

*Please wear your name
tag to the meeting.*

Thanks

Marlene



February 8, 2016



Memorandum:

TO: Directors
RE: Binders

To those who prefer to use the binders, we are finding that they do not hold up in the courier system. In order to save money, I am forwarding your package to you in a clip. You will be able to pick up your binder at the meeting. In future, please keep your binder. I will forward your meeting package to you in a clip and you can put the package in your binder for travel to and from the meeting.

You are welcome to leave any papers you wish to recycle with me after the meeting.

Thanks,

Marlene



Board of Directors Annual Meeting

Date: February 18, 2016

Time: 10:00 a.m.

Place: Coldstream Community Centre, Coldstream

Agenda

1. Chair's Remarks
2. Introduction of Guests
3. Adoption of Agenda
4. Declaration of Pecuniary Interests
5. Minutes
6. Presentations
7. 2015 Audited Financial Statements
8. Conservation Awards
9. Service Awards

Break to seat new directors

2016 Business

10. Election of Officers
 - Chairman
 - Vice Chairman
11. Nominating Committee Report
12. Authorization to Borrow
13. 2016 Appointments
 - 2016 Auditors
 - Conservation Ontario Representatives
14. Regular Business
15. New Business
16. Adjournment

Lunch to follow

14. (i) Moved by: Seconded by:
That the Board of Directors acknowledges the General Manager's report dated February 5, 2016.
14. (ii) Moved by: Seconded by:
That the Board of Directors approves the proposed Conservation Strategy schedule, dated February 5, 2016, culminating with the presentation of the final draft to the Board of Directors at the September 2016 meeting.
14. (iii) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated February 5, 2016, regarding current watershed conditions and Great Lakes water levels.
14. (iv) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated February 3, 2016 on the ongoing Water and Erosion Control Infrastructure projects across the watershed.
14. (v) Moved by: Seconded by:
That the Board of Directors acknowledges the report dated February 5, 2016, regarding potential Water and Erosion Control Infrastructure projects that will be submitted to the Ministry of Natural Resources for funding in 2016 - 17.
14. (vi) Moved by: Seconded by:
That the Board of Directors acknowledges and concurs with the Regulations Activity Summary Report dated January 31, 2016 on "Development, Interference with Wetlands & Alterations to Shorelines & Watercourses" Regulations (Ontario Regulation 171/06) for the months November 2015, December 2015 and January 2016.
14. (vii) Moved by: Seconded by:
That the Board of Directors acknowledges and concurs with the municipal drain November and December 2015 activity report, dated January 26, 2016, associated with the Drainage Act and Conservation Authorities Act Protocol (DART).
14. (viii) Moved by: Seconded by:
That the Board of Directors acknowledges the St. Clair Region Conservation Authority's monthly Planning Activity Summary Reports for November and December 2015.
14. (ix) Moved by: Seconded by:
That the Board of Directors acknowledges the staff report dated February 2, 2016 on the St. Clair River Area of Concern.

14. (x) Moved by: Seconded by:
That the Board of Directors acknowledges the schedule of Special Events outlined in the attached flyer.

14.(xi) Moved by: Seconded by:
That the Board of Directors acknowledges the status report dated February 3, 2016, regarding Healthy Watersheds program, stewardship outreach events including Lambton Soil and Crop Improvement Association's Annual Meeting and the Southwest Agriculture Conference and the verbal update on last week's soil test clinic.

14.(xii) Moved by: Seconded by:
That the Board of Directors acknowledges the minutes of the September 23, 2015 Joint Health and Safety Committee meeting.

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

February 4, 2016

The Executive Committee of the St. Clair Region Conservation Authority met at the Administration Office in Strathroy, on the above date, at the hour of 11:00 a.m.

Directors Present: Steve Arnold, Chair
Norm Giffen, Vice Chair
Steve Miller
Betty Ann MacKinnon
Larry Gordon
Andy Bruziewicz
Joe Faas
Jeff Wesley

Absent: Tony Bruinink

Also Present: Brian McDougall, General Manager
Marlene Dorrestyn, Administrative Executive Assistant
Tracy Prince, Director of Financial Services
Kevan Baker, Director of Lands
Rick Battson, Director of Communications
Patty Hayman, Director of Planning
Girish Sankar, Manager of Water Resources
Ken Williams, MPW Chartered Professional Accountants
A. Williams, MPW Chartered Professional Accountants

The Chair welcomed everyone to the meeting and requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.

Minutes of the December 7, 2015 Conservation Ontario Council meeting were considered.

EC-16-001

MacKinnon - Faas

“That the Executive Committee acknowledges the minutes of the December 7, 2015 Conservation Ontario Council meeting.”

CARRIED

EC-16-002

Miller - Gordon

“That the Executive Committee acknowledges resolution #C.W.33 of Conservation Ontario Council regarding a request for Provincial and Federal support for actions to control the invasive species ‘Phragmites’ and further direct staff to develop correspondence to local MPs and MPPs and Premier, supporting this request.”

CARRIED

Ken Williams, from MPW Chartered Professional Accountants presented the draft financial statements. The Authority had another successful year financially and operationally. He presented the Auditors statement advising that it was a clean audit and commended Tracy on the great job she had done preparing the information for the audit. Mr. Williams thanked Brian, Tracy and staff for their help in the audit.

EC-16-003

Faas - Bruziewicz

“That the Executive Committee acknowledges the report from the Authority’s auditors, MPW Chartered Professional Accountants, LLP and accepts responsibility for the 2015 financial statements and the Statement of Continuity of Reserves and Reserve Funds and year end finances and further approves the year end adjustments, reserves and reserve adjustments as outlined in the schedule dated December 31, 2015 and recommends that the Board of Directors approves the 2015 Audited Financial Statements.”

CARRIED

December 2015 disbursements were reviewed.

EC-16-004

Giffen - Bruziewicz

“That the Executive Committee approves the December 2015 disbursements, as presented in the amount of \$469,206.25.”

CARRIED

All 2015 municipal general levy payments had been received by year end.

EC-16-005

MacKinnon – Wesley

“That the Executive Committee acknowledges that all 2015 municipal general levy has been received.”

CARRIED

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

Watershed Precipitation and Streamflow Conditions :

- 2015 (2014) saw a total of 7(6) bulletins issued with 1 (1) Flood Watch and 6 (5) Watershed Conditions Statements.
- comparison of flows for the preceding 5 months for last year over this year reflect lower precipitation amounts throughout the last part of 2015 on both the North Branch (Brigden) and East Branch (Alvinston). Wallaceburg was subsequently impacted with declining flows until the first part of January when a combination of rain and melting snowfall increased flows at all stations.
- as with last year, precipitation numbers were noticeably low in both November and December ending the calendar year with a regional deficit of 15% at 85% of normal
- while numbers have improved slightly into 2016 snowfall remains less than anticipated
- with lower precipitation there may be impact on water reserves into 2016

- Highlights:
 - average flow conditions into the new year
 - no significant snowpack conditions until this week
 - lake levels remain higher into 2016

Flood Threat

- with reduced precipitation conditions at the end of 2015 and resulting lower average flows in the watershed, flood threat is somewhat reduced due to increased capacity within watercourses. Temperatures however are expected to be above normal (0 to -5 degrees) for the balance of January and with Lake Huron remaining open, additional snowfall and accumulations may be experienced increasing snowpack into February. Seasonal snow surveys commenced November 15th with little or no snow coverage being recorded as of January 1st, however this changed this week with accumulations of 5 – 10cm across the region. River ice conditions indicate very thin ice to date resulting from the most recent period of cold temperatures and will continue to be monitored into early 2016 to provide a watershed conditions assessment in anticipation of the spring freshet period.
- changing conditions are carefully monitored to assess potential localized flood situations as we move into the winter.

Weather Forecast:

- January – above average temperatures and precipitation for the month
- Winter – slightly below normal temperatures and precipitation are expected into the winter season.

Impact of El Nino

- every two to seven years, an unusually warm pool of water - sometimes 4 to 5 degrees Fahrenheit (2 to 3 degrees Celsius) higher than normal - develops across the eastern tropical Pacific Ocean to create a natural short-term climate change event. In 2015 this warm condition, known as El Niño, appears to be migrating north along the western coast of North America and effects the weather patterns developing in western Canada which subsequently move eastward toward Ontario. This 2015 phenomenon appears more prevalent than in the 1997 event

Great Lake Levels

- the monthly comparison for November 2015 (current available data) indicate that levels are almost identical to November of 2014 and remain above the 10 year average for Lake St. Clair and Lake Huron at 33cm and 52cm respectively and remain above the average for the entire period of record. Factors effecting levels into 2016 include snowpack in the north and overall temperature conditions relating to ice conditions across the northern lakes impacting on evaporation across the system. With existing lake levels this may be a significant factor for lake level conditions in 2016. This trend continues to impact on shorelines by reducing the extent of many beaches and resulting in additional erosion to adjacent dune areas. Visual observations for September 2011 when compared to 2015 continue to indicate higher water conditions and a much smaller beach.

EC-16-006

Miller - Faas

“That the Executive Committee acknowledges the report dated January 8, 2015 on the Great Lakes water levels and current watershed conditions.”

CARRIED

Minutes of the January 14, 2016 Flood Action Committee were reviewed.

EC-16-007

Faas - Gordon

“That the Executive Committee acknowledges the minutes of the Flood Action Committee held on January 14, 2016 in Wallaceburg.”

CARRIED

EC-16-008

Faas - Wesley

“That the Executive Committee supports the recommendation of the Flood Action Committee regarding fallen trees and wood debris in waterways creating hazards and further directs staff to prepare correspondence to the Ontario Minister of Natural Resources and Forestry and the Minister of Fisheries and Oceans outlining local concerns and requesting action to alleviate these watercourse obstruction hazards.”

CARRIED

A staff report regarding the 2015 Deer Hunt on McKeough Upstream Lands was presented.

- 47 hunters on list the 2015-2016 McKeough Floodway Upstream Properties Conservation hunting list
- staff are currently reviewing and revising the 2015-2016 hunting package to address some new issues and opportunities that have arose, i.e. inclusion of properties 103 & 105 to the areas where hunting is permitted, revision of maps.
- staff are working to complete revisions to the 2015-2016 hunting permit application and a draft will be circulated for discussion and input from CA staff and Wildlife Enforcement Officers.
- once the final revisions have been completed the updated the 2015-2016 hunting permit application will be posted on our website.
- the controlled deer hunt zone draws were not required this year as the number of hunters applying for each zone were within our allowable numbers, allowing every hunter to hunt their first zone choice.
- the hunting list was emailed to enforcement agencies once the list was finalized and complete and the controlled deer hunt zone allocations were emailed to enforcement agencies before the November and December controlled deer hunt seasons.
- this is the third year that CA staff have not had a complaint from other hunters or neighbors regarding hunting issues on CA Lands.
- November Controlled Deer Hunt
 - 2 hunters on the controlled deer hunt list for the November season
 - McKeough staff patrolled the channel and upstream properties at random times throughout the week during the controlled deer hunt.

- there were no hunting related problems or violations found during this controlled deer hunt
- December Controlled Deer Hunt
 - 10 hunters on the controlled deer hunt list for the December Season
 - the 10 hunters were hunting in 3 groups
 - McKeough staff patrolled the channel and upstream properties at random times throughout the week during the controlled deer hunt.
 - there were no hunting related problems or violations found during this controlled deer hunt

EC-16-009

Miller - Giffen

“That the Executive Committee acknowledges the report dated January 21, 2016 regarding the 2015 deer hunt on McKeough Upstream Lands.”

CARRIED

- Approved Capital Project for 2016:
 - Warwick Conservation Area
 - the pool to be renovated will have new 2 x 2 porcelain tile and colored quartz surfacing; the pool was constructed in 1994
 - roads to be upgraded with gravel
 - 5 new picnic tables to be replaced
 - WIFI system to be upgraded
 - staff have been approached by the current agriculture land tenant. He would like to know if the Authority is interested in selling a portion of the agricultural land (approximately 10 acres) that abuts his property. He is a local resident of Warwick and has rented the land from us for many years
 - L.C. Henderson Conservation Area
 - an 8 ft x 12 ft accessible washroom to be constructed (building construction has been tendered and closes on February 12th) (the building has been designed to meet AODA standards and requirements)
 - the pool fence and ladders to be replaced
 - roads to be upgraded with gravel
 - 5 new picnic tables to be purchased
 - a new special needs shower surround has been installed
 - A.W. Campbell Conservation Area
 - a 12 x 34 ft addition to the existing workshop has been tendered and will close on January 29th; the addition will facilitate a superintendent’s office, staff lunch room and storage.
 - roads to be upgraded with gravel
 - 5 new picnic tables to be purchased
 - pool washrooms to be upgraded with new lighting, washroom fixtures and side walk

- Other Lands Activities:
 - a new property identification sign has been installed at the Esli Dodge Conservation Area (Municipality of Lambton Shores)
 - the vacant home on Property 105 (McKeough Lands) to be demolished; tenders closed on January 21st
 - 2 wetlands have been proposed on Property 84 and Property 98 (McKeough Lands)
 - staff have remarked the property boundaries and will be establishing a grass access laneway at the Huff Woodlot (Chatham-Kent, Foundation Property)
 - a memorial tree planting plan has been prepared for Warwick Township for 3 of their cemetery properties (Lands and Forestry Departments); the plan outlines planting and funding options
 - a new trail loop to be completed at the Perch Creek Habitat Management Area (Lambton County Property)
 - the snow fence will be upgraded on the sand hill in Port Franks; the fence allows for the growth of dune grass which helps to stabilize the sand dune (Lambton County Heritage Forest – Lambton County Property)
 - staff have been busy taking campsite reservation for the 2016 camping season; to date we have taken 320 reservations and have collected over \$ 44,000.00 in revenue (GST adjusted) (McKeough Lands) (similar to 2015)

EC-16-010

Bruziewicz - Giffen

“That the Executive Committee acknowledges the Conservation Lands status report dated January 20, 2016.”

CARRIED

A staff report regarding the addition of a commercial renewable energy projects fee for 2016 was considered.

- it has recently come to our attention, that the SCRCA watershed could see potentially 5-6 new large wind power projects in late 2016 and beyond. The wind power projects require CA written permissions via Regulation 171/06 “Development, Interference with Wetlands & Alterations to Shorelines & Watercourses. No planning fees would apply.
- Proposed wind power projects in SCRCA watershed:
 - Nauvoo Wind Project 75 MW of electricity generation (Brooke Alvinston, Warwick and Adelaide Metcalfe Twp)
 - Hardy Creek Wind Project 100 MW of electricity generation (same municipalities as above)
 - North Kent Wind Projects Phase 1 100 MW (north of Chatham to Wallaceburg)
Phase 2 50-100 MW (former Dover adjacent L. St Clair)
 - Otter Creek Wind Project 60 MW north of Wallaceburg
 - Meadowvale Wind Project 18-19 MW southeast of Wallaceburg

- it is acknowledged that the projects are dependent upon separate awards by the Ontario Independent Electricity System Operator (“IESO”) under the new Large Renewable Procurement (“LRP”) program and that only 300 MW is allocated for Ontario in the short term.
- the SCRCA has administered the permitting process for the 100 MW Suncor Cedar Point Wind Power Project (46 turbine and access roads/infrastructure) in Lambton Shores, Plympton Wyoming and Adelaide Metcalfe. The CA experience to date has resulted in a sudden submission of a significant number of applications (3x monthly number) which required meeting previously set provincial timelines. The addition of large wind farms to the agricultural landscape results in construction and spinoff of violations (ie. 2 violations in 2015 which remain unresolved) which are not covered by the fees. CA staff have also spent additional time explaining CA permitting/violation/enforcement process to the public and media. There has been an increased work load for Regulations staff both from the permitting review aspect as well as the construction/enforcement aspect.
- anticipating a potential influx of applications, the SCRCA is proposing to be consistent with neighbouring ABCA and double the fee for commercial renewable energy projects for 2016.
- In comparison , municipal permit fees per turbine are approximately \$14,000.00.
 - CK building permit fee is \$14.20 per \$1,000 construction costs or approx. \$15,000.00 building permit fee revenue per turbine (Source: July 30/15 CK Legislative Services memo to Council re SWEB Development (Ontario) Inc.).
 - Plympton Wyoming’s building permit fee is \$14,000.00 per turbine (Nov 21, 2014 Sarnia Observer).
 - Lambton Shores building permit fee is \$350.00 plus \$9.00 per \$1,000.00 dollar value of base/foundation
 - Warwick building permit fee is \$14,000.00 per turbine.
- if approved, the SCRCA will immediately inform all potential wind companies and post the fee schedule on the Authority website.

EC-16-011

Giffen - MacKinnon

“That the Executive Committee approves the addition of the commercial renewable energy projects fee for 2016, and that this fee be added to the fee schedule as a separate line item, for the purposes of attempting to achieve cost recovery in overall program administration including site inspections, permit administration, enforcement, and community relations.”

CARRIED

EC-16-012
Faas - Miller
“That the meeting be adjourned.”

A handwritten signature in black ink, appearing to read "B McDougall". The signature is fluid and cursive, with the first name "B" being a large, stylized initial.

Steve Arnold
Chair

Brian McDougall
General Manager

ST. CLAIR REGION CONSERVATION AUTHORITY
Financial Statements
Year Ended December 31, 2015





CHARTERED PROFESSIONAL ACCOUNTANTS LLP

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INDEPENDENT AUDITOR'S REPORT

To the Members of St. Clair Region Conservation Authority

We have audited the accompanying financial statements of St. Clair Region Conservation Authority, which comprise the statement of financial position as at December 31, 2015 and the statements of operations, continuity of reserves and reserve funds, changes in net financial assets and net tangible capital assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

(continues)

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of St. Clair Region Conservation Authority as at December 31, 2015 and the results of its operations, changes in reserves and reserve fund balances, net financial assets and net tangible capital assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

**Strathroy, Ontario
February 4, 2016**

MPW
CHARTERED ACCOUNTANTS LLP
Licensed Public Accountants

ST. CLAIR REGION CONSERVATION AUTHORITY

Statement of Financial Position

Statement 1

Year Ended December 31, 2015

	2015	2014
FINANCIAL ASSETS		
Cash	\$ 3,601,489	\$ 3,214,286
Marketable securities (Note 6)	1,957,456	2,063,430
Accounts receivable	344,944	648,742
Prepaid expenses	10,019	-
Long-term investments (Note 6)	42,277	38,605
	5,956,185	5,965,063
Restricted Assets (Note 8)		
Cash and cash equivalents - Restricted Reserves (Note 7)	11,742	11,713
Cash and cash equivalents - Stewardship Program (Note 7)	-	275,940
	11,742	287,653
TOTAL FINANCIAL ASSETS	5,967,927	6,252,716
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities	162,575	157,530
Deferred income	1,385,411	1,346,146
Due to Stewardship Programs (Note 9)	-	275,940
Total Financial Liabilities	1,547,986	1,779,616
NET FINANCIAL ASSETS	4,419,941	4,473,100
NON-FINANCIAL ASSETS (Note 2, Schedule 6)		
Tangible Capital Assets, net of accumulated amortization	19,212,695	19,565,657
NET ASSETS	\$ 23,632,636	\$ 24,038,757
CONSERVATION AUTHORITY POSITION		
Reserves and reserve funds, Statements 2 & 3	\$ 4,419,941	\$ 4,473,100
Net tangible Capital Assets, Statement 3	19,212,695	19,565,657
TOTAL CONSERVATION AUTHORITY POSITION	\$ 23,632,636	\$ 24,038,757

On behalf of the Board:

See notes to financial statements

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Continuity of Reserves and Reserve Funds
Year Ended December 31, 2015

Statement 2

	Balance at beginning of year	Transfers to or (from) Operations before interest	Interest earned	Balance at end of year
Reserve Funds				
Forestry	\$ 11,712	\$ -	\$ 29	\$ 11,741
Other Reserves				
Administration centre	1,688,284	(41,358)	8,441	1,655,367
Coldstream remedial	7,643	-	38	7,681
Conservation services	877,176	-	4,386	881,562
General Conservation Areas	567,488	-	2,837	570,325
Insurance	26,424	-	132	26,556
Land management	214,463	-	1,072	215,535
Mckeough property management	319,979	(15,495)	1,600	306,084
Oil and gas	72,759	-	364	73,123
Planning	151,239	(6,985)	756	145,010
Resource awareness	80,514	-	403	80,917
Vehicles and equipment	455,419	(11,656)	2,277	446,040
	4,461,388	(75,494)	22,306	4,408,200
	\$ 4,473,100	\$ (75,494)	\$ 22,335	\$ 4,419,941

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Changes in Net Financial & Net Tangible Capital Assets *Statement 3*
Year Ended December 31, 2014

	2015	2014
Net Financial Assets		
Net Financial Assets, beginning of year	\$ 4,473,100	\$ 4,406,306
Net income adjustment	(406,121)	(344,614)
Acquisition of tangible capital assets	(213,075)	(157,660)
Amortization of tangible capital assets	554,161	563,433
(Gain)/loss on disposal of tangible capital assets	(22,922)	(6,265)
Proceeds on sale of tangible capital assets	34,798	11,900
Increase (decrease) in net financial assets	(53,159)	66,794
Net Financial Assets, end of year	\$ 4,419,941	\$ 4,473,100

Net Tangible Capital Assets

Net Tangible Capital Assets, beginning of year	\$ 19,565,657	\$ 19,977,065
Acquisition of tangible capital assets	213,075	157,660
Amortization of tangible capital assets	(554,161)	(563,433)
Gain/(loss) on disposal of tangible capital assets	22,922	6,265
Proceeds on sale of tangible capital assets	(34,798)	(11,900)
Increase (decrease) in net tangible capital assets	(352,962)	(411,408)
Net Tangible Capital Assets, end of year	\$ 19,212,695	\$ 19,565,657

ST. CLAIR REGION CONSERVATION AUTHORITY

**Statement of Operations
Year Ended December 31, 2015**

Statement 4

	Budget (Unaudited)	2015	2014
REVENUE			
<i>Government Grants</i>			
Grants- Section 39	\$ 310,000	\$ 310,003	\$ 310,000
Grants- Other	397,224	1,437,769	759,427
<i>Municipal levies</i>			
Municipal Levies- General	701,455	701,455	658,935
Municipal Levies- Special	329,020	572,090	332,882
<i>Other revenue</i>			
Contributions	492,350	493,971	730,040
Other Revenue	2,415,892	916,883	844,991
Interest	65,000	70,261	76,201
Conservation Areas	999,200	1,112,454	1,242,572
Gain/(loss) on investments	-	(8,215)	154
	5,710,141	5,606,671	4,955,202
EXPENDITURES			
Administration, Schedule 1	843,440	529,656	473,146
Capital development, Schedule 2	555,700	1,402,232	440,037
Operations, Schedule 3	2,938,301	2,371,917	2,485,106
Property management, Schedule 4	273,000	242,949	277,207
Conservation area maintenance, Schedule 5	1,099,700	1,113,076	1,212,912
	5,710,141	5,659,830	4,888,408
	-	(53,159)	66,794
ADJUSTMENTS FOR TANGIBLE CAPITAL ASSETS			
Acquisition of tangible capital assets	-	213,075	157,660
Amortization of tangible capital assets	-	(554,161)	(563,433)
Gain/(loss) on disposal of tangible capital assets	-	22,922	6,265
Proceeds on sale of tangible capital assets	-	(34,798)	(11,900)
	-	(352,962)	(411,408)
Excess (deficiency) of revenue over expenditures	\$ -	\$ (406,121)	\$ (344,614)

See notes to financial statements

ST. CLAIR REGION CONSERVATION AUTHORITY
Statement of Cash Flows *Statement 5*
Year Ended December 31, 2015

	2015	2014
OPERATING ACTIVITIES		
Deficiency of revenue over expenses	\$ (406,121)	\$ (344,614)
Items not affecting cash:		
Amortization	554,161	563,433
Gain on disposal of tangible capital assets	(22,922)	(6,265)
Gain on disposal of investments	(2,414)	(110,655)
Unrealized gains (loss) on investments	10,629	110,502
	133,333	212,401
Changes in non-cash working capital:		
Accounts receivable	303,798	(348,086)
Prepaid expenses	(10,019)	-
Accounts payable	(5,045)	(31,542)
Deferred income	39,265	43,130
Due to Stewardship Programs	(275,940)	(138,171)
	52,059	(474,669)
Cash flow from (used by) operating activities	185,392	(262,268)
INVESTING ACTIVITIES		
Purchase of investments	(1,863,664)	(1,693,409)
Proceeds from sale of investments	1,971,513	1,723,187
Long-term investments	(3,672)	(339)
Cash flow from investing activities	104,177	29,439
CAPITAL ACTIVITIES		
Acquisition of tangible capital assets	(213,075)	(157,660)
Proceeds on disposal of tangible capital assets	34,798	11,900
Cash flow used by capital activities	(178,277)	(145,760)
INCREASE (DECREASE) IN CASH FLOW	111,292	(378,589)
Cash - beginning of year	3,501,939	3,880,528
CASH - END OF YEAR	\$ 3,613,231	\$ 3,501,939
CASH CONSISTS OF:		
Cash	\$ 3,601,489	\$ 3,214,286
Restricted Cash - Middlesex Rural Stewardship	-	275,940
Cash and cash equivalents - Restricted Reserves	11,742	11,713
	\$ 3,613,231	\$ 3,501,939

See notes to financial statements

ST. CLAIR REGION CONSERVATION AUTHORITY

Notes to Financial Statements

Year Ended December 31, 2015

1. NATURE OF AUTHORITY

The Authority, a non-profit entity created by Section 38 of the Ontario Conservation Authorities Act on January 16, 1961, exists to manage watershed resources through conservation, preservation, restoration and enhancement and to ensure these resources are maintained while meeting the needs of the public.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Management Responsibility for Financial Statements and Basis of Accounting

The financial statements of the Authority are the responsibility of management and are prepared in accordance with Canadian generally accepted accounting principles for organizations operating in the local government sector, as recommended by the Public Sector Accounting Board of CPA Canada.

Measurement uncertainty

Certain amounts in the financial statements are subject to measurement uncertainty and are based on the Authority's best information and judgment. Estimates are periodically reviewed and any adjustments necessary are reported in operations in the period in which they become known. Actual results could differ from these estimates.

Examples of significant estimates include:

- providing for amortization of tangible capital assets;
- the estimated useful lives of tangible capital assets;
- the allowance for doubtful accounts (if any); and
- providing for accrued liabilities.

Accrual Accounting and Budget Data

The accrual basis of accounting is used to record expenditures in the period in which costs are incurred and to recognize revenue in the period in which it is earned. The Authority does not prepare budget data for changes in net financial assets as the information is not used by management.

Cash and Cash Equivalents

The Authority considers deposits readily available for use as cash and cash equivalents. All other cash like instruments are classified as investments..

(continues)

ST. CLAIR REGION CONSERVATION AUTHORITY
Notes to Financial Statements
Year Ended December 31, 2015

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Tangible Capital Assets

Tangible capital assets are significant economic resources managed by the Authority and are a key component in the long term delivery of the Authority's programs. Tangible capital assets include all land purchases and acquisitions for the following effective January 1, 2012:

- a) buildings over \$250,000;
- b) bridges, walk-ways, boardwalks over \$25,000;
- c) furniture and fixtures over \$1,000;
- d) computers over \$1,000;
- e) software over \$5,000;
- f) vehicles, machinery and equipment over \$5,000;
- g) all construction in progress; and
- h) all land acquisitions.

Prior to January 1, 2012 all acquisitions over \$1,000 were capitalized for the above noted categories.

Tangible capital assets are recorded at cost. The cost of a tangible capital asset includes the purchase price of the asset and all other costs incurred to make the asset available for use.

Related government assistance and other contributions are recognized in revenue when received.

The Authority records donated tangible capital assets at fair value at the date of contribution when fair value can reasonably be estimated. When a fair value cannot be determined, the tangible capital asset is recorded at a nominal value.

Tangible Capital Assets - Amortization

Tangible capital assets are amortized annually on a straight line basis over the estimated useful life of the asset. One-half normal amortization is charged in the year of acquisition. There is no amortization charged in the year of disposal.

Land and land improvements		non-amortized
Buildings, dams and related structures	10 to 50 years	straight-line method
Machinery and equipment	3 to 20 years	straight-line method
Motor vehicles	3 to 6 years	straight-line method
Computer hardware	3 years	straight-line method
Computer software	5 years	straight-line method
Furniture and fixtures	7 to 20 years	straight-line method

(continues)

ST. CLAIR REGION CONSERVATION AUTHORITY
Notes to Financial Statements
Year Ended December 31, 2015

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Reserves and Reserve Funds

Upon approval of the Authority Executive Committee or Board of Directors, appropriations are made to (from) operations for future expenditures and contingencies. A reserve fund indicates cash that has been set aside as restricted assets, whereas a reserve is an appropriation of surplus and no cash is set aside.

Revenue Recognition

General grants and levies are recognized in the period they pertain to.

Special grants, levies and other services are recognized as the related expenses are incurred and the services are delivered. Any amounts received in excess of special grants and levies are reflected as deferred revenue until approval is obtained for use.

Interest income is recognized on the accrual basis as it is earned.

Donation income is recognized when received.

3. SEGMENTED INFORMATION

The Authority provides a range of services to members. For management reporting purposes the Authority's operations are reported along departmental lines by the nature of services provided. The following departments have been separately disclosed in the segmented information, along with a description of their services.

- **Administration** includes support to staff, management and the board of directors, all aspects of financial accounting and management, creation and monitoring of budgets, collection of accounts, frontline reception and other related services.
- **Capital Development** includes acquisition of tangible capital assets, conservation area development expenses, special projects carried out on behalf of members and other related services.
- **Operations** includes activities relating to source water protection, planning, flood control and forecasting, erosion control, ice management, technical studies, community relations and other related services.
- **Property Management** includes management of certain conservation properties on behalf of members.
- **Conservation Area Maintenance** includes activities relating to the operation and maintenance of conservation areas.

ST. CLAIR REGION CONSERVATION AUTHORITY

Notes to Financial Statements

Year Ended December 31, 2015

4. FINANCIAL INSTRUMENTS

The Authority's financial instruments consist of cash, investments, accounts receivable, restricted assets, and accounts payable and accrued liabilities. Unless otherwise noted, it is management's opinion that the Authority is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these instruments approximate their carrying values, unless otherwise noted.

All transactions related to financial instruments are recorded on a settlement date basis.

The Authority classifies its financial instruments into one of the following categories based on the purpose for which the asset was acquired. The Authority's accounting policy for each category is as follows:

1. Held-for-trading

This category is comprised of certain investments in equity and debt instruments. They are carried in the statement of financial position at fair value with changes in fair value recognized in the statement of operations. Transaction costs related to instruments classified as held-for-trading are expensed as incurred.

2. Loans and receivables

These assets are non-derivative financial assets resulting from the delivery of cash or other assets by a lender to a borrower in return for a promise to repay on a specified date or dates, or on demand. They arise principally through the provision of goods and services to customers (accounts receivable), but also incorporate other types of contractual monetary assets. They are initially recognized at fair value and subsequently carried at amortized cost, using the effective interest rate method, less any provision for impairment. Transaction costs related to loans and receivables are expensed as incurred.

3. Other financial liabilities

Other financial liabilities includes all financial liabilities other than those classified as held-for-trading and are comprised of trade payables and other short-term monetary liabilities. These liabilities are initially recognized at fair value and subsequently carried at amortized cost using the effective interest rate method. Transaction costs related to other financial liabilities are expensed as incurred.

5. CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash balances held in special accounts earning interest at rates between 0.25% and 1.20%. The interest earned on these cash balances during the year was \$37,299 (2014- \$44,070). The interest from these cash balances has been included in interest in the other revenue section of the statement of operations. In addition, cash includes cash balances held with investment firms of \$125,663 (2014 - nil).

ST. CLAIR REGION CONSERVATION AUTHORITY
Notes to Financial Statements
Year Ended December 31, 2015

6. INVESTMENTS

Marketable securities are shown below and include cash at investment management companies. Long term investments are comprised of member shares in Libro Financial Group and are reported at their fair value of \$42,277, (2014 - \$38,605)

	Cost	2015 Fair Value	Cost	2014 Fair Value
Guaranteed income certificates	\$ 1,253,517	\$ 1,253,517	\$ 1,325,320	\$ 1,364,238
Corporate debt securities	714,568	703,939	670,943	671,285
Provincial debt securities	-	-	17,997	27,907
	\$ 1,968,085	\$ 1,957,456	\$ 2,014,260	\$ 2,063,430

Income from investments has been included in interest in the other revenue section of the Statement of Operations. The interest rates on these investments range from 0.95% to 2.4%, with the total interest earned during the year of \$32,963, (2014 - \$32,131).

7. RESTRICTED ASSETS

	2015	2014
Forestry reserve fund cash	\$ 11,742	\$ 11,713
Due to stewardship programs cash	-	275,940
	\$ 11,742	\$ 287,653

ST. CLAIR REGION CONSERVATION AUTHORITY
Notes to Financial Statements
Year Ended December 31, 2015

8. RESERVES AND RESERVE FUNDS

1. Forestry reserve fund

This reserve has been set aside to assist the Authority's forestry program with certain restrictions for its use.

2. Parks commission reserve fund

This reserve fund represents funds set aside for commitments under agreement from the dissolution of the St. Clair Parks Commission. Management has advised that the commitments came to an end December 31, 2013 and the reserve was transferred into the administration reserve during 2014.

3. General conservation areas reserve

This reserve is to assist with the capital refurbishing or capital development of regional conservation areas.

4. Vehicles and equipment reserve

This reserve is used for vehicle and equipment operations, maintenance and replacement.

5. Administration centre reserve

This reserve is established to support maintenance and capital requirements of the administration centre and its associated property.

6. Land management reserve

This reserve is established to support the acquisition, development and operation of natural heritage features such as forests, wetlands, meadows, lakes and streams including use of these features by the public.

7. Conservation services reserve

The Authority has long-term contracts with land owners for vegetation control in plantations. This reserve has been set up to help offset future costs.

8. Coldstream remedial reserve

This reserve is comprised of a court award in the amount of \$10,000 identified for remedial work upstream of the Coldstream Reservoir less actual expenditures on remedial work.

9. McKeough property management reserve

This reserve is comprised of accumulated surpluses from management of the McKeough lands. Funds from this reserve are used for management and maintenance of the McKeough upstream floodway in excess of 2,000 acres.

10. Resource awareness reserve

(continues)

ST. CLAIR REGION CONSERVATION AUTHORITY
Notes to Financial Statements
Year Ended December 31, 2015

8. RESERVES AND RESERVE FUNDS *(continued)*

This reserve has been created from donations and is to be used to support the Authority's resource awareness program.

11. Property sales reserve

This reserve is set up from proceeds received on the sale of the Authority's land. The province has allowed the Authority to keep these funds in a reserve.

12. Insurance reserve

The Authority has increased the property insurance deductible to \$10,000, thereby reducing the insurance premiums and assuming increased risk. This reserve has been established to assist with insurance losses.

13. Planning reserve

This reserve is to assist with unexpected legal fees, consulting fees, staff requirements, etc. when required to defend the Authority's development, interference with wetlands and alterations to shorelines' watercourse regulations, as well as other related unexpected planning matters, which may require funds.

14. Oil and gas reserve

This reserve of Provincial funds maintained by the Authority has been created from oil and gas royalties and long-term leases on deposits located on the Authority's land.

9. STEWARDSHIP PROGRAMS

The Authority provided accounting and administrative services on behalf of The Middlesex Rural Resource Committee. Revenues received were restricted for Committee use only. Expenditures that had been approved by authorized Program Committee Coordinator(S) were paid by the Authority on behalf of the Committee. During the year the final balances were disbursed per the Committee's direction and the Authority no longer provides these services.

	2015	2014
Due to Stewardship Program, opening	\$ 275,940	\$ 414,111
Receipts	-	56,481
Disbursements	(275,940)	(194,652)
Due to Stewardship Program, closing	\$ -	\$ 275,940

ST. CLAIR REGION CONSERVATION AUTHORITY

Notes to Financial Statements

Year Ended December 31, 2015

10. PENSION AGREEMENTS

The Authority makes contributions to the Ontario Municipal Employees' Retirement System ("OMERS"), which is a multi-employer plan, on behalf of employees of the Authority. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees based on their length of service and rates of pay. The OMERS Administration Corporation Board of Directors, representing plan members and employers, is responsible for overseeing the management of the pension plan, including investment of the assets and administration of the benefits. OMERS provides pension services to more than 450,000 active and retired members and almost 1,000 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan ("the Plan") by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent released actuarial valuation of the Plan was conducted at December 31, 2014. The results of this valuation disclosed total actuarial liabilities of \$76,924 million (2013 - \$73,004 million) in respect of benefits accrued for service with actuarial assets at that date of \$69,846 million (2013 -\$64,363) million indicating an actuarial deficit of \$7,078 million (2013 - \$8,641 million).

Because OMERS is a multi-employer pension plan, any pension plan surpluses or deficits are a joint responsibility of the Ontario municipal organizations and their employees. As a result, the Authority does not recognize any share of the OMERS pension surplus or deficit. The amount contributed for 2015 was \$196,538 (2014 - \$221,818) for current service. The OMERS Board rate was 9.0% to 14.6% depending on income level.

11. CAPITAL DISCLOSURES

The Authority's objectives when managing capital is to safeguard the Authority's ability to continue as a going concern. As the Authority is a not-for-profit organization, the objective is dependant on the support of all levels of government and other not-for-profit organizations through continued grants and levies. The Authority is not in a position to raise additional capital with share or debt issuance. The Authority includes in its definition of capital its cash, receivables and investments with the Authority's investment policy to invest its excess and restricted cash in interest-bearing investments such as government bonds and term deposits. In order to facilitate the management of its capital requirements, the Authority prepares annual revenue and expenditure budgets that are updated as necessary depending on changes in circumstances. The annual and updated budgets are approved by the Board of Directors. There were no changes in the Authority's approach to capital management during the year.

12. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

ST. CLAIR REGION CONSERVATION AUTHORITY

Administration Expenditures

Schedule 1

Year Ended December 31, 2015

	Budget (Unaudited)	2015	2014
Administration			
Equipment rental and purchases	\$ 30,000	\$ 12,810	\$ 9,029
Materials and supplies	25,200	20,471	21,849
Other	310,388	226,455	64,431
Travel expenses and allowances	11,103	10,834	9,135
Utilities	13,749	19,279	15,622
Wages and benefits	453,000	239,807	353,080
	\$ 843,440	\$ 529,656	\$ 473,146

ST. CLAIR REGION CONSERVATION AUTHORITY

Capital Development Expenditures

Schedule 2

Year Ended December 31, 2015

	Budget (Unaudited)	2015	2014
Capital Development			
Conservation area development	\$ 137,000	\$ 101,243	\$ 26,264
Other	19,200	6,488	51,200
Vehicles and equipment	72,000	109,900	74,657
Water erosion control infrastructure	327,500	1,184,601	287,916
	\$ 555,700	\$ 1,402,232	\$ 440,037

ST. CLAIR REGION CONSERVATION AUTHORITY

**Operating Expenditures
Year Ended December 31, 2015**

Schedule 3

	Budget (Unaudited)	2015	2014
Community relations			
Wages and benefits	\$ 190,000	\$ 133,593	\$ 122,895
Other	20,900	16,775	22,457
Conservation services			
Wages and benefits	322,300	372,557	302,946
Other	783,151	371,045	378,536
Erosion control			
Wages and benefits	19,000	32,270	32,770
Other	22,000	8,730	10,870
Flood control			
Wages and benefits	262,500	282,288	256,807
Other	99,100	89,712	112,953
Flood forecasting and warning			
Wages and benefits	134,000	96,655	120,958
Other	59,350	37,414	39,274
General			
Wages and benefits	138,500	115,366	124,436
Other	39,000	32,682	51,389
Ice management			
Other	4,000	4,000	4,000
Planning			
Wages and benefits	341,000	319,878	291,912
Other	86,600	34,467	29,640
Source water protection			
Wages and benefits	185,000	205,873	287,557
Other	15,000	6,740	86,006
Technical studies			
Wages, benefits & other	216,900	211,872	209,700
	\$ 2,938,301	\$ 2,371,917	\$ 2,485,106

ST. CLAIR REGION CONSERVATION AUTHORITY

Property Management Expenditures

Schedule 4

Year Ended December 31, 2015

	2015	2015	2014
Property Management			
Wages and benefits	\$ 155,000	\$ 154,993	\$ 165,397
Other	118,000	87,956	111,810
	\$ 273,000	\$ 242,949	\$ 277,207

ST. CLAIR REGION CONSERVATION AUTHORITY
Conservation Area Maintenance Expenditures
Year Ended December 31, 2015

Schedule 5

	Budget (Unaudited)	2015	2014
A.NW. Campbell - Wages	\$ 137,000	\$ 159,645	\$ 148,336
A.NW. Campbell - Other	118,650	121,659	120,845
Clark Wright - Wages	1,000	-	-
Clark Wright - Other	1,350	2,600	2,600
Coldstream - Other	1,300	1,300	1,300
Crothers - Other	1,600	2,807	2,168
Dodge - Other	900	1,358	2,100
Henderson - Wages	152,800	147,428	138,386
Henderson - Other	112,700	119,071	125,359
Highland Glen - Wages	2,000	4,464	1,000
Highland Glen - Other	8,000	5,536	9,000
McEwen - Wages	2,000	1,844	3,950
McEwen - Other	10,200	10,356	12,780
McLean - Wages	15,000	16,819	12,521
McLean - Other	4,200	31,134	137,108
Petrolia - Other	900	900	900
Peers Wetland - Wages	1,000	-	19,588
Peers Wetland - Other	4,300	2,978	4,190
Shetland - Other	10,600	8,000	8,475
Sinclair - Other	500	380	-
Strathroy - Wages	11,300	8,727	8,785
Strathroy - Other	27,200	15,922	20,036
Tony Stranak - Other	8,000	8,000	8,000
Warwick - Wages	246,500	235,518	211,677
Warwick - Other	211,200	197,130	204,308
Wawanosh - Wages	2,700	3,316	2,500
Wawanosh - Other	6,800	6,184	7,000
	\$ 1,099,700	\$ 1,113,076	\$ 1,212,912

See notes to financial statements

ST. CLAIR REGION CONSERVATION AUTHORITY
Schedule of Tangible Capital Assets
Year Ended December 31, 2015

	Opening Balance	Additions	Disposals	Balance End of Year	Accumulated Amortization Beginning of Year	Net Carrying Amount Beginning of Year	Deletions	Amortization	Accumulated Amortization End of Year	2015 Net Carrying Amount End of Year
Land and land improvements	\$ 13,421,983	\$ -	\$ -	\$ 13,421,983	\$ -	\$ 13,421,983	\$ -	\$ -	\$ -	\$ 13,421,983
Buildings, dams and related structures	21,401,577	-	-	21,401,577	15,619,317	5,782,260	-	428,030	16,047,347	5,354,230
Machinery and equipment	139,890	24,655	-	164,545	84,917	54,973	-	6,901	91,818	72,727
Motor vehicles	549,284	185,781	164,347	570,718	364,767	184,517	128,120	68,950	305,597	265,121
Furniture and fixtures	85,616	17,729	-	103,345	48,995	36,621	-	12,773	61,768	41,577
Computer hardware and software	253,950	9,260	-	263,210	168,647	85,303	-	37,506	206,153	57,057
Total	\$ 35,852,300	\$ 237,425	\$ 164,347	\$ 35,925,378	\$ 16,286,643	\$ 19,565,657	\$ 128,120	\$ 554,160	\$ 16,712,683	\$ 19,212,695

See notes to financial statements

Staff Report

14.(i)



To: Board of Directors
Date: February 5, 2016
From: Brian McDougall, General Manager
Subject: General Manager's Report

- ☞ 2015 was a very successful year for the Authority. This success results from the diligent work of staff, the support of the Board of Directors and the partnerships forged with others enabling the Authority to provide a comprehensive watershed management program throughout the region. To all, we extend a sincere thank you.
- ☞ Highlights include:
 - ☞ reconstruction of access road at Warwick Conservation Area
 - ☞ completion of shore protection works at Cathcart Park and Lambton Area Water Supply System
 - ☞ natural heritage and office plan / zoning bylaws commenting up significantly
 - ☞ tree planting continues to exceed 55,000 annually and tree seed collection increases to meet demand
 - ☞ partnerships continue to assist Authority in funding best management practices projects on private lands
 - ☞ 12,700 children participate in conservation education classes
 - ☞ Thames – Sydenham & Region Source Water Protection Plan is approved
- ☞ **2016 Budget**
 - ☞ this year's budget was approved at the December 2015 Board meeting.
 - ☞ correspondence regarding levy and invoices have been forwarded to member municipalities.
 - ☞ this has allowed staff to get an early started on some projects.
- ☞ **Succession Plan**
 - ☞ a rough first draft of a succession plan has been circulated amongst senior staff
 - ☞ it was intended that the draft plan would be ready to be presented to the Board in February, however that will be postponed until the April Board meeting
 - ☞ the document outlines background, objectives, values, current practices and proposed tools to promote stability for the organization
- ☞ **Municipal Presentations**
 - ☞ staff are available, at your request, for presentations to council or committees on any programs and services of the Conservation Authority or Foundation. We would be pleased to address council on any issue of interest.

Staff Report

14.(ii)



To: Board of Directors
Date: February 5, 2016
From: Brian McDougall, General Manager
Rick Battson, Director of Communications
Subject: Conservation Strategy Schedule

The St. Clair Region Conservation Authority is developing a strategic plan to guide our activities over the next 5 years. Since our inception on 1961, our programs have continued to evolve to reflect changing priorities in watershed management. Over the years, we have developed a culture of “success through partnerships”. We are stronger and can accomplish so much more when we align ourselves with others with similar goals. These partnerships have allowed us to be opportunistic in bringing in talent and funding into our region to help us build healthier and more resilient watersheds.

We have developed strong ties with the municipalities we serve. Through a supportive Board of Directors, our programs continue to reflect local needs and priorities. It is imperative, however, that we continue to re-evaluate our programs to ensure they meet the future needs of our watershed.

In a previous exercise, the Conservation Authority developed a vision and mission and a series of four goals. The purpose of this next phase is to seek input on our goals, our current programs, and suggested future strategic actions.

Process and Schedule

- develop a draft document (staff)
- present to Board at April Meeting for permission to distribute
- seek stakeholder and public input through internet posting, Facebook, Twitter, and direct email (May)
- present input to Board at June Meeting
- finalize Conservation Strategy and present to Board of Directors at September meeting

Staff Report

To: Annual General Meeting 14.(iii)
 Date: February 5th, 2016
 From: Steve Clark, Water Resources Specialist
 Subject: Current Watershed Conditions



Watershed Precipitation and Streamflow Conditions

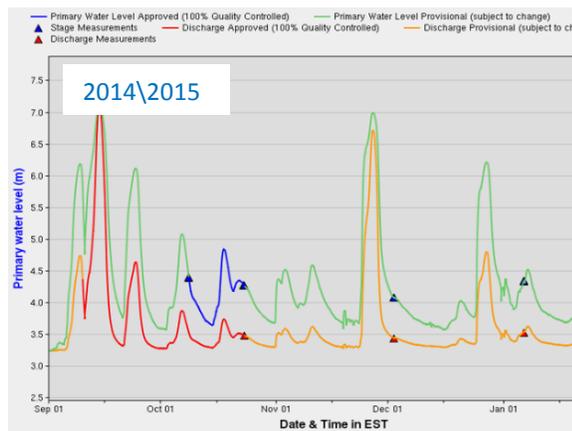
Bulletin	2014	2015
Watershed Conditions Statement	5	6
Flood Watch	1	1
Flood Warning	0	0
Total	6	7

Highlights:

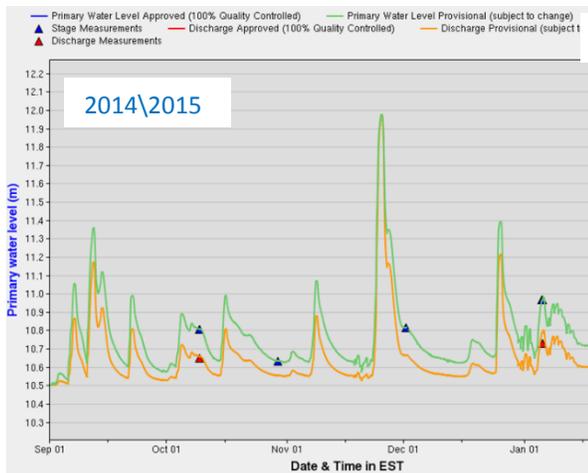
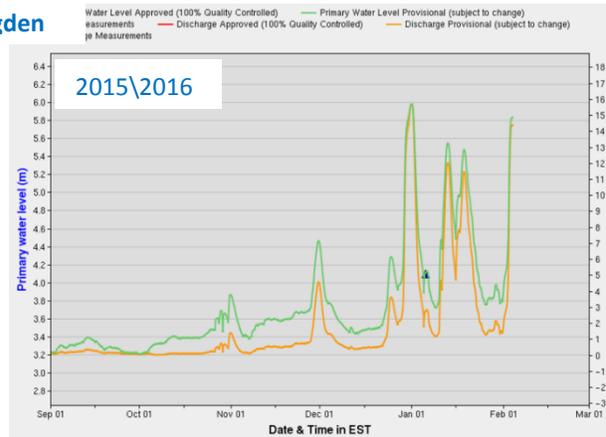
- flow conditions variable into the new year
- no snowpack conditions throughout watershed
- Lake levels remain close to last year into 2016

➤ Comparison of flows for the preceding months for last year over this year reflect lower precipitation amounts throughout the last part of

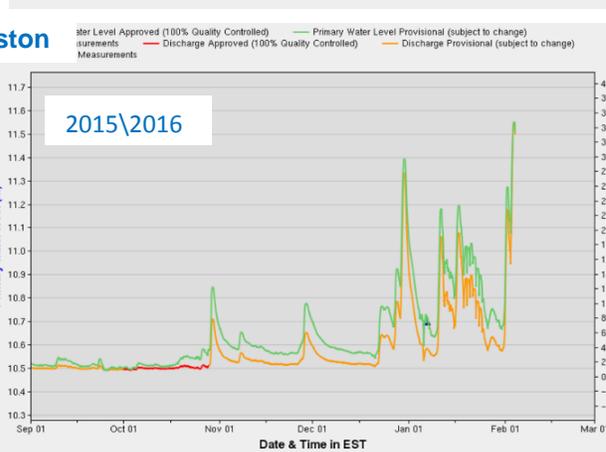
2015 on both the North Branch (Brigden) and East Branch (Alvinston). Several events in January and into the first part of February however have resulted of periods of rain, higher temperatures, snowmelt and significant ground thawing. Similarly, Wallaceburg was subsequently impacted with declining flows until January followed by several fluctuations throughout the month and into February.

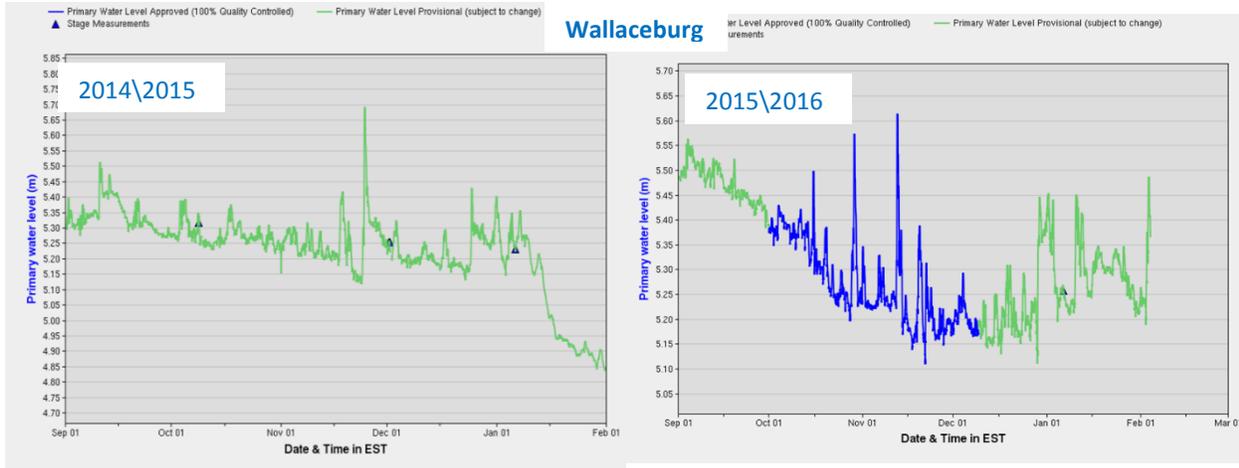


Brigden



Alvinston





- as with last year, precipitation numbers were noticeably lower in November, December and again into January ending the 12 month period with a regional deficit of 15% at 85%
- to date numbers have not improved into 2016 and snowfall remains less than anticipated
- with lower precipitation there is a risk of an impact on water reserves into summer 2016

Regional Precipitation Comparison – (MOECC Data)

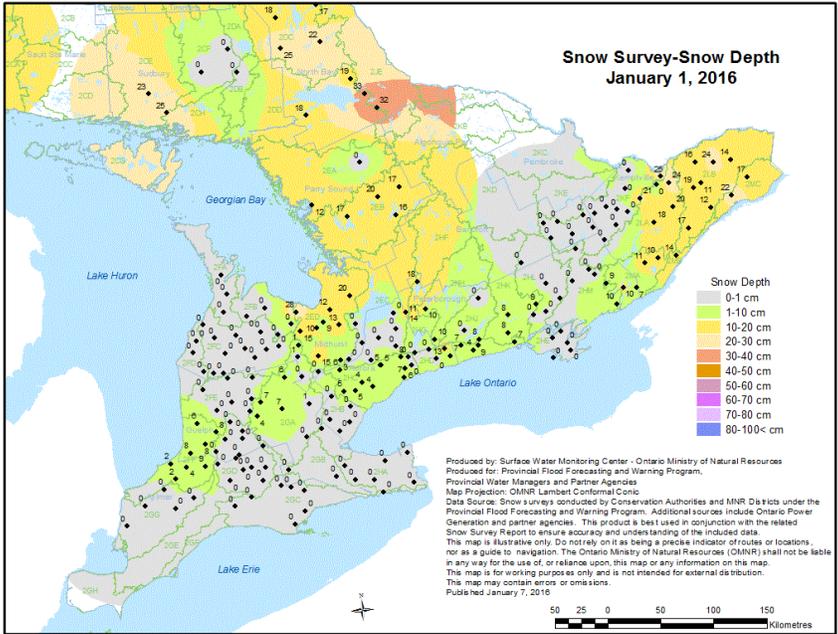
Precipitation (mm)	Sarnia		Strathroy		London		Windsor	
	Actual	Normal	Actual	Normal	Actual	Normal	Actual	Normal
Last Quarter								
January	35.2	50.1	63.6	75.3	49.6	74.2	50.4	57.6
December	54.4	68	42	92.4	68.3	88.6	85.6	74.7
November	58.2	76.4	52.6	94.5	66.4	91.1	63.1	75.5
Averages								
last 3 month totals	147.8	194.5	158.2	262.2	184.3	253.9	199.1	207.8
last 3 month % of normal	76.0%		60.3%		72.6%		95.8%	
regional average	76.2%							
last 6 month totals	357.9	431.6	345.7	504.9	356.5	514.5	480.4	448.6
last 6 month % of normal	82.9%		68.5%		69.3%		107.1%	
regional average	81.9%							
last 12 month totals	659.8	846.8	798.5	945.1	770.3	987	921.7	918.4
last 12 month % of normal	77.9%		84.5%		78.0%		100.4%	
regional average	85.2%							

Flood Threat

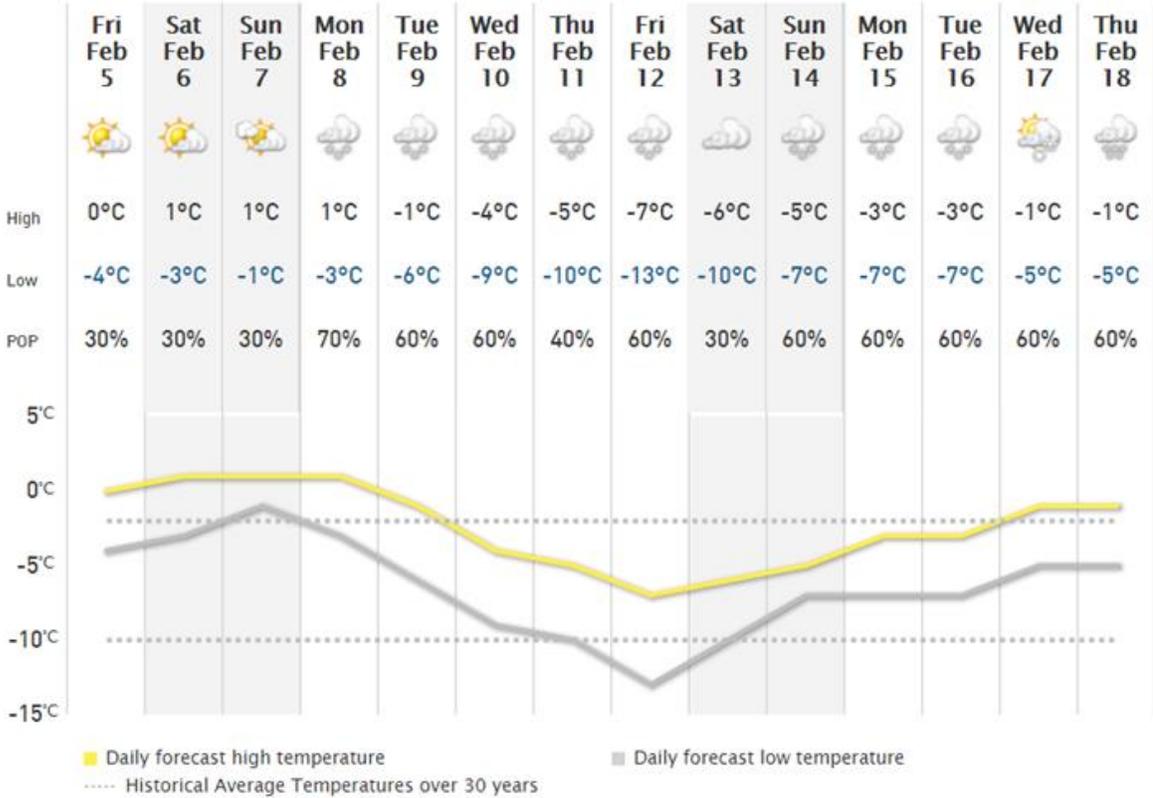
Lower precipitation conditions at the end of 2015 resulted in reduced average flows across the watershed and into the first part of 2016. Flood threat has increased somewhat into February due to variable temperatures causing snow melt and higher runoff which increased flows for short periods following these events. Temperatures are expected to continue to be above normal for the balance of February, and with Lake Huron remaining essentially open water, this may contribute to additional lake effect snowfall accumulations melting rapidly with above zero temperatures. Seasonal snow surveys

commenced November 15th with little or no snow coverage being recorded as of January 1st, however this changed with some snow accumulation mid-month but was subsequently lost recently and eliminating all snow cover. River ice conditions indicate very thin ice and most ice has now moved out of watercourses to date with the exception of slow moving areas. Conditions will continue to be monitored into early 2016 to provide a watershed conditions assessment in anticipation of the spring freshet period.

Provincial Snow Distribution –January 2016 (Source: MNR Data)

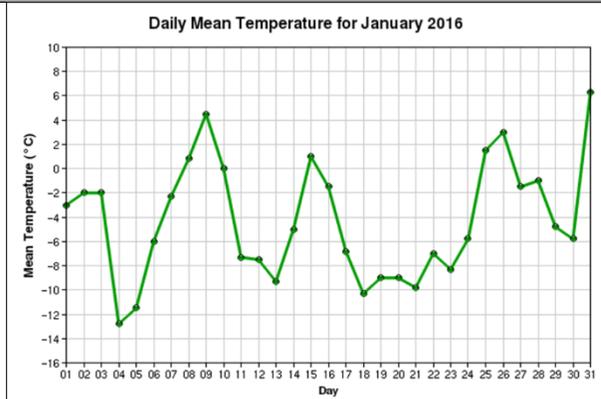
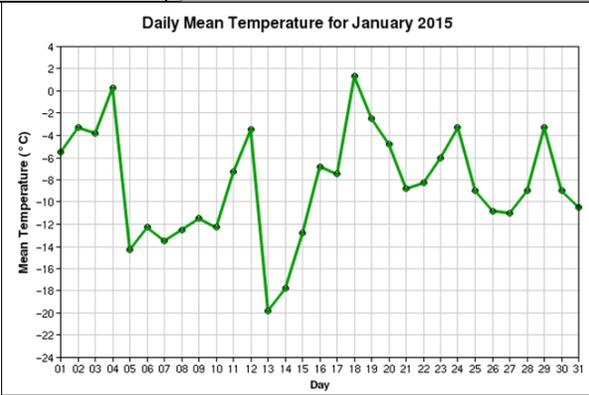


February Weather Predictions (Source: Weather Network)



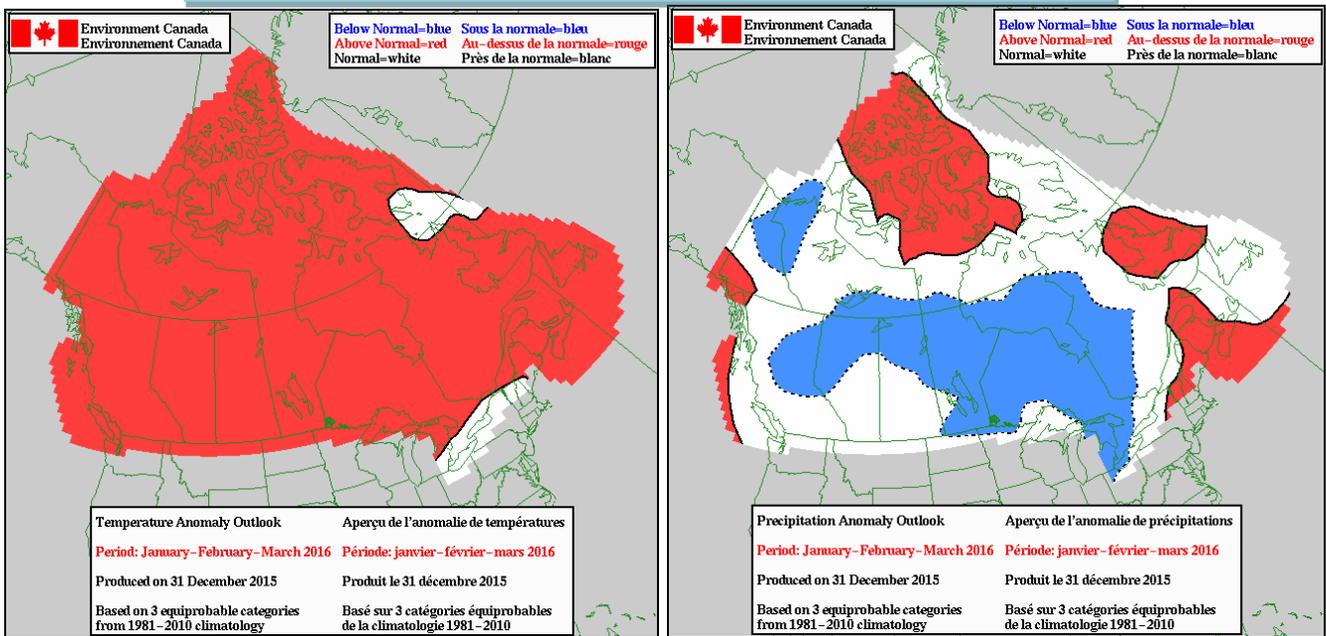
Weather Forecast (Data: Weather Network, Environment Canada, OFA)

February	•
Winter	• Slightly above normal temperatures and precipitation are expected into the winter season
12 Month Outlook Summary	



Environment Canada temperature and precipitation forecasts for the first part of 2016 predict above normal temperatures across most of the country likely as a result of **El Niño** but predicted normal in our region. Contrary to these predictions however, local temperatures have been above average. As indicated by the mean temperature comparison for January 2015 to 2016 with only 2 days above zero in 2015 and 7 days in 2016 and record setting daily maximum temperatures and many stations. Predictions for

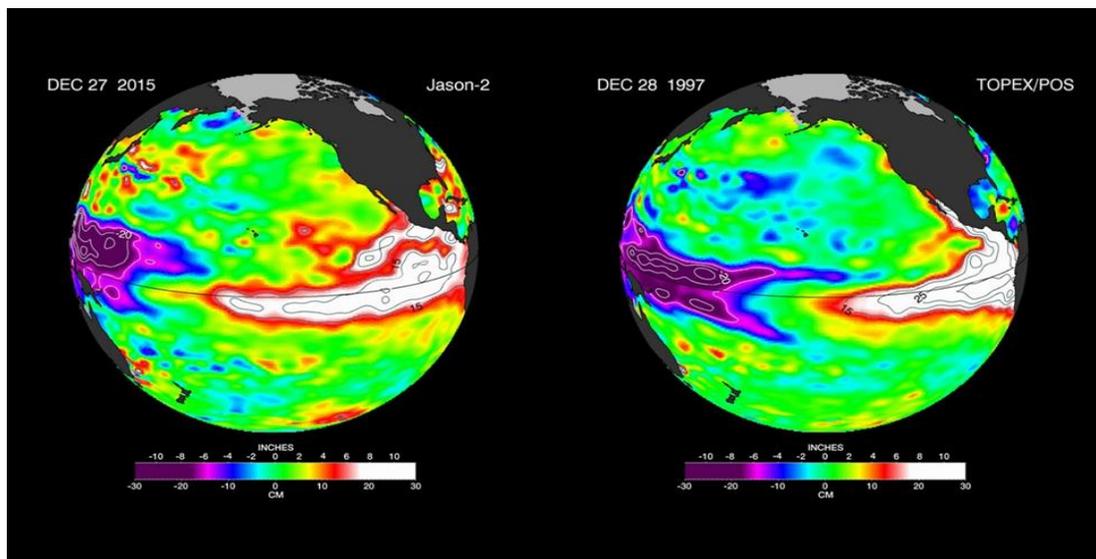
Anticipated Precipitation and Temperature Trends (Source: EC Data)



precipitation appear to be consistent with below normal values but may change as a result of open water in the Great lakes and lake effect snowfall contingent on weather patterns and prevailing wind conditions.

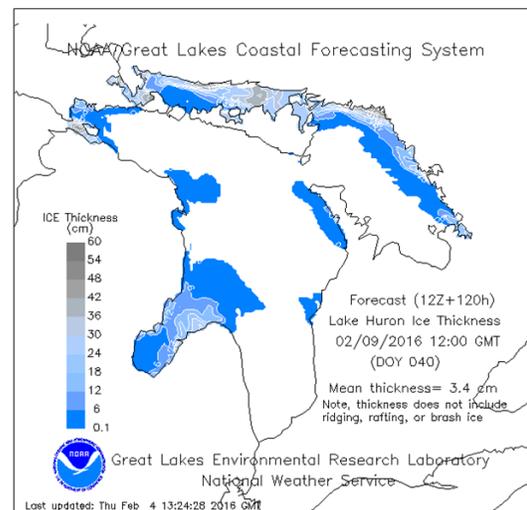
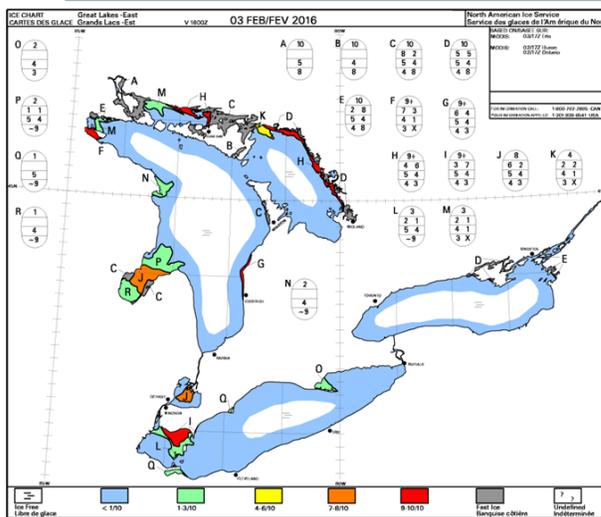
Impact of El Niño

Every two to seven years, an unusually warm pool of water - sometimes 4 to 5 degrees Fahrenheit (2 to 3 degrees Celsius) higher than normal - develops across the eastern tropical Pacific Ocean to create a natural short-term climate change event. In 2015 this warm condition, known as El Niño, appears to be migrating north along the western coast of North America and effects the weather patterns developing in western Canada which subsequently move eastward toward Ontario. This 2015\2016 phenomenon appears more prevalent than in the 1997 event.



Great Lakes Levels (Canadian Hydrometric – November 2015)

Current and forecasted Great Lakes Ice Conditions (Source: NOAA Data and Canadian Hydrographic)



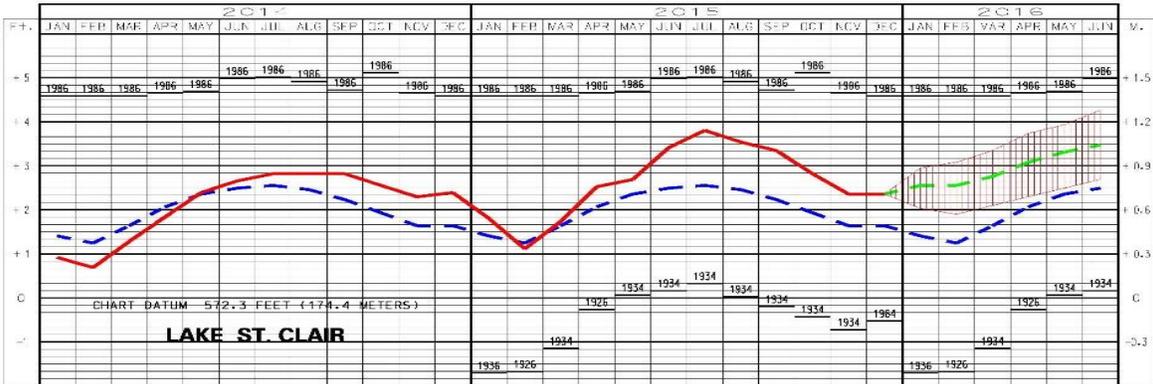
The monthly comparison for December 2015 (current available data) indicate that levels are almost identical to December of 2014 (highlighted) and remain above the 10 year average for Lake St. Clair and Lake Huron at 31cm and 58cm respectively and remain above the average for the entire period of record.

Units	Current Monthly Level	Monthly Level Last Year	Change 2015/2016	Current Month Avg for Last 10 Years	Change Current compared to 10 year	Anticipated Next Month	Average for Period of Record (96 years)
<u>Lake St. Clair</u>							
Metric (m)	175.12	175.13	-0.01	174.81	0.31	175.18	174.90
Imperial (ft)	574.54	574.57	-0.03	573.52	1.02	574.74	573.82
<u>Lake Huron</u>							
Metric (m)	176.55	176.53	0.02	175.97	0.58	176.58	176.33
Imperial (ft)	579.23	579.16	0.07	577.33	1.90	579.33	578.51

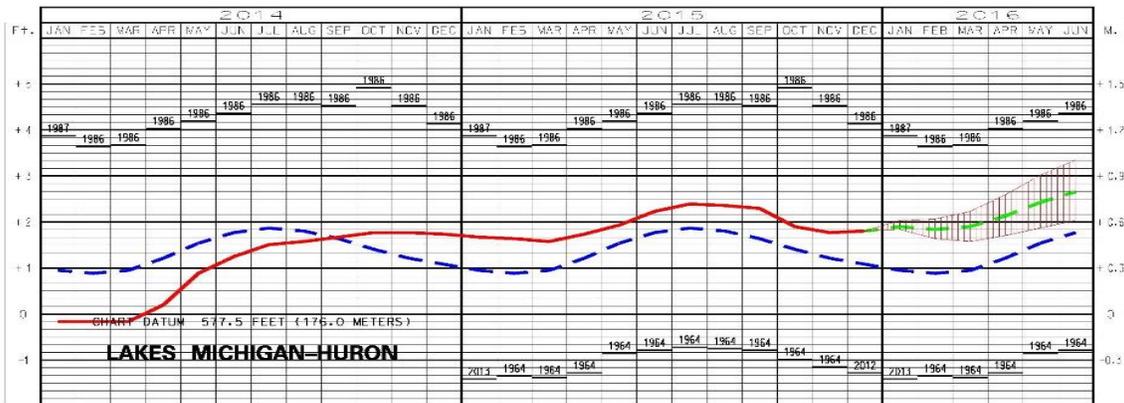


Factors effecting levels into 2016 include snowpack in the north and overall temperature conditions relating to ice conditions across the northern lakes impacting on evaporation across the system. With existing lake levels this may be a significant factor for lake level conditions in 2016. This trend continues to impact on shorelines by reducing the extent of many beaches and resulting in additional erosion to adjacent dune areas. Visual observations for September 2011 when compared to 2015 continue to indicate higher water conditions and a much smaller expanse of beach area

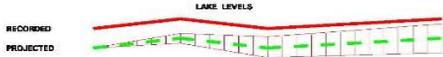
LAKE ST. CLAIR WATER LEVELS – JANUARY 2016



LAKES MICHIGAN-HURON WATER LEVELS – JANUARY 2016



LEGEND



AVERAGE **	MAXIMUM **	MINIMUM **
1985	1985	1973
1986	1986	1973
1987	1987	1973
1988	1988	1973
1989	1989	1973
1990	1990	1973
1991	1991	1973
1992	1992	1973
1993	1993	1973
1994	1994	1973
1995	1995	1973
1996	1996	1973
1997	1997	1973
1998	1998	1973
1999	1999	1973
2000	2000	1973
2001	2001	1973
2002	2002	1973
2003	2003	1973
2004	2004	1973
2005	2005	1973
2006	2006	1973
2007	2007	1973
2008	2008	1973
2009	2009	1973
2010	2010	1973
2011	2011	1973
2012	2012	1973
2013	2013	1973
2014	2014	1973
2015	2015	1973
2016	2016	1973

** Average, Maximum and Minimum for period 1918-2014

Staff Report

14.(iv)



To: Board of Directors
Date: February 3, 2016
From: Girish Sankar, Manager of Water Resources
Subject: Water & Erosion Control Infrastructure (WECI) Projects

- We continue to wrap up projects on a monthly basis. Status of other **WECI** projects is outlined below:

Structure	Project Name	Status
McKeough Dam	McKeough slope Stability investigation	Completed
McKeough Dam	McKeough Floodway Berm repair	Completed
McKeough Dam	McKeough Dam Drop structure repair	Ongoing, Reviewing quote from Contractor. Work is expected to begin March/April 2016
LAWSS	LAWSS shoreline repair	Completed
ARDA Dykes	Hazard Tree Removal	Completed

McKeough Drop Structure Repair:

- restoration work is planned for Spring 2016
- existing coating will be removed
- slab surface will be prepared with sand blasting
- some cracks may need to be ground a bit deeper
- cracks will be fixed by injecting Resins to prevent water penetration
- protective coating will be applied on all treated areas.



Staff Report

14.(v)



To: Board of Directors
 Date: February 5, 2016
 From: Girish Sankar, Manager of Water Resources
 Subject: Water & Erosion Control Infrastructure (WECI) Projects

- potential applications for WECI projects are being reviewed by Authority Staff
- 2016- 2017 Projects should be submitted by February 24 2016
- once submitted, all applications will be reviewed by a committee of provincial and conservation authority staff representatives in March and will be ranked in comparison to all submitted projects from across the Province
- list of approved projects is anticipated in May or early June
- list of potential WECI projects is outlined below

Structure	Project Name	Description of Work	Total Project Cost (\$)	Grant Requested (\$)
Courtright Park	Courtright Park Shoreline restoration	design, tender and rehabilitate shoreline at Courtright Park along St. Clair River using armourstone and riprap.	\$600,000	\$300,000*
Sarnia Shoreline Protection	Shoreline Repair (Helen and Kenwick Sts) Phase 1	carry out construction of Phase 1 from the recommendation of engineering study.	500,000	250,000*
W. Darcy Mckeough Dam	Slope Restoration	repair slopes along the McKeough floodway	\$100,000	\$50,000
Esli Dodge Dam	Esli Dodge Repair Project	repair of Concrete cable/retaining wall	\$10,000	\$5,000
L.C.Henderson Weir #1	L.C.H. Outfall Repair Project	spillway Repair	\$20,000	\$10,000
Head Street	Stop log replacement	replace wooden stop logs with Aluminum logs	\$25,000	\$12,500
Petrolia Dam	Stop log replacement	replace wooden stop logs with Aluminum logs	\$25,000	\$12,500
W. Darcy Mckeough Dam	Dam Safety Review	detailed safety review of Darcy McKeough Dam	\$30,000	\$15,000

* Not in approved 2016 budget. Will require approval from the City of Sarnia for matching funds - \$550,000

January 31, 2016

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
Melissa Deisley, Regulations Officer

A summary of staff activity related to the Conservation Authority’s *Development, Interference of Wetlands and Alterations to Shorelines and Watercourses Regulation* (Ontario Regulation 171/06 under Ontario Regulation 97/04) is presented below. This report covers the period from November 1, 2015 to January 31, 2016.

November 1, 2015 to November 30, 2015

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
11073	Ontario Power Generation 1886 St. Clair Parkway Lot 13-14, Concession Front Geographic Township of Moore Township of St. Clair County of Lambton	Installation of Discharge Pipe to Hawkins Drain	<ul style="list-style-type: none"> • Proposed works should not negatively impact flood flows, velocities or elevations; • Hydrology should not be negatively impacted by the proposed 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; 	Nov 10
11074	St. Clair Township LaSalle Line Lot 27, Concession 12 Geographic Township of Moore Township of St. Clair County of Lambton	Installation of New Watermain along LaSalle Line via HDD	<ul style="list-style-type: none"> • Pipeline crossings of a watercourse using the directional drilling method are considered minor works; • Entry/exit pits are a suitable setback from the banks of the watercourse; • Appropriate generic mitigation measures have been developed, and will be employed to control sediment and erosion; • 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; 	Nov 3
11079	Union Gas Ltd. Lot 11, Concession 6 Geographic Township of Brooke Township of Brooke-Alvinston County of Lambton	Integrity Dig-Trafalgar Pipeline	<ul style="list-style-type: none"> • Investigating and Repairing an existing pipeline is considered minor works; • Appropriate mitigation measures have been developed 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 or grade are required; • The site will be restored to its original, or better, condition upon completion of works. 	Nov 3

			<ul style="list-style-type: none"> No in-water works required, works will be conducted greater than 5m from the open watercourse; 	
11080	Bert & Rita Veens 7729 Birnam Line Lot 17, Concession 4 NER Geographic Township of Warwick County of Lambton	Construction of Addition, Attached Garage, and Pole Barn	<ul style="list-style-type: none"> Addition will match existing grades and elevations of existing dwelling; Proposed works will not alter flow velocities or elevations; Proposed works are minor addition; Proposed works maintain a suitable setback from the watercourse; Excess fill will be removed offsite; There will be no alterations to minimum lowest openings; 	Nov 10
11081	Union Gas Ltd. c/o Alicja Pagaduan Century Drive Lot 14, Concession 4 Lot 12, Concession 5 Geographic Township of Caradoc Township of Strathroy-Caradoc County of Middlesex	Install New NPS 2" Pipeline via HDD	<ul style="list-style-type: none"> Pipeline crossings of a watercourse using the directional drilling method are considered minor works; 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; 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; 	Nov 13
11082	Ducks Unlimited Canada c/o Craig Berga Lot 12, Concession 14 Geographic Township of Dover Municipality of Chatham-Kent County of Kent	Sump Replacement/Tile Drain Decommission	<ul style="list-style-type: none"> The proposed works will have no impact on flood flows or elevations; Works will not aggravate erosion; Proper sediment and erosion control measures, including best management practices will be utilized; Work will be conducted in the dry and will not be conducted when flows are present due to local rain events, storms or seasonal flooding; Disturbed areas of the work site will be stabilized immediately and re-vegetated as soon as possible; 	Nov 20
11083	Lauri & Jamie Doig 2881 LaSalle Line Lot 2, Concession 12 Geographic Township of Moore St. Clair Township County of Lambton	Construction of an Attached Garage	<ul style="list-style-type: none"> Addition will match existing grades and elevations of existing dwelling; Proposed works will not alter flow velocities or elevations; Proposed works are minor addition; Proposed works maintain a suitable setback from the watercourse; Excess fill will be removed offsite; There will be no alterations to minimum lowest openings; 	Nov 23
11084	Sun Canadian Pipeline Company Ltd. c/o Paul Lane 9514 Gold Creek Drive Lot 1, Concession 5 Geographic Township of Lobo County of Middlesex	Pipeline Lowering & Cover Remediation Work	<ul style="list-style-type: none"> Investigating and Repairing an existing pipeline is considered minor works; Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; The site will be restored to its original, or better, condition upon completion of works. No in-water works required, works will be conducted greater than 60m from the open watercourse; 	Nov 24
11085	Bear Creek Golf & Country Club Inc. c/o John Lally 571 Metcalfe Street East	Golf Course Realignment Works	<ul style="list-style-type: none"> Proposed works will not cause or aggravate slope instability; Proposed works will have no impact on flood flows or elevations; No alterations to the slope or grade of the East Sydenham River are required; 	Nov 24

	Bear Creek Golf Course Lot 25, Concession 4 SER Geographic Township of Adelaide Middlesex County		<ul style="list-style-type: none"> • 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/fill will be removed off site; • Disturbed soils are to be stabilized and re-vegetated immediately after completion of the works; • The site will be restored to its original, or better condition upon completion of works; 	
11087	Union Gas Ltd. c/o Michelle Landuyt Lot 10, Concession 12 Geographic Township of Dover Municipality of Chatham-Kent County of Kent	Construct New NPS Pipeline	<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; • 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 	Nov 26
11088	Ducks Unlimited Canada c/o Craig Berga Lot 13, Concession 14 Geographic Township of Dover Municipality of Chatham-Kent County of Kent	Repair Dyke Slopes from Beaver/Muskrat Damage	<ul style="list-style-type: none"> • The proposed works will have no impact on flood flows or elevations; • Works will not aggravate erosion; • Proper sediment and erosion control measures, including best management practices will be utilized; • Work will be conducted in the dry and will not be conducted when flows are present due to local rain events, storms or seasonal flooding; • Disturbed areas of the work site will be stabilized immediately and re-vegetated as soon as possible; 	Nov 26
11090	Marge Rutten 5474 Huron View Avenue Lot 71, Concession WOLR Geographic Township of Bosanquet County of Lambton	Construct a Renovation and Addition	<ul style="list-style-type: none"> • Does not create greater risk to hazard/or precedent on street/reach of shoreline; • Proposed dwelling addition is outside the 6 m top of bank setback and maintains existing side lot access; • No alterations to slope are required, proposed works will not aggravate erosion; • Drainage will be directed away from the top of bank of the slope; • Excess fill will be removed from the regulated area; • Disturbed areas will be reseeded upon completion of the works; 	Nov 26

December 1, 2015 to December 31, 2015

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
11086	Agri-urban c/o Brian Fitzgerald 1835 Lambton Line Lot 19, Concession 6 Geographic Township of Sombra St. Clair Township	Construction of New Accessory Structure (Storage Building)	<ul style="list-style-type: none"> • Proposed location maintains a setback greater than 33m from the edge of the watercourse; • No alterations to the slope are required; • Grading and drainage will remain unchanged from existing; • Excess fill to be removed from the regulated area; 	Dec.1

	County of Lambton		<ul style="list-style-type: none"> Disturbed areas will be reseeded upon completion of the works; The proposed works will have no adverse impact on the control of erosion; Proposed works to be flood proofed as part of condition to build 	
11089	Steve Chitovas & Ron Lawton 1698 Lakeshore Road Lot 40, Concession 9 Geographic Township of Sarnia County of Lambton	Repairing of Existing Groyne	<ul style="list-style-type: none"> Works are repairing of an existing structure; Works to be completed from a barge; The proposed works will have no impact on flood flows or elevations; The proposed structure is consistent with exiting groynes in the area and does not project or encroach within the lake channel in such a manner that it effects, aggravates or creates ice jamming or interferes with ice breaking activities; 	Dec. 1
11091	Municipality of Chatham-Kent c/o Matthew Link Dufferin Ave Lot 2, Concession 2 GORE Geographic Township of Chatham Municipality of Chatham-Kent County of Kent	Installation of New Watermain along Dufferin Ave under Dykeman Drain via HDD	<ul style="list-style-type: none"> Pipeline crossings of a watercourse using the directional drilling method are considered minor works; Entry/exit pits are a suitable setback from the banks of the watercourse; Appropriate generic mitigation measures have been developed, and will be employed to control sediment and erosion; Suitable Drilling Procedures, Environmental Compliance, and Restoration Prescription are in place; Disturbed areas will be reseeded upon completion of the works; 	Dec 4
11092	Janet Gaunt 4268 Bluepoint Drive Lot 3, Plan 448 Lot 40, Concession Front Geographic Township of Plympton County of Lambton	Construct New Single Family Dwelling	<ul style="list-style-type: none"> Proposal meets requirements of the SCRCA Lake Huron Shoreline Development Policy; 	Dec 3
11093	Sun Canadian Pipeline Company Ltd. c/o Paul Lane 4791 Waterworks Road Lot 4, Concession 1 Geographic Township of Sarnia County of Lambton	Pipeline Cover Remediation Work	<ul style="list-style-type: none"> Investigating and Repairing an existing pipeline is considered minor works; Appropriate mitigation measures have been developed 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 or grade are required; The site will be restored to its original, or better, condition upon completion of works. Works to be completed during low water level conditions; 	Dec 8
11094	Union Gas Ltd. c/o Colin Joyce Twelve Mile Road, Denfield Road, Ilderton Road Lot 26, Concession 12 Lot 28, Concession 12 Lot 29, Concession 11 Geographic Township of London Municipality of Middlesex Centre County of Middlesex	Install New NPS 4" Pipeline via HDD	<ul style="list-style-type: none"> Pipeline crossings of a watercourse using the directional drilling method are considered minor works; 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; Suitable Drilling Procedures, Environmental Compliance, and Restoration Prescription are in place; Disturbed areas will be reseeded upon completion of the works; 	Dec 24

January 1, 2016 to January 31, 2016

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
11096	<p>Nazem Lubus 1342 Hillcrest Nisbet Drive Lot 50, Concession 9 Geographic Township of Sarnia County of Lambton</p>	<p>Construct New Single Family Dwelling (Tear Down & Rebuild)</p>	<ul style="list-style-type: none"> Proposed works meet SCRCA Lake Huron Shoreline Development Policy; The proposal will not negatively affect erosion/dynamic beach processes; Works do not encroach closer than existing dwelling; Works are located outside the defined portions of dynamic beach hazard; Does not create a greater risk to hazard and/or precedent on street/reach of shoreline; 	Jan 8
11098	<p>Municipality of Oil Springs c/o Chris Bunting, Xplornet Communications Inc. 4596 Oil Springs Line Lot 16, Concession 3 Geographic Township of Enniskillen County of Lambton</p>	<p>Construct a Communications Tower</p>	<ul style="list-style-type: none"> Proposed works designed based on geotechnical evaluation; Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; The proposed works will have no impact on slope stability; Works will not aggravate or be aggravated by erosion processes; 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. 	Jan 12
11099	<p>Wayne & Sharry Ego 4608 Old River Road Lot E, Concession 5 Geographic Township of Sombra Township of St. Clair County of Lambton</p>	<p>Construction of an Addition & Covered Porch</p>	<ul style="list-style-type: none"> Addition will match existing grades and elevations of existing dwelling; Proposed works are a minor addition with crawl space only basement; Proposed works maintain suitable setback from the watercourse; Excess fill will be removed offsite; There will be no alterations to minimum lowest openings; Grades around addition will match existing grades; 	Jan 15
11100	<p>Mike Steele 7161 Bonnie Doone Road Lot 24, Concession Front Geographic Township of Plympton County of Lambton</p>	<p>Construction of a Garage Addition</p>	<ul style="list-style-type: none"> Does not create greater risk to hazard/or precedent on street/reach of shoreline; Proposed dwelling addition maintains suitable setback from the watercourse and maintains existing side lot access; No alterations to slope are required, proposed works will not aggravate erosion; Drainage will be directed away from the top of bank of the slope; Excess fill will be removed from the regulated area; 	Jan 14
11102	<p>Ben Trembley 1064 Oil Springs Line Lot 20, Concession 3 Geographic Township of Moore St. Clair Township County of Lambton</p>	<p>Construction of a Mud Room Back Entry and Attached 2 car garage</p>	<ul style="list-style-type: none"> Addition will match existing grades and elevations of existing dwelling; Proposed works will not alter flow velocities or elevations; Proposed works are minor addition; Proposed works maintain a suitable setback from the watercourse; Excess fill will be removed offsite; There will be no alterations to minimum lowest openings; 	Jan 19
11103	<p>Union Gas Ltd. c/o Ryan Park 3332 Bentpath Line</p>	<p>Expansion of Dawn H Compressor Station</p>	<ul style="list-style-type: none"> Appropriate 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; 	Jan 21

	Lot 27, Concession 2 Geographic Township of Dawn Township of Dawn-Euphemia County of Lambton		<ul style="list-style-type: none"> • The proposed works will have no adverse impact on flood flows or elevations; • 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; • Proposed works will have no adverse hydrologic impact to the wetlands; 	
11104	Sarnia Yacht Club c/o Richard DesRosiers 1220 Fort Street Lot 69, Concession 0 Geographic Township of Sarnia County of Lambton	Sarnia Yacht Club Hydraulic Dredge	<ul style="list-style-type: none"> • Appropriate mitigation measures have been developed and will be employed to control sediment and erosion; • Work to be completed within the appropriate fisheries timing window; • The proposed works will have no impact on flood flows or elevations; 	Jan 28

Recommended and approved by:

Dallas Cundick, Environmental Planner/Regulations Officer

Melissa Deisley, Regulations Officer

Patty Hayman, Director of Planning

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

Municipal drain November – December 2015 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				2015 November	
FHR #	Municipality	Geographic Township	Drain Name	Project Description	SCRs Issued
2606	Plympton-Wyoming	Plympton	Hicks Drain	Bottom cleanout, plus one side bank	1
2607	Plympton-Wyoming	Plympton	Kernohan O'Donnell Drain	Bottom cleanout plus one side bank	1
2608	Plympton-Wyoming	Plympton	Park Drain	Bottom cleanout plus one side bank	1
2609	Plympton-Wyoming	Plympton	Greendees Drain	Culvert Replacement	1
2610	Plympton-Wyoming	Plympton	Paul Drain	Bottom cleanout plus one side bank	1
2613	Plympton-Wyoming	Plympton	Aberarder Creek and Kernohan O'Donnell Drain	Bottom cleanout plus one side bank	1
2614	Warwick	Warwick	Gilliland-Geerts Drain	Bottom cleanout, brushing bank slope	2
2616	Adelaide-Metcalf	Metcalf	Douglas Branch/Browne Drain	Bottom cleanout, light brushing	3
2620	St. Clair	Sombra	Whitebread Drain	Bottom cleanout, brushing side slope	2

2621	Chatham-Kent	Zone	Simecki Drain	Culvert replacement	1
2622	Southwest Middlesex	Ekfrid	Douglas Branch/Browne Drain	Bottom cleanout, brushing bank slope, brushing top of bank	3

***Note**

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

SCRCA Planning Activity Summary for the month of November 2015

14.(viii)

File Ref.	Municipality	Geographic Twp	Lot	Concession	Street
LL 2015	ADELAIDE-METCALFE	METCALFE	LOT 8	CON 5	
ZBA 2015	ADELAIDE-METCALFE	ADELAIDE	LOT 1	CON 1 NER	
LL 2015	ADELAIDE-METCALFE	METCALFE	LOT 8	CON 5	MELWOOD DRIVE
SEV B69/15	CHATHAM-KENT	CHATHAM	LOT 3	CON 15	FRASER ROAD
FI 2015	DAWN-EUPHEMIA	DAWN	LOT 13	CON 5	IRSIH SCHOOL ROAD
LL 2015	LAMBTON SHORES	BOSANQUET	LOT 9	CON 16	FULLER ROAD
LL 2015	LAMBTON SHORES	BOSANQUET	LOT 18	CON 12	KINNAIRD ROAD
FI 2015	PLYMPTON-WYOMING	PLYMPTON	LOT 9	CON FRONT	DEVONSHIRE ROAD
VAR A17/15	PLYMPTON-WYOMING	PLYMPTON	LOT 7	CON FRONT	DANA STREET
VAR A56/15	SARNIA	SARNIA	LOT 39	CON 9	LAKESHORE ROAD
FI 2015	SARNIA	SARNIA	LOT 17	CON 3	PLANK ROAD
LL 2015	SARNIA	SARNIA	LOT 20	CON 6	EXMOUTH STREET
FI 2015	SARNIA	SARNIA	LOT 63	CON 9	BEACH LANE
GI 2015	SARNIA	SARNIA	LOT 9	CON 9	LAKESHORE ROAD
EA 04 2015	SARNIA	SARNIA	LOT 71	CON FRONT	
FI 2015	ST. CLAIR	MOORE	LOT 19	CON 10	PETROLIA LINE

SCRCA Planning Activity Summary for the month of December 2015

File Ref.	Municipality	Geographic Twp	Lot	Concession	Street
SEV B04/2015	ADELAIDE-METCALFE	ADELAIDE	LOT 18	CON 5 SER	PIKE ROAD
OPA 1 ZBA 07 08	ADELAIDE-METCALFE	ADELAIDE	LOT 19	CON 5 SER	PIKE ROAD
OPA 42	CHATHAM-KENT	DOVER	LOT 13	CON 14	BASSETTE LINE
SEV B71/15	CHATHAM-KENT	CHATHAM	LOT 13	CON 11	GREEN VALLEY LINE
ZBA 2014	CHATHAM-KENT	CHATHAM	LOT 1	CON 2 GORE	DUFFERINE AVE.
VAR A35/15	CHATHAM-KENT	DOVER	LOT 12	CON 9	WINTERLINE ROAD
FI 2015	DAWN-EUPHEMIA	DAWN	LOT 11	CON 4	IRISH SCHOOL ROAD
SEV B003/2015	ENNISKILLEN	ENNISKILLEN	LOT 9	CON 12	MARTHAVILLE ROAD
SEV B34/15	MIDDLESEX CENTRE	LONDON	LOT 29	CON 10	DENFIELD ROAD
GI 2015	MIDDLESEX CENTRE	LONDON	LOT 24	CON 14	
OP 2015	PETROLIA	ENNISKILLEN	LOT 12	CON 11	
FI 2015	PLYMPTON-WYOMING	PLYMPTON	LOT 2	CON 2	CONFEDERATION LINE
FI 2015	PLYMPTON-WYOMING	PLYMPTON	LOT 7	CON 10	QUEEN STREET
SEV B27 B28	SARNIA	SARNIA	LOT 25	CON FRONT	HURON SHORES DRIVE
FI 2015	SARNIA	SARNIA	LOT 2	CON 2	CHURCHILL LINE
VAR A57 A58	SARNIA	SARNIA	LOT 25	CON FRONT	HURON SHORES DRIVE
LL 2015	SOUTHWEST MIDDLESEX	EKFRID	LOT 4	CON 3	CENTURY DRIVE
EA 18 2015	ST. CLAIR	SOMBRA	LOT 16	CON 11	
FI 2015	ST. CLAIR	SOMBRA	LOT E	CON 7	PRINCESS STREET
SEV B07/15	ST. CLAIR	SOMBRA	LOT 17	CON 5	KENT LINE
LL 2015	STRATHROY-CARADOC	CARADOC	LOT 14	CON 10	LOTHIAN AVENUE
FI 2015	STRATHROY-CARADOC	CARADOC	LOT 11	CON 9	WALKERS DRIVE
SUB 39T SC1201	STRATHROY-CARADOC	CARADOC	LOT 18	CON 3	GLENDON ROAD
SEV B02/15	WARWICK	WARWICK	LOT 18	CON 4 SER	NAUVOO ROAD

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 Assessments
SUB-Subdivision

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

FI – Regulations Inquiry
NM – Nutrient Management
PTTW- Permit to Take Water
SPA-Site Plan Approval

Meetings**November**

- Nov 6 – CO Agricultural S. 28 Permits, Black Creek Pioneer Village – D. Cundick
Nov 9 – Wetland Policy Meeting - D. Cundick, M.D., E.C., S.H., K.S.,
Nov 10 – WOCA GIS – Conference Call – C. Durand
Nov 13 – mtg with Enniskillen landowner J. Vanderwol re Severance in hazard – P.Hayman/M.Deisley
Nov 16 – preLatornell Mining and Lands Commissioner and FOI workshop – P. Hayman/M. Deisley
Nov 17, 18 – Latornell – D. Cundick, M.Deisley, A. Seidler
Nov 18 – re 1070 Bruce St Sarnia OMB mtg with Sarnia planner and appellant solicitor – P. Hayman
Nov 25 – Lambton Cty Natural Heritage study update and moving forward – mtg with Dave Posliff
Nov 25 – St. Clair River AOC Fish and Wildlife Habitat Management Plan Work Shop – D. Strang, E. Carroll, S. Hodgkiss
Nov 26 – Canadian Remedial Action Plan Implementation Committee Meeting, Sarnia, ON – D. Strang, B. McDougall, G. Sankar,
S. Clark

December

- Dec 1 – AOC BPAC Canada in Sarnia – P. Hayman/D. Strang
Dec 2 – Coastal Working Group TRCA – D. Cundick
Dec 2 – Friends of the St. Clair River Meeting – D. Strang, E. Carroll
Dec 3 – Baldoon Golf Course EIS – B. McDougall, S. Hodgkiss
Dec 4 – Freedom of Information Session, LSRCA – D. Cundick, B.M., S.K., T.P.,
Dec 7 – Poplar Woods Development DAR – S. Hodgkiss
Dec 9 – State of the Strait Conference, Ypsilanti, Michigan – D. Strang
Dec 10- MNRF/CA Cross Training @ GRCA – P. Hayman presentation to SW CA and MNRF staff

Staff Report

14.(ix)



To: Board of Directors
Date: February 2, 2016
From: Donna Strang, Remedial Action Plan (RAP) Coordinator
Subject: St. Clair River Area of Concern (AOC)

OFFICIAL Re-designation of the “Degradation of Aesthetics” Beneficial Use Impairment (BUI):

Environment and Climate Change Canada (ECCC) along with the Ontario Ministry of the Environment and Climate Change (OMOECC) have approved the re-designation of the “*Degradation of Aesthetics*” BUI to “Not Impaired” in the St. Clair River AOC, pursuant to the provisions of the Great Lakes Water Quality Agreement, 2012. A letter confirming the re-designation was received from the ECCC Regional Director General, Michael Goffin. In his letter, Mr. Goffin congratulated and recognized the contributions of the numerous agencies and organizations working towards “de-listing” the St. Clair River including the St. Clair Region Conservation Authority.

In 1991, the “*Degradation of Aesthetics*” BUI was identified as “Impaired” due to the unsightly presence of floating scums and obnoxious odours on the St. Clair River originating primarily from industrial and municipal spills and discharges. Since then, improved regulations and legislation have significantly reduced the size and frequency of spills to the St. Clair River. In addition, municipal and industrial discharges have decreased by 85% and 80%, respectively. The recommendation to re-designate this BUI to “Not Impaired” followed three years of aesthetics monitoring, the application of an Aesthetics Quality Index and surveys of local water users, all indicating significant improvements in the aesthetics of the St. Clair River.

An announcement and celebration event was held in September 2014 to acknowledge the local approval for the re-designation, however, ECCC and OMOECC concurrence constitutes the final step in the St. Clair River AOC BUI re-designation process.

The re-designation of the “Degradation of Aesthetics” BUI constitutes the third BUI to become “Not Impaired” in the St. Clair River AOC. Presently, six BUIs remain “Impaired” and three are “Requiring Further Assessment”.



2016 Special Events

14.(x)

A.W. Campbell Maple Syrup Festival, March 19 - 20, 10:00 - 3:00
A.W. Campbell Conservation Area

Sydenham River Canoe Race, April 17, Registration 10:00 - 11:00 (Mossie Line at the Sydenham River) Race ends at the Shetland Conservation Area

Denning Bros. Funeral Home Memorial Forest Dedication, May 29, 2:00
Centennial Park, Strathroy

Member's Project Tour, June 23

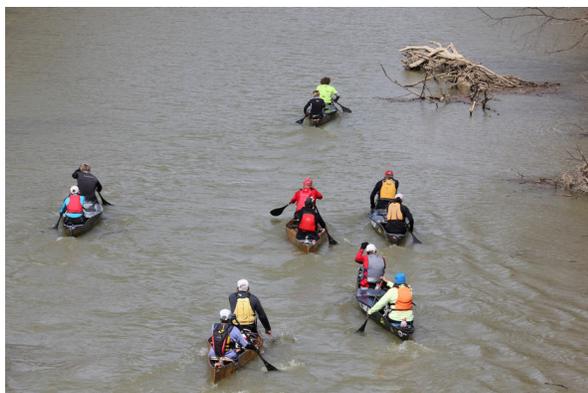
Great Canadian Shoreline Cleanup, September 10, 9:00 - 11:00, Ipperwash Beach

McKenzie and Blundy Memorial Forest Dedication, September 18, 2:00
Wawanosh Wetlands Conservation Area

Geocaching Event, September 18, 9:00 am Lorne C. Henderson Conservation Area

Foundation Memorial Forest Dedication, September 25, 2:00
Lorne C. Henderson Conservation Area

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



Staff Report

14.(xi)



To: Board of Directors
Date: February 3, 2016
From: Jessica Van Zwol, Healthy Watershed Specialist
Subject: Healthy Watersheds Program

Outreach and Education Funding for improving awareness and understanding regarding soil health, water quality and pollinator species was secured through the Great Lakes Agricultural Stewardship Initiative (GLASI), which is administered through Ontario Soil and Crop Improvement Association (\$13,140 for Year 1, \$21,500 each for Years 2 & 3). This grant will provide funding for a stewardship bus tour, soil health workshop on February 11, 2016, and a mail out in the spring to farmers, advertising the importance of the Farmland Health Checkups, soil health, water quality, and pollinator species.

Staff attended the **Lambton Soil and Crop Improvement Association (LSCIA) Winter Meeting** in Wyoming December 2. We set up a booth and had literature available regarding our Tree Planting Program, GLASI brochures, Species at Risk, and other granting program information.

On January 6 & 7, Jessica Van Zwol and Jeff Sharp had a booth at the Southwest Agricultural Conference in Ridgetown. Farmers stopped by to ask questions about GLASI, tree planting, and stewardship projects. We spoke to about 30 farmers.



Kathy Butler the **Outstanding Farmer of the Year Award**. Jessica Van Zwol spoke in front of 100 LSCIA members to discuss available grants, GLASI initiatives,

At the Annual General Meeting of LSCIA on **January 15th**, Steve Arnold, Chair of the Board of Directors & Mayor of St. Clair Township awarded Allan and

Soil Test Clinic

WHAT: **FREE** clinic on understanding your soil test results and how to adjust the levels in your fields.
Bring your soil test results to discuss!

WHEN: Thursday February 11, 2016 1:30—3:30 pm

WHERE: Brooke-Alvinston Community Centre
3310 Walnut St, Alvinston

Peter Johnson will answer your questions about soil tests and adjusting nutrient levels in your fields. Learn how to sample your fields accurately and about fertilizer applications.

**Free soil kit
for registered participants**

Please RSVP

For more information or to RSVP, please contact
Jessica Van Zwol, 519-245-3710 or
jvanzwol@scrca.on.ca



and our soil health workshop. A booth was set up at this event as well and staff spoke to over ten individuals regarding tree planting, GLASI grants, and stewardship projects.

Peter Johnson of Real Agriculture will be hosting our **soil health clinic** in Alvinston February 11. To date, we have 20 farmers registered to attend.

Staff will also be manning a booth at the **Middlesex Soil and Crop Improvement Association Annual General Meeting** February 17.

We now have a Twitter account! Check out @SCRCA_water for our latest tweets! (but don't forget our Facebook page either for the latest information about campgrounds, events and interesting environment pictures and videos).

Stewardship projects – **Grants available** SCRCA secures funding to support landowner implemented stewardship projects including riparian buffers, block tree planting, windbreaks, wetlands, and erosion control measures. Staff meet with landowners and offer advice and project design and where applicable, support projects with grants. Call today for more information. For the 2015-2016 fiscal year, **nearly \$155,000 were allocated to public and private landowner** stewardship projects in Lambton Shores and the Sydenham River Watershed from Ontario Ministries of Agriculture, Food, and Rural Affairs, Environment and Climate Change, and Natural Resources and Forestry; Environment Canada, and Middlesex Stewardship Council.

**SCRCA Joint Health & Safety
Committee Meeting
Minutes - Wednesday, September 23, 2015, 8:30 am**

14.(xii)
Lower Board Room
205 Mill Pond Crest.
Strathroy, ON

Meeting called by:	JHSC Committee	Type of meeting:	Quarterly
Facilitator:	Steve Clark	Minutes:	Lisa Atkinson
Attendees:	Kevan Baker, Steve Clark, Jeff Sharp, Don Skinner, Lisa Atkinson (recorder)		

Minutes of Agenda Items

1. Approve June 15, 2015 meeting minutes

Discussion:

- some JHSC members did not have copies of agenda and minutes

Action Item(s):

- **Heather** to provide email a week prior to meeting to supply minutes from previous meeting and agenda.

Motion: that "The Minutes of the June 15, 2015 meeting be approved as printed."

Moved/Seconded/Carried – Jeff/Don/Carried

2. Business arising from the minutes

2.1. Review of Action Items

Steve Clark to report on:

- **establishing sub-committee for time sensitive policy approvals** (*June 15, 2015 - item 2.1- JHSC Committee*)

Discussion:

- create fast track process for time sensitive issues and policy changes that cannot wait until next meeting
- currently minimum JHSC meeting is quarterly
- will call a Health and Safety meeting outside regular schedule

Action Item(s):

- time sensitive issues to be addressed on an as required basis (**JHSC**)

- **update of Inspection Schedule** (*June 15, 2015 - item 3.2- JHSC Steve & Kevan*)

Discussion:

- updated and posted by Heather on Health and Safety board in Strathroy
- distributed to other areas to post on their boards

- **update on bulletins re: Vector Borne Diseases** (*June 15, 2015 - item 4.2 – Rick & Heather*)

Discussion:

- no recent bulletins received from Health Unit to send to staff

- **update to section 1.0 of Health & Safety Manual / Health and Safety Policy Statement** (*June 15, 2015 - item 4.3 - Heather*)

Discussion:

- completed
- Health & Safety Policy Statement has been updated and distributed for posting on bulletin boards
- Policy Statement has been removed from Health & Safety Policy Manual as it was also in the Administration manual (reference to changes added to Change Log)

- **review of Harassment Policy and Procedures for policy manual and posting on bulletin boards** (*June 15, 2015 - item 4.3 - JHSC*)

Discussion:

- Completed – will use Harassment & Workplace Policy contained within the Administration Manual.

Action Item(s):

- **Heather** to copy from Administration Manual and print and distribute to all areas for posting

- **placement of Vehicle Policy in all SCRCA vehicles** (*June 15, 2015 - item 4.5 - Heather*)
Discussion:
 - Completed
 - Distributed for adding / added to each vehicle during September 1st vehicle inspections
 - Possibly reorganize binders to put Daily Driving Log at the front
 - decided to leave where currently placed so instructions precede forms
 - **review of Vehicle Policy to reflect more specific info. on minor and major defects** (*June 15, 2015 - item 4.5 – Steve C.*)
Discussion:
 - Previously scheduled to discuss what constitutes a minor and major defect at next full staff meeting. Requires a more detailed definition.**Action Item(s):**
 - all major and minor defects should be reported to Supervisor and Fleet manager (**all staff**)
 - to be a point of discussion at next full staff meeting (**Steve C.**)
- Kevan Baker** to report on:
- **scheduled time for staff training video on ice monitoring** (*June 15, 2015 - item 2.1 - Kevan*)
Discussion:
 - Seasonal training will be provided on a departmental basis where appropriate to job task.**Action Item(s):**
 - to schedule video for full staff meeting (**Brian**)
 - **distribution, to all staff, of poster on poison ivy** (*June 15, 2015 - item 2.1 - Kevan*)
Discussion:
 - completed
 - emailed to all staff and supervisors on 25-Aug-15
 - posted on Health and Safety Board in Strathroy, AWC and possibly other locations
 - **removal of dead & dying trees around Strathroy office building** (*June 15, 2015 - item 2.1 - Kevan*)
Discussion:
 - Don and Mike cut down hazardous trees. Completed.
 - **WHIMIS reminders for staff** (*June 15, 2015 - item 3.2 - Kevan*)
Discussion:
 - summer staff received WHIMIS training. Temporary staff, such as tree planting, require WHIMIS training?
 - new WHIMIS training out now and available. Includes changing of labels and procedure to be implementing on a three year span.
 - products that were not labeled properly have now been labeled**Action Item(s):**
 - Provide updated training for all staff once new training video and supplementary information is available. Discuss as part of next minutes (**JHSC**).
 - **development of gas storage area with venting at McLean** (*June 15, 2015 - item 3.2 - Kevan*)
Discussion:
 - gas and other chemicals at McLean currently kept in a storage cabinet without proper ventilation.**Action Item(s):**
 - need to vent cabinet to exterior. To be reviewed with McLean staff during November 18th inspection. (**Kevan**)
 - **potential ways for off-site staff to access Policies and Procedures** (*June 15, 2015 - item 4.5- Kevan & Don*)
Discussion:
 - Sharepoint now being used for forms and policy manuals
 - can be accessed by all SCRCA staff with an email address**Action Item(s):**
 - Sharepoint training needed for all staff (**Chris**)
- Jeff Sharp:**
- **installation of loose sign at Clark Wright** (*June 15, 2015 - item 3.2 - Jessica*)
Discussion:
 - has been installed at another site (Lagoons in Forest). Completed by Jessica.

- **review of Ministry of Labour website as it relates to JHSC Goals and Objectives for 2015 – item 5.1 (2015 JHSC Goals & Objectives – item 5.1)**

Discussion:

- to be discussed at the next full staff meeting. (**Jeff**)
- Oil Springs Line, Sombra, plant construction requesting a Health and Safety rep. on site at all times.
- Injury at a plant in Petrolia result with loss of minor digits.

Action Item(s):

- Ensure proper PPE is worn in appropriate areas of office and on site. (**Jeff**) to discuss at next full staff meeting with reference to workplace injury information from MOL website.

Don Skinner to report on:

- **Level 1 Certification Training (Dec. 4, 2014 - item 4.4 & March 18, 2015 - item 2.1 & June 15, 2015- Don)**

Discussion:

- Level 1 training completed (certificate to come by mail)
- new MOL standard gives immunity of responsibility for members on the Health and Safety Committee for injury.
- new WHIMIS announced which standardizes training.

Action Item(s):

- Schedule Level 2 in Spring (**Don**)

3. Area Reports/Workplace Inspections

3.1. Watershed Services (Steve C.)

Discussion:

- no reports

3.2. Workplace Inspections (Kevan & Don) – LCH, WWK, AWC, McLean

Discussion:

- areas that have been continuous problems in the last few years were reviewed in greater detail
- Inspection Form is very general
- standard WHIMIS labels should be used when separating chemicals from bulk container into smaller portable bottles
- orientate all supplies so that labels are visible to everyone. Labels are fading quickly.
- new eye wash stations ordered and distributed
- Henderson and Warwick inspections completed.

Action Item(s):

- review with staff and update Inspection Form specific to each location with additional areas of concern such as washrooms. (**2016 JHSC & add new form to SharePoint**)
- Warwick needs new ladder (**Kevan**)
- Education Centre should be inspected separately from LCH park – to be done and incorporated into the schedule for next year (**2016 JHSC Inspectors**)

3.3. Workplace Inspections General CAs (Jeff) – Strathroy, CW, McKeough

Discussion:

- possibly take all supervisors out to at least one inspection each per year. Under the Act every director must complete an inspection.

Action Item(s):

- Supervisors to be incorporated into workplace inspections (**2016 JHSC Inspectors**)

3.4. Other Departments (JHSC)

Discussion:

- no reports

4. New Business

4.1. Review of Incident/Injury Investigation Reports since June 15, 2015 meeting (Steve C.)

Discussion:

- tree planting and moving debris in truck – debris in the eye.
- Waste Management, slip and fall while removing waste resulting in laceration - used items from the first aid kit
- Wetland Evaluation exposure to poison ivy.

- required eye wash station for chemical in the eye (spraying pesticide) - remained irritated and red blood spot appeared. Medical attention was sought.
- spraying chemical and chemical got inside PPE gloves resulting in minor chemical burn on skin
- tail gate down and backed into a tree resulting in \$1500 of damage
- ladder in the back of truck came loose and fell onto the road. Civilian vehicle ran over the ladder and destroyed it.
- tick bite improperly removed and head left burrowing in the skin.
- at Head St. Dam in Strathroy, moving legs, fell through an opening and into the water, getting stuck in the undertow, resulting in a head injury (bump). Other staff on site aided in rescue and recovery. Medical attention was sought.

Action Item(s):

- during tree planting have eye washing stations in vehicles (based on department need and season) and protective eye gear available. (**Conservation Services**)
- reminder in orientation to use gloves for any waste removal. **Heather** to check training sheets. **JHSC** to add if necessary.
- **supervisors** ensure all field staff are trained to wear proper clothing to protect against poison ivy while working in field. **Heather** to check training sheets. **JHSC** to add if necessary.
- if potential exposure to chemicals is present, PPE eye protection must be worn. **Department Supervisors** to ensure staff are trained to wear appropriate PPE. **Heather** to check training sheets. **JHSC** to add if necessary.
- **Supervisors** to ensure gloves and eye protection are suitable to the task being performed. **Heather** to check training sheets. **JHSC** to add if necessary.
- **Supervisors** to ensure drivers are trained to follow safe driving practices at all times
- **Supervisors** to ensure all driving staff know how to properly secure items in the fleet vehicles **Heather** to check training sheets. **JHSC** to add if necessary.
- **Supervisors** to ensure staff are trained to wear proper PPE to protect against ticks when working in the field including DEET and appropriate clothing. If necessary appropriate medical treatment should be sought and incident reported. **Heather** to check training sheets. **JHSC** to add if necessary.
- fall at dam requires full investigation. Removal of logs and railings to be done within the regulations of the Act. Safety Assessment and write procedure for dam work. (**Steve C.**)
- **JHSC** to ensure documentation that indicates staff have understanding of these training areas

4.2. New JHSC Rep (see 5.3)

Discussion:

- October staff meeting will include the election of a new worker rep. on the Joint Health and Safety Committee.

Action Item(s):

- Send out correspondence to solicit nominations to be addressed at the meeting. (**Steve**)
- Put item on Full Staff Meeting agenda (**Lisa/Heather**) – *sent to Chris to add to agenda*

4.3. Reporting On Near Misses

Discussion:

- some of the injury reports could be considered near misses. In the context of each department, what constitutes a near miss

Action Item(s):

- Definition by department. Create a less formal instance of recording near misses for the month of October to tally an accurate account of near misses. (**Jeff**)

4.4. Unpaid Workers (Co-Op and volunteers)

Discussion:

- paid & unpaid workers must all receive Health & Safety training and education
- very few unpaid workers

Action Item(s):

- **Supervisors** are responsible for ensuring training

4.5. Update Accident Package

Discussion:

- Package of forms and information for any staff who may become injured while at work.

Action Item(s):

- **Steve** will review

- **Sarah K & Heather** to update the packages with newest version of forms and add to Sharepoint,
- 4.6. Admin Section 24

Discussion:

- Is Section 24 of the Administration Manual consistent with the Health and Safety Manual?
- Health and Safety Committee is not accountable for risk Management – two different concerns
- Multiple other inconsistencies that need to be addressed in the Administration Manual

Action Item(s):

- **Steve C.** to review differences between Section 24 of Admin Manual and Health & Safety Manual
- **JHSC** to work with Administration department to ensure these inconsistencies are corrected.

5. Goals and Objectives in 2015

- 5.1. To regularly review MOL website to educate ourselves and learn from documented investigations and fines (ongoing)
- 5.2. To review Safety Manual and make changes as necessary (ongoing)
- 5.3. To appoint a worker rep. in October, 2015 for a 3 year term (to replace Steve Clark)
- 5.4. Conduct workplace inspections as required (at least one location each month)
- 5.5. To encourage supervisors to complete safety reviews and 5 point check lists on a more frequent basis (ongoing)
- 5.6. To update the JHSC files on the O drive (ongoing)
- 5.7. To recommend that Supervisors schedule retraining refreshers with their staff, once a month (ongoing)
- 5.8. To incorporate the drivers' safety training program into our orientation of all staff (in process)
- 5.9. To send occasional Health & Safety Bulletins to all staff (Cold Weather Alerts, Vector Borne Diseases forwarded to all staff as received from Lambton Public Health)

6. Future 2015 meeting dates:

Wednesday, November 25 – Kevan to chair

7. Adjournment – 10:45 am

Motion: that "The meeting be adjourned." **Moved/Carried – Steve C**

Misc. Information

Contacts:	Worker Co-chair/Inspector:	Steve Clark	sclark@scrca.on.ca
	Management Co-chair:	Kevan Baker	kbaker@scrca.on.ca
	Worker Reps.:	Steve Clark	sclark@scrca.on.ca
		Jeff Sharp	jsharp@scrca.on.ca
		Don Skinner	dskinner@scrca.on.ca
	Committee Secretary:	Heather Long	hlong@scrca.on.ca
	Meeting Secretary	Lisa Atkinson	latkinson@scrca.on.ca

Kevan Baker

Signature of Co-chair

Steve Clark

Signature of Co-chair

December 10, 2015

Date

December 11, 2015

Date