods are to be installed prior to the commencement of construction and be maintained throughout the works; • Construction area will be restored to original condition and all debris will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. 	Apr 15
10861	Enbridge Pipelines Inc. Plank Road Lot Block B, Concession 0 Geographic Township of Sarnia County of Lambton	Sarnia Terminal Leak Detection Improvement Program – Equipment Upgrades	<ul style="list-style-type: none"> • Making equipment upgrades to an existing pipeline is considered minor works; • Works will be conducted at least 20 m from the open watercourse; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed within 8 weeks; • Work to be completed within the appropriate fisheries timing window; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • All electrical and instrumentation will be elevated greater than 0.5m above the centreline road elevation of Plank Road; • The site will be restored to its original, or better, condition upon completion of works. 	Apr 29
10862	Enbridge Pipelines Inc. 1010 Plank Road Block B, Con 0 Geographic Township of Sarnia County of Lambton	Decommissioning and Removing Pipelines within Sarnia Terminal	<ul style="list-style-type: none"> • Decommissioning an existing pipeline is considered minor works; • Works will be conducted at least 15 m from the open watercourse; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed within 19 weeks; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	Apr 10
10862	Union Gas Limited Install an NPS 4" Natural Gas Pipeline under Bear Creek via HDD	Install an NPS 4" Natural Gas Pipeline under Bear Creek via	<ul style="list-style-type: none"> • Pipeline crossings of a watercourse using the directional drilling method are considered minor works; 	Apr 10

	Lot 8-15, Concession 4 Geographic Township of Moore Municipality of St. Clair	HDD	<ul style="list-style-type: none"> • Entry/exit pits are a suitable setback from the banks of the watercourse; • Appropriate generic mitigation measures have been developed, in conjunction with DFO, and will be employed to control sediment and erosion; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope are required; • Suitable Drilling Procedures, Environmental Compliance, and Restoration Prescription are in place; • Disturbed areas will be reseeded upon completion of the works. 	
10866	Warren Kennedy 3346 Hyslop Line Lot 11, Concession Front Geographic Township of Plympton County of Lambton	Construct an Addition	<ul style="list-style-type: none"> • Proposed works will not impact flood flows, elevations, or velocities; • Proposed works will not aggravate erosion; • Proposed works are not more susceptible to flooding than existing structure; • Full basement existing and unfinished full basement proposed, no alterations to existing lowest opening; • Works do not increase the risk to life and property; 	Apr 10
10867	Mike and Maureen Wilkins 5368 Broadview Avenue Lot 72, Concession West of Lake Road Geographic Township of Bosanquet Municipality of Lambton Shores County of Lambton	Construct a Single Family Dwelling	<ul style="list-style-type: none"> • Proposed works will not increase erosion hazard; • Proposed works outside flooding and erosion hazard limits; • Proposed works meet SCRCA Shoreline Policy; • Proposed works do not increase risk to life and property; 	Apr 11

May 1, 2014 to May 31, 2014

FA #	Applicant and Subject Property	Permit Required to:	Section 28 of the Conservation Authority`s Act “Development, Interference with Wetlands and Alterations to Shorelines & Watercourses” Regulation Permissions may be granted where in the opinion of the CA, the control of Flooding, Erosion, Dynamic Beach, Pollution, or the Conservation of Land will not be affected by the development.	Date Permit Issued
10864	Municipality of Chatham-Kent Rehabilitation of Bridge on Prince Albert Road over Little Bear Creek Lot 6/7, Concession 11 Geographic Township of Camden Municipality of Chatham-Kent	Rehabilitation of Bridge on Prince Albert Road over Little Bear Creek	<ul style="list-style-type: none"> • The rehabilitated bridge is to have the same flow dimension as the existing structure and will not impact flood elevations or flow upstream or downstream of the structure. • Appropriate sediment and erosion methods are to be installed prior to the commencement of construction and be maintained throughout the works; • Construction area will be restored to original condition and all debris will be removed off site, and; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • No in water works; 	May 13
10865	Wellington Bros. of Forest Construction Limited	Woodside Estates East - Storm Water	<ul style="list-style-type: none"> • Proposed works should not negatively impact flood flows, velocities or elevations; 	May 23

	End of McNabb Street Lot 3, Con 7 NER Geographic Township of Warwick County of Lambton	Management Facility – Phase 1	<ul style="list-style-type: none"> • SWMF has adequate water quantity and quality controls; • Hydrology should not be negatively impacted by the proposed works; • There will be no in-water works; • Suitable sediment and erosion methods are to be installed prior to the commencement of construction and be maintained throughout the works; • No alterations to the watercourse &/or slope are required; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works; 	
10868	Union Gas Limited (Easement) Lot 7, Concession 14 Geographic Township of Chatham Municipality of Chatham-Kent	Replacement of Natural Gas Pipeline Dig Site #121	<ul style="list-style-type: none"> • Repairing an existing pipeline is considered minor works; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed between July 1 and December 15, 2014; • Work to be completed as per DFO Self-Assessment; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	May 21
10869	Municipality of Chatham-Kent Rehabilitation of Bridge on Prince Albert Road over Maxwell Creek Geographic Township of Chatham Municipality of Chatham-Kent	Rehabilitation of Bridge on Prince Albert Road over Maxwell Creek	<ul style="list-style-type: none"> • The rehabilitated bridge is to have the same flow dimension as the existing structure and will not impact flood elevations or flow upstream or downstream of the structure. • Appropriate sediment and erosion methods are to be installed prior to the commencement of construction and be maintained throughout the works; • Construction area will be restored to original condition and all debris will be removed off site, and; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works. • No in water works; 	May 13
10870	Union Gas Limited (Easement) Lot 8, Concession 14 Geographic Township of Chatham Municipality of Chatham-Kent	Replacement of Natural Gas Pipeline Dig Site #117	<ul style="list-style-type: none"> • Repairing an existing pipeline is considered minor works; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed between July 1 and December 15, 2014; • Work to be completed as per DFO Self-Assessment; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	May 21
10871	Carl and Marilyn Thomas 303 Quaker Lane Lot 8, Concession 9 Geographic Township of Lobo Municipality of Middlesex Centre	Tear down and rebuild new single family dwelling	<ul style="list-style-type: none"> • Proposed location is outside of the 3:1 (run:rise) stable slope gradient for the slope; • Proposed location maintains a setback greater than 15m from the top of the stable slope; • No alterations to the slope are required; • Disturbed areas will be stabilized and restored upon completion; • The proposed works will have no adverse impact on the control of erosion; • The proposed works will maintain a setback greater than 30m from the 	May 9

			<ul style="list-style-type: none"> wetland; Proposed works will not impact hydrologic functions on the adjacent wetland; 	
10872	Robert Nutma 6182 Hillsboro Road Lot 19, Concession 6 Geographic Township of Plympton County of Lambton	Construct a Single Family Dwelling	<ul style="list-style-type: none"> Minimum required flood elevations are a condition of the permit; Proposed works will not alter flow velocities or elevations; Proposed works will not increase erosion hazard; Proposed works maintain a suitable setback from the watercourse; Lowest opening elevation will be a minimum of 0.5 metres above the centreline road elevation of Michigan Line directly adjacent the subject property; The area around the buildings will be filled to a minimum of 0.5 m higher than the centreline of the road for a horizontal distance of 2 m; Nisbet, Robertson certification that floodproofing elevations are met is required upon completion; Disturbed areas will be stabilized and vegetated; 	May 9
10873	NOVA Chemicals (Canada) Ltd. Lot B, Concession 0 Geographic Township of Sarnia County of Lambton	Integrity Dig- Pipeline 4, DIG #1	<ul style="list-style-type: none"> Verifying and repairing an existing pipeline is considered minor works; Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; Work to be completed within 8 weeks; The proposed works will have no impact on flood flows or elevations; No alterations to the slope or grade are required; The site will be restored to its original, or better, condition upon completion of works. 	May 27
10874	NOVA Chemicals (Canada) Ltd. Lot C, Concession 0 Geographic Township of Sarnia County of Lambton	Integrity Dig- Pipeline 4, DIG #3	<ul style="list-style-type: none"> Verifying and repairing an existing pipeline is considered minor works; Works will be conducted at least 40 m from the open watercourse; Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; Work to be completed within 8 weeks; The proposed works will have no impact on flood flows or elevations; No alterations to the slope or grade are required; The site will be restored to its original, or better, condition upon completion of works. 	May 27
10875	NOVA Chemicals (Canada) Ltd. Lot 7, R6 Geographic Township of Sarnia County of Lambton	Integrity Dig- Pipeline 4, DIG #4	<ul style="list-style-type: none"> Verifying and repairing an existing pipeline is considered minor works; Works will be conducted at least 32 m from the open watercourse; Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; Work to be completed within 8 weeks; The proposed works will have no impact on flood flows or elevations; No alterations to the slope or grade are required; The site will be restored to its original, or better, condition upon completion of works. 	May 27
10876	NOVA Chemicals (Canada) Ltd. Lot C, Concession 0 Geographic Township of Sarnia	Integrity Dig- Pipeline 3, DIG #2	<ul style="list-style-type: none"> Verifying and repairing an existing pipeline is considered minor works; Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; 	May 27

	County of Lambton		<ul style="list-style-type: none"> • Work to be completed within 8 weeks; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	
10877	NOVA Chemicals (Canada) Ltd. Lot 26, Concession 11 Geographic Township of Moore County of Lambton	Integrity Dig- Pipeline 3, DIG #3	<ul style="list-style-type: none"> • Verifying and repairing an existing pipeline is considered minor works; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed within 8 weeks; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	May 27
10878	NOVA Chemicals (Canada) Ltd. Lot 26, Concession 11 Geographic Township of Moore County of Lambton	Integrity Dig- Pipeline 3, Repair #1	<ul style="list-style-type: none"> • Verifying and repairing an existing pipeline is considered minor works; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed within 8 weeks; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	May 27
10879	NOVA Chemicals (Canada) Ltd. Lot C, Concession 0 Geographic Township of Sarnia County of Lambton	Integrity Dig- Pipeline 3, DIG #4	<ul style="list-style-type: none"> • Verifying and repairing an existing pipeline is considered minor works; • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed within 8 weeks; • The proposed works will have no impact on flood flows or elevations; • No alterations to the slope or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	May 27
10880	Ron and Linda Leitch 223 Thorn Drive Lot 23, Concession 3 SER Geographic Township of Adelaide Municipality of Middlesex	Construct New Garage Addition	<ul style="list-style-type: none"> • Proposed location is outside of the 3:1 (run:rise) stable slope gradient for the slope; • Proposed location maintains a setback greater than 6 metres from the top of the slope for future maintain access purposes; • No alterations to the slope are required; • Drainage will be directed away from the top of bank of the ravine; • Excess fill will be removed from the regulated area; • Disturbed areas will be reseeded upon completion of the works. 	May 13
10881	Dale and Anne Pennell Olde Drive Lot 16, Concession 6 Geographic Township of Caradoc County of Lambton	Construct a Single Family Dwelling	<ul style="list-style-type: none"> • Minimum required flood elevations are a condition of the permit; • Proposed works will not alter flow velocities or elevations; • Proposed works will not increase erosion hazard; • Proposed works maintain a suitable setback from the watercourse; • Proposed works maintain a suitable setback from the wetland; • Hydrologic functions of the wetland will not be adversely impacted; • Lowest opening elevation will be a minimum of 0.5 metres above the 	May 9

			<p>centreline road elevation of Olde Drive directly adjacent the subject property;</p> <ul style="list-style-type: none"> • The area around the buildings will be filled to a minimum of 0.5 m higher than the centreline of the road for a horizontal distance of 2 m; • BOS Eng. certification that floodproofing elevations are met is required upon completion; • Disturbed areas will be stabilized and vegetated; 	
10882	<p>Tony and Rita Felder 4648 Lasalle Line Lot 17, Concession 13 Geographic Township of Enniskillen County of Lambton</p>	<p>Construct an Enclosed Porch Addition</p>	<ul style="list-style-type: none"> • Proposed location is outside of the 3:1 (run:rise) stable slope gradient for the slope –plus 15 m toe erosion allowance; • Proposed location maintains a setback greater than 18.5 metres from the top of the slope for future maintain access purposes; • No alterations to the slope are required; • Proposed works does not aggravate erosion processes; • Disturbed areas will be reseeded upon completion of the works; 	<p>May 21</p>
10883	<p>Matthew Klomstra 2967 St. Clair Gardens Lot A, Concession 14 Geographic Township of Sombra Township of St. Clair</p>	<p>Tear Down & Rebuild New Single Family Dwelling.</p>	<ul style="list-style-type: none"> • Minimum required flood elevations are a condition of the permit; • Proposed works will not alter flow velocities or elevations; • Proposed works will not increase erosion hazard; • Proposed works maintain a suitable setback from the watercourse; • The finished grade around the foundation will be at a minimum elevation of 177.3 m C.G.D. for a minimum horizontal distance of 2 metres from the external walls of the structure; • The lowest foundation opening be at an elevation higher than 177.3 m C.G.D.; • Disturbed areas will be stabilized and vegetated upon completion; 	<p>May 15</p>
10884	<p>Scott Heggie 701 Catalpa Way Lot 51, Concession Front Geographic Township of Moore St. Clair Township County of Lambton</p>	<p>Proposed House Reconstruction, Tear Down and Rebuild</p>	<ul style="list-style-type: none"> • Foundation base is to be inspected and approved by Terraprobe Inc., and confirmed in writing by the SCRCA prior to initiation of the construction of the new engineered basement foundation; • All constraints and requirements for development recommended by Terraprobe in report dated May 14, 2013 and May 5, 2014 are to be adhered to; • Robert E. Dale Limited, is to provides written confirmation to the SCRCA upon completion of the works that the engineered basement foundation was completed as per Terraprobe recommendations and their Structural Engineering Drawings Project No. 1404110, Drawing No.: S.1 and S.2, dated May 6, 2014; Foundation Plan as well as Foundation Sections and Details; • Proposal will not aggravate erosion processes; • Proposal will not be impacted by the erosion hazard; • Excess fill will be removed from the property; • Proposed works to not increase risk to life and property; • Geotechnical Slope Stability Review completed by Terraprobe Inc.; • Structural Engineering Drawings completed by Robert E. Dale; • Works located outside the Regulatory Floodplain no adverse effect to flooding; • Dwelling dry passive floodproofed; 	<p>May 29</p>

10885	Mary Beth Snelgrove 4227 Emma Street Lot 13, Concession 10 Geographic Township of Enniskillen County of Lambton	Construct New Detached Garage	<ul style="list-style-type: none"> • Proposal will not aggravate erosion processes; • Proposal will not be impacted by the erosion hazard; • Excess fill will be removed from the property; • Proposed works to not increase risk to life and property; • Slope Stability Assessment completed by Atkinson, Davies Inc.; • Works located outside the Regulatory Floodplain no adverse effect to flooding; • Works outside the stable slope plus 6 m setback; • Foundation and footings to be constructed on native cohesive soils; 	May 21
10886	Steven Demelo 4216 Telfer Road Lot 9, Concession GORE Geographic Township of Sarnia County of Lambton	Construction of New Single Family Dwelling	<ul style="list-style-type: none"> • Minimum required flood elevations are a condition of the permit; • Proposed works will not alter flow velocities or elevations; • Proposed works will not increase erosion hazards; • Proposed works maintain a suitable setback from the watercourses; • Lowest opening elevation will be a minimum 180.0m; • The area around the buildings will be filled to a minimum of 180.0m for a horizontal distance of 2 m; • Nisbet, Robertson certification that floodproofing elevations are met is required upon completion; • Disturbed areas will be stabilized and vegetated; 	May 21
10852	Nick and Chantelle Core Proposed Dwelling Relocation/Redevelopment 4090 Bluepoint Drive Lot 39 and 40, Concession Front Geographic Township of Plympton County of Lambton	<p><u>UPDATE March 31, 2014</u></p> <p><u>Board Hearing Decision Feb, 6, 2014:</u></p> <p>BD-14-017 MacKinnon – Faas</p> <p>That the Hearing Board, in accordance with the requirements of the Conservation Authorities Act, held a hearing regarding Nick & Chantelle Core, Application #10852 on February 6, 2014, and hereby approves the application as per Lot Grading Plan of Lot 46, Registered Plan 28(PY) Town of Plympton-Wyoming, County of Lambton, completed by Nisbet, Robertson, Drawing Number 13-234-C, dated September 3, 2013, conditional on the following:</p> <ol style="list-style-type: none"> 1. Total square area (the total area of all floors above grade measured between the outside surfaces of exterior walls, including interior parking) is not greater than 164 sq. m; 2. The approval is based on relocation of the existing dwelling as per the application; 3. All other standard SCRCA staff approval permit requirements (i.e. proper grading/drainage, hazard on title). <ul style="list-style-type: none"> • Notice of Decision sent to the proponents from staff of the SCRCA dated February 18, 2014; • SCRCA received correspondence from Patton Cormier and Associates dated February 25, 2014, addressed to The Honourable David Oraziotti, that their clients (Nick Core and Chantelle Core) hearby appeal condition #1 to the St. Clair Conservation Authority's approval of Application #10852; • Authority staff contacted lawyer Grant Inglis on February 27, 2014, and forwarded copy of appeal. Authority staff asked if Grant would represent the Authority on this matter; • April 3, 2014, the SCRCA received correspondence from Patton Cormier and Associates dated April 3, 2014, addressed to The Honourable David Oraziotti, noting that their office has contacted the office of the Minister of Natural Resources on at least four occasions in an effort to confirm that their appeal letter was received and to determine the status of the appeal. The letter went on further to say that to date, no one at the Ministers office has been able to assist them in this regard, and that it is imperative that they receive an 		

answer to these inquires so that they may advise their clients as to the next steps in the appeals process;

UPDATE June 6, 2014

- April 11, 2014 – SCRCA received Order To File documentation of the Mining and Lands Commissioner, Refer Our File CA 002-14;
- April 16, 2014 – SCRCA sent formal letter to Grant Inglis asking that he provide written confirmation indicating that he can represent the SCRCA on File CA 002-14;
- April 28, 2014 – SCRCA sent as per the directions of the Order to File, 2 bound copies of the application form and maps provided in support of the application outlining the basic details of the proposal, a copy of the refusal, as well as minutes of the Board of Directors meeting held on Feb. 6, 2014. The information provided contained all information provided by the appellant in support of their application;
- June 2, 2014 – SCRCA received pursuant to the Order to File, the Appellants' Document Book containing a Summary Facts and other documents to be relied upon in support of this appeal from the Appellants lawyer Patton Cormier and Associates.
- The covering letter stated that they understand from speaking with the Registrar, Mr. Pascoe, that a process is available whereby the Commissioner "mediates" resolution discussions between the Parties. They advised that the Appellants may be open to resolving this appeal by way of that process and requested further details in that regard.

File

Background

4389 Pond Trail
Lot 50, Concession Front
Geographic Township of Plympton
County of Lambton

Hazard Information;

- Reach 27 b in Baird 2010 Shoreline Management Plan;
- 0.04 m/yr. Average Annual Recession Rate;
- Bank Height is approx. 15 m;
- Stable Slope Allowance is 45 m from toe of the slope (3:1 run:rise);
- **The entire property is within the stable slope allowance;**
- Design high water level 1:100 yr. flood is 178 m;

- Landowner completed property inquiry which stated the following;

St. Clair Region Conservation Authority polices state that no new structural development is permitted within the flood hazard limit, or the stable slope hazard.

Further, development activities except as follows are prohibited within the flood hazard limit and stable slope hazard;

- Repairs/Maintenance to the existing developed lot (No intensification of use);
- Interior Alterations to the existing dwelling (No intensification of use);

Any application which does not meet the above criteria and is considered re-development will not meet Board approved Shoreline Development Policies and Guidelines. As such, any proposal to redevelop would require a hearing before the Board of Directors of the Conservation Authority, as redevelopment will not be supported at the staff level based on

existing hazard information.

A redevelopment proposal brought to the Board would require an engineering assessment, and the feasibility of engineering should be carried out first. Engineering assessment must be carried out by a qualified coastal engineer and at a minimum the technical reports must address:

- Development outside the flood hazard limit;
- A coastal engineered assessment and if required, coastal engineered protection must be undertaken. The assessment and protection must meet established professional engineered standards and procedures. Engineering seal required;
 - Protection works must adhere to the standards outlined in the MNR Great Lakes – St. Lawrence River System and Large Inland lakes Technical Guides (Technical Guide for Great Lakes – St. Lawrence River Shorelines. PART 7, Addressing the Hazard);
- Full geotechnical report (i.e. site specific soils information and detailed cross sections of the slopes and shoreline analysis); with topographic survey;
- The Authority will require a review of the draft Terms of Reference for the technical study prior to it being initiated to ensure Authority requirements are addressed;
- The Authority reserves the right to require peer engineering (coastal and geotech) review.
- Ingress/egress concerns, and maintenance access concerns;
 - Legally recognized access to the proposed redevelopment must be located outside the flood hazard limit;
 - The Authority notes that the Sketch Plan completed by Nisbet, Robertson, Surveying, drawing number S-11-222-B, submitted to the Authority with your inquiry shows that an easement and right of way exists from Pond Trail over Lot 12 (4841 Pond Trail). This appears to be within the flood hazard limit;
- Coastal Assessment Completed Aug 2013 by Shoreplan Engineering;
- Georeferenced high water lines updated November 10, 2013;
- Access Easement update received January 2014;
- There is issue of Safe/Emergency Access;
- Proponents are moving forward with application requirements to bring application to Regulations Committee and potentially to Board of Directors;



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

May 31, 2014

TO: SCRCA Chair and Board of Directors


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

FROM: Dallas Cundick, Environmental Planner/Regulations Officer

File	Background
<p>FV # 201216</p> <p>2894 Old Lakeshore Road Lot 4, Concession 9 Geographic Township of Sarnia, County of Lambton</p> <p>Official Violation Notice Sent</p> <p>Notice of Violation Letter sent to agent (son of landowner) September 27, 2012</p> <p>Notice of Violation Form sent to agent (son of landowner) September 27, 2012</p> <p>Formal Letter outlining Authority Requirements sent March 13, 2013;</p> <p>Deadline for Action</p> <p>Statute of Limitations 2 years from date Authority made aware of violation;</p> <p>September 27, 2012 Authority sent notice of violation;</p> <p>September 27, 2014 statute of limitations expires;</p> <p>3 months and 1 day until Sept 27, 2014;</p>	<ul style="list-style-type: none"> • Conducted site investigation October 4, 2012; • Unauthorized deck construction works along the Lake Huron Shoreline on the subject property had occurred in violation of Section 28 of the <i>Conservation Authorities Act</i>, as landowner did not apply or receive approval to carry out these works; • Authority staff met with the proponents on October 26, 2012 and outlined Authority’s role in hazard land management and reasons for concerns with deck structure; • Authority staff advised that deck must be removed, and discussed options for relocating to area of decreased risk; • Authority Staff contacted the City of Sarnia to determine ownership of land where the deck has been constructed; • Deck appears to be off the landowners property and on an area of land between the water’s edge and the subject property; • City of Sarnia to look into ownership of the land and determine if city owns the land in the location of the constructed deck; • Authority staff awaiting confirmation from City of Sarnia on landownership situation before proceeding accordingly; • City responded to the Authority that the Registry Office indicated any unpinned property belonged to the Crown, therefore it is not City property. While some maps may indicate the structure extends beyond the homeowners’ property, the only way to know for sure would be to have a surveyor go out there; • Authority staff to proceed with formal letter to the proponent outlining Authority requirements; • Proponent responded to the Authority March 27, 2013 via solicitor that they will be proceeding with an application for the works undertaken with modifications to meet SCRCA policy; • CA Staff met with Landowner and solicitor on Tuesday, May 21, 2013 on site to discuss; • Landowner was quite adamant that removing the structure is not an option for them; • Discussion was mostly on what investigations/reports/modifications/etc. needed to be completed to allow deck structure to remain somewhere on the property; • Following the meeting the solicitor responded formally with a written response to the Authority (received May 25, 2013), that they will be retaining the services of a qualified professional coastal engineer to review the works undertaken and complete a report on the dynamic beach, structure, coastal processes, impacts, and recommendation, etc.; • Follow up correspondence sent September 4, 2013 stating; • The Authority requires that you provide written correspondence to the Authority by October 6, 2013, indicating if you have indeed retained the services of Shoreplan Engineering, and the date at which you will be submitting an application for the works undertaken with modifications to meet SCRCA policy as per correspondence sent to you from the Authority dated March 13, 2013, including an assessment completed by a qualified professional engineer with experience in coastal processes (Shoreplan) ensuring that deck is not negatively impacting coastal processes

	<p>(Deck must be located outside defined portions of the Dynamic Beach Hazard and design must minimize impact to dune area). Confirmation from Shoreplan Engineering that they are working on Shoreline Hazard Assessment should be submitted to the Authority with your correspondence.</p> <ul style="list-style-type: none"> • The Authority requires that subject violation is resolved. If the Authority is not satisfied that adequate measures are being undertaken to submit an application for the works undertaken with modifications to meet SCRCA policy as outlined in correspondence from the Authority to the proponent March 13, 2013, or the unauthorized deck construction is not removed from the property by October 6, 2013, the Authority will proceed with further legal action as specified under the <i>Conservation Authorities Act</i>. • Letter from solicitor received October 2, 2013; • Noted that Shoreplan Engineering visited the property and will be retained, they attached a letter they sent to Shoreplan stating this; • Letter stated that their still remains an issue with respect to the location of the important northerly boundary of the property which in the solicitors legal view would be approximately 10 ft. north of the bank; • They asked that the Authority allow them until the end of November to obtain and review the Shoreplan Engineering Report and to allow them to provide a legal opinion with respect to confirming the northerly limits to the property in question; • Shoreplan Engineer contacted the SCRCA in Late November to confirm he had been retained and that he would be working on Shoreline Assessment in December; • Staff from SCRCA sent Shoreplan background on file and the shoreline hazard information; • Jan 24, 2014, Staff of SCRCA emailed Shoreplan for update on shoreline assessment, no response from Shoreplan to date; • February 4, 2014 staff contacted solicitor of the landowner for status in respect to providing a legal opinion with respect to confirming the northerly limits to the property in question; • Solicitor to contact the landowner and see where they are at with Shoreplan review, and provide legal letter to SCRCA on this and property ownership issue; • Authority staff re-iterated that structure needs to be removed from the hazard (dynamic beach limit) and that the Authority requires that subject violation be resolved; • If the Authority is not satisfied that adequate measures are being undertaken to submit an application for the works undertaken with modifications to meet SCRCA policy as outlined in correspondence from the Authority to the proponent March 13, 2013, or the unauthorized deck construction is not removed to a location outside the dynamic beach hazard, the Authority will proceed with further legal action as specified under the <i>Conservation Authorities Act</i>.
<p><u>UPDATE – April 7, 2014</u></p>	<ul style="list-style-type: none"> • Feb 21, 2014, staff of the SCRCA received survey and legal opinion that the deck and boardwalk are located on the subject property from the solicitor; • March 28, 2014, staff of the SCRCA received letter from the Solicitor that the report from Shoreplan Coastal Engineers is complete and in their possession. They are forwarding a copy of the report to the SCRCA for our records, solicitors view is that the Shoreplan report and the survey with previous correspondence will address the concerns of the SCRCA; • April 7, 2014, staff called the solicitors office as the Shoreplan report has not been received to date; • Staff to review the Shoreplan report when received;
<p><u>UPDATE – June 6, 2014</u></p>	<ul style="list-style-type: none"> • April 8, 2014, SCRCA received the Shoreplan Report which states; <ul style="list-style-type: none"> ○ Location of upper most 32 by 32 ft. deck meets the requirements of the SCRCA Shoreline Polices; ○ Case can be made for retention of 16 ft. by 16 ft. deck with some modifications, but this will require further analysis;

	<ul style="list-style-type: none"> ○ Recommend removal of the walkway to the beach; ○ Rationale; <ul style="list-style-type: none"> ▪ Flood hazard limit to their calculation is 6 to 10 m closer to the lake so all components outside the flood hazard; ▪ Upper deck well outside any stable slope allowance; ▪ Area above the top of the bank is not an active dune and does not exhibit characteristics of active dune, upper deck is outside defined portions of the dynamic beach; ▪ Upper 32 by 32 deck will not have negative impact to coastal processes; ▪ If owner is prepared to accept approach, Shoreplan could carry out a more detailed survey, determine wave uprush and develop a beach restoration plan, this may allow SCRCA to accept the smaller deck at its present location; ▪ Access walkway from lower deck to lake is to be removed;
	<ul style="list-style-type: none"> • The SCRCA sent letter dated May 23, 2014 stating that the Authority is satisfied that the concerns set out in our letter of March 13, 2013 and the potential regulatory charges against Ms. Dobbin, have been adequately addressed provided that; <ul style="list-style-type: none"> ▪ The access walkway from the lower deck toward the lake is removed; ▪ The smaller 16 ft. by 16 ft. lower deck is removed, or Shoreplan Engineer is retained to carry out a more detailed survey of the area, determine wave uprush more accurately and develop a beach restoration plan.

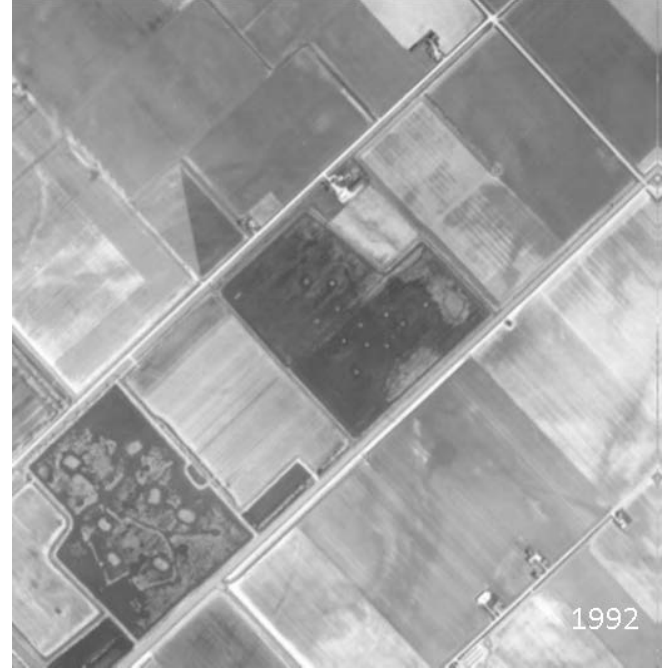
File	Background
<p>7000 Angler Line Lot 11, Con 11 Geographic Township of Dover Municipality of Chatham-Kent</p> <p><i>Winter Line Wetlands</i> May 2014</p>	<ul style="list-style-type: none"> • Staff of the SCRCA were out with DU (May 2014) when there was mention of a planned draining of what's remaining of Winterline Wetland on Angler Road; • This is a managed wetland that is contained by berms around the outside, and it has a water control system and what appears to be a pump potentially to control water levels in the wetland; • The wetland has been partially drained and is currently in cultivation. Pictures below show wetland before it was drained; • (Picture on left dated Oct 12, 2010), and after it was partially drained (Picture on right dated June 15, 2011);  <ul style="list-style-type: none"> ▪ As per existing SCRCA Regulation mapping the property is depicted as having provincially significant wetlands located on it as depicted by green shaded layer on the map below; ▪ Maps below shows 2010 Air Photo;



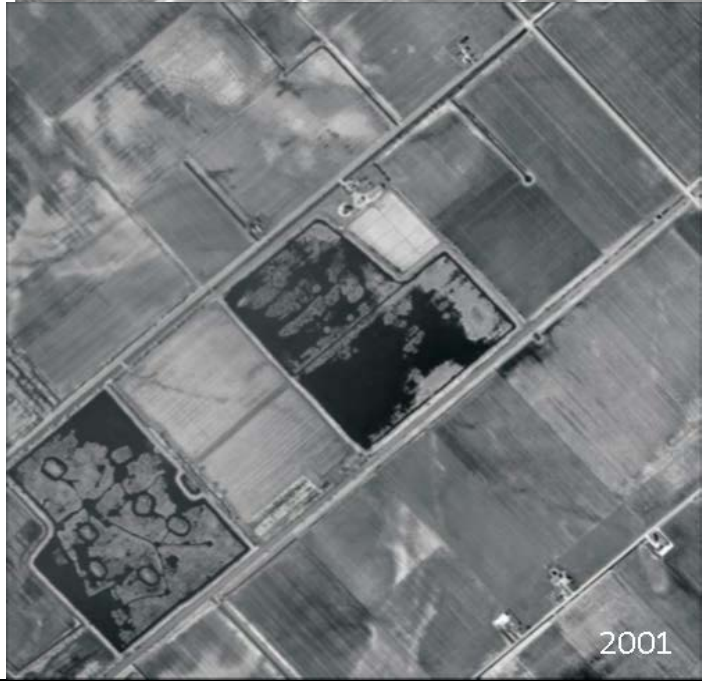
- The majority of the property is regulated by the Authority, including all lands within 120 m of the PSW;
- The method of drainage could simply have been turning off the pump(s). We were not made aware of any drainage works (tiling) which are more clearly “interference with wetland hydrologic function” under the Authority’s Regulation. However, we are going to inspect Winterline wetland and inform the Board of the conversion and recommended action.
- The property is zoned HL Hazard lands and existing agriculture is a permitted use.
- The Conservation Authority relies on the Ministry of Natural Resources detailed wetland evaluations when considering enforcement decisions/actions at the Authority Board level.
- There is no hardcopy/field mapping of the marsh on Lot 11 Concession 11 in MNR files.
- Lake St. Clair Wetland evaluations completed in 1984, and update completed in 1989 which refers to Griffore Wetland, but there is no mapping associated with it that indicates that it would be the Winterline Wetland;
- SCRCA received PSW mapping in 2007, but no evaluation to date received;
- Maps below show history of land use on the site via aerial photography;



1955



1992



2001



2006



- SCRCA staff are reviewing information from CO and other CA's on this managed wetland issue;
- Discussions range on;
- Determining if the managed areas were “wetlands” prior to management then conversion of a managed wetland through development or site alteration should be considered interference with a wetland;
- Unusual situation where a wetland managed for conservation purposes is being proposed to be taken out. The Regulation may apply but unless there is an agreement with the private landowner with some body, does the landowner have any legal responsibility or requirement to continue to manage the wetland. Would not managing the wetland constitute interference?
- In order for the wetland to meet the CA Act definition, it must “directly contribute to the hydrological function of a watershed through connection with a surface watercourse.” If the wetland does not have a direct hydrological connection to a surface watercourse /waterbody, it would not be a regulated feature.
- Action: SCRCA staff to continue review of subject property wetlands and provide update to the Board when review completed;

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Melissa Deisley, Regulations Officer

Patty Hayman, Director of Planning

SCRCA Monthly Planning Activity Summary 2014 April

11.(ii)

File Ref.	Municipality	Geographic Twp.	Concession	Lot	Street
LL 2014	ADELAIDE-METCALFE	ADELAIDE	CON 5 SER	LOT 5	NAPPERTON DRIVE
GI 2014	BROOKE-ALVINSTON	BROOKE	CON 13	LOT 3	LASALLE LINE
EA 02 2014	CHATHAM-KENT	CHATHAM	CON 18	LOT 1	HWY 40
FI 2014	CHATHAM-KENT	CAMDEN	CON 4 GORE	LOT 3	VICTORIA AVE
FI 2014	CHATHAM-KENT	CAMDEN	CON 5 GORE	LOT 3	SYDENHAM STREET
OP 28	CHATHAM-KENT	CHATHAM	CON 1	LOT 1	MUNICIPALITY WIDE
SEV B10/14	MIDDLESEX CENTRE	LOBO	CON 8	LOT 8	ILDERTON ROAD
VAR A5/2014	MIDDLESEX CENTRE	LOBO	CON 11	LOT 4	CARLTON DRIVE
FI 2014	PLYMPTON-WYOMING	PLYMPTON	CON 7	LOT 19	HILLSBORO ROAD
FI 2014	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 48	CAIRNS BLVD
FI 2014	PLYMPTON-WYOMING	PLYMPTON	CON 6	LOT 19	MICHIGAN LINE
FI 2014	SARNIA	SARNIA	CON 2	LOT 9	CHURCHILL ROAD
FI 2014	SARNIA	SARNIA	CON 4	LOT 16	CHESTER STREET
FI 2014	SARNIA	SARNIA	CON 9	LOT 64	BEACH LANE
FI 2014	SARNIA	SARNIA	CON 8	LOT 7	BRIGDEN ROAD
FI 2014	SARNIA	SARNIA	CON 8	LOT 6	MICHIGAN LINE
FI 2014	SARNIA	SARNIA	CON 9	LOT 4	OLD LAKESHORE ROAD
FI 2014	SARNIA	SARNIA	CON 5	LOT 11	CONFEDERATION LINE
FI 2014	SARNIA	SARNIA	CON 9	LOT 46	BLACKWELL ROAD
LL 2014	SARNIA	SARNIA	CON FRONT	LOT 39	LAKESHORE ROAD
FI 2014	ST. CLAIR	MOORE	CON 5	LOT 15	KIMBALL ROAD
FI 2014	ST. CLAIR	SOMBRA	CON 7	LOT E	WARD LINE
FI 2014	ST. CLAIR	SOMBRA	CON 14	LOT 23	STANLEY LINE
SEV B12/14	ST. CLAIR	SOMBRA	CON 11	LOT 19	SMITH LINE

SCRCA Monthly Planning Activity Summary 2014 May

File Ref.	Municipality	Geographic Twp.	Concession	Lot	Street
GI	ADELAIDE-METCALFE	ADELAIDE	CON 3 SER	LOT 26	SECOND STREET
SEV B01/2014	ADELAIDE-METCALFE	METCALFE	CON 3	LOT 8	WALKERS DRIVE
SEV B02/14	ADELAIDE-METCALFE	ADELAIDE	CON 5 SER	LOT 18	PIKE ROAD
SEV B03/14	ADELAIDE-METCALFE	ADELAIDE	CON 4 SER	LOT 19	PIKE ROAD
FI 2014	BROOKE-ALVINSTON	BROOKE	CON 3	LOT 3	INWOOD ROAD
FI 2014	BROOKE-ALVINSTON	BROOKE	CON 8	LOT 6	SUTORVILLE ROAD
LL 2014	BROOKE-ALVINSTON	BROOKE	CON 4	LOT 22	CAMERON ROAD
FI 2014	CHATHAM-KENT	CHATHAM	CON 2 GORE	LOT 11	UNIVERSITY AVE
FI 2014	CHATHAM-KENT	CHATHAM	CON 1 GORE	LOT 12	HOPE STREET
FI 2014	CHATHAM-KENT	CAMDEN	CON 5 GORE	LOT 4	ST. JOHN STREET
SEV B27/2014	CHATHAM-KENT	CHATHAM	CON 1 GORE	LOT 6	DUFFERIN AVE
FI 2014	DAWN-EUPHEMIA	EUPHEMIA	CON 1	LOT 16	FANSHER ROAD
FI 2014	DAWN-EUPHEMIA	DAWN	CON 7	LOT 33	DAWN VALLEY ROAD
FI 2014	LAMBTON SHORES	BOSANQUET	CON 19	LOT 4	EAST PARKWAY DRIVE

File Reference Codes:

CZ - Comprehensive Zoning
ZBA - Minor Zoning Bylaws and Amendments
OP(A) - Official Plan (Amendments)
TC - Tree Cutting

SEV - Severances
VAR - Variances
EA / PLEA - Environmental Assessment
SUB - Subdivision Plans

GI - General Inquiry
LL - Legal Letters
SP - Site Plan
DAR - Development Assessment Review

FI - Regulations (Fill) Inquiry
NM - Nutrient Management
PTTW - Permit to Take Water
SPA - Site Plan Amendments

FI 2014	LAMBTON SHORES	BOSANQUET	CON 19	LOT 5	BEACHWAY DRIVE
SUB SD2006-	LAMBTON SHORES	WARWICK	CON 7 NER	LOT 3	MCNABB STREET
GI 2014	MIDDLESEX CENTRE	LOBO	CON 9	LOT 10	ILDERTON ROAD
FI 2014	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 11	HYSLOP LINE
FI 2014	PLYMPTON-WYOMING	PLYMPTON	CON 4	LOT 11	LONDON LINE
SEV B08/14	PLYMPTON-WYOMING	PLYMPTON	CON 7	LOT 11	MICHIGAN LINE
SUB	PLYMPTON-WYOMING	PLYMPTON	CON FRONT	LOT 21	FERNE AVE
FI 2014	SARNIA	SARNIA	CON 7	LOT 19	BOND STREET
FI 2014	SARNIA	SARNIA	CON 9	LOT 62	TYRIE DRIVE WEST
FI 2014	SARNIA	SARNIA	CON 7	LOT 11	LONDON LINE
LL 2014	SARNIA	SARNIA	CON FRONT	LOT 72	MAXWELL STREET
SEV B1/2014	SARNIA	SARNIA	CON 9	LOT 31	LAKESHORE ROAD
EA 04 2014	ST. CLAIR	MOORE	CON 8	LOT 25	ROKEBY LINE
FI 2014	ST. CLAIR	SOMBRA	CON 13	LOT 27	BURMAN LINE
SEV B7/14	ST. CLAIR	MOORE	CON 1	LOT 7	BRIGDEN ROAD
EA 03 2014	STRATHROY-CARADOC	CARADOC	CON 10	LOT 15	METCALFE STREET EAST
FI 2014	STRATHROY-CARADOC	ADELAIDE	CON 3 SER	LOT 22	SECOND
FI 2014	STRATHROY-CARADOC	ADELAIDE	CON 3 SER	LOT 27	SECOND STREET
GI 2014	STRATHROY-CARADOC	CARADOC	CON 9	LOT 13	SAXTON ROAD
FI 2014	WARWICK	WARWICK	CON 5 SER	LOT 12	FIRST SCHOOL ROAD

Meetings

Apr 3 – SW Planning Grp @ UTRCA – P. Hayman, D. Cundick
 April 20 – Fish population assessment workshop – C. Lafrance
 Apr 23 – GIS/COA Kick-off meeting @ GRCA – C.Durand, L.Atkinson
 Apr 24 – WOCA GIS/IT Meeting @ SCRCA – C.Durand, L.Atkinson
 April 25 – BPAC meeting – C. Lafrance
 Apr 25 – Meeting with Suncor, Cedar Point Wind Farms – D. Cundick, M. Deisley
 April 26 – Aamjiwnaang First Nation Earth Day – D. Strang, M. Gill
 May 7 – AOC Symposium Planning Meeting – D. Strang
 May 8 – Enbridge Intro to IVP Program – D. Cundick, M. Deisley
 May 9 – Clean Harbours EA – P. Hayman D. Cundick
 May 13 – Canadian RAP Committee meeting – C. Lafrance
 May 13 – Meeting with Dillion Cons. And Enbridge – D. Cundick, M. Deisley
 May 16– Winterline Wetland – P. Hayman
 May 21 – SLEA meeting and presentation
 May 22 – Regs Committee – P. Hayman, D. Cundick, G. Sankar, B. McDougall
 May 23 – Ontario Nature Natural Heritage Systems workshop @ UTRCA – P. Hayman
 May 26-30 – International Association for Great Lakes Research Conference, Hamiton – D. Strang
 May 28 – conf call re Natural Heritage advice Midd Ctre B. Puzanov – P. Hayman
 May 29 – Dawn-Euphemia OP Update Meeting @ SCRCA – P.Hayman, C.Durand

File Reference Codes:

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 ZBA - Minor Zoning Bylaws and Amendments
 OP(A) - Official Plan (Amendments)
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SEV - Severances
 VAR - Variances
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 SP - Site Plan
 DAR - Development Assessment Review

FI – Regulations (Fill) Inquiry
 NM - Nutrient Management
 PTTW- Permit to Take Water
 SPA – Site Plan Amendments

Drainage Act and Conservation Authorities Act Protocol (DART)
 (a protocol for municipalities and CAs in drain maintenance and repair)
Completed Files

Municipal drain April-June 2014 activity report associated with the provincially approved guidance “*Drainage Act and Conservation Authorities Act Protocol (DART)*” approved by the Board April 18, 2013.*

SCRCA DART Files				2014 April	
FHR #	Municipality	Geographic Township	Drain Name	Project Description	SCRs Issued
2335	Adelaide - Metcalfe	METCALFE	TOOHILL DRAIN	BRUSHING BANK SLOPE AND TOP OF BANK	1
2331	CHATHAM	DOVER	ALLEN PWs	BOTTOM CLEANOUT (TIMING EXTENSION)	1
2332	ST. CLAIR	SOMBRA	BURMAN DRAIN	BOTTOM CLEANOUT, BRUSHING OF SIDESLOPES	2
2333	ST. CLAIR	SOMBRA	HORLEY DRAIN	BOTTOM CLEANOUT ONLY (TIMING EXTENSION), BRUSHING BANK SLOPE, CULVERT REPLACEMENT	3

SCRCA DART Files

To date 2014 June

FHR #	Municipality	Geographic Township	Drain Name	Project Description	SCRs Issued
2341	BROOKE-ALVINSTON	BROOKE	MCEACHREN DRAIN	BRUSHING BANK SLOPE	1
2342	BROOKE-ALVINSTON	BROOKE	8/9 CONCESSION DRAIN	BOTTOM CLEANOUT, BRUSHING BANK SLOPE, BRUSHING TOP OF BANK	3
2343	BROOKE-ALVINSTON	BROOKE	WATSON DRAIN	BRUSHING BANK SLOPE	1
2344	BROOKE-ALVINSTON	BROOKE	3-4 SIDEROAD DRAIN	BOTTOM CLEANOUT, BRUSHING BANK SLOPE, BRUSHING TOP OF BANK	3
2345	BROOKE-ALVINSTON	BROOKE	MCNEIL DOUGLAS DRAIN	BOTTOM CLEANOUT, BRUSHING BANK SLOPE	2
2338	ENNISKILLEN	ENNISKILLEN	FOX CREEK DRAIN	BOTTOM CLEANOUT, BRUSHING BANK SLOPE, BRUSHING TOP OF BANK	3
2339	ENNISKILLEN	ENNISKILLEN	ARN DRAIN	BOTTOM CLEANOUT, BRUSHING BANK SLOPE, BRUSHING TOP OF BANK	3
2340	ENNISKILLEN	ENNISKILLEN	NOBLE WOOLLEY DRAIN	BOTTOM CLEANOUT, BRUSHING BANK SLOPE	2

***Note**

These works and the above report are carried out and prepared by Biology Section staff followed by Planning and Regulations Section/ Regulations Officer ratification. Ontario Regulation 171/06 "Development, Interference with Wetlands & Alterations to Shorelines & Watercourses" applies, however the DART protocol is followed for streamlining purposes.

Staff Report

11.(iv)



To: Board of Directors
Date: June 6, 2014
From: Patty Hayman, Director of Planning
Subject: Conservation Authority Municipal Planning Advisory Services to Municipalities. Purpose: to assist municipalities in “being consistent with” policy statements issued under the Planning Act.

As presented at the April 2014 Board of Directors meeting, the 2014 Provincial Policy Statement (PPS) is now in effect. The PPS provides policy direction on matters of provincial interest related to land use planning and development. In respect of the exercise of any authority that affects a planning matter, Section 3 of the *Planning Act* requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act. Information on the new PPS was provided in April. CAs are delegated the responsibility in providing natural hazard comments which the SCRCA is obligated to provide. It is also in the best interest of the SCRCA, as natural hazard areas are also regulated under the *Conservation Authorities Act*, Section 28, “Development, Interference with Wetlands & Alterations to Shorelines & Watercourses”.

The update to the PPS makes it timely for Conservation Authorities to discuss and update their municipal Memorandum of Agreements for CA planning advisory services.

Policies and Procedures for Conservation Authority Plan Review and Permitting Activities

Relevant sections of the provincially approved “Policies and Procedures for Conservation Authority Plan Review and Permitting Activities”, 2010 states:

p. 3 Background section

“Service Provides” – Individual CAs may enter into service agreements with federal/provincial ministries and municipalities to undertake regulatory or approval responsibilities and/or reviews. CAs may also perform a technical advisory role to municipalities, as determined under the terms of service agreements. These services may include, matters related to policy input and advice, the assessment or analysis of water quality and quantity, environmental impacts, watershed science and technical expertise associated with activities near or in the vicinity of sensitive natural features, hydrogeology and storm water studies”.

p. 12 Policy 3.5

“Where CAs have entered into an agreement with municipalities or other levels of government for any technical services, CAs should provide the technical services (ie. providing natural heritage advice), as prescribed by the agreement...”

p. 17 Policy 6.7

“If involved in providing a technical advisory role, CAs and municipalities should establish formal technical service agreements. CAs should ensure that the service agreement includes:

- Obligations of the CA to participate in pre-consultation (i.e. Development Review Teams) and other meetings;
- How the CA may participate in OMB hearings or other tribunals;
- How the parties or participants may be represented at hearings for the purpose of legal representation; and
- Limits on the CA’s ability to represent the municipality’s interests at OMB hearings.
- Should specify that regular reviews by the parties of the agreement are required
- Should be publicly accessible (i.e. posted on the respective CA and municipal website)

Next steps and recommendation

The existing SCRCA Memorandum of Agreements for Planning Services beyond delegated natural hazard plan review commenting, needs updating relevant to PPS 2014 and is an important discussion tool for reviewing planning services important to our member municipalities.

The agreements also outlined a method of streamlining the circulation of planning applications which has proven to be very effective from an efficiency standpoint.

The draft 2014 agreement is attached followed by the original 1998 agreement. Note that Board approved CA fees have been adjusted every several years, following our fee policy and consultation process. Final approved fee adjustments form part of Appendix B when adjustments occur.

It is recommended the attached draft Memorandum of Agreement be initially forwarded to Dave Posliff, Lambton County Planning Manager, for initial feedback, as the County is an upper tier planning municipality and the largest in our watershed. Comments and input will be reported back to the Board of Directors and a plan for further municipal / Ausable Bayfield Conservation Authority circulation will be provided.

UPDATE

MEMORANDUM OF AGREEMENT

Between

The Corporation of the County of Lambton (the “County”) and
The St. Clair Region Conservation Authority and
The Ausable Bayfield Conservation Authority, (the “Authorities”)

1. The County is the approval authority under the Planning Act for:
 - a) Plans of Subdivision and Condominium for all of the County of Lambton except the City of Sarnia
 - b) Municipal Official Plans and Amendments for all of the County of Lambton
2. The Regulations under the Planning Act require that the County circulate to the Authorities all applications received (as an approval authority) as set out above and contain no provisions for the County to screen and only send certain types of applications to the Authorities for comment. The Regulations also provide that an agency set out in the Regulations may notify an approval authority that they do not wish to receive notice.
3. Should the Conservation Authorities formally notify the County (as per the Regulations) that they do not wish to receive notice, the County is still able to send the Authorities notice on certain types of applications, as the Regulations prescribe minimum circulation requirements. There are certain types of applications which the County wishes to send to the Authorities, as further information is required and requested as per the planning applications and technical review services as set out in Appendix A – , in order to make an appropriate decision.
4. The Conservation Authorities, through the Memorandum of Understanding between Conservation Ontario, the Ministry of Municipal Affairs and Housing, and the Ministry of Natural Resources, provide the Provincial interest comments on planning applications related to natural hazards. Specifically, the Conservation Authorities review planning applications to ensure they are consistent with the Provincial Policy Statement policies related to flooding hazards, erosion hazards, dynamic beach hazards, unstable soils and unstable bedrock. The Conservation Authorities will clearly identify which comments are specific to the Memorandum of Understanding with the Province. Conservation Authorities have legislated responsibilities under the Conservation Authorities Act to review applications for development pursuant to their individual regulation which process is not subject to this MOA. Applications subject to the Conservation Authorities Regulation are to be circulated to the Conservation Authority, as this represents an area of interest.
5. In order to provide efficiencies to the public and streamline the review and input process of approvals under the Planning Act, the Authorities recommend that the County screen all

Draft Memorandum of Agreement
County of Lambton – May 2014

applications received (as an approval authority) and send them only those applications in which they have an interest as set out in Appendix A The Authorities also recommend that the County collect a fee for service, on their behalf, to prepare the requested comments.

6. The county hereby agrees to send to the Authorities for comment, applications which meet the criteria as set out in Appendix A.
7. The County hereby agrees to revise its application forms and collect the fees, on behalf of the Authorities, from the applicant, as set in Appendix B St. Clair Region Conservation Authority and Appendix C Ausable Bayfield Conservation Authority and will reimburse the Conservation Authorities within a month of municipal review.
8. It is hereby agreed that fees will not be collected for the review of comprehensive official plans and zoning by-laws or applications such as policy and technical amendments sponsored by the County or a municipal council within Lambton County or for an Authority providing expert testimony at an Ontario Municipal Board hearing, as requested by the county or a municipality legal staff. The municipality will provide the legal representation for Conservation Authorities at the OMB at the cost of the City as prearranged. Should the Conservation Authority attend the hearing for matters outside of this Memorandum of Agreement, the Conservation Authority will be responsible for retaining and paying for their own legal representation.
9. Appendix A and Appendix B are not schedules to this agreement. They may be revised by the parties to this agreement, evidenced by correspondence
10. The Authorities hereby agree to send to the County, as an approval authority under the Planning Act, notices that they do not wish to receive notice under:
 - Section 3 (8) of O. 544/06 (plans of subdivision, condominium)
 - Section 2 (8) of O. Reg. 543/06 (municipal official plans and amendments)This Section must be implemented before Section 4 to 7, above, become operational.
11. Each Conservation Authority which is a party to this Agreement retains the ability to rescind the notices as set out in S. 10 above and have the notice requirements of the Regulations apply.
12. Should one of the Conservation Authorities act under S. 11 above, this Agreement shall remain in force with the other Authority.
13. Should either Authority take action under S. 11 above, the County will return to the requirements of the Regulations and circulate all applications to that Authority and stop collecting fees on their behalf.
14. The County retains the right to cancel this Agreement, giving the Authorities 30 days notice.
15. (A) Save and except that liability which is directly attributable to the actions or defaults of the county, the Authorities shall, at all times, indemnify and save harmless the County from and against all claims, including costs related thereto, arising out of the performance of their obligations under this Agreement.

(B) The provisions of paragraph 15(A) are subject to those set out in paragraph 16, below.

- 16. Neither of the parties (the County or the Authorities) shall be found to be in breach of this Agreement if through inadvertence, an application is not forwarded for comment (by the County), or comments (by the Authorities) are not returned.
- 17. Nothing in this Agreement shall be construed as enhancing or conflicting with the rights and obligations of either of the parties (the County or the Authorities) under and provincial or federal statute or regulation, or under any municipal by-law.

Date this _____ day of _____, 2014

The Corporation of the County of Lambton

Warden

Clerk

The St. Clair Region Conservation Authority

The Ausable-Bayfield Conservation Authority

Definitions

“Planning Application Review” , means:

- i. Reviewing planning applications (including formal consultation) under the Planning Act;
- ii. Identifying the need for and review of technical reports; and
- iii. Recommend conditions of approval.

“Technical Review” means:

- i. Assessing technical reports submitted by a proponent of development to determine if the reports satisfy requirements specified.

DRAFT

APPENDIX A ¹

SERVICES TO BE PROVIDED BY THE AUTHORITY ON A FEE FOR SERVICE BASES (FEE TO BE RECOVERED FROM APPLICANTS)

- A) The Authority will undertake review and provide comments and recommendations, where appropriate, for the following features or areas:

FEATURE OR AREA	PPS ADJACENT LAND OR SETBACK WHERE CA TO PROVIDE INPUT IF REQUIRED	STATUS
Natural Hazard Area - lands within Regulation 171/06 and Regulation 147/06 - flooding - Erosion prone lands and unstable slopes - dynamic beach -	- Subject property within this area	✓ ✓ ✓ ✓
Natural Heritage Features - Significant wetlands - Significant coastal wetlands - Significant valley lands - Significant woodlands - Significant wildlife habitat - - Significant areas of natural and scientific interest - fish habitat - habitat of endangered species and threatened species -	120 m 120 m 120 m 120 m 120 m 120 m 120 m 120 m	✓ ✓ x x x x x x
Water -sensitive surface water features -Sensitive ground water features solely related to interaction with natural heritage features/functions		x x

¹CA's have been delegated the authority to comment on Natural Hazards pursuant to MoU between Conservation Ontario, Ministry of Municipal Affairs and Housing and Ministry of Natural Resources.

B) The Authority will undertake plan review and make recommendations where appropriate for the following:

- Subdivisions & Condominiums;
- Site-Specific Local Official Plan Amendments; and

The fees for the above noted reviews will be recovered from the applicant/proponent and are outlined in Appendix B.

C) The Endangered Species Act is the responsibility of the Ministry of Natural Resources. The Conservation Authorities through agreement as outlined in Appendix A and B, screen applications and provide technical comments for potential habitat and provide information to the County.

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APPENDIX B

FEE SCHEDULE – LAMBTON COUNTY
SITE SPECIFIC PLANNING

APPLICATION REVIEW FEE

The application review fee is paid by the applicant and collected by the municipality on behalf of the Authority.

Application	Screened
Draft Plan of Subdivision & Condominium	2-4 units \$500.00 5-15 units \$1,000.00 >16 units \$2,500.00
Official Plan Amendment	\$200.00

Approved by
SCRCA Board
Nov 2013

Notes and Definitions:

- The application review fee is paid for all applications which are forwarded to the Authority for review.
- The Authority reserves the right to waive the application fee or reduce the fee on a case by case basis.
- Fees for multiple applications made for the same parcel within one year will be discounted as follows:

First Application	- Full fee per lot/application
Additional Applications	- 50% of full fee per application/lot

TECHNICAL REVIEW SERVICES AND RESPONSIBILITY

(FOR DISCUSSION PURPOSES)

ISSUE/CONCERN		CONSERVATION AUTHORITY	COUNTY	MINISTRY OF THE ENVIRONMENT	MINISTRY OF NATURAL RESOURCES
Natural Hazards	Floodline delineation	✘			
	Erosion (incl shoreline, fluvial geomorphology)	✘			
	Slope stability (geotechnical)	✘			
	Hydraulics (riparian/channel design)	✘			
Stormwater Management	Location re natural hazards	✘ (LEAD)	✘(munic, lower tier)		
	Potential impacts to receiving watercourse	✘ (LEAD)	✘(munic, lower tier)		
	Outlet to watercourse (if necessary)	✘ (Lead)	✘(munic, lower tier)		
	Sizing of facility re quality, erosion, quantity, incl release rates/settling calculation	✘	✘ (munic, lower tier - lead?)	✘	
Natural Heritage	wetlands	✘ (hydrog lead) ¹	✘ (lead)		✘
	Significant wetlands	✘(hydrog lead) ¹	✘(lead)		✘(lead in id)
	coastal wetlands	✘ (hydrog lead) ¹	✘(lead)		✘
	Significant coastal wetlands	✘ (hydrog lead) ¹	✘(lead)		✘(lead in id)
	Significant woodlands		✘		
	Significant valleylands	✘ ²	✘		
	Significant wildlife habitat		✘		
	Significant Areas of Natural and Scientific Interest		✘		
	Fish habitat		✘		
	Habitat of engdangered species and threatened species				✘
	Natural Heritage systems		✘		

¹ wetlands regulated by CAs hydrologically (hydrog)

² valleys regulated by CAs (hazard lands)

Notes – Technical review fees for those CA ✕ responsibility have been established and approved by Board. Yellow highlight are technical review service fee requiring review.

Technical reports for sensitive surface water and groundwater studies solely related to natural heritage features/functions not included with exception of wetlands.

DRAFT

(ORIGINAL SIGNED DATED 1998)
MEMORANDUM OF AGREEMENT

Between
The Corporation of the County of Lambton (the “County”) and
The St. Clair Region Conservation Authority and
The Ausable Bayfield Conservation Authority, (the “Authorities”)

1. The County is the approval authority under the Planning Act for:
 - a) Minor Variances for the municipalities of Thedford, Brooke and Sombra (when associated with a consent)
 - b) Consents (severances) for the municipalities of Alvinston, Arkona, Brooke, Dawn/Euphemia, Grand Bend, Sombra, Thedford, Warwick, and Wyoming
 - c) Plans of Subdivision and Condominium for all of the County of Lambton except the City of Sarnia
 - d) Municipal Official Plans and Amendments for all of the County of Lambton
2. The Regulations under the Planning Act require that the County circulate to the Authorities all applications received (as an approval authority) as set out above and contain no provisions for the County to screen and only send certain types of applications to the Authorities for comment. The Regulations also provide that an agency set out in the Regulations may notify an approval authority that they do not wish to receive notice.
3. Should the Conservation Authorities formally notify the County (as per the Regulations) that they do not wish to receive notice, the County is still able to send the Authorities notice on certain types of applications, as the Regulations prescribe minimum circulation requirements. There are certain types of applications which the County wishes to send to the Authorities, as further information is required in order to make an appropriate decision.
4. In order to provide efficiencies to the public and streamline the review and input process of approvals under the Planning Act, the Authorities recommend that the County screen all applications received (as an approval authority) and send them only those applications in which they have an interest. The Authorities also recommend that the County collect a fee for service, on their behalf, to prepare the requested comments.
5. The county hereby agrees to send to the Authorities for comment, applications which meet the criteria as set out in Appendix A.

6. The Authorities have offered to adjust their service areas to provide that only one Authority provides service within each municipality. Applications which meet the criteria as set out in Appendix A, within the Town of Bosanquet, will be sent to the Ausable Bayfield Conservation Authority (regardless of watershed boundary) and application within the Township of Warwick will be sent to The St. Clair Region Conservation Authority.
7. The County hereby agrees to revise its application forms and collect the fees, on behalf of the Authorities, from the applicant, as set in Appendix B and will reimburse the fees collected to the Authorities, on a semi-annual basis.
8. It is hereby agreed that fees will not be collected for the review of comprehensive official plans and zoning by-laws or applications such as policy and technical amendments sponsored by the County or an municipal council within Lambton County or for an Authority providing expert testimony at an Ontario Municipal Board hearing, as requested by the county or a municipality.
9. Appendix A and Appendix B are not schedules to this agreement. They may be revised by the parties to this agreement, evidenced by correspondence.
10. The Authorities hereby agree to send to the County, as an approval authority under the Planning Act, notices that they do not wish to receive notice under:
 - Section 2 (9) of O. Reg. 200/96 (minor variances)
 - Section 3 (8) of O. Reg. 197/96 (consents)
 - Section 3 (8) of O. Reg. 196/96 (plans of subdivision, condominium)
 - Section 3 (8) of O. Reg. 199/96 (zoning by-laws)
 - Section 2 (8) of O. Reg. 198/96 (municipal official plans and amendments)This Section must be implemented before Section 4 to 7, above, become operational.
11. Each Conservation Authority which is a party to this Agreement retains the ability to rescind the notices as set out in S. 10 above and have the notice requirements of the Regulations apply.
12. Should one of the Conservation Authorities act under S. 11 above, this Agreement shall remain in force with the other Authority.
13. Should either Authority take action under S. 11 above, the County will return to the requirements of the Regulations and circulate all applications to that Authority and stop collecting fees on their behalf.
14. The County retains the right to cancel this Agreement, giving the Authorities 30 days notice.
15. (A) Save and except that liability which is directly attributable to the actions or defaults of the county, the Authorities shall, at all times, indemnify and save harmless the County from and against all claims, including costs related thereto, arising out of the performance of their obligations under this Agreement.

(B) The provisions of paragraph 15(A) are subject to those set out in paragraph 16, below.

- 16. Neither of the parties (the County or the Authorities) shall be found to be in breach of this Agreement if through inadvertence, an application is not forwarded for comment (by the County), or comments (by the Authorities) are not returned.
- 17. Nothing in this Agreement shall be construed as enhancing or conflicting with the rights and obligations of either of the parties (the County or the Authorities) under and provincial or federal statute or regulation, or under any municipal by-law.

Date this _____ day of _____, 1998

The Corporation of the County of Lambton

Warden

Clerk

The St. Clair Region Conservation Authority

The Ausable-Bayfield Conservation Authority

APPENDIX A

SERVICES TO BE PROVIDED BY THE AUTHORITY ON A FEE FOR SERVICE BASES (FEE TO BE RECOVERED FROM APPLICANTS)

- A) The Authority will undertake detailed review and provide comments and recommendations, where appropriate, for the following features or areas:

FEATURE OR AREA	RECOMMENDED ADJACENT LAND OR SETBACK WHERE CA TO PROVIDE INPUT IF REQUIRED
Natural Hazard Area - Fill line or draft fill line - Flood plain - Erosion prone lands and unstable slopes - Any watercourse within registered fill line or draft fill line	- Subject property within this area - Subject property within area - Subject property with feature, as identified - Subject property within 30 metres of the bank of the watercourse
Natural Heritage Features - Significant valley lands - Significant wetlands - Life Science ANSI's - Environmentally sensitive area	- Subject property within 15m of feature - Subject property within 120m of feature - Subject property within 50m of feature - Subject property within 50m of feature

- B) The Authority will undertake plan review and make recommendations where appropriate for the following:

- Minor Variances;
- Consents;
- Subdivisions & Condominiums;
- Site-Specific Zoning By-Law Amendments;
- Site-Specific Local Official Plan Amendments; and
- Site Plans

The fees for the above noted reviews will be recovered from the applicant/proponent and are outlined in Appendix B.

APPENDIX B

FEE SCHEDULE – LAMBTON COUNTY
SITE SPECIFIC PLANNING

APPLICATION REVIEW FEE

The application review fee is paid by the applicant and collected by the municipality on behalf of the Authority.

Application	Screened
Minor Variance	\$50.00 per application
Consent (Severance)	\$50.00 per application
Draft Plan of Subdivision & Condominium	UNDER REVIEW
Zoning By-Law Amendment	\$75.00 per application
Official Plan Amendment	\$75.00 per application
Site Plan Application	Less of \$50.00 per unit or \$1000.00/ha to max \$1500.00
Clearance of conditions for applications approved after this agreement or application which are filed but not yet draft approved which involve an extension or change of existing development or revision of conditions.	UNDER REVIEW

Notes and Definitions:

1. The application review fee is paid for all applications which are forwarded to the Authority for review.
2. The Authority reserves the right to waive the application fee or reduce the fee on a case by case basis.
3. Fees for multiple applications made for the same parcel within one year will be discounted as follows:

- | | |
|-------------------------|---------------------------------------|
| First Application | - Full fee per lot/application |
| Additional Applications | - 50% of full fee per application/lot |

ST CLAIR REGION CONSERVATION AUTHORITY
Statement of Revenue and Expenditure
For the Four Months Ended 30/04/2014

	Actual To Date			Annual Budget		Variance from Budget	
	Revenue	Expenditures	Surplus(Deficit)	Revenue	Expenditures	Revenue	Expenditures
Flood Control & Erosion Control	\$153,039	\$151,354	\$1,685	\$722,900	\$722,900	(\$569,861)	(\$571,546)
Capital Projects/WECI	\$207,470	\$223,150	(\$15,680)	\$432,520	\$432,520	(\$225,050)	(\$209,370)
Conservation Area's Capital Development	\$26,265	\$14,912	\$11,353	\$120,965	\$120,965	(\$94,700)	(\$106,053)
IT Capital	\$1,612	\$25,914	(\$24,302)	\$19,200	\$19,200	(\$17,588)	\$6,714
Equipment	\$31,136	\$318	\$30,818	\$72,000	\$72,000	(\$40,864)	(\$71,682)
Planning & Regulations	\$62,752	\$92,219	(\$29,467)	\$395,500	\$395,500	(\$332,748)	(\$303,281)
Technical Studies	\$231,008	\$85,014	\$145,994	\$216,777	\$216,777	\$14,231	(\$131,763)
Recreation	\$99,016	\$218,081	(\$119,064)	\$1,068,826	\$1,068,826	(\$969,810)	(\$850,745)
Property Management	\$37,865	\$91,414	(\$53,549)	\$300,487	\$300,487	(\$262,622)	(\$209,073)
Education and Communication	\$15,949	\$63,566	(\$47,617)	\$189,630	\$189,630	(\$173,682)	(\$126,064)
Source Water Protection	\$61,510	\$66,244	(\$4,734)	\$200,000	\$200,000	(\$138,490)	(\$133,756)
Conservation Services/Healthy Watersheds	\$704,082	\$350,158	\$353,924	\$1,157,724	\$1,157,724	(\$453,642)	(\$807,566)
Administration/AOC Management	\$462,761	\$402,994	\$59,766	\$975,630	\$975,630	(\$512,869)	(\$572,636)
	\$2,094,465	\$1,785,337	\$309,128	\$5,872,159	\$5,872,159	(\$3,777,694)	(\$4,086,822)

Notes:

1. The 2014 MNR Operating grant of 310,000 is recorded in the actual revenue reported above.
2. Municipal matching levies of \$273,500 have been invoiced and are recorded in the actual revenue reported above. See General Levy Report for amounts outstanding.
3. Annual budgeted revenue includes appropriations from reserves of \$357,830 which are not recorded in actual.
4. 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.

ST. CLAIR REGION CONSERVATION AUTHORITY
DISBURSEMENTS FROM APRIL TO MAY 2014

12. (ii)
Diane Brodie

Chq. #	Date	Vendor	Description	Amount
15675	01/04/2014	CORP. OF THE TOWNSHIP OF ST. CLAIR	Consent Application	800.00
15677	10/04/2014	21 SHELL & VARIETY	Fuel - AWC	138.00
15678	10/04/2014	ALS CANADA LIMITED	Water Quality Testing	367.82
15679	10/04/2014	MURIEL ANDREAE	Office Supplies	85.80
15680	10/04/2014	BUFFETT, TAYLOR & ASSOCIATES INS.	Grp Insurance	10,618.69
15681	10/04/2014	Canadian Linen & Uniform	Floor Mats	78.62
15682	10/04/2014	CONSERVATION ONTARIO	Infomart Subscription	1,176.65
15683	10/04/2014	COR'S MOTORS LTD.	Yellow Sticker Safety	67.80
15684	10/04/2014	D. & M. TROPHY	Canoe Race Trophies	252.05
15685	10/04/2014	DOWLER KARN PROPANE	Propane- Mck	245.33
15686	10/04/2014	DUCKS UNLIMITED CANADA	2014 Membership	35.00
15687	10/04/2014	DUN-RITE LANDSCAPING INC.	Snow Removal-Office	836.20
15688	10/04/2014	ENCORE PROMOTIONAL PRODUCTS	Award Ribbons	133.50
15689	10/04/2014	ENVIRON INTERNATIONAL CORP.	SMO Report	2,532.48
15690	10/04/2014	Mark Evans Building Contractor	House Reno- McLean P.	45,200.00
15691	10/04/2014	FOREST CITY LEASING	Photocopier Rental	293.80
15692	10/04/2014	MELISSA GILL	Cleaning Supplies	241.08
15693	10/04/2014	Grafiks Marketing & Communications	Travel Guides	525.45
15694	10/04/2014	HEYLAND FARMS LTD./DOUG MCGEE	Spreader Rental	56.50
15695	10/04/2014	KEEPING IT LOCAL	Camping Advertise	315.27
15696	10/04/2014	KUCERA UTILITIES & FARM SUPPLY	Parts	21.19
15697	10/04/2014	LARRY MACDONALD CHEV OLDS	Yellow Sticker Safety	266.62
15698	10/04/2014	LAMBTON COUNTY MUNICIPAL ASSC.	Meeting Tickets	25.00
15699	10/04/2014	LOBLAW COMPANIES LIMITED	Service Awards	632.70
15700	10/04/2014	BRIAN MCDOUGALL	Expenses & Mileage	809.05
15701	10/04/2014	MIDDLESEX PRINTING CORPORATION	2014 Membership Dir.	437.30
15702	10/04/2014	MUNICIPALITY OF CHATHAM KENT	Water Permit-Mclean P.	175.00
15703	10/04/2014	OMCKRA	Memerbship Renewal	40.00
15704	10/04/2014	Rogers Cable Communications Inc	Internet	180.74
15705	10/04/2014	SIGNS AND DESIGNS	Signs	219.22
15706	10/04/2014	TOWNSHIP OF ENNISKILLEN	2014 Interim Taxes	3,632.78
15707	10/04/2014	ULTRAGUARD SECURITY SYSTEMS	Alarm System Mck	708.88
15708	10/04/2014	UNIVERSAL FIELD SUPPLIES	Fire shovel Handles	107.01
15709	10/04/2014	WARWICK GAS & VARIETY	Fuel & Oil	279.69
15710	10/04/2014	WORKPLACE SAFETY & INS. BOARD	March Remittance	3,442.54
15711	10/04/2014	Yellow Pages Group	Advertising	24.97
15712	17/04/2014	TERRY BARRIE	Float - LCH	150.00
15713	17/04/2014	GLENN BAXTER	Workboot - Allowance	100.00
15714	17/04/2014	BUDDSTEEL ARCHITECH. PRODUCTS	Washroom Partison-CA	3,041.96
15715	17/04/2014	Canadian Linen & Uniform	Floor Mats	39.31
15716	17/04/2014	CANADIAN TODS LTD.	Advertising	172.89
15717	17/04/2014	DALLAS CUNDICK	Expenses & Mileage	20.00
15718	17/04/2014	DISTINCT IMPRESSION	Advertising	315.27
15719	17/04/2014	DOWLER KARN PROPANE	Propane- Mck	66.51
15720	17/04/2014	FOREST CITY BUSINESS EQUIPMENT	Scanner Lease	372.90
15721	17/04/2014	George Murray Shipley Bell, LLP	Raad Access Transfer	1,606.86
15722	17/04/2014	Graceview Enterprises Inc.	Clark Wright Addition	60,932.24
15723	17/04/2014	LANDSTRA CATERING	Directors Mtg. Lunch	155.80
15724	17/04/2014	Marsh Canada Limited	Insurance Policy	108,579.68
15725	17/04/2014	MIDDLESEX MUNICIPAL ASSOC.	Membership Fee	100.00
15726	17/04/2014	SHARON NETHERCOTT	Mileage & Exps.	767.64
15727	17/04/2014	TIM PAYNE	Mileage & Exps.	88.14
15728	17/04/2014	PUROLATOR COURIER	Courier Costs	185.06
15729	17/04/2014	SCIENSATIONAL SSSNAKES	Consulting	508.50
15730	17/04/2014	Shannon Vending Limited	Coffee supplies	153.90
15731	17/04/2014	JEFF SHARP	Mileage & Exps.	521.95
15732	17/04/2014	SHOREPLAN ENGINEERING LTD.	Cathcart Park Phase Iii	944.65
15733	17/04/2014	DONNA STRANG	Mileage & Exps.	539.88
15734	17/04/2014	STRATHROY HOME HARDWARE BLDG.	Renovations	1,624.83
15735	17/04/2014	STRATHROY TIRE SALES & SERVICE	Summer Tires-Vehicles	287.16
15736	17/04/2014	SUPERIOR COMPUTER SALES INC.	Printer Toner	190.97
15737	17/04/2014	MIKE TIZZARD	Float -AWC	150.00

15738	17/04/2014	BILL TURNER	Float - WWK	150.00
15739	17/04/2014	TOWNSHIP OF WARWICK	Water Bill	77.13
15740	17/04/2014	Van Bree Drainage And Bulldozing Ltd.	Cathcart Park Phase Iil	112,023.78
15741	17/04/2014	WARWICK AUTO SERVICE	CA Truck Inspection	649.86
15742	17/04/2014	KETTLE CREEK CONSERVATION AUTHORITY	Farm Show Booth	124.57
15743	17/04/2014	Timmermans Electric Co. Ltd.	Flood Light	152.55
15744	24/04/2014	RECEIVER GENERAL	HST - Jan.- Mar.	10,156.68
15745	25/04/2014	JEFF HEDLEY	Camping Refund	80.00
15746	01/05/2014	4IMPRINT, INC.	Promotional Material	1,204.93
15747	01/05/2014	Canadian Linen & Uniform	Floor Mats	28.25
15748	01/05/2014	CANADIAN TODS LTD.	Signs	1,074.88
15749	01/05/2014	STEPHEN CLARK	Mileage & Exps.	41.44
15750	01/05/2014	CP INDUSTRIES LTD.	Enzyme Deodorizers	2,028.37
15751	01/05/2014	DOUGLAS-KOZERA EXCAVATING ENVR	Septic - McKeough	678.00
15752	01/05/2014	The Drawing Centre	Gravel - CA's	586.47
15753	01/05/2014	ERNIE HERRINGTON	Gravel - CA's	2,909.75
15754	01/05/2014	LEATHA JONES	Bingo Expenses	380.00
15755	01/05/2014	LONDEX OFFICE PRODUCTS	Office Supplies	267.70
15756	01/05/2014	LOVERS ATWORK OFFC.FURNITR.INC	Office Furniture Lights	5,476.64
15757	01/05/2014	NIELSEN'S FLOWERS/COUNTRYGOOSE	Flower Arrangement	94.92
15758	01/05/2014	Ontario Land Trust Alliance Inc.	Webinar	20.00
15759	01/05/2014	PETROLIA HOME HARDWARE	Maintenace Supplies	213.21
15760	01/05/2014	Print & Web Communicatins Inc.	Brochures-Species	4,299.65
15761	01/05/2014	PRINCESS AUTO	Seed Spreader	282.49
15762	01/05/2014	SIGNS AND DESIGNS	Marthaville Signs	761.62
15763	01/05/2014	SOMERVILLE NURSERIES INC.	Nursery Stock	42,464.45
15764	01/05/2014	STRATHROY HOME HARDWARE BLDG.	Industrial Ceiling Fan	87.00
15765	01/05/2014	THREE MAPLES VARIETY	Fuel - AWC	720.01
15766	01/05/2014	MIKE TIZZARD	Expenses	183.38
15767	01/05/2014	BILL TURNER	Expenses	112.94
15768	01/05/2014	TOWNSHIP OF DAWN-EUPHEMIA	Water Bill	20.00
15769	01/05/2014	VAN TUYL & FAIRBANK	Maintenace Supplies	284.45
15770	01/05/2014	WATFORD HOME HARDWARE BLDG. CENTRE	Sinks & Countertops	149.69
15771	01/05/2014	WATSON TIM-BR MART	Building supplies	481.57
15772	01/05/2014	SHANE WHITE	Mileage & Exps.	106.15
15773	01/05/2014	Yellow Pages Group	Advertising	24.97
15774	12/05/2014	P.CASH-D.BRODIE	Petty Cash	367.66
15775	21/05/2014	21 SHELL & VARIETY	Fuel	270.00
15776	21/05/2014	MURIEL ANDREAE	Mileage & Exps.	40.15
15777	21/05/2014	ARCTIC GLACIER INC.	Ice - CA's	114.70
15778	21/05/2014	BAIRD & ASSOCIATES	Shoreline Assessment	5,650.00
15779	21/05/2014	BUFFETT, TAYLOR & ASSOCIATES INS.	Grp Insurance	10,442.90
15780	21/05/2014	THE CANADIAN PAYROLL ASSOCIATION	2014 Membership	226.00
15781	21/05/2014	ERIN CARROLL	Mileage & Exps.	146.05
15782	21/05/2014	CDW CANADA INC.	Projector	402.78
15783	21/05/2014	COINAMATIC	Coin Machine-CA's	58.26
15784	21/05/2014	Cranberry's Catering	Meeting Lunch	180.89
15785	21/05/2014	DELTA POWER EQUIPMENT	Equip. Maintenance	70.44
15786	21/05/2014	DOWLER KARN PROPANE	Propane- Mck	2,438.27
15787	21/05/2014	Mark Evans Building Contractor	Renovations-McLean P.	45,200.00
15788	21/05/2014	Forest Gene Conservation Association	Membership Fee	20.00
15789	21/05/2014	FOREST AGRI SERVICES LTD.	Chlorine Supplies	25.00
15790	21/05/2014	FOREST CITY LEASING	Chlorine Supplies	293.80
15791	21/05/2014	MELISSA GILL	Mileage & Exps.	371.36
15792	21/05/2014	HAYTER-WALDEN PUBLICATIONS INC.	Transcript Renewal	150.00
15793	21/05/2014	ERNIE HERRINGTON	Gravel - CA's	356.97
15794	21/05/2014	INTERNATIONAL NAME PLATE SUPPLIES	Sign & Stand	565.00
15795	21/05/2014	JEG'S	Oil Change & Insp.	63.02
15796	21/05/2014	LEATHA JONES	Bingo Expenses	380.00
15797	21/05/2014	KENN'S PRINTING LTD.	Receipt Books	133.34
15798	21/05/2014	KEY CONTACT	Stw.Grant Cards	636.42
15799	21/05/2014	KLEEFMAN CLEANING SERVICES	Office Cleaning	757.10
15800	21/05/2014	LAKESIDE GRAIN & FEED LTD.	Herbicide	17,183.30
15801	21/05/2014	LARRY MACDONALD CHEV OLDS	Vehicle Inspection	164.73
15802	21/05/2014	LASKEY -719329 ONTARIO LIMITED	New Pump - AWC	1,458.54
15803	21/05/2014	BRIAN MCDOUGALL	Mileage & Exps.	685.94
15804	21/05/2014	ONTARIO HOSE SPECIALTIES LIMITED	PCV Suction Hose	137.30
15805	21/05/2014	PETROLIA HOME HARDWARE	Maintenance Supplies	79.69
15806	21/05/2014	PODOLINSKY FARM EQUIPMENT	Lawn Tractor	11,153.10
15807	21/05/2014	TRACY PRINCE	CGA Member Dues	839.03
15808	21/05/2014	PUROLATOR COURIER	Courier costs	93.18

15809	21/05/2014	RAPID BINDING & LAMINATING	Laminated Signs	429.40
15810	21/05/2014	RIDGETOWN INDEPENDENT NEWS	Advertising	39.87
15811	21/05/2014	Ward, Ross J.	Cell Phone Cases	432.17
15813	23/05/2014	WORKPLACE SAFETY & INS. BOARD	Remittance	3,686.60
15814	28/05/2014	TOWN OF PLYMPTON-WYOMING	Taxes	1,512.48
15815	28/05/2014	ALS CANADA LIMITED	Water Samples Supply	1,011.35
15816	28/05/2014	ARCTIC GLACIER INC.	Ice-CA's	148.80
15817	28/05/2014	Canadian Linen & Uniform	Floor Mats	61.25
15818	28/05/2014	COUNTY OF LAMBTON	Consent Application	150.00
15819	28/05/2014	DOWLER KARN PROPANE	Propane-McK	69.04
15820	28/05/2014	ELGIN STEWARDSHIP COUNCIL	Youth Hunt Website	300.00
15821	28/05/2014	ERNIE HERRINGTON	Gravel-CA's	878.06
15822	28/05/2014	John Jimmo	Wtr. Sampling Supplies	148.94
15823	28/05/2014	KENN'S PRINTING LTD.	Office Drawings -Reno	452.00
15824	28/05/2014	LANDSTRA CATERING	Meeting Lunch	389.51
15825	28/05/2014	LOBLAW COMPANIES LIMITED	Meeting Supplies	555.15
15826	28/05/2014	MONTEITH & SUTHERLAND LIMITED	GPS, Survey Crew	587.60
15827	28/05/2014	Ontario Hunter Education Instructor's Conf. 2014	MSC Sponsorship	500.00
15828	28/05/2014	PUROLATOR COURIER	Courier costs	82.54
15829	28/05/2014	SAUGEEN VALLEY CONS. AUTHORITY	Joint Advertising	225.00
15830	28/05/2014	Shannon Vending Limited	Coffee supplies	153.90
15831	28/05/2014	JEFF SHARP	Mileage & Exps.	139.39
15832	28/05/2014	SHOREPLAN ENGINEERING LTD.	Cathcart Park Phase Iil	2,479.45
15833	28/05/2014	SIGNS AND DESIGNS	Signs	1,133.39
15834	28/05/2014	CORP. OF THE TOWNSHIP OF ST. CLAIR	Proerty Taxes	848.99
15835	28/05/2014	STEPHENSON AUTO REPAIR	Inspection & Repairs	1,109.21
15836	28/05/2014	STRATHROY HOME HARDWARE BLDG.	Lumber	435.24
15837	28/05/2014	STRATHROY SPORTS EXCELLENCE	T-Shirts	1,289.72
15838	28/05/2014	STRATHROY TIRE SALES & SERVICE	Balance Tires-Orlando	90.40
15839	28/05/2014	ST. WILLIAMS NURSERY & ECOLOGY	Nursery Stock	3,989.54
15840	28/05/2014	SUN MEDIA CORPORATION	Newsletter	2,248.13
15841	28/05/2014	SWISH MAINTENANCE LIMITED	Building Supplies	7,879.94
15842	28/05/2014	WALTER TADGELL & SONS LTD	Chain Saw	16.95
15843	28/05/2014	ULTRAGUARD SECURITY SYSTEMS	Secutiry - Mck	766.14
15844	28/05/2014	VAN TUYL & FAIRBANK	Welding	28.52
15845	28/05/2014	JESSICA VAN ZWOL	Mileage & Exps.	64.95
15846	28/05/2014	Ward, Ross J.	Cell Phone Cases	45.00
15847	28/05/2014	WARWICK GAS & VARIETY	Fuel- WWK	220.77
15848	28/05/2014	WASTE MANAGEMENT OF CANADA CORP.	Garbage Collect-CA's	465.50
15849	28/05/2014	WATFORD HOME HARDWARE BLDG. CENTRE	Washroom Sink	618.14
15850	28/05/2014	WATSON TIM-BR MART	Building Supplies	196.64
15851	28/05/2014	WASTECORP	Pump	314.56
15852	28/05/2014	Yellow Pages Group	Advertising	24.97
15853	28/05/2014	CAM MARTIN		1,335.48

TOTAL CHEQUE DISBURSEMENTS - BANK #1 -

\$ 583,725.93

INTERNET BANKING

Trans #	Date	Vendor	Description	Amount
4250	30/04/2014	IBM CANADA LTD.	Software	2,418.17
4251	30/04/2014	MASTERCARD	Purchases + Equipment	5,345.34
4252	30/04/2014	ONTARIO MINISTER OF FINANCE	Employer H. Tax	3,007.03
4253	30/04/2014	OMERS	Remittance	44,093.98
4254	30/04/2014	RECEIVER GENERAL	Payroll Taxes	48,692.75
5000	21/05/2014	BELL CANADA	Phone	44.07
5001	21/05/2014	BELL MOBILITY CELLULAR	Mobile Phones	55.85
5002	21/05/2014	BROOKE TELECOM CO-OP	Phone - CA's	882.31
5003	21/05/2014	EASTLINK	Internet	45.15
5004	21/05/2014	ENTEGRUS SERVICES INC. (CHATHAM-KENT)	Hydro	192.98
5005	21/05/2014	ENTEGRUS SERVICES INC. (MIDDLESEX)	Hydro	792.76
5006	21/05/2014	EXECULINK INTERNET INC.-EFT	Internet	1,529.83
5007	21/05/2014	HYDRO ONE Networks Inc.	Hydro	0.00
5008	21/05/2014	HYDRO ONE Networks Inc.	Hydro	3,945.35
5009	21/05/2014	PETRO CANADA INC.	Fuel - Vehicles	1,708.08
5010	21/05/2014	ROGERS WIRELESS	Internet	1,107.10
5011	21/05/2014	FCDQ (DESJARDINS)	Staples supplies	1,281.58
5012	21/05/2014	UNION GAS LIMITED	Heating, Cooling	330.69

5000	31/05/2014	BELL CANADA	Phone	34.52
5001	31/05/2014	BELL CANADA	Phone	64.35
5002	31/05/2014	BELL MOBILITY CELLULAR	Mobile Phones	72.88
5003	31/05/2014	BLUEWATER POWER	PGWMN	143.96
5004	31/05/2014	BROOKE TELECOM CO-OP	Telephone	577.99
5005	31/05/2014	ENTEGRUS SERVICES INC. (CHATHAM-KENT)	Hydro	163.39
5006	31/05/2014	ENTEGRUS SERVICES INC. (MIDDLESEX)	Hydro	780.64
5007	31/05/2014	Execulink Telecom	Internet	1,647.52
5008	31/05/2014	HYDRO ONE Networks Inc.	Hydro	0.00
5009	31/05/2014	HYDRO ONE Networks Inc.	Hydro	3,784.95
5010	31/05/2014	IBM CANADA LTD.	Software	2,418.17
5011	31/05/2014	MASTERCARD	Staff Exp.+ Purchases	3,907.86
5012	31/05/2014	ONTARIO MINISTER OF FINANCE	Employer H. Tax	3,241.71
5013	31/05/2014	OMERS	Remittance	30,599.50
5014	31/05/2014	PETRO CANADA INC.	Fuel - Vehicles	2,774.16
5015	31/05/2014	RECEIVER GENERAL	Payroll Taxes	50,972.95
5016	31/05/2014	Rogers Cable Communications Inc	Internet	180.74
5017	31/05/2014	ROGERS WIRELESS	Mobile Phones	1,608.05
5018	31/05/2014	FCDQ (DESJARDINS)	Staples supplies	295.19
5019	31/05/2014	TSC Stores	Cons. Serv.Purchases	308.25
5020	31/05/2014	UNION GAS LIMITED	Heating, Cooling	237.67

TOTAL INTERNET DISBURSEMENTS - BANK #1 - \$ 219,287.47

PAYROLL RUNS FROM JAN. TO MAY, 2014

PAYROLL NO. 1	\$ 58,029.13
PAYROLL NO. 2	\$ 64,293.16
PAYROLL NO. 3	\$ 63,889.88
PAYROLL NO. 4	\$ 62,436.48
PAYROLL NO. 5	\$ 67,670.84
PAYROLL NO. 6	\$ 69,214.78
PAYROLL NO. 7	\$ 76,798.43
PAYROLL NO. 8	\$ 78,198.87
PAYROLL NO. 9	\$ 83,587.01
PAYROLL NO. 10	\$ 90,205.93
PAYROLL NO. 11	\$ 95,022.55

TOTAL PAYROLL RUNS - JAN.TO MAY, 2014 - \$ 809,347.06

TOTAL DISBURSEMENTS- APRIL TO MAY INCL. PAYROLLS -JAN.TO MAY, 2014 - \$ 1,612,360.46

**2014 GENERAL LEVY SUMMARY
AS OF JUNE 10, 2014**

**GLYSUM2014
Diane Brodie
10-Jun-14**

MUNICIPALITY	GROSS LEVY	PAID TO DATE	OUTSTANDING
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Sarnia	\$ 262,507.00	\$ 65,626.75	\$ 196,880.25
Chatham-Kent	87,280.00	87,280.00	0.00
Brooke-Alvinston Twp.	10,402.00	10,402.00	0.00
Dawn Euphemia Twp.	16,110.00	4,027.50	12,082.50
Enniskillen Twp.	11,332.00		11,332.00
Lambton Shores M.	32,027.00	32,027.00	0.00
Oil Springs V	1,329.00	1,329.00	0.00
Petrolia T	15,914.00	15,914.00	0.00
Plympton-Wyoming T	33,051.00	16,525.50	16,525.50
Point Edward V	15,801.00	15,801.00	0.00
St. Clair Twp.	73,194.00	73,194.00	0.00
Warwick Twp.	13,239.00	13,239.00	0.00
Adelaide Metcalfe Twp.	11,055.00	5,527.50	5,527.50
Middlesex Centre Twp.	13,569.00	13,569.00	0.00
Newbury V	1,035.00	1,035.00	0.00
Southwest Middlesex M.	7,403.00	3,703.00	3,700.00
Strathroy-Caradoc M.	53,687.00	53,687.00	0.00
TOTAL	\$ 658,935.00	\$ 412,887.25	\$ 246,047.75
	=====	=====	=====

2013 Chair & Director's Per Diem and Mileage to Dec. 31, 2013

<u>Director's Name</u>	<u>Honourarium</u>	<u>Per Diem</u>	<u>Mileage</u>	<u>Total</u>
Arnold, Steve	\$ 3,550.00	\$ 1,125.00	\$ 1,364.33	\$ 6,039.33
Bilton, Bill		\$ 450.00	\$ 434.50	\$ 884.50
Boushy, David		\$ 450.00	\$ 152.35	\$ 602.35
Brown, Tim		\$ 150.00	\$ 135.30	\$ 285.30
Bruinink, Tony		\$ 450.00	\$ 152.35	\$ 602.35
Burrell, Terry	\$ 1,675.00	\$ 525.00	\$ 595.76	\$ 2,795.76
Davis Dagg, Elizabeth		\$ 375.00	\$ 167.20	\$ 542.20
Gillis, Ann Marie		\$ 375.00	\$ 267.00	\$ 642.00
Giffen, Norm		\$ 600.00	\$ -	\$ 600.00
Glen, Rod		\$ 300.00	\$ 55.00	\$ 355.00
MacKenzie, Larry		\$ 450.00	\$ 363.55	\$ 813.55
Marriott, Kevin		\$ 375.00	\$ 301.40	\$ 676.40
MacKinnon, Betty Ann		\$ 375.00	\$ 151.25	\$ 526.25
McCallum, Don		\$ 450.00	\$ 271.70	\$ 721.70
McEwen, Netty		\$ 450.00	\$ 374.00	\$ 824.00
Miller, Steven		\$ 600.00	\$ 618.20	\$ 1,218.20
Nemcek, Frank		\$ 375.00	\$ 231.55	\$ 606.55
Phay, Ben		\$ 375.00	\$ 198.00	\$ 573.00
Totals -	\$ 5,225.00	\$ 8,250.00	\$ 5,833.44	\$ 19,308.44

**SCRCA Joint Health & Safety
Committee Meeting
Minutes- DRAFT – March 20, 2014**

12.(v)

Lower Board Room
205 Mill Pond Crest.
Strathroy, ON

Meeting called by:	Kevan Baker	Type of meeting:	Quarterly
Date:	Thursday, March 20, 2014	Time:	8:15 am
Facilitator:	Kevan Baker		
Minutes:	Heather Long		
Attendees:	Mark Bakelaar, Kevan Baker, Steve Clark, Jeff Sharp, Heather Long, Girish Shankar (for 2.1 report)		

Minutes of Agenda Items

1. Approve December 4, 2013 meeting minutes
Motion: that “The Minutes of the December 4, 2013 meeting be approved as printed.”
Moved/Seconded/Carried – Mark/Jeff/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 keep the Training Matrix up-to-date based on information received from Supervisors (*December 4, 2013 – item 2.1*) - **up to date with all information received - ongoing**
 - to update old logos on forms (*October 2, 2013 – item 4.1*) – **completed for Conservation Area Forms****Mark Bakelaar:**
 - to continue to get up to date MSDS for LCH products – **ongoing****Steve Clark:**
 - to continue reviewing Health & Safety manual and bring changes to next meeting (*December 4, 2013 – item 2.1*)**Action Item:**
 - **Steve** to review section 3.5.2 (Safety Officer Responsibilities) and bring recommendation for change to committee at June 2014 meeting for updating (*see also December 12, 2012 – item 2.9 and March 27, 2013 – item 2.7*)
 - to look into local training opportunities for anyone who missed the Fire Safety Training (*December 4, 2013 – item 2.1*) - **Steve talked to Strathroy Fire Department - do provide training courses****Action Item:**
 - **Steve** to use training matrix to identify who did not attend training in August, 2013 and see if this group can fit into an existing training course through Strathroy Fire Dept.
 - **Kevan** to talk to Brian McDougall re: incorporating fire safety training annually, as part of SCRCA team building day

Kevan Baker

- to ask Supervisors to communicate all orientation/training their staff receive(d) to Heather (*December 4, 2013 – item 2.1*) – **communicated to Supervisors at 03-Dec-13 meeting**
- to work with Heather to update old logos on forms (*Dec. 4, 2013 – item 2.1*) – **completed for forms used for Conservation Areas staff training**
- to develop a vehicle operation checklist, possibly using one from another CA as a template (*December 4, 2013 – item 2.1*)- **reviewed Ontario Public Service Fleet Driver Manual**
Action Item:
 - **Heather** to forward the OPS document and the vehicle training section from Upper Thames C. A. Policy Manual to Jeff
 - **Jeff** to review both and give proposed Driver Manual to Kevan to take to Supervisors
- to search for a safe driving video for Supervisors to use when orientating their new staff (*December 4, 2013 – item 2.1*) – **Kevan has searched what is available for purchase, if it is decided that this is something that should be incorporated into staff training**
- to do a Health & Safety review training session with all Supervisors in 2014 (*December 4, 2013 – item 3.3*) - **booked for all staff for April 2, 2014**
- to arrange for Terry Barrie (LCH) to purchase new eye wash bottles (with input from Shane White), to have ready when the parks reopen in the Spring of 2014 (*December 4, 2013 – item 4.4*) – **eye wash bottles ordered 11-Mar-2014 – received and ready to go to parks when temperatures are above freezing**
- to remind Supervisors that incident/injury reports are needed any time there is an incident/injury (*December 4, 2013 – item 2.1*) – **all staff have been trained & files organized on O drive. CA staff completed this training at March 2014 safety orientation and other staff will have this reinforced at April 2, 2014 training**

Girish Sankar:

- to share the MSDS template prepared by Mark with each department) - **template is ready and will be forwarded to JHSC this week**
- to assist in the documentation of products which require MSDS – Biology, Conservation Services, Water, Administration (Strathroy Office) (*December 4, 2013 – item 2.1*)
- to discuss with Chris the possibility of having fillable forms available online to maintain a single version of the forms (*December 4, 2013 – item 2.1*) - **Chris is working on developing this for all forms**
- to update inspection reports on “O” drive (*December 4, 2013 – item 3.2*)- **completed**
- to email non-management staff identifying that there is a JHSC Worker Rep. position available beginning January 1, 2014 and that there will be a vote on this at an in camera session at the December 18, 2013 full staff meeting (*December 4, 2013 – item 4.2*) - **completed**

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*) - **ongoing**

Tracy Prince

- to carry out and document monthly inspections of the fire extinguishers and emergency lighting at the Strathroy Office (*Dec. 4, 2013 – item 4.3*) – **lights and extinguishers have been numbered and an inspection chart has been developed. Tracy is checking equipment and completing the chart monthly.**

3. Area Reports/Workplace Inspections

3.1. Watershed Services (Steve)

Discussion:

- MSDS sheets from McKeough available on disc
- disc also contains procedures for training on all equipment used at McKeough

Action Item:

- **Steve** to review files, check to ensure that training includes “read the manual”, store disc and add the information into the Health & Safety Manual

3.2. Workplace Inspections (Kevan)

Discussion:

- none completed yet (see new business) in 2014

Action Item:

- **Steve Clark** to develop 2014 inspection schedule and forward to Heather
- **Heather** to distribute inspection schedule for posting on all Health & Safety Bulletin Boards

3.3. General CAs (Kevan/Mark)

Discussion:

- no reports

3.4. Other Departments

- April 2nd is Health & Safety Training day for all staff
- contract staff – scheduled for training when the start in April 15 & May 12, 2014
- seasonal staff – scheduled for training when the start in June 2014
- CA staff had complete training on March 3rd
- ongoing construction at Clark Wright – reminder that this is a work site
- Jeff has completed Level I & II Health & Safety training

4. New Business

4.1. Review of Incident/Injury Investigation Reports since our December 4, 2013 meeting

Discussion:

- no reports received

4.2. Results of Worker Rep. appointment – December 2013

Discussion:

- Jeff Sharp nominated for a 3 year term – December 2013 to December 2016
- suggest next nomination should be at October 2014 full staff meeting(Mark's position)

4.3. Determine JHSC members' positions (Co-chair; Workplace Inspector) and define each person's role.

Discussion:

- Steve Clark – nominated as Co-chair and Inspector for 2014

4.4. Fire Equipment Inspection – McKeough

Discussion:

- HSE completed the annual inspection of Fire Equipment at MacKeough-10-Dec-2013

4.5. Occupational Health & Safety Act - Regulation 297/13 – review and changes

Discussion:

- This act made changes to the basic Health & Safety awareness training for Workers and Supervisors and came into effect on September 11, 2013

Action Item:

- **Kevan** to provide training to all staff on April 2, 2014

4.6. Supervisor Safety Review submitted by Rick Battson

Discussion:

- scanned and saved: O – Health & Safety – Supervisors Safety Reviews
- individual supervisors can submit for scanning &/or develop their own storage files for these. If scanned and saved, hard copies do not need to be kept.

Action Item:

- **Heather** will continue to scan and save any that are given to her.

4.7. Training Matrix – information updates

Action Item:

- **Heather** to scan and save hard copies of the most recent training sign-in sheets

4.8. Modification of Sign-in/Sign-out system for office staff to allow for greater trip details

Discussion:

- system could be improved with return time indicated, method of contact, vehicle in use
- needs to be enforced

Action Item:

- **Heather** to develop and give to Kevan to take to Supervisors

4.9. Development of Sign-in sheet for all public that enter the building past the front entrance

Discussion:

- recommendation people going beyond the front entrance sign-in and sign-out and leave through the front door
- sign needed on back doors “Staff Entrance – All Visitors Please Use Front Door”

Action Item:

- **Heather** to develop sign-in/sign-out form for visitors and forward to management
- **Kevan** to discuss signs for doors with Brian

4.10. WHMIS Training – annual for all staff

Discussion:

- April 2, 2014 WHMIS will be part of the full staff training day
- recommend to do this annually

Action Item:

- **Kevan** to schedule annual WHMIS training for all staff

4.11. MSDS Binders

Discussion:

- binder in office might be easier to use if it had sections for products used by each department i.e. Admin, Biology, and Water Resources etc.

Action Item:

- **Heather** to update MSDS binder with department sections

5. Goals and Objectives in 2014

5.1. To regularly review MOL website to educate ourselves and learn from documented investigations and fines

5.2. To review safety manual and make changes as necessary

5.3. To appoint a worker rep. for a 3 year term (schedule for October 2014)

5.4. Conduct workplace inspections as required (at least one location each month)

Action Item:

- **Steve C.** to conduct site inspections and include at least 1 supervisor for each
- **Steve C.** to develop schedule and provide it to Heather to print & post on bulletin boards

5.5. To encourage supervisors to complete safety reviews and 5 point check lists on a more frequent basis (ongoing)

5.6. To organize the JHSC files on the O drive

5.7. To recommend that Supervisors schedule retraining refreshers with their staff, once a month

5.8. To develop and incorporate a drivers safety training program into our orientation of all staff

5.9. To send occasional Health & Safety Bulletins to all staff

6. Next meeting date: June 11, 2014 – Steve Clark to chair.

Future 2014 meeting dates – Sept. 16th (Kevan to chair) – Nov 26th (Steve to chair)

7. Adjournment – 10:45 am

Misc. Information

Observers:

Contacts:

Worker Co-chair/Inspector:	Steve Clark	sclark@scrca.on.ca
Management Co-chair:	Kevan Baker	kbaker@scrca.on.ca
Worker Reps.:	Mark Bakelaar	mbakelaar@scrca.on.ca
	Steve Clark	sclark@scrca.on.ca
	Jeff Sharp	jsharp@scrca.on.ca
Committee Secretary:	Heather Long	hlong@scrca.on.ca

Signature of Co-chair

Date

Signature of Co-chair

Date

Staff Report

13. (i)



To: Board of Directors
Date: June 12, 2014
From: Sharon Nethercott, Melissa Gill
Subject: Conservation Education Progress Report

Canoe Race

With Easter falling on the traditional canoe race weekend, the Sydenham River Canoe Race was held on earlier on Sunday April 13th. Over 40 boats were navigated down the river by enthusiastic paddlers and \$1,838.00 was raised for Conservation Education.

Spring Education Programs

Conservation Education continues to be a popular field trip focus for area schools. Programs are booked daily from early April through to the end of the school year. To date this year, 2,545 participants have been involved in our programs. There are still over 1,000 students to visit Henderson C.A. before the end of June.

Alternative Energy Program: Thanks to a donation from Enbridge, a new Alternative Energy program is now being offered at Henderson C.A. to students from Gr 4-12. Program is receiving interest from teachers in many grades, including the high-school level.

Community Outreach

Art Walk: June 7 and 8, 2014 – our campgrounds were the focus of this year's display. Close to 25,000 people attended Art Walk.

Kids Fun Fest: June 7th, 2014

Upon request, SCRCA participated in this day-long annual event. At our booth, children were invited to play our 'maple key toss' game; if they could successfully land their maple key on one of the tree stumps they could win a fabulous prize! The prizes were rocks & the children loved them! Children were also invited to play with a host of nature 'touchable's, allowing them to get up close & personal with nature at the event! Parents were invited to peruse our information table where literature on camping and other CA projects was displayed.

Circles Program: this County initiative helps to cycle people out of poverty. Families are matched with community members who provide assistance in some form (babysitting, tuition fees, loan of a vehicle to get to interviews etc.). It has been recognized nationally. Lambton County organizers of the program are going across the country to teach other communities about this program. They have monthly gatherings and our geocaching program is one of their requested events which we provide.

LWI Young Naturalist Groups, Ongoing: Continue to run outdoor meetings for both the Young Naturalist Group (ages 7-11) & the Jr. Conservationist Group (ages 12 +). Our final meeting for the season was held May 24-25 at LC Henderson CA. This meeting was an overnight camping experience that the students thoroughly enjoyed! Some highlights of the trip: playing the 'Instincts for Survival Game'; hookless fishing at the pond; and time for family kayaking & canoeing.

Return the Landscape, Ongoing : 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 within Lambton County.

Sarnia-Lambton Arbour Week Committee: representatives from local groups organize and participate in an annual Tree Planting project. This year, Lansdowne Public School was the recipient of the tree planting, funded through Union Gas/Spectrum Energy.

Program Development & Expansion

High School Programs Spring 2014: continue to run programs for the high school grades. New partnership formed with the Science department of Strathroy High School. Will be teaching 2 days of programming at Strathroy CA & have plans to expand the partnership further next fall. Also, the new 'Introduction to Entomology' program has been delivered to a Gr. 12 class at Perch Creek Habitat Management Area. The students found the program engaging, interesting and even exciting. The outdoor education staff have received positive feedback from the teacher involved.



Confidential

In Camera Package

June 26, 2014

1. Conservation Foundation Scholarships

Staff Report

IC.(i)



To: Board of Directors
Date: June 13, 2014
From: Rick Battson, Director of Communications
Subject: Conservation Authority Scholarships

The St. Clair Region Conservation Authority offers scholarships for graduating high school students living in or attending a high school within the region under jurisdiction of the St. Clair Region Conservation Authority. Students must be pursuing an education in a conservation/environmental related course of study (eg. forestry, biology, geography, hydrology, ecology) in a recognized Canadian University or College.

The Conservation Scholarship program rewards these students based on their academic achievement and their demonstrated interest and involvement with the environment. The Scholarship is funded through trust funds with the St. Clair Region Conservation Foundation and was created through donations from individuals and organizations.

This year, we received 4 applications. The applications were reviewed by a committee established by the St. Clair Region Conservation Foundation which included Steve Arnold, Rick Battson and Brian McDougall. It was decided that all four candidates were deserving of a scholarships as listed below. The scholarships will be presented in July.

A.W. Campbell Memorial Scholarship: two \$1,000 awards

Devan Spradbrow, St. Clair Secondary School
Erich Maxfield, St. Clair Secondary School

Tony Stranak Conservation Scholarship: one \$500 award

Lindsey Boere, Holy Cross Catholic Secondary School

Mary Jo Arnold Conservation Scholarship: one \$500 award

Emily Marchand, Lambton-Kent Composite School

IC.(i) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated, June 13, 2014 on the Conservation Foundation Scholarships and approves the recommendations of the Scholarship Committee to award four scholarships for 2014.