



**Board of Directors - Notice of Meeting**  
**September 17, 2020 Time: 10:00 am**  
**Held Remotely via Zoom**

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**Tentative Agenda**

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1. Chair's Remarks
2. Adoption of Agenda
3. Declaration of Pecuniary Interests
4. Minutes
  - 4.1 June 18, 2020 Board of Director's Minutes
  - 4.2 August 6, 2020 Board of Director's Minutes
5. General Manager's Report
  - 5.1 GM's Report
  - 5.2 Municipal Comments Regarding SCRCA Planning & Regulations
6. Chair & Conservation Ontario Report
  - 6.1 Verbal Update on Conservation Ontario and Correspondence from Conservation Ontario Chair
7. Consent Items (Informational)\*
  - 7.1 Adoption of Consent Agenda
    - (a) Business Arising
    - (b) Conservation Area Update
    - (c) Highland Glen Community Input & Citizens Group
    - (d) Current Watershed Conditions
    - (e) Management of Contaminated Sediment – Update
    - (f) Shoreline Projects
    - (g) Lambton County Mosquito Control Program
    - (h) Conservation Services Update
    - (i) Healthy Lake Huron Program Update
    - (j) Healthy Watersheds Program Update
    - (k) Regulations Activity Summary
    - (l) Planning Activity Summary
    - (m) Revenue and Expenditures
    - (n) Disbursements
    - (o) General Levy Receipts
    - (p) COVID-19 Financial Impact
    - (q) Investments
    - (r) JHSC Minutes
    - (s) Communications Update
    - (t) St. Clair River AOC Update
8. Conservation Area Reports
  - 8.1 Highland Glen Proposal Summary
  - 8.2 Ownership of Shetland CA
  - 8.3 City of Sarnia Resolution re: 1616-1620 Blackwell Rd.
  - 8.4 Disposal of Assets at McKeough Lands
9. Planning & Regulations Reports

- 9.1 SCRCA Drain Enclosure Policy
- 10. Finance & Administration Reports
  - 10.1 2021 Draft Fees
  - 10.2 2021 Draft Budget
- 11. New Business
- 12. Adjournment

Additional Items:

News Clippings

Updated Board of Directors Listing

\*The Consent Items consist of reports for informational purposes only and will be submitted for Board Approval within one motion. If possible, we request that you please notify Ashley Fletcher in advance to have any item(s) removed from the Consent Items. This will allow staff time to prepare for discussion on the item(s). It should be noted that an item should not be pulled from the consent agenda for a clarification question only. Questions should be brought to the attention of Ashley Fletcher in advance of the Board meeting if possible.

**September 17, 2020**

**Disclaimer:** Board members, staff, guests and members of the public are advised that the SCRCA Special Meeting and Authority Board meetings are being video/audio recorded, and will be posted to the Authority's Facebook/ web site along with the official written minutes. As such, comments and opinions expressed may be published and any comments expressed by individual Board members, guests and the general public are their own, and do not represent the opinions or comments of the Full Authority and/or the SCRCA Board of Directors. The recorded video of the Full Authority meeting is not considered the official record of that meeting. The official record of the Authority meeting shall consist solely of the Minutes approved by the Board of Directors.

### **Board of Directors Proposed Resolutions**

#### **(Roll call)**

1. Chair's Remarks (Welcome to Mike Vasey)
2. **Moved by:** **Seconded by:**  
That the Board of Directors adopts the agenda for the meeting as presented.
3. It is requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.
- 4.1 **Moved by:** **Seconded by:**  
That the minutes of the Board of Directors meeting, held June 18, 2020, be approved as distributed.
- 4.2 **Moved by:** **Seconded by:**  
That the minutes of the Board of Directors meeting, held August 6, 2020, be approved as distributed.
- 5.1 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the General Manager's report, dated September 10, 2020.
- 5.2 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the report, dated September 10, 2020 regarding the complaints or concerns from Municipalities in regards to planning, regulations and drainage and further that staff be directed to create a plan to resolve identified concerns with the goal of meeting the objectives outlined in Conservation Ontario's Client Service and Streamlining Initiative and that staff be directed to build staffing to pre-COVID-19 levels.

- 6.1 **Moved by:** **Seconded by:**  
That the Board of Directors accepts the verbal update on the actions of Conservation Ontario and further acknowledges the correspondence received from Conservation Ontario Chair, Wayne Emmerson to the Association of Municipalities of Ontario (AMO) President, Jamie McGarvey providing an update on Conservation Ontario's client service and streamlining Initiative and reporting on the timeliness of Section 28 reviews

### **Consent Items Motion**

- 7.1 **Moved by:** **Seconded by:**  
That the Board of Directors approves the consent agenda and endorses the recommendations accompanying Items 7.1 a - 7.1 u.
- 7.1 (a) *That the Board of Directors acknowledges the updates on business arising from the June 18, 2020 and August 6, 2020 meetings.*
- 7.1 (b) *That the Board of Directors acknowledges the Conservation Areas Report dated August 31, 2020.*
- 7.1 (c) *That the Board of Directors acknowledges the report dated August 20, 2020 on the Community Input and Support of the Highland Glen Boat Ramp.*
- 7.1 (d) *That the Board of Directors acknowledges the report dated September 3, 2020, on the current watershed conditions, flood risk and Great Lakes water levels.*
- 7.1 (e) *That the Board of Directors acknowledges the report dated September 2, 2020, on the Engineering and Design plan for Management of Contaminated sediment.*
- 7.1 (f) *That the Board of Directors acknowledges the report dated September 3, 2020 on the ongoing shoreline projects across the watershed.*
- 7.1 (g) *That the Board of Directors acknowledges the status report dated September 4, 2020, regarding West Nile Virus – Lambton County Mosquito Control Program.*
- 7.1 (h) *That the Board of Directors acknowledges the status report dated September 4, 2020, regarding conservation services programs across the watershed including multiple funding sources, spring tree planting survival & maintenance and other vegetation control programs.*

- 7.1 (i) *That the Board of Directors acknowledges the report dated August 7, 2020 on the Healthy Lake Huron Program Update.*
- 7.1 (j) *That the Board of Directors acknowledges the Healthy Watersheds Program Outreach Update dated August 7, 2020.*
- 7.1 (k) *That the Board of Directors accepts the Regulations Activity Reports on “Development, Interference with Wetlands & Alterations to Shorelines & Watercourses” Regulation (Ontario Regulation 171/06), dated September 3, 2020 and includes the June 1, 2020 to August 31, 2020, as presented.*
- 7.1 (l) *That the Board of Directors acknowledges the St. Clair Region Conservation Authority’s monthly Planning Activity Summary Report dated September 3, 2020 for June, July and August, 2020.*
- 7.1 (m) *That the Board of Directors acknowledges the revenue and expenditure report to July 31, 2020, as it related to the budget.*
- 7.1 (n) *That the Board of Directors approves the June to August 2020 disbursements as presented in the amount of \$1,532,913.83*
- 7.1 (o) *That the Board of Directors acknowledges the status report on the 2020 general levy receipts to August 31, 2020.*
- 7.1 (p) *That the Board of Directors acknowledges the report dated September 4, 2020 regarding the effect COVID-19 to July 31, 2020 on the 2020 budget.*
- 7.1 (q) *That the Board of Directors acknowledges the investment statements for the period ending June 30, 2020.*
- 7.1 (r) *That the Board of Directors acknowledges the minutes of the March 26, 2020 Joint Health and Safety Committee.*
- 7.1 (s) *That the Board of Directors acknowledges the Communications Report, dated September 3, 2020, including information regarding Conservation Education, Coming Events and Conservation Scholarships.*
- 7.1 (t) *That the Board of Directors acknowledges the St. Clair River Area of Concern Update Report, dated September 3, 2020.*

- 8.1 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the report dated September 4, 2020 regarding Highland Glen Conservation Area including an update on the community response to the closure of the Boat Launch, a status report on current conditions and a summary of the results of the request for proposals for the repairs to the Boat Launch and Shore Protection and further approves that the Chair and General Manager may accept the preferred tender and sign appropriate agreements to initiate the study as soon as possible.
- 8.2 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the report dated September 4, 2020 regarding Shetland Conservation Area and further affirms the Authority's commitment to retain the property in perpetuity and still further directs staff to draft an updated management agreement for the property for approval by Dawn-Euphemia Council as well as the Board of Directors.
- 8.3 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the report dated September 1, 2020 regarding the City of Sarnia Resolution concerning property at 1616-1620 Blackwell Road, Sarnia and further directs SCRCA staff to notify the City of Sarnia that the Conservation Authority does not have interest in acquiring this property for the purpose of establishing a Conservation Area.
- 8.4 **Moved by:** **Seconded by:**  
That the Board of Directors accepts the report dated September 1, 2020 on the McKeough lands and further supports that none asset items be disposed of as part of the routine maintenance of the land.
- 9.1 **Moved by:** **Seconded by:**  
That the Board of Directors accepts the report dated September 10, 2020 on the SCRCA Drain Enclosure Policy.
- 10.1 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the report dated September 5, 2020 regarding Planning and Regulations Fee Schedule 2021 and concurs with staff recommendations, as presented.
- 10.2 **Moved by:** **Seconded by:**  
That the Board of Directors acknowledges the 2021 preliminary draft budget of \$9,540,120 with a proposed municipal general levy of \$1,129,926 and further that this preliminary budget will be circulated to member municipalities for information and input based on our budget review process.
11. New Business
12. **Moved by:** **Seconded by:**  
That the meeting be adjourned.



## Board of Directors Meeting Minutes

Date: June 18, 2020

Time: 10:03 am

Remote via Zoom

**Directors Present:** John Brennan, Al Broad, Pat Brown, Andy Bruziewicz, Terry Burrell, Joe Faas, Chair; Larry Gordon, Vice-Chair; Aaron Hall, Frank Kennes, Betty Ann MacKinnon, Kevin Marriott, Netty McEwen, Mark McGill, Dan McMillan, Steve Miller, Frank Nemcek, Mike Stark, Jerry Westgate

**Regrets:** Brad Loosley, Lorie Scott

**Staff Present:** Donna Blue, Manager of Communications; Chris Durand, Manager of GIS and IT; Melissa Deisley, Regulations Officer; Ashley Fletcher, Administrative Assistant/ Board Coordinator; Brian McDougall, General Manager; Tim Payne, Manager of Forestry; Tracy Prince, Director of Finance; Girish Sankar, Director of Water Resources; Greg Wilcox, Manager of Conservation Areas

The Chair welcomed everyone to the meeting. A moment of silence was observed in memory of Ron Schenk. Thoughts and prayers go out to his family at this time.

It was requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.

### **BD-20-48**

**Burrell – Hall**

**“That the Board of Directors adopts the agenda for the meeting as presented.”**

**CARRIED**

Minutes of the Special Meeting held on May 7, 2020 were reviewed.

### **BD-20-49**

**Brown – Burrell**

**“That the minutes of the Special Meeting, held May 7, 2020, be approved as distributed.”**

**CARRIED**

Minutes of the Board of Directors Meeting held on May 7, 2020 were reviewed.

### **BD-20-50**

**Nemcek – Stark**

**“That the minutes of the Board of Directors Meeting, held May 7, 2020, be approved as distributed.”**

**CARRIED**

## COVID-19:

- Our overall situation has not changed dramatically since our last meeting
- Staff continue to be very quick in responding to the small changes occurring all but daily during this crisis. I am proud of how our staff have handled this situation and am very happy that we have all remained healthy to date in this crisis
- Two major program areas have dealt with the crisis and are operating
  - Tree planting is complete (see report 7.1h)
  - Conservation Area Campgrounds are open to seasonal campers (see report 7.1 b)
- Other program areas continue to operate from home with some office access
- 2 senior staff are rotating in the office for full days every day
- Other staff have truly stepped up in working from home
  - Planning and Regulations staff – already short 2 full time staff and have been working overtime to try to keep up with the deluge of applications that continue to come in
  - Conservation Education staff have create virtual visit programs that have received multiple accolades (see report 7.1p)
- Acting Planning and Regulations Managers and I will be proceeding to interviews with candidates for the vacant Manager and Planner positions as well as a maternity leave fill for the Clerk/ Regulations Technician position as soon as possible to relieve some of the workload, overburden and improve response times and customer service
- Reviews of staffing needs are ongoing within each department
  - Summer staff hires have been limited to skeleton requirements
  - Vacant positions have not been filled until required
  - Other options continue to be reviewed that would assist in reducing financial deficit and ensuring that staff are put into situations where they can excel
- Many of the discussions with the Province have been placed on the back burner with a focus on COVID-19 actions
- The attached COVID-19 Return To Work Plan is the first for a Conservation Authority in the Province and was circulated to all Conservation Authorities upon request
- We continue to have straight forward objectives and we are endeavoring to be thorough but practical in our common sense actions in re-opening the office and continuing to expand field work and services in Conservation Areas

The COVID-19 Response 2020 Return to Work Plan was reviewed.



**Director's Comments:**

Director Dan McMillan commended the efforts of General Manager, Brian McDougall on the completeness and timeliness of this document.

**BD-20-51**

**Miller – Marriott**

**“That the Board of Directors acknowledges the General Manager’s report, dated June 9, 2020 and further acknowledges and accepts the COVID-19 Return to Work Plan dated June 1, 2020 and implemented on June 10, 2020.”**

**CARRIED**

A verbal update was given by General Manager, Brian McDougall. Conservation Ontario (CO) has been working diligently to verify the eligibility of Conservation Authorities (CAs) under the various government relief programs that are being announced such as Canada Emergency Response Benefit (CERB) and the Canada Emergency Wage Subsidy (CEWS). CO continues to advocate on behalf of CAs with provincial and federal levels of government regarding the need for infrastructure funding. Due to COVID-19, CO Council has been unable to hold a meeting in 2020, however it is hoped that Ontario’s emergency orders will have ceased by the next scheduled meeting on September 28, 2020.

**BD-20-52**

**Hall - Marriott**

**“That the Board of Directors acknowledges the verbal update on the actions of Conservation Ontario.”**

**CARRIED**

**BD-20-53**

**Burrell – Stark**

**“That the Board of Directors approves the consent agenda and endorses the recommendations accompanying Items 7.1 a - 7.1 r.”**

**CARRIED**

**Regarding BD-18-144**

SCRCA staff suggest having Project Consultants present to the Board of Directors meeting in order to walk through the guidelines on the development of flood lines.

**Deferred to September, 2020**

**Regarding BD-20-31**

It is requested that staff prepare a report for the June 2020 meeting providing a dollar value for all cost-saving measures related to the COVID-19 Action Plan that have been applied or implemented and the impact these will have on the existing budget.

**Please refer to Item 11.2**

## **Regarding BD-20-35**

On April 7, 2020 we received a formal request for ownership of Shetland CA from The Corporation of the Township of Dawn-Euphemia. A full report on the property will be prepared for a future board meeting.

**Deferred to September, 2020**

***(a) That the Board of Directors acknowledges the report on Business Arising dated June 14, 2020.***

### **Timeline:**

SCRCA Media Release, April 8

- Camping Season delayed
- Overnight transient camping reservations refunded for April 24 to May 13
- Gates locked, walk-in trail access for public, seasonal campers have walk-in access only to check on property

Province allows “snowbirds” to occupy seasonal campsites, April 17

- A. campsites are made available only for trailers and recreational vehicles that are either:
  - i. used by individuals who do not have another residence in Canada and are in need of housing during the emergency period
  - ii. permitted to be there by the terms of a full season contract
- B. only campsites with electricity, water service and facilities for sewage disposal are provided for use
- C. all recreational facilities in the campground, and all other shared facilities in the campground such as washrooms, are closed

SCRCA Media Release, April 22

- Campgrounds will open April 24 to current seasonal campers that meet provincial criteria
- Washrooms and all recreational facilities remain closed
- Trails remain open
- Campers occupy AW Campbell and Warwick Conservation Areas, gates unlocked and barricaded to allow emergency vehicle access

SCRCA Media Release, May 1

- Recreational camping continues to be delayed
- Overnight transient camping reservations refunded through May 31

Province Announces Campgrounds May Open, May 14

As soon as 12:01 a.m. on Saturday, May 16, 2020:

- Private parks and campgrounds may open to enable preparation for the season and to allow access for trailers and recreational vehicles whose owners have a full season contract.

#### SCRCA Media Release, May 15

- Only site occupants continue to be “snowbirds”
- Gates open 8-4 daily starting May 19 providing vehicular access to seasonal campers only to check on trailers and maintain sites
- No recreational camping activities

#### SCRCA Media Release, May 26

- Announce phase-in of recreational camping
- Seasonal camping only to open June 5
- Overnight transient reservations refunded through June 10
- No public washrooms at this time
- No pools for the 2020 season
- Restricted activities to meet current Covid-19 guidelines

#### SCRCA Media Release, June 5

- Overnight transient reservations refunded through June 28

### **Ongoing Preparation for Overnight Camping and Easing of COVID-19 Restrictions**

Staff are monitoring provincial and local health guidelines to develop policies and procedures to safely operate the campgrounds during the 2020 season. SCRCA will adopt the following recommendations from the Provincial workplace guidelines for campgrounds during Covid-19:

- Limiting overnight (transient) stays and capacity, with no adjacent sites occupied at the same time (we are closing approximately every other transient site)
- Encouraging contactless transactions
- Close group camping
- Enhanced sanitization protocols and increased cleaning frequency when washrooms open
- Enhanced cleaning of common touch surfaces
- Closed pools for the season
- Closed or restricted use of common areas and recreational facilities
- Cancelled camper group events
- Some closures and restrictions will be modified as COVID-19 restrictions are eased

#### **Financial Impact:**

Details of the seasonal camping season including current restrictions were provided to campers in late May. A small number of seasonal campsites were vacated after the gates were opened. Staff are rehabilitating those sites and will fill from existing waiting lists. Seasonal sites are expected to be filled to capacity in 2020.

<b>Fee Type</b>	<b>Original 2020 Fee</b>	<b>Season Length</b>	<b>Adjusted Fee</b>
Seasonal Permit	\$2380	20 weeks (-215, pool closure)	\$1768.40
Weekly Pump-out	\$425	20 weeks	\$354.20
Bi-weekly Pump-out	\$225	20 weeks	\$187.60
Golf Cart	\$200	20 weeks	\$166.60
Exterior Fridge	\$175	20 weeks	\$145.80

Reduced Seasonal Revenues:

<b>Fee Type</b>	<b>Fee Reduction</b>	<b>Estimated # of Users</b>	<b>Loss of Revenue (including taxes)</b>
Seasonal Permit	\$611.60	420	\$256,872
Weekly Pump-out	\$70.80	10	\$708
Bi-weekly Pump-out	\$37.40	250	\$9,350
Golf Cart	\$33.40	190	\$6,346
Exterior Fridge	\$29.20	70	\$2,044
		Total	\$275,320

Transient revenue loss is more difficult to estimate. We are restricting our sites to approximately 50% capacity. The start date for the season is unknown at this time. Estimated annual revenue is approximately \$250,000 before taxes. This will be reduced by more than half in 2020.

***(b) That the Board of Directors acknowledges the Conservation Campgrounds Update report dated June 6, 2020.***

**Highlights**

- Flood threat is moderate due to high water levels on the Great Lakes, Lake St. Clair and in Wallaceburg
- Lake Huron exceeded its April 1986 mean water level record by 7 cm, while Lake St. Clair exceeded its record by 9 cm
- Water levels for Lakes Huron and St. Clair are projected to exceed record levels over the next 5 months
- Overall regional averages do not substantially deviate from normal conditions, however further reduced precipitation in the coming months may result in an early indication of a potential drought condition

**Flood Threat**

The current flood threat is moderate owing to sustained high water levels in the Great Lakes, Lake St. Clair, St. Clair River, and the Sydenham River at Wallaceburg. Previously considered minimal amounts of rainfall will have the capacity to elevate water levels into natural floodplain areas, and Wallaceburg will be more susceptible to wind-driven flooding.

- May 2020 mean water levels in Wallaceburg are 5.4 cm higher than May 2019 (to date); April was 18.5 cm higher
- As of this report, water levels are currently sitting 1 cm above the top of the bank

### **Great Lakes Levels**

- Lakes Huron, St. Clair and Erie exceeded all mean records in April
- Mean water levels on Lakes Huron and St. Clair are forecasted to increase in May 2020, with Lake Erie falling slightly
- Lake Huron and Lake St. Clair are projected to exceed record-high water levels over the next 5 months

### **Precipitation Conditions**

- Monthly rainfall amounts for the last quarter are below normal values for all areas aside from London and Windsor in March
- Rainfall averages for all periods are below normal with the exception of Strathroy and London over the past 12 months
- Overall regional averages do not substantially deviate from normal conditions, however further reduced precipitation in the coming months may result in an early indication of a potential drought condition

### ***(c) That the Board of Directors acknowledges the report dated May 26, 2020 on the current watershed conditions and Great Lakes water levels.***

- SCRCA staff (Nicholas Hagerty and Justin Greenside) have been surveying this Spring
- Survey work includes surveying cross-sections of creek and measuring culverts and bridges
- All Survey work has been completed for Phase 1 and Phase 2 work.
- Phase 1 mapping work
  - City of Sarnia and St. Clair Township watersheds
- Phase 2 mapping work
  - The rest of the SCRCA watershed
- Hydrologic Analysis and Modelling has been completed and draft flood lines have been developed by Riggs Engineering.
- Quality control of the draft flood lines are currently being undertaken by Riggs Engineering.
- All mapping work is expected to be completed before June 30, 2020.

### ***(d) That the Board of Directors acknowledges the report dated June 4, 2020 on the update to survey work and floodplain mapping project.***

### **WECI 2020-2021 Projects:**

- SCRCA had submitted three projects for WECI 2020 - 2021 program
- A total of 115 projects have been submitted from 30 CA's
- All applications have been reviewed by a committee of Provincial and

Conservation Authority staff representatives

- All submitted projects are scored based on established WECl scoring guidelines.
- SCRCA was **not successful** in WECl funding this year
- SCRCA repair projects scored 120 and 125 points respectively
- All projects over 135 points were awarded funding.

### **Courtright Waterfront Park – Phase 3**

- All revetment work and restoration work is completed.
- Trees have been planted along the shoreline
- Grass is starting to establish along the park
- SCRCA staff are seeking input from the municipality over project deficiencies, if any

### **Bright's Grove Shoreline Erosion Control Projects: Three Locations**

#### **(1) Brights Grove, Kenwick Street to Helen Avenue – Phase 2**

- Cope Construction commenced shoreline work in December 2019 and remains underway.
- All in - water work has been completed as of March 31, 2020
- Toe stones were inspected using a professional diver in May 2020.
- A few toe stones needs to be repaired
- Revetment work is continuing along the shoreline
- High water levels posing construction challenges and reducing the work days.

#### **(2) Brights Grove, Kenwick Street to Helen Avenue – Phase 3**

- Construction work has been temporarily stopped due to the in-water timing window restrictions.
- Work to resume on July 15, 2020.

#### **(3) Brights Grove, Old Lakeshore Road East**

- Facca Incorporated Inc. started shoreline work on February 10, 2020.
- Approximately 40 meters of in -water work has been completed
- Significant project delays due to bad weather and quarry unable to deliver rocks as per engineer specification
- Construction work has been temporarily stopped due to the in- water timing window restrictions.
- Work to resume on July 15, 2020.

Brights Grove shoreline continues to be severely impacted due to high water levels, a number of recent failures have been identified. Shoreline work should proceed to prevent the Old Lakeshore Road from undermining. SCRCA has submitted another emergency application to DFO on April 17<sup>th</sup> to allow us to continue with in-water shoreline revetment work. Staff have provided information requested by DFO and continue to seek approval for in-water work exemption. However, we are still awaiting an approval from DFO and MNRF to this emergency shoreline work.

***(e) That the Board of Directors acknowledges the report dated June 4, 2020 on the ongoing Water and Erosion Control Infrastructure projects across the watershed and further acknowledges the updates on the WECl funding for 2020.***

The St. Clair Region Conservation Authority (SCRCA) is continuing to lead the work to develop a detailed engineering and design plan for managing the contaminated sediment in the three remaining priority areas of the St. Clair River. Funding for this project has been provided by Environment and Climate Change Canada, the Ontario Ministry of the Environment, Conservation and Parks and Dow Canada. The parties that provided funding are actively participating in oversight of the project work through a Sediment Management Oversight Committee.

Parsons Inc., the consulting firm that has been retained by the SCRCA to prepare the engineering and design plan, is continuing with its work on preparing the plan. Parsons subcontracted the field work component to Pollutech EnviroQuatics Limited, a firm with experience in providing environmental consulting and ecotoxicity services.

Due to inclement weather, the amount of field work that was to occur in fall 2019 had to be reduced from what was originally planned. Pollutech was able to collect surface sediment samples and measure water velocity to assist with assessing sediment stability, and was able to collect a number of deeper core sediment samples in Priority Area 1 to measure contaminant concentrations.

**Project Update:**

Following completion of the fall 2019 field work, the consultant shared information with the SCRCA on the preliminary results and developed a plan for conducting the next round of field work in 2020. The SCRCA is currently reviewing the consultant's plan. Work that remains includes more deep core sediment sampling and the use of an underwater camera, as opposed to a diver, to assess the condition of structures in the area.

The engineering consultant has identified some areas where additional work may be required. The SCRCA worked closely with the engineering consultant and the Sediment Management Oversight Committee to address these challenges and has identified a path forward to ensure that the project work is completed within the established project budget.

Due to the implementation of measures in March 2020 by Canada and Ontario to reduce the risk of spreading the COVID-19 virus, the engineering consultant has had to reassess their procedures for conducting field work to ensure that provincial guidelines and legislative requirements are followed.

The consultant has advised that they anticipate being able to conduct the next round of field work in mid-June 2020. The SCRCA has requested submission of a revised project schedule from Parsons to confirm whether project delays due to COVID-19 will impact the project completion date.

Obtaining information on the various pipeline crossings in the vicinity of the areas of contaminated sediment is an important part of the project work. The SCRCA held separate teleconference meetings in March 2020 with the engineering consultant and each of the pipeline owners to confirm what information is available on the location of each of the pipelines, and any restrictions when performing work in close proximity to the pipelines. Information provided as a result of these meetings is being assessed to determine where any information gaps remain and next steps.

**Finance:**

Funds provided by Environment and Climate Change Canada for fiscal year 2019/20 for the engineering consultant work have been fully utilized as planned. Funds made available through the Ministry of the Environment, Conservation and Parks and Dow Canada, however, have not been fully utilized and will be carried over into fiscal year 2020/21. The need to carry over these funds was the result of delays in the consultant being able to complete all of the planned field work in fall 2019.

The SCRCA’s project manager is continuing to monitor the progress of the consultant’s work closely and is tracking progress against key deliverables, costs and timelines.

***(f) That the Board of Directors acknowledges the report dated June 4, 2020 on the Management of Contaminated Sediment in the St. Clair River.***

Through financial support provided by Environment and Climate Change Canada (ECCC), the St. Clair Region Conservation Authority (SCRCA) is coordinating the development of a Phosphorus Management Plan for the Sydenham Watershed to reduce the impact of this nutrient on the Great Lakes basin and improve the health of the local ecosystem. Phosphorus is essential to life but when it becomes available in excessive amounts in freshwater environments it can cause algal blooms and hypoxic (low oxygen) conditions. This severely degrades the water quality of lakes and rivers and can impact the safety of water for drinking, recreation, and wildlife.

The objective of this multi-year project is to coordinate with local stakeholders, First Nations, and community members to identify sources of phosphorus and determine best-value solutions for our region. A community engagement and outreach strategy will be developed to implement the Management Plan.

Progress since February 2020 board report:

Date	Item	Details
Ongoing	SCRCA Project Team Work	<ul style="list-style-type: none"> <li>• Staff conducting/compiling research and collecting data based on direction from committees</li> <li>• Staff drafting reports that will provide the basis for chapter content</li> <li>• Staff attended and hosted local rural water quality events</li> </ul>



		<ul style="list-style-type: none"> <li>• Staff completed and submitted 2019-20 annual grant reporting to ECCC</li> <li>• Staff participating on the Lake Erie Action Plan Implementation Committee; Agricultural and Natural Heritage Subcommittees</li> </ul>
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The SCRC Project Team is compiling feedback from the committee meetings and one-on-one discussions with committee members to direct ongoing research. This information is being investigated, discussed at meetings, and incorporated into the draft Management Plan.

Upcoming committee meetings:

- Point Source Working Group Meeting
- Non-Point Source Working Group Meeting

**Strategic Objectives:**

The Phosphorus Management Plan is a project that ties into our existing programs and will help us to meet our strategic objective to focus on programs that reduce the loading of phosphorus to the Great Lakes in order to protect, manage, and restore our natural systems.

**Goal 2:**

“Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes.”

**Strategic Actions:**

“Develop New Tools to Promote Stewardship Practices and Evaluate the Effectiveness of Best Management Practices: Evaluate the current model of landowner outreach and voluntary stewardship and explore new tools and collaborations that expand conservation opportunities utilizing information from our watershed report cards. Best Management Practices (BMPs) are encouraged to promote soil health, improve water quality, and provide for more resilient watersheds. Efforts need to be made to evaluate the various BMPs to ensure they are creating the results expected such as reducing nutrient loss from farm fields (with a focus on phosphorus) and decreasing sedimentation in watercourses. This is an opportunity to work with colleges and universities, farming groups, and others to develop solid science to evaluate BMP effectiveness.”

“Focus on Programs to Reduce Phosphorous Loading into the Great Lakes: Governments on both sides of the border have been taking action setting targets for the Great Lakes to deal with the problem of excess Phosphorus. Stewardship programs,

while also addressing other watershed needs, should focus on reducing Phosphorous levels entering the Great Lakes.”

**Financial Impact:**

Staff have finalized a work plan and signed a three-year contribution agreement with ECCC totaling \$220,000 covering 2019-2022 which will support the development of the Sydenham Watershed Phosphorus Management Plan.

***(g) That the Board of Directors acknowledges the update dated June 5, 2020 regarding the Sydenham River Watershed Phosphorus Management Plan.***

**Tree Planting Program – Spring 2020**

- This year’s tree planting program was challenging due to late tree delivery from the nurseries and concerns with methods to keep staff safe through physical distancing protocols. Several Conservation Authorities cancelled their program this year because of this.
- Tree demand and landowner participants were not much different than normal years. However as April approached, we had several landowner cancellations and project deferrals to next year due to their concerns that the Conservation Authority may not be able to fulfill its obligations as well as a lack of trust in our ability to perform a satisfactory planting service during COVID. Approximately 10,000 trees we deferred to 2021 planting season.
- 51,000 trees arrived on May 7<sup>th</sup> and were placed in cold storage until planting could start on May 11<sup>th</sup>. This was a 2 week delay to the start of a normal planting season.
- Two mechanical planting crews worked for 3 weeks until the first week of June planting approximately 46,000 trees all on private lands.
- Three hand planters planted another 5,000 trees on private lands plus another 5,000 poplar trees for the Twin Creeks leachate site at the landfill north of Watford.
- All staff used separate vehicles for transportation to planting sites. Several staff that had to use their own vehicles, for which they were paid mileage compensation.
- Thirty two landowners purchased and planted 6,100 seedling trees on their own.
- There were 470 large potted stock trees purchased this spring by Brooke-Alvinston and Warwick Township. Another 180 large trees were purchase by 10 individual landowners.
- This spring’s total project value was more than \$220,000 for the cost of trees, planting and long term tending.
- Landowners contributed \$40,500 this year.
- SCRCA secured and provided \$180,000 to landowner through several grants.

***(h) That the Board of Directors acknowledges the report dated June 8, 2020 regarding spring 2020 tree planting on private, corporate and public lands.***

- Catch basin treatments with a mosquito larvicide will be conducted in all rural and urban areas within the County of Lambton and the City of Sarnia starting in late June and ending in mid-August. SCRCA staff will be working under the direction of Lambton Public Health during the treatment operations again this year.
- Catch basins located within Aamjiwnaang will be treated under a separate contract pending approval for funding from Health Canada.
- Permits to treat surface water are obtained from the MECP under the Authority's Pesticide Operators Licence and Insurance and staff exterminator's licences.
- Pre-treatment larvae sampling has been scheduled for the week of June 15<sup>th</sup>. If mosquito larvae activity is low, a second sampling may be required the following week.
- Larvae results are sent to Lambton Public Health. Mosquito activity levels will be used to determine treatment start date. Approval from the Lambton Medical Officer of Health is required before treatments commence.
- Catch basins will be treated with methoprene in pellet formulation. Methoprene is a growth regulator which prevents mosquito larva from becoming biting adults. There will be three separate larvicide applications set at 21-day intervals starting around June 25<sup>th</sup> and finishing around the 20<sup>th</sup> of August.
- There are approximately 16,500 catch basins slated for multiple applications throughout the summer
- A colour code paint mark will be used for every catch basin treated with larvicide.
- The use of larvicide is limited to an exterminator with a mosquito/ biting fly licence or up to 7-trained technicians working under the supervision of a licence holder.
- SCRCA staff will also conduct efficacy tests as part of the treatment program by collecting mosquito pupa samples throughout the summer. Pupa are monitored for percent adult emergence. Past efficacy tests show an average of 80% effectiveness for controlling mosquito emergence.

***(i) That the Board of Directors acknowledges the report dated June 8, 2020 regarding the treatment of catch basins with a larvicide in Lambton County's rural and urban areas.***

The regulations activity report to May, 2020 was reviewed.

***(j) That the Board of Directors accepts the Regulations Activity Reports on "Development, Interference with Wetlands & Alterations to Shorelines & Watercourses" Regulations (Ontario Regulation 171/06), dated June 6, 2020 and includes the period April 1, 2020 to May 31, 2020, as presented.***

The planning activity summary Report to May, 2020 was reviewed.

***(k) That the Board of Directors acknowledges the St. Clair Region Conservation Authority's Monthly Planning Activity Summary Reports, dated June 8, 2020 for April and May 2020.***

The revenue and expenditure report to May 31, 2020 was reviewed.

***(l) That the Board of Directors acknowledges the revenue and expenditure report to May 31, 2020, as it relates to the budget.***

The report on April and May, 2020 disbursements were reviewed.

***(m) That the Board of Directors approves the April and May 2020 disbursements as presented in the amount of \$1,740,115.09.***

The 2020 general levy receipts to May 31, 2020 were reviewed.

***(n) That the Board of Directors acknowledges the status report on the 2020 general levy receipts to May 31, 2020.***

The financial investment statements to April 30, 2020 were reviewed.

***(o) That the Board of Directors acknowledges the financial investment statements through April 30, 2020.***

### **Virtual Field Trips**

In response to school closures SCRCA Education Staff have developed Virtual Field Trips for Elementary and Secondary students in our watershed. SCRCA Education tackled this project aiming to achieve the following goals.

- We hope to be of service to teachers, student and families during this time of online learning.
- We strive to increase our watershed community's connection to Conservation and the environment.
- We aim to maintain, strengthen and grow our relationships with watersheds schools, teachers and students.

We believe we have met and exceeded these goals.

### **Assisting Teachers and Students with Online Learning:**

We have been overwhelmed by the success of these learning tools. While it is difficult to track exact statistics for online usage, we can confirm Virtual Field Trips have been viewed at least 7,500 times to date! Teachers from across the Province have built our local program into their on-line student learning plans! SCRCA Virtual Field trips are being used by teachers from the following School Boards: Lambton-Kent, St. Clair Catholic, Peel Region Catholic and Public boards, Toronto, Avon-Maitland, Niagara, Halton, Sudbury, Simcoe, Thunder Bay, Peterborough and Edmonton, AB! People have also viewed the links from the United States, Columbia, Kenya, Korea, Mauritius, Sweden and New Zealand!

### **Increasing Connections to Conservation and the Environment:**

SCRCA Virtual Field Trips inspire students and families to visit their local wetland, green space, or even their backyards to discover the tremendous diversity of life in these very

important habitats! We have received wonderful feedback from teachers sharing their student's outdoor adventures following our Virtual Field Trip lessons. Creating a spark of environmental enthusiasm will assist students and their parents in making responsible environmental decisions in the future.

**Strengthening Communication with Teachers:**

The expansion of SCRCA Conservation Education's on-line presence has resulted in improved communication and program promotion now and into the future. As teachers learn of the Virtual Field Trips and subscribe to our mailing list, we have been able to increase the number of teacher contacts in the SCRCA watershed. We are now able to build relationships with these new teachers using the success of the Virtual Field Trips to encourage them to participate in our outdoor programs once field trips resume!

**More Teacher Feedback – Virtual Pond Field Trips:**

"I just wanted to reach out and thank you for the amazing virtual field trips, they are SO well done! I will be passing it on to all of the teachers and parents I know! Thank you for helping us support students at home and keep them engaged with the environment."

- Jane, Halton District School Board

"I just want to say thank you for taking the time to put these together. I know it is a lot of work. But it is much appreciated by students and teachers! These were a gift when I saw them the other day!"

- Nancy, Simcoe County District School Board

"You guys are geniuses and I hope you get a raise! Is there somewhere I can nominate you for an award?"

- Melissa, Lambton-Kent District School Board

"Thank you very much! I had not heard of the virtual field trip. I just watched the Gr. 1 one and loved it. I can certainly incorporate that into Seesaw. I will let my colleagues know about it!"

- Sara, Lambton-Kent District School Board

"Thank you for your email! This is AMAZING! How exciting is this. I will share with our staff as well."

- Zoe, St. Clair Catholic District School Board

***(p) That the Board of Directors acknowledges the education staff report dated June 4, 2020 on the Conservation Education Progress Report.***

**St. Clair River Area of Concern (AOC) Governance:**

Since 2011, the SCRCA has been granted funding to support the St. Clair River Area of Concern (AOC) Governance project, which supports a full-time Remedial Action Plan (RAP) Coordinator and associated costs (e.g., communications, meeting expenses). Funding for the project has been shared between Environment and Climate Change

Canada (ECCC) and the Ministry of the Environment, Conservation and Parks (MECP). The Governance project and RAP Coordinator position have been instrumental in advancing the St. Clair River towards removal from the list of Great Lakes AOCs.

An application was submitted to ECCC through the Great Lakes Protection Initiative (GLPI) funding program in March to support the Governance project and RAP Coordinator position for an additional two years (2020-2021 and 2021-2022 fiscal years). Unfortunately, due to limited funds, the SCRCA application was denied. Staff are working with ECCC and MECP representatives to develop a solution that will ensure the continuation of this program in the future.

## **Meetings and Events**

### **Meetings:**

Friends of the St. Clair River (FOSCR)

- June 8, 2020 – Zoom Conferencing Platform (Virtual Meeting)

Binational Public Advisory Council (BPAC)

- June 25, 2020 – Zoom Conferencing Platform (Virtual Meeting)

***(q) That the Board of Directors acknowledges the report, dated June 3, 2020 on the St. Clair River Area of Concern.***

### **SCRCA Scholarship Program 2020:**

Every year, four scholarships are available to graduating high school students who are pursuing post-secondary studies in an environmental field (e.g., biology, ecology, agriculture, etc.). Eligible students must live in or attend a secondary school within the SCRCA boundary.

As a result of the COVID-19 pandemic and the resulting closure of secondary schools throughout the watershed, scholarship packages were unable to be delivered directly to local high schools. Promotion of scholarships has primarily been through SCRCA social media outlets and through the Lambton Kent and Thames Valley District School Boards. A media release was issued on April 15<sup>th</sup> and published in a number of local newspapers.

The applications are scored based on marks; interest and activities as they relate to conservation and the environment; future studies as they relate to conservation and the environment; reference letter(s); and other comments offered by the applicant.

Applications for the 2020 SCRCA scholarships were due on May 31, 2020. In total, 4 applications were received, however, one applicant was deemed ineligible due to living and attending a school outside the jurisdiction of the SCRCA. The applications were reviewed by a committee established by the St. Clair Region Conservation Foundation consisting of Norm Giffen, Archie Kerr, Brian McDougall and Donna Blue. The

Foundation Board of Directors approved the recommended scholarship recipients at their meeting on June 4, 2020.

The following awards will be presented in the coming weeks.

**A.W. Campbell Memorial Scholarship (\$1000):**

- Brady Grubb, Lambton Kent Composite School, Dresden, Ontario

**Tony Stranak Conservation Scholarship (\$500):**

- Trevor McBrayne, Lambton Kent Composite School, Dresden, Ontario

**Mary Jo Arnold Conservation Scholarship (\$500):**

- Gracie Goodhill, North Lambton Secondary School, Forest, Ontario

***(r) That the Board of Directors acknowledges the 2020 Scholarship Program report dated June 4, 2020.***

In late November of 2019, damage occurred to the boat ramp seawall protection. The steel sheet pile on the original groyne at the west side was removed by wave action. In addition to the groyne damage, considerable erosion is occurring on both the east and west side of the ramp protection structures. On the east, the erosion is moving closer to the parking lot and within the protection, erosion has exposed the steel sheet wall side of the ramp.

Due to safety concerns, the ramp has been closed for the 2020 season. Concrete blocks have been placed at the top of the ramp.

**Ongoing Maintenance to Maintain Ramp Closure**

In early March, two concrete blocks were placed at the entrance to the boat ramp and “closed for 2020” signs were placed at the property entrance and top of the ramp. Since installation contractors have been required twice to re-secure the road block at the ramp.

1. March 27, 2020 – One block was dragged far enough to allow access to the ramp. Contractor returned with equipment to move back in place.
2. May 28, 2020 – Reports were received that the blocks had been moved and boats were launching. Contractor returned and added two additional blocks, placed them tightly together, moved blocks onto ramp slope, and secured the blocks together.

Costs to block ramp use have been:

- Initial block placement - \$860 +hst
- March 28 repositioning - \$255 + hst
- May 28 additional blocks – estimated \$1000 - \$1500

### Requests for Engineering Study Quotes

RIGGS Engineering provided an initial estimate on March 31, 2020 that included an inspection of the existing structure, a coastal assessment, a topographical survey, and plans and specifications for repairs. The cost of this work was estimated at \$14,260 plus HST.

A more in-depth study is desired to address additional concerns at Highland Glen. Erosion concerns should be addressed before investing in repairs. Erosion has started to encroach on the parking lot and is flanking the existing structure on both sides. With high water, the rate of erosion has increased. The existing walkways are in need of repair due to damage from high water in 2019. Sediment has accumulated inside the existing structure since the failure of the west groyne.

At the time of this report, one quote has been received for the expanded scope of work. The cost of the study is \$40,500 plus HST. To move forward with a study that exceeds \$25,000, a tender process will be required. This estimate follows this report.

### Financial Impact:

The Highland Glen Conservation Area reserve at the end of 2019 totalled \$11,619.25 (unaudited). The cost of the desired study is estimated at \$40,000 based on one quote received. An additional \$20,000 - \$30,000 will be required to complete this study, dependent on the tendered cost.

Highland Glen is designated a “regional” property by the SCRCA Board of Directors. Costs for regional properties are paid by all member municipalities through a non-matching general levy.

With the 2020 budget approved, staff could investigate opportunities to proceed with the study and defer the costs to the 2021 budget.

A recorded vote was requested

<b>Director</b>	<b>For</b>	<b>Against</b>
MacKinnon, Betty Ann	✓	
Nemcek, Frank	✓	
Faas, Joe	✓	
Hall, Aaron	✓	
Broad, Al	✓	
Marriott, Kevin	✓	
McMillan, Dan	✓	
McEwen, Netty	✓	



Gordon, Larry	✓	
Bruziewicz, Andy	✓	
Burrell, Terry	✓	
Stark, Mike		✓
McGill, Mark	✓	
Brown, Pat	✓	
Miller, Steve	✓	
Brennan, John	✓	
Kennes, Frank	✓	
Westgate, Jerry	✓	
<b>Total</b>	<b>17</b>	<b>1</b>

**Director’s Comments:**

Directors discussed concerns regarding the financial commitments required from Municipalities for such a large project. It was recommended to proceed with the tender process for an engineered study investigating options for repairs and erosion control with quotes and proposed phases to be brought to the next board of directors meeting for review and an informed decision. It was also suggested that having such documentation on-hand may be helpful in securing government funding, should programs become available.

**BD-20-54**

**Broad - McEwen**

**“That the Board of Director’s acknowledges the report dated June 6, 2020 on the Highland Glen Conservation area and approves proceeding with the tender process for an engineered study investigating options for infrastructure repair and erosion control with costs to be deferred to 2021.”**

**CARRIED**

The Ontario Government is proposing the development of government response statements for the Spiny Softshell turtle. These statements outline the actions the government is taking and supports to protect the Spiny Softshell turtle.

The St. Clair Region Conservation Authority is located in southwestern Ontario and includes the Sydenham River watershed and smaller watersheds draining directly into southern Lake Huron, the St. Clair River and northeastern Lake St. Clair. Our position in the Carolinian Life Zone means we have a high percentage of Ontario’s species at risk. This area also has a highly modified landscape with limited protected area, so it is

essential to maintain and protect existing natural heritage features and the species at risk that inhabit them. All species including species at risk, specifically, the Spiny Softshell, depend on functioning, resilient ecosystems to survive. The primary cause in most species' decline in the province is due to habitat loss and degradation. The ecosystems that provide habitat to all of our species provide numerous irreplaceable benefits such as air and water purification, soil stabilization, flood prevention and climate change mitigation.

SCRCA fully endorses the Ontario government's Recovery Goal for the Spiny Softshell of supporting the long-term viability of existing local populations and, where biologically and technically feasible, supporting the increase in the distribution and abundance of the species by managing and restoring the species' habitat, improving habitat connectivity between local populations, reducing threats, and improving recruitment.

As a Conservation Authority located in the heart of known Spiny Softshell habitat in Southwestern Ontario (the Sydenham River Watershed), SCRCA is well-suited to assist the Ontario Government in achieving the Recovery Actions for the Spiny Softshell. Should funding become available, SCRCA is more than willing to assist in the following aspects of Spiny Softshell recovery in Ontario:

### **Management Actions**

1. (High) SCRCA is keen to work collaboratively with landowners, land managers, stakeholders, partners, and Indigenous communities and organizations, to develop and implement techniques and best management practices (BMP) to reduce threats to the species and their habitat. Working collaboratively, SCRCA would promote and implement where possible:

- a. alternatives to traditional development, such as using natural forms of shoreline stabilization rather than hardening shorelines with "rip-rap" or stone walls, where appropriate and feasible;
- b. mitigation techniques to address new road construction and road mortality, including constructing turtle eco-passages (e.g., fencing and tunnels), identifying and addressing existing road mortality hotspots, and using alternatives to traditional roadway construction techniques in sensitive habitats where possible (e.g., bridges over wetlands), where appropriate and feasible;
- c. stewardship activities to reduce disturbance to the species and their habitat (e.g., targeted signage to address local threats);
- d. encouraging and implementing techniques to reduce fishing by-catch;
- e. controlling invasive species in areas where they pose a direct threat to Spiny Softshell; and,
- f. working with local municipalities, conservation authorities and other relevant agencies to implement water management plans that minimize impacts to the species and its habitat, particularly with respect to flooding of nesting habitat during the nesting and incubation period and water drawdowns during the hibernation period.

2. SCRCA is keen to support and work with local landowners, land managers, stakeholders, organizations, government agencies, and Indigenous communities and organizations to develop and implement coordinated habitat management plans to

increase habitat suitability and connectivity, and create, enhance and restore habitat at priority sites.

- SCRCA has strong working relationships with Upper Thames River Conservation Authority and Salthaven Wildlife Rehabilitation and Education Centre that have boosted the local head-starting program for Spiny Softshell in Southwestern Ontario.

3. SCRCA is keen to implement, evaluate, adapt and improve techniques to reduce nest predation and improve recruitment, including methods such as nest caging and head-starting in areas where these activities are deemed necessary and appropriate (i.e., recruitment is believed to be insufficient to maintain viable populations).

- SCRCA has over 3 years of experience implementing nest caging and head-starting methods to reduce nest predation and improve recruitment in the Sydenham River Watershed.
- In 2018 alone, SCRCA released 282 Spiny Softshell hatchlings to their respective nest locations.

4. SCRCA is keen to work with local landowners, municipalities and community partners to strategically secure Spiny Softshell habitat and encourage long-term protection through existing land securement and stewardship programs and/or land securement agencies, including land that would support improved habitat connectivity.

- SCRCA has worked with local landowners and stewardship groups in our watershed for over 20 years, implementing over 615 stewardship projects that benefit many SAR species, including Spiny Softshell. Many of these stewardship projects have been supported by the Ontario Species at Risk Stewardship Program (2008-2018).

5. SCRCA is also keen to support and work collaboratively with relevant government, law enforcement agencies and other partners to develop and implement coordinated strategies to address the threat of illegal collection.

### **Research and Monitoring**

6. (High) Where necessary and/or possible, SCRCA is keen to work collaboratively with local landowners, land managers, industry stakeholders, organizations, government agencies, partners and Indigenous communities and organizations to develop and implement a standardized survey and monitoring programs that include:

- a. monitoring distribution and abundance of the species at representative sites across its range in Ontario to identify and track changes in population abundance over time;
- b. assessing species' presence at sites lacking recent observations (including historical sites and extirpated sites where suitable habitat remains) and refining knowledge of the local and regional distribution of Spiny Softshell in Ontario;
- c. monitoring emerging and existing threats to the species; and, encouraging participation in citizen science data collection programs (e.g., iNaturalist).

7. (High) SCRCA is keen to support research to evaluate the effectiveness of threat mitigation techniques, recovery approaches and best management practices, including:

- a. techniques to mitigate impacts of activities, such as shoreline
- b. development and dam construction and operation, on nesting sites;
- c. approaches for habitat creation, restoration and improvement;
- d. techniques for salvage and translocation; and,
- e. techniques for improving recruitment (e.g., nest protection and incubation, head-starting, predator exclusion).

8. Investigate and monitor the severity and potential impacts of threats to local populations such as invasive species, human-subsidized predators, fishing by-catch, illegal collection, pollution and climate change.

9. SCRCA supports future research on species' biology, ecology, habitat use and genetics where knowledge gaps persist, such as:

- a. minimum habitat and population requirements to ensure local population viability (e.g., suitable habitat size, number of mature individuals);
- b. habitat needs and use for various life stages (e.g., nesting, feeding, hibernating);
- c. population genetics and demographics across the species' range; and,
- d. effects of changes in precipitation, water levels, and extreme weather on local habitat availability and individual survival (e.g., flooding of nests along shorelines).

10. As appropriate, SCRCA encourages the recording, sharing and transfer of Traditional Ecological Knowledge on Spiny Softshell, where it has been shared by communities, to increase knowledge of the species and support future recovery efforts.

#### Awareness and Stewardship

11. SCRCA is keen to promote public awareness of Spiny Softshell, including its status and protection under the ESA, and engage the public in Spiny Softshell stewardship. This may include:

- a. developing interactive social media and social marketing campaigns to promote Spiny Softshell stewardship and reduce threats such as accidental mortality and illegal collection. Coordinate with other species at risk turtle initiatives where appropriate;
- b. working collaboratively with land owners, land managers, municipalities, the public, and other stakeholders to increase their awareness of Spiny Softshell and how to reduce impacts to the species; and,
- c. educating the public on what to do if they encounter an injured turtle or a nest in a high-risk area.

SCRCA supports the recovery of the Spiny Softshell in the Sydenham River Watershed and beyond. We are keen to assist where we are able and implement as many of the recovery actions as feasible.

**Strategic Objectives(s):**

The St. Clair Region Conservation Authority has as its vision, watersheds where human needs are met in balance with the needs of the natural environment. According to *A Way Forward – Strategic Plan*, one of SCRCA’s four goals is to: “Goal 2 – Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes.”

Supporting the Ontario Government Response Statements concerning the Spiny Softshell turtle will help protect the Sydenham River Watershed.

**Financial Impact:**

The Species at Risk Stewardship Fund was created under the *Endangered Species Act* to encourage people to get involved in protecting and recovering species at risk through stewardship activities.

Over the five year period from 2013-2017 the Species at Risk Stewardship Fund provided over \$315,000 to SCRCA to implement a variety of stewardship projects such as tree planting, wetland creation, and turtle nesting habitat enhancement. The Fund has also support a variety of outdoor education learning opportunities.

Additional support to the Authority is provided through the Department of Fisheries and Oceans Canada Nature Fund for Aquatic Species at Risk. This Fund supports biological monitoring of species at risk and the implementation of stewardship projects in the Sydenham River Watershed in an effort to contribute directly to the recovery objectives and population goals of species at risk listed on Schedule 1 of the Species at Risk Act (SARA). We are entering the 2<sup>nd</sup> year of a four-year grant, totalling \$1.1 million.

**BD-20-55****MacKinnon – McGill**

**“That the Board of Directors acknowledges the report dated June 1, 2020 on the Ontario Government Response Statement for the Spiny Softshell and further endorse the comments prepared by staff.”**

**CARRIED**

The Ontario Government is proposing the development of government response statements for the Blanding’s Turtle, Eastern Whip-poor-will, Northern Bobwhite, Spotted Turtle, Little Brown Myotis, Northern Myotis, Tri-colored Bat, and the White Wood Aster. These statements outline the actions the government is taking and supports to protect these species.

The St. Clair Region Conservation Authority is located in southwestern Ontario and includes the Sydenham River watershed and smaller watersheds draining directly into southern Lake Huron, the St. Clair River and northeastern Lake St. Clair. Our position in the Carolinian Life Zone means we have a high percentage of Ontario’s species at risk. This area also has a highly modified landscape with limited protected area, so it is essential to maintain and protect existing natural heritage features and the species at risk

that inhabit them. All species, including species at risk depend on functioning, resilient ecosystems to survive. The primary cause in most species' decline in the province is due to habitat loss and degradation. The ecosystems that provide habitat to all of our species provide numerous irreplaceable benefits such as air and water purification, soil stabilization, flood prevention and climate change mitigation. The Sydenham River watershed is home to the Blanding's Turtle, Eastern Whip-poor-will, Northern Bobwhite, Spotted Turtle, Little Brown Myotis, Northern Myotis, and the Tri-colored Bat.

SCRCA fully endorses the Ontario government's Recovery Goals for the species found in our watershed and those that are not (White Wood Aster). SCRCA supports the long-term viability of existing local populations and, where biologically and technically feasible, supporting the increase in the distribution and abundance of the species by managing and restoring the species' habitat, improving habitat connectivity between local populations, reducing threats, and improving recruitment. Additionally, we support the filling knowledge gaps related to each of the listed species concerning their biology, habitat requirements, and the presence and severity of threats.

As a Conservation Authority located in Southwestern Ontario within the Sydenham River Watershed, SCRCA is well suited to assist the Ontario Government in achieving the Recovery Actions for the Blanding's Turtle, Eastern Whip-poor-will, Northern Bobwhite, Spotted Turtle, Little Brown Myotis, Northern Myotis, and the Tri-colored Bat. The Sydenham River Watershed is one of Canada's most biodiverse regions, with many local aquatic and terrestrial SAR. Implementing actions that benefit the listed SAR will further enhance the ecosystem for other local SAR and/or not-at-risk species.

Should funding become available, SCRCA is more than willing to assist in the following aspects of Blanding's Turtle, Eastern Whip-poor-will, Northern Bobwhite, Spotted Turtle, Little Brown Myotis, Northern Myotis, and the Tri-colored Bat recovery in Ontario.

#### Management Actions

1. (High) SCRCA is keen to work collaboratively with landowners, land managers, stakeholders, partners, and Indigenous communities and organizations, to develop and implement techniques and best management practices (BMP) to reduce threats to the species and their habitat. Working collaboratively, SCRCA would promote and implement where possible:
  - a. alternatives to traditional development, where appropriate and feasible;
  - b. mitigation techniques to address new road construction and road mortality, identifying and addressing existing road mortality hotspots, and using alternatives to traditional roadway construction techniques in sensitive habitats where possible (e.g., bridges over wetlands), where appropriate and feasible;
  - c. stewardship activities to reduce disturbance to the species and their habitat (e.g., targeted signage to address local threats);
  - d. encouraging and implementing techniques to reduce fishing by-catch;
  - e. controlling invasive species in areas where they pose a direct threat to each species;

- f. maintaining or enhancing habitat for Eastern Whip-poor-will and other aerial insectivores and their insect prey at both local and landscape levels;
  - g. promoting the implementation of policies and programs that promote beneficial insects and reduce light pollution and the pollutants that contribute to climate change; and,
  - h. working with local municipalities, conservation authorities and other relevant agencies to implement water management plans that minimize impacts to the species and its habitat.
2. SCRCA is keen to support and work with local landowners, land managers, stakeholders, organizations, government agencies, and Indigenous communities and organizations to develop and implement coordinated habitat management plans to increase habitat suitability and connectivity, and create, enhance and restore habitat at priority sites.
  - a. SCRCA has strong working relationships with Upper Thames River Conservation Authority and Salthaven Wildlife Rehabilitation and Education Centre that have boosted the local head-starting program for local at risk turtle species in Southwestern Ontario.
3. SCRCA is keen to implement, evaluate, adapt and improve techniques to reduce Blanding's turtle, Spotted Turtle, and other SAR turtle nest predation and improve recruitment, including methods such as nest caging and head-starting in areas where these activities are deemed necessary and appropriate (i.e., recruitment is believed to be insufficient to maintain viable populations).
4. (High) SCRCA is keen to work collectively with industry (e.g., mining, aggregates, forestry, problem/nuisance wildlife removal, agriculture, wind power) develop, implement, evaluate and promote best management practices to minimize the impacts of industry activities and operations on Little Brown Myotis, Northern Myotis and Tri-colored Bat and their habitat.
5. (High) SCRCA is keen to work collaboratively with Walpole Island First Nation, landowners, land managers, and researchers to develop, implement and evaluate management plans and best management practices to maintain or improve the quality of Northern Bobwhite habitat and viability of populations at existing sites.
6. SCRCA is keen to work with local landowners, municipalities and community partners to strategically secure SAR habitat and encourage long-term protection through existing land securement and stewardship programs and/or land securement agencies, including land that would support improved habitat connectivity.
  - SCRCA has worked with local landowners and stewardship groups in our watershed for over 20 years, implementing over 615 stewardship projects that benefit many SAR species. Ontario Species at Risk Stewardship Program (2008-2018) funded many of these stewardship projects.
7. SCRCA is also keen to support and work collaboratively with relevant government, law enforcement agencies and other partners to develop and implement coordinated strategies to address the threat of illegal collection.

## Research and Monitoring

8. (High) Where necessary and/or possible, SCRCA is keen to work collaboratively with local landowners, land managers, industry stakeholders, organizations, government agencies, partners and Indigenous communities and organizations to develop and implement a standardized survey and monitoring programs for Blanding's Turtle, Spotted Turtle, Eastern Whip-poor-will, Little Brown Myotis, Northern Myotis, and Tri-colored Bat that include:
  - a. monitoring distribution and abundance of the species at representative sites across its range in Ontario to identify and track changes in population abundance over time;
  - b. assessing species' presence at sites lacking recent observations (including historical sites and extirpated sites where suitable habitat remains) and refining knowledge of the local and regional distribution of these listed species at risk in Ontario; and,
  - c. monitoring emerging and existing threats to the species; and, encouraging participation in citizen science data collection programs (e.g., iNaturalist).
9. (High) SCRCA is keen to support research to evaluate the effectiveness of threat mitigation techniques, recovery approaches and best management practices, including:
  - a. techniques to mitigate impacts of activities;
  - b. approaches for habitat creation, restoration and improvement;
  - c. techniques for salvage and translocation; and,
  - d. techniques for improving recruitment (e.g., nest protection and incubation, head-starting, predator exclusion).
10. SCRCA will support investigations into and will continue to monitor the severity and potential impacts of threats to local populations such as invasive species, human-subsidized predators, fishing by-catch, illegal collection, pollution and climate change.
11. SCRCA supports future research on species' biology, ecology, habitat use and genetics where knowledge gaps persist, such as:
  - a. minimum habitat and population requirements to ensure local population viability (e.g., suitable habitat size, number of mature individuals);
  - b. habitat needs and use for various life stages (e.g., nesting, feeding, hibernating);
  - c. population genetics and demographics across the species' range;
  - d. investigate the need for and feasibility of augmentation or reintroduction of Northern Bobwhite populations,
  - e. further refine understanding of the Eastern Whip-poor-will's ecology and habitat characteristics; and,
  - f. effects of changes in precipitation, water levels, and extreme weather on local habitat availability and individual survival (e.g., flooding of nests along shorelines).
12. As appropriate, SCRCA encourages the recording, sharing and transfer of Traditional Ecological Knowledge on these species at risk, where it has been shared by communities, to increase knowledge of the species and support future recovery efforts.



## **Awareness and Stewardship**

13. SCRCA is keen to promote public awareness of local species at risk, including their status and protection under the ESA, and engage the public in stewardship education and implementation. This may include:

- a. developing interactive social media and social marketing campaigns to promote species at risk stewardship and reduce threats;
- b. coordinate with other species at risk initiatives, where appropriate;
- c. working collaboratively with land owners, land managers, municipalities, the public, and other stakeholders to increase their awareness of local species at risk and how to reduce impacts to the species; and,
- d. educating the public on what to do if they encounter an injured individual.

SCRCA supports the recovery of the Blanding's Turtle, Eastern Whip-poor-will, Northern Bobwhite, Spotted Turtle, Little Brown Myotis, Northern Myotis, Tri-colored Bat, and White Wood Aster in the Sydenham River Watershed and beyond. We are keen to assist where we are able and implement as many of the recovery actions as feasible.

### **Strategic Objectives(s):**

The St. Clair Region Conservation Authority has as its vision, watersheds where human needs are met in balance with the needs of the natural environment. According to *A Way Forward – Strategic Plan*, one of SCRCA's four goals is to: "Goal 2 – Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes."

Supporting the Ontario Government Response Statements concerning these eight species at risk will help protect the Sydenham River Watershed.

### **Financial Impact:**

The Species at Risk Stewardship Fund was created under the *Endangered Species Act* to encourage people to get involved in protecting and recovering species at risk through stewardship activities.

Over the five year period from 2013-2017 the Species at Risk Stewardship Fund provided over \$315,000 to SCRCA to implement a variety of stewardship projects such as tree planting, wetland creation, and turtle nesting habitat enhancement. The Fund has also support a variety of outdoor education learning opportunities.

Additional support to the Authority is provided through the Department of Fisheries and Oceans Canada Nature Fund for Aquatic Species at Risk. This Fund supports biological monitoring of species at risk and the implementation of stewardship projects in the Sydenham River Watershed in an effort to contribute directly to the recovery objectives and population goals of species at risk listed on Schedule 1 of the *Species at Risk Act* (SARA). We are entering the 2<sup>nd</sup> year of a four-year grant, totalling \$1.1 million.

**BD-20-56**

**McGill – Burrell**

**“That the Board of Directors acknowledge the report dated June 1, 2020 on the Ontario Government Response Statements for the Blanding’s Turtle, Eastern Whip-poor-will, Northern Bobwhite, Spotted Turtle, Little Brown Myotis, Northern Myotis, Tri-colored Bat, and the White Wood Aster and further endorse the comments prepared by staff.”**

**CARRIED**

The Conservation Authorities Act falls under the umbrella of the Provincial Offences Act.

### **Current Procedure**

When a violation of the Conservation Authorities Act is brought to the attention of staff, we attempt to work with the landowner to remediate the violating works. If staff are unable, or the proponent is unwilling, staff may proceed to lay charges under the Provincial Offences Act if warranted and enough evidence is collected to defend the charge.

If the landowner proceeds to correct the violation, before the case appears in court, SCRCA staff will have the charges withdrawn in order to limit legal fees. Often, SCRCA staff will request an adjournment if we reasonably believe the landowner will correct and or restore the area and/or apply with a complete application for a Board Hearing.

The Authority does not have the ability to obtain costs under Provincial Offences legislation. Any and all legal costs incurred during court proceedings are the responsibility of each party, regardless of the outcome. As such, it has been the practice of the Authority to only proceed to court in those situations where the landowner is not willing to work with the Authority to correct the violation.

### **Legislation:**

In 2006, the Conservation Authorities Act was amended as part of the Red Tape Reduction Initiative and regulations implemented pursuant to Section 28 of the Act. These regulations are entitled “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” With the approval of O.R. 171/06, Conservation Authorities are responsible for issuing development approvals in regulated areas, including shoreline areas and wetlands. If works proceed without the written permission of the Authority, and the landowner is unwilling to work with SCRCA staff toward a resolution, SCRCA staff have 2 years from the time the violation came to the attention of the Authority to proceed to Provincial Offences Court to remedy the violation. Please note: at this time a suspension order has been made under the Emergency Management and Civil Protection Act that suspends all “limitation periods” for the duration of the COVID-19 emergency (O. Reg. 73/20) until these proceedings are being held again.

## **Conservation Authorities Act (relevant subsections under section 28):**

### **Offence: contravening regulation**

(16) Every person who contravenes a regulation made under subsection (1) or the terms and conditions of a permission of an authority in a regulation made under clause (1) (b) or (c) is guilty of an offence and on conviction is liable to a fine of not more than \$10,000 or to a term of imprisonment of not more than three months. 1998, c. 18, Sched. I, s. 12; 2010, c. 16, Sched. 10, s. 1 (2).

### **Limitation for proceeding**

(16.1) A proceeding with respect to an offence under subsection (16) shall not be commenced more than two years from the earliest of the day on which evidence of the offence is discovered or first comes to the attention of officers appointed under clause (1) (d) or persons appointed under clause (1) (e). 2010, c. 16, Sched. 10, s. 1 (3).

### **Orders**

(17) In addition to any other remedy or penalty provided by law, the court, upon making a conviction under subsection (16), may order the person convicted to,

- (a) remove, at that person's expense, any development within such reasonable time as the court orders; and
- (b) rehabilitate any watercourse or wetland in the manner and within the time the court orders. 1998, c. 18, Sched. I, s. 12

### **Non-compliance with order**

(18) If a person does not comply with an order made under subsection (17), the authority having jurisdiction may, in the case of a development, have it removed and, in the case of a watercourse or wetland, have it rehabilitated. 1998, c. 18, Sched. I, s. 12.

### **Liability for certain costs**

(19) The person convicted is liable for the cost of a removal or rehabilitation under subsection (18) and the amount is recoverable by the authority by action in a court of competent jurisdiction. 1998, c. 18, Sched. I, s. 12.

### **Definitions**

(25) In this section, "development" means,

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

"wetland" means land that,

- (a) is seasonally or permanently covered by shallow water or has a water table close to

or at its surface,

(b) directly contributes to the hydrological function of a watershed through connection with a surface watercourse,

(c) has hydric soils, the formation of which has been caused by the presence of abundant water, and

(d) has vegetation dominated by hydrophytic plants or water tolerant plants, the dominance of which has been favoured by the presence of abundant water, but does not include periodically soaked or wet land that is used for agricultural purposes and no longer exhibits a wetland characteristic referred to in clause (c) or (d). (“terre marécageuse”) 1998, c. 18, Sched. I, s. 12.

## **O.R. 171/06 – Development, Interference with Wetlands and Alterations to**

### **Shoreline and Watercourses (relevant sections):**

#### **Development prohibited**

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

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

(i) for Lake Huron, the 100 year flood level, plus the appropriate allowance for wave uprush found in the most recent document entitled “Lake Huron Shoreline Management Plan” available at the head office of the Authority,

(ii) for Lake St. Clair and the St. Clair River, the 100 year flood level plus the appropriate allowance for wave uprush found in the most recent document entitled “Great Lakes System Flood Levels and Water Related Hazards” available at the head office of the Authority,

(b) river or stream valleys that have depressional features associated with a river or stream, whether or not they contain a watercourse, the limits of which are determined in accordance with the following rules:

(i) where the river or stream valley is apparent and has unstable slopes, the valley extends from the predicted long term stable slope projected from the existing stable slope or, if the toe of the slope is unstable, from the predicted location of the toe of the slope as a result of stream erosion over a projected 100 year period, plus 15 metres, to a similar point on the opposite side,

(d) wetlands;

#### **Alterations prohibited**

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

any way with a wetland. O. Reg. 171/06, s. 5.

### **Permission to develop**

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

To summarize the above, the Authority may grant permission for a development to occur within a Regulated Area, if in the opinion of the Authority, the application meets SCRCA Policies and Regulations. If the Applicant refuses to apply for permission and or provide an application to be considered under a Board Hearing, SCRCA staff have the option with Board Approval to proceed to Provincial Offences Court to seek remediation.

### **File Summary:**

FV-2018-021 Tim Payne, SCRCA staff and County Woodlands Conservation By-law Officer contacted Regulations staff regarding tree removal in a Provincially Significant Wetland (PSW) on July 18, 2018. Various conversations regarding the works continued until it was agreed that a site visit should occur to determine if the works would be considered an alteration to the hydrology of a wetland. A site visit on December 19, 2018 confirmed that works had commenced that would not be permitted, but stated that if no further works continued and the area of the removal be left to regenerate on this and other areas of removal that staff would not proceed any further with this file. It was also discussed that works may commence in the buffer lands, but a follow up visit during spring conditions would be appropriate to delineate the wetland. It was requested that we do a site visit the following spring to confirm the areas had been allowed to regenerate and to delineate the wetland within the 120 m. buffer lands. Subsequent requests for a site visit were ignored.

R#2020-0209 The SCRCA General mailbox received an anonymous call regarding concrete being dumped into the St. Clair River from a construction site near Seager Park. SCRCA Staff review including Google Earth determined this fill was ongoing since 2015 and represented significant fill and land reclamation by the continual dumping of debris directly into and adjacent to St. Clair river.

A notice of violation was sent by email regarding the alteration to the St. Clair river on May 5, 2020. On the same day, SCRCA staff received a phone call from Mr. MacPherson stating that the shoreline works continued because of an erosion issue that SCRCA created and he is fixing at his own expense. He made it clear that he intends to farm the cleared areas within the PSW and adjacent lands when asked about that file. He followed up on that call with an email on May 8, 2020 stating that he would pay for a permit if it is a reasonable cost. SCRCA staff responded that SCRCA policies require engineering for shoreline erosion control structures and a SCRCA Permit could not be issued for either file after the fact unless the fill is removed and an engineered solution is

provided for SCRCA review for File R#2020-0209. For File FV 2018-021, no alteration to a PSW that affects the hydrology of the wetland can be permitted under Ontario Regulation 171/06 Section 5 pursuant to the Conservation Authorities Act.

**Recommendation:**

Both files do not meet SCRCA Regulations and Policy. The landowner refuses to restore or remediate. SCRCA staff can not issue a Permit at his request. SCRCA staff is requesting to move forward and consult with legal representation, review evidence and obtain recommendations before returning to the Board in September and plotting a course forward that could conclude with charges under the Provincial Offences Act. If during this process, the landowner chooses to work with the Authority, SCRCA staff can withdraw the charges and work towards a resolution.

**BD-20-57**

**MacKinnon – Kennes**

**“That the Board of Directors acknowledges the report dated June 8, 2020 on the Development proceeded in a Provincially Significant Wetland (PSW) involving the interference with 390, 669.5 square meters of PSW and PSW adjacent land (buffer) in the form of clearing, excavating and site grading of lands; and Fill, excavation and site grading at the shoreline of St. Clair River and further recommends that staff consult with legal representation prior to reviewing a recommendation at the next Board Meeting.”**

**CARRIED**

Due to COVID-19, emergency Provincial directions were given for employees to work at home where possible. On March 18, 2020, we deployed employees to work from home on a temporary basis. To address these situations in the future, we have created an Emergency Work at Home Policy to be added to our Administrative Policy Manual.

The Emergency Work at Home Policy was reviewed.

**BD-20-58**

**Nemcek – Brown**

**“The Board of Directors acknowledges the report dated June 5, 2020 on the Emergency Work at Home Policy and further approves the addition of this policy to the SCRCA Administrative Policy Manual.”**

**CARRIED**

The current Pandemic COVID-19 has affected many businesses and communities. The St. Clair Region Conservation Authority (SCRCA) was able to move quickly to protect employees and reduce the risk of spread. Several measures we adopted immediately, thus reducing risk and potential liability included:

- closing to the public

- providing secured access and equipment for employees to be deployed to work from home

SCRCA was able to keep the parks and trails open through the early stages of the Pandemic with limited maintenance available on the trails, which provide communities with much needed outdoor space. Innovation came from our situation, in that our Education department was able to find ways to continue to engage schools and students that were not able to visit as groups.

As the pandemic continues to unfold with unknown outcomes and not knowing when the potential second wave will hit, we continue to monitor cost and revenues. The following steps have been taken to mitigate expenses:

- 1) Delayed hiring several seasonal staff for the campgrounds as they are not operating at capacity, and will not until further Provincial Direction is received, (approximately 25 staff)
- 2) Delayed filling of 2 key positions in Planning
- 3) Delayed filling of 1 RAP Coordinator position

Most of the savings from the salary gap dollars will be offset with losses in revenue and increased costs associated with health and safety supplies required to maintain a safe environment for employees who are currently rotating working in-office. In preparation of increasing employee presence in the office, considerations for increased disinfection and social distancing in small environments (shields, vehicle costs, supplies) may result in additional costs.

### **Financial Impact:**

Levy, Fee & S39 Funded Departments, to May 31, 2020

#### **Expense Reductions**

Planning	Salary Gapping	\$35,000
	10% CRA relief	\$3,500
Administration	10% CRA relief	\$6,800
Water	10% CRA relief	\$3,000

#### **Reductions in Revenue**

Planning Fees compared to May 2019	\$24,400
Admin – Interest/Investment Income	\$13,800
Across Levy Departments Increase in Health and Safety directly related to COVID	\$5,000

**Net savings to May 2020    \$5,100**

Also as a result of travel restrictions and closures of other businesses and industries cost have been reduced in these areas to date:

Travel Expenses	\$1,200
Board Member Travel	\$500

Training Expenses\* \$6,400  
(\*including travel specific to training, contains mandatory training which may need completion)

As SCRCA begins summer field work, the cost of mileage will increase due to the need for social distancing.

The % of the Municipal General Levy of overall 2020 Budget is 12%.

**Directors Comments:**

It is requested that staff continue to record accounting the effects of COVID-19 as it relates to the 2020 budget and present in a monthly requisition.

Directors enquired whether the CRA tax form T2200 was issued to staff working from home in order to claim expenses incurred in setting up a home office. Staff confirmed that T2200 forms have not been issued as all IT equipment, office supplies and printing continue to be provided by the Administration office.

**BD-20-59**

**Miller – Kennes**

**“That the Board of Directors acknowledges the report dated June 5, 2020 regarding the effects of COVID-19 to May 31, 2020 on the 2020 Budget.”**

**CARRIED**

**Under New Business**

Concerns were brought forth on behalf of Director Brad Loosley (regrets) regarding comments made by the Town of Petrolia’s Drainage Superintendent at a recent Council meeting. Drainage professionals report that conflicts with the drainage act and drain enclosure policy are impeding business moving forward. Staff will be preparing a response, conducting consultation on the enclosure policy and mapping out a plan, all of which will be brought to the next Board of Directors meeting.

Concerns were brought forth regarding an agricultural rental property exhibiting poor farming practices. Questions were brought to staff regarding the upcoming land rental tender process and whether such issues can be addressed and therefore avoided in future agreements. The Manager of Forestry, Tim Payne responded informing directors that land rental agreements have been recently revamped. A copy of the updated lease will be sent for review to ensure that such concerns are addressed.

Director Frank Kennes enquired where the responsibility rests for the removal of watercourse obstructions. Staff advised that the local Municipal Public Works should be contacted.

Director Pat Brown made a request for an added clause to the Flood Warning and Flood Contingency Plan that states affected landowners will be notified when the McKeough



dam is to be closed. Staff confirmed that this feedback has been considered and is being incorporated within the Contingency Plan. A list of contacts for affected landowners is maintained by the Conservation Authority and important updates will be delivered via e-mail. Updates to this list can be made upon request to the Conservation Authority or through St. Clair Township.

**BD-20-60**

**Burrell – Brown**

**“That the meeting be adjourned.”**

**CARRIED**



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**Joe Faas**  
**Chair**

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**Brian McDougall**  
**General Manager**



## Board of Directors Meeting Minutes

Date: August 6, 2020

Time: 10:04 am

St. Clair Conservation Authority Administrative Office

**Present:** Alan Broad, John Brennan, Pat Brown, Terry Burrell, Joe Faas, Chair; Larry Gordon, Vice Chair; Aaron Hall, Frank Kennes, Brad Loosley, Kevin Marriott, Mark McGill, Netty McEwen, Dan McMillan, Steve Miller, Frank Nemcek, Mike Stark

**Regrets:** Andy Bruziewicz, Betty Ann MacKinnon, Lorie Scott, Jerry Westgate

**Staff Present:** Ashley Fletcher, Administrative Assistant/ Board Coordinator; Brian McDougall, General Manager

The Chair welcomed everyone to the meeting and gave a brief explanation for the call of an in-camera meeting. Concerns were voiced by Directors Mike Stark and John Brennan that an item within the agenda did not necessitate for an in-camera session. It was discussed and agreed upon that matters related to Planning, Regulations and Drainage would be discussed in an open session, and that personnel-related matter would be discussed in-camera.

It was requested that each Director declare a conflict of interest at the appropriate time, on any item within this agenda in that a Director may have pecuniary interest.

### **BD-20-61**

**Miller – McMillan**

**“That the Board of Directors adopts the agenda for the meeting, as amended.”**

**CARRIED**

### **BD-20-62**

**Burrell – Marriott**

**“That the Board of Directors go in-camera at 10:04 a.m. to discuss personnel information with the General Manager and Administrative Assistant/ Board Coordinator remaining.”**

**CARRIED**

### **BD-20-63**

**Burrell – Brown**

**“That the Board of Directors rise and report at 10:54 a.m.”**

**CARRIED**

- **Concerns specific to the speed in which planning applications are being handled**
  - Calls related to planning and applications for development are being received at a higher rate than normal, while staffing in this department is currently at 50%

- Several Board Members have contacted the planning department in attempt to expedite applications
- **Concerns specific to Drainage Regulations**
  - Director's shared concerns that have been brought forth by Municipal staff and drainage engineers regarding lack consistency, development delays and overly arduous regulations
  - Directors report that the above issues have resulted in a lack of trust and tarnished reputation for the Conservation Authority
  - General Manager, Brian McDougall offered the following points for clarification:
    - The 15 day turn-around rate for complete submitted development applications is still in effect, but is being affected by staffing issues in the planning department
    - Staff have a responsibility under the Act to protect wetlands (including potentially unmapped wetlands) and all specific details are brought to the Regulations Committee for review
    - Direction to ignore any aspect within the Act increases liability risk to the Board
    - The Drainage Act does not necessarily reflect the realities of today's environment, as storms are now more frequent and exceeding what was once thought of as a 'significant'
- **Staffing issues within the planning department**
  - Manager of Planning, Dallas Cundick resigned in February. This position is being filled on a temporary basis by the Regulations Coordinator, Melissa Deisley and Planning Ecologist, Sarah Hodgkiss
  - Planner, Erica Ogden resigned in March. This position has recently been filled by Laura Biancolin
  - The position of Planning Department Clerk (maternity leave contract) has been advertised and at the time of meeting remains unfilled
  - Regulations Officer, Michelle Gallant has announced her retirement effective Friday, August 7, 2020. This position is currently advertised and at the time of meeting remains unfilled
  - Due to COVID-19 restrictions, the hiring process has suffered delays, however staff are working diligently to fill these positions as quickly as possible

The floor was made open for discussion. The following points of solution were discussed:

- With the upcoming return from parental leave of Biologist Kelli Smith, the responsibility of drainage regulations will return to her as previously undertaken
- Staff have contacted partner Conservation Authorities to enquire whether temporary assistance is available, however many CA neighbours are experiencing similar staffing and volume challenges

- Former SCRCA Planner, Erica Ogden who is currently working with the Mississippi Valley Conservation Authority has been providing assistance with advisory services when possible
- Staff outside of the planning department are taking time to assist where possible by returning calls, taking messages and processing payments
- Directors suggest contacting the Lower Thames Valley Conservation Authority to discuss possible assistance on a temporary basis
- Management is encouraged to investigate the possibility of a department service review in order to identify gaps in efficiency
- Additional safety measures, such as masks and cubicle dividers, are being introduced within the office to promote the possibility of having more staff working within the office and with greater regularity
- Directors are asked to forward complaints or concerns on behalf of their respective Municipalities to the attention of General Manager, Brian McDougall. It is preferred that such comments are received by August 31, 2020 in order for staff to compile and provide response

**Director’s Comments:**

Several directors expressed issue with the requests from the Conservation Authority to install silt fencing around certain drains, as it is increasing the cost and time for such work. Concerns were raised that the additional requirement was brought to their attention without any prior consultation or board discussion. Directors have questioned whether silt fencing is part of our policy and if so, whether this requirement can be changed or better defined. General Manager, Brian McDougall to provide report at the September 17, 2020 Board of Directors meeting.

**BD-20-64**

**Burrell – Loosley**

**“That the Board of Directors requests a report compiling the Drainage and Development issues brought forth by Municipalities at the September 17, 2020 Board of Directors Meeting and further that written responses to such concerns are provided by staff.”**

**CARRIED**

**BD-20-65**

**McMillan – Burrell**

**“That the meeting be adjourned”**

**CARRIED**




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**Joe Faas  
Chair**

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**Brian McDougall  
General Manager**

**Meeting Date:** September 17, 2020  
**Report Date:** September 10, 2020  
**Submitted by:** Brian McDougall

**Item 5.1**

**Subject:** General Manager's Report

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**Recommendation:**

- That this report be accepted as an update

**COVID-19:**

- The COVID-19 Return To Work Plan was updated in August to reflect direction provided by federal and provincial governments as well as the local health units
- The updates also included details on protocols in both current and future phases
- On September 8<sup>th</sup>, the Administration Offices moved into Phase II
  - Staffing at the office has been increased to have daily representation by each department – therefore roughly a minimum of 10 staff will be at the office daily with the remaining staff working in the field or from home
  - The office was fogged on September 3<sup>rd</sup> and staff continue to be diligent regarding cleaning and sanitization practices
- We continue to have straight forward objectives and we are endeavoring to be thorough but practical in our common sense actions in re-opening the office and continuing to expand field work and services in Conservation Areas
- Of our three sectors Administrative, Field Work and Campgrounds, each of them is in the penultimate phase with several additional steps as well as directives from both federal and provincial governments required before we will be able to reach the final phase for each sector

**Meeting Date:** September 17, 2020 **Item 5.2**  
**Report Date:** September 10, 2020  
**Submitted by:** Brian McDougall  
**Subject:** Municipal complaints or concerns in regards to planning, regulations and drainage

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**Recommendations:**

- That this report be accepted as an update
- That staff be directed to create a plan to resolve concerns and complaints identified through municipal commenting and with the objective to be able to meet the objectives outlined in Conservation Ontario's Client Service and Streamlining Initiative
- That staff be directed to build staffing to pre-COVID levels

**Municipal Comments Summary:**

- 7 of 17 municipalities provided comments
- Although comments were limited in number, it is expected that the comments received were indicative of municipalities across the watershed
- Comments appear to fall into 3 general categories
  - Timing – complaints that permits or commenting has or appears to have been delayed
  - Scope Creep – concerns that requirements being requested are beyond that afforded under the Conservation Authorities Act
  - Customer Service – complaints that staff have not been responsive or helpful when engaging with municipal staff, consultants, developers or the public
- Each of these was discussed at length during our meeting on August 6<sup>th</sup>
- Staffing levels have had a huge impact on response timing on permits and customer service response
- Two of three vacant positions have been filled and this will help to reduce delays
  - Planning & Regulations Assistant – Cassandra Sauer – September 3<sup>rd</sup>
  - Regulations Office – Jeff Vlasman – September 14<sup>th</sup>
- Customer service continues to be very important to our organization
  - New staff will be very helpful in permitting time to return calls and coordinate with all our partners
  - Staff changes are also expected to improve the cooperation with all partners
- Scope creep as discussed at our August 6<sup>th</sup> meeting is a significant concern

- As addressed at the meeting the requirements that were brought forward as concerns are all understood to be well within the range of requirements for environmental protections – however, a report regarding these specific concerns will be brought forward at the next Board meeting
- Within the concern regarding scope creep there are two components
  - Conflicts with the Drainage Act
  - Communication and Education
- We have reviewed this issue via two appeals to the Board of Directors last year and staff are working with municipal partners to reach cooperative solutions to required permits for municipal drainage works
- Last year staff worked with the Chair and Vice Chair to have discussions regarding the Authority's Plan Input and Review
- The attached report to the Board outlines the results as well as planned actions
- Consultations in these planned actions as well as consultation regarding the Drain Enclosure Policy will provide a tremendous opportunity to assist staff of both the Authority and the municipalities regarding the legislation, protocols and standards that each work within – leading to increased understanding and cooperation
- Unfortunately, COVID has presented a major obstacle in completing these action and the staff shortage has made it impossible
- Correspondence sent out last week to Drainage Superintendents is our next step in improved communication and consultation
- Also further to our discussion at our August 6<sup>th</sup> meeting, a consultant was contacted to provide an estimate for a Service Delivery Review for the works undertaken by the Authority's Planning and Regulations department
- The consultant, who has, and continues to work with several of our municipalities has provided a quote which is attached to this report
- Additionally, we have received correspondence attached to this report from the Sarnia-Lambton Home Builders Association outlining concerns regarding the processing of applications in a timely fashion
- Requested letters supporting SLHBA from Chatham-Kent and London Home Builders Associations have not been received to date
- An email response to SLHBA was provided on subsequent to the Board meeting outlining actions taken or being taken to resolve identified concerns

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August 19, 2020

We have had several issues with the St. Clair Region Conservation Authority with regards with completing both new report projects and maintenance projects.

### Summary

- Time
- Irrelevant questions
- No background work completed by SCRCA staff

### Buurma Drain

Section 4 petition drain

Requested a covered drain achieve outlet for tile main and to address erosion

Enclosure Policy applied but no explanation

### Hastings Drain

Application of Enclosure Policy

### Kelly Drain Branches

Previous Appeal

### Zimmerman Drain

Potential unmapped wetlands in adjacent bush??

Understanding of class "F" drain

Understanding of covered drains and open channel constructed under engineer's reports

Delays

### Ross Drain

Potential unmapped wetland

Issues with cleaning along bush

Delays





Hastings Drain Response:  
Feb. 11/19: Provided regulations comments to Ray. Asked for redesign as current proposal has shortened the drain substantially and has 90 degree angle.  
Jan 27/20: Spoke to Ray on the phone and reminded him we are awaiting a redesign.

August 19, 2020

We have had several issues with the St. Clair Region Conservation Authority with regards with completing both new report projects and maintenance projects.

Buurma Drain W1/2 Lot 18, Concession 9

This is a report requested under section 4 of the Drainage Act and is now on hold. The owner requested that a covered drain be extended from Nauvoo Road through the W1/2 Lot 18, Concession 9 in order to provide outlet for his tile main and to address the erosion downstream. As can be seen from the picture, the trees are falling in and the sideslopes are failing.

SCRCA staff denied his request to construct a covered drain to address the issue. I suggested that a covered drain be installed from Nauvoo Road west with a catchbasin at Nauvoo Road while leaving the channel as is. This would allow the owner to gain outlet for his tile main without excavating the channel deeper. SCRCA staff denied this request.

Interest has been expressed by upstream owners to replace the private tile main with a municipal covered drain which would require the downstream portion in the W1/2 Lot 18 to be improved.

Hastings Drain

This is a report requested under section 78 of the Drainage Act and is now on hold. The owner requested that a covered drain be extended from LaSalle Line south through the W1/2 Lot 23, Concession 12 in order to provide outlet for his tile main and to address the erosion downstream. As can be seen from the picture, the existing channel cuts the field currently requiring equipment to enter the property from 2 access points (safety issue).

Kelly Drain

This was an engineer's report providing for a drain enclosure

Kelly Drain Response:  
Jan 18/19: Provided ray all info regarding complete application and appeal options  
Jan 28/19: On-site meeting with drainage super  
Jan 29/19: Sent email with appeal options  
May 14/19: Received letter requesting regulatory review of Kelly Drain  
May 14/19: Sent response to request  
May 15/19: Received application and took application fee.  
May 29/19: Regulations Committee Meeting to review file. Vote to deny application, doesn't meet policy.  
June 4/19: Sent Regulations Committee Report to Ray with details of committee decision  
July 30/19: Received notification that Ray wants to appeal to Board of Directors  
Oct 31/ 2019: October Board Meeting approved the minutes of September 17 meeting  
Nov 4/19: Sent out permit and notice of decision - File closed

Summary

Time

Irrelevant questions

No background work completed by SCRCA staff

Buurma Drain

Section 4 petition drain

Requested a covered drain achieve outlet for tile main and to address erosion

Enclosure Policy applied but no explanation

Hastings Drain

Application of Enclosure Policy

Kelly Drain Branches

Previous Appeal

Zimmerman Drain

Potential unmapped wetlands in adjacent bush??

Understanding of class "F" drain

Understanding of covered drains and open channel constructed under engineer's reports

Delays

Ross Drain

Potential unmapped wetland

Issues with cleaning along bush

Delays

Buurma Drain Response: Think this might be Steadman Drain No. 1 & 2  
Aug 10/18: received drawings and unsigned report. Onsite meeting held  
Mar. 21/18 requesting covered drain  
Aug 21/18: SCRCA sent response to R. Dobbin regarding draft proposal  
for enclosure of Steadman Drain  
Aug 9/19 Onsite meeting. Plan to enclose Steadman Drain No. 1.  
Aug 21/19: Sent comments regarding Steadman Drain Branch 1 should  
refer to enclosure of a drain, not natural watercourse.  
No update since.

### Zimmerman Drain

This is a maintenance project that included brushing the open channel portion. The upper portion was enclosed under an engineer's report. A new covered outlet was constructed under an engineer's report extending from the upper portion west to the 12/13 Sideroad Drain at Ebenezer Road. The lower portion consists of a channel that follows the Concession 7/8 line south of the covered drain.

The request was for brushing of the channel.

The covered drain is marked as a class "F" drain on the AGMAP. It is incorrectly marked on the AGMAP as the channel is the class "F" drain. The 12/13 Sideroad Drain is also a class "F" drain. SCRCA staff took issue with the covered drains accusing the landowners of filling the channels in without authorization which was not the case. Also, SCRCA staff stated that the channel was unrated though it was shown that the AGMAP was mistaken and the channel outlets to a class "F" drain. This resulted in delays and time (cost).

Despite the class "F" designation, SCRCA staff requested brushing on one bank only. Staff also discussed the possibility of a potential unmapped wetland with the channel adjacent to the bush. Several emails and phone discussions were required for SCRCA staff to understand that the covered drains were constructed under an engineer's report

#### Zimmerman Drain Response:

Jan 17/20: DART request received

Jan 28/20: SCRCA emailed Ray to clarify where the works are to be as 2 maps show differing locations, not in line with notification

April 3/20: Email from Ray to follow up

April 6/20: SCRCA staff sent response outlining what is outstanding is a maintenance form with correct class as per OMAFRA and bylaw number. Also asked for Zimmerman plan and profile for Lot 14 as clearing and enclosure occurred since 2010.

May 26/20: Dave Moore sent update request, SCRCA responded awaiting class update and info on F portion that may have been tiled;

June 11/20: Dave sent plan and profile showing the portion of drain that is enclosed should be open. Should be F drain, copied Chris B (DFO). Notification on class is still inconsistent with OMAFRA mapping, and downstream wait is unrated as well so specific instructions sent for works in accordance with NR drain. Dave clarified that the problem with the plan and profile on the old report. No work has been done here. SCR sent out.

## Ross Drain

This is a maintenance project that included brushing bottom cleanout and possibly resloping one sideslope. The drainage works consists of a channel that outlets to the 6/7 Concession Drain at Shiloh Line. The Ross Drain is unrated and the 6/7 Sideroad drain is a class "F". DFO designated the Ross Drain as a class "F". This was an issue with the SCRCA.

The north portion of the channel is adjacent to a bush. Issues with potential unmapped wetlands was again raised. Also, issues were raised with regards to maintenance of the channel alongside the bush. This resulted in delays and time (cost).

### Ross Drain Response:

Jan 16/20: Received DART request

Jan 17/20: Sent Ray email asking for new form completed with bylaw number and correct letter request for bank repair instead of full cleanout. Also asked about works within woodlot areas which may be unmapped wetlands;

April 1/20: Ray sent an email asking if we received the original request. Sent him the email response that we are awaiting a new form and bylaw number asking if the works have started;

May 26/20: Status update request from David Moores. Responded awaiting class update, bylaw on form and works update;

June 23/20: Received drain maintenance form with wrong lots and cons relative to included mapping. Photo included doesn't indicate if at outlet facing south or west. Impact zone F? Endangered birds, so cc'd MECP and unrated so cc'd DFO. Asked for additional erosion control measures for bank stabilization and repairs;

## Ray Dobbin

---

**From:** David Moores <david@dobbineng.com>  
**Sent:** Thursday, June 11, 2020 12:38 PM  
**To:** Michelle Gallant  
**Cc:** Ray Dobbin  
**Subject:** RE: Zimmerman Drain - Plan and Profiles 1968 & 1975 2  
**Attachments:** 1654\_001.pdf; image003.jpg

Michelle

Can you call me at your convenience? 519-331-3675. I'd like to discuss this instead of the back and forth. I'm getting confused. The "no works" your talking about was on the 1968 plan, but in 1975 works were done. This is why I sent both the plan and profiles for each report.

The distance across Lot 13 is approx. 1985 feet and where it had 23 on the 1954 plan that is measure on the open ditch section not the tile. The engineer at that time should have put  $19+85 = 23+00$ , but that never happened.

The area you have circled is a tile drain done in 1975. It was an open drain in 1954 but it was enclosed in 1975

Overall what has happened from 1954 is there was a tile section (1985 feet long) and open drain (4307 feet). Then in 1968 the 1985 feet of tile was improved. Then in 1975 the top part of the open section of drain from ( $23+00 = 19+85$ ) was enclosed. That is now tied into the 1968 tile and does not go into the open 2300 feet of drain. Therefore, the tile runs from almost Old Walnut Road to Ebenezer Rd. and the open drain is on its own. This is why I am only doing work on the 1300 feet of open drain and not touching the diagonal running open drain.

See attached.

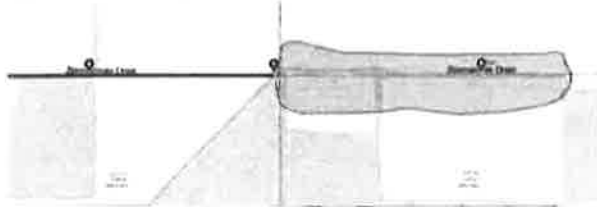
Thanks

*David Moores*  
*Drainage Superintendent / Project Manager*  
**R. Dobbin Engineering Inc.**  
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Petrolia, ON  
[david@dobbineng.com](mailto:david@dobbineng.com)  
Tel. 519-882-0032 Ext. 203  
Cell. 519-331-3675  
Fax. 519-882-2233

**From:** Michelle Gallant  
**Sent:** Thursday, June 11, 2020 11:56 AM  
**Subject:** RE: Zimmerman Drain - Plan and Profiles 1968 & 1975 2

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**From:** David Moores [mailto:david@dobbineng.com]  
**Sent:** June 11, 2020 10:48 AM  
**To:** Michelle Gallant <mgallant@scrca.on.ca>  
**Cc:** Ray Dobbin <ray@dobbineng.com>  
**Subject:** FW: Zimmerman Drain - Plan and Profiles 1968 & 1975 2

Plans attached.

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**Cc:** Ray Dobbin  
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Therefore, as a Drainage Superintendent the drains are correct today in the field as they were built and designed so there is no need for the landowner to do anything.

Regards,

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**Sent:** Thursday, June 11, 2020 9:55 AM  
**To:** [David Moores](#)  
**Cc:** [Ray Dobbin](#)  
**Subject:** RE: Zimmerman Drain - Plan and Profiles 1968 & 1975 2

R#2020-0056

Thanks David;

I have sent the approval. Please cc me on any drain Class info you send or receive from DFO or OMAFRA and then we can update the mapping or download the new OMAFRA layers.

Upon closer inspection this report shows no work where the enclosure appears to have occurred. It is still part of the drain and mapped F. As the drainage superintendent, are you going to follow up with the landowner to restore it back to the report?  
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**From:** Michelle Gallant  
**Sent:** Thursday, June 11, 2020 9:05 AM  
**To:** 'David Moores'  
**Cc:** Ray Dobbin  
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The real concern is if DFO has classed this as NR or F on the diagonal portion. I have to use the Class on OMAFRA unless there is specific information from DFO on this drain that states otherwise. OMAFRA shouldn't be updating Class without DFO information. I will issue a SCR today but as it is NR, I will provide permission conditions in the email for a bottom cleanout, one side brushing and west side tob clearing as needed to complete maintenance.  
Michelle

**From:** David Moores [<mailto:david@dobbineng.com>]  
**Sent:** June 11, 2020 8:50 AM  
**To:** Michelle Gallant <[mgallant@scrca.on.ca](mailto:mgallant@scrca.on.ca)>



Cc: Ray Dobbin <[ray@dobbineng.com](mailto:ray@dobbineng.com)>

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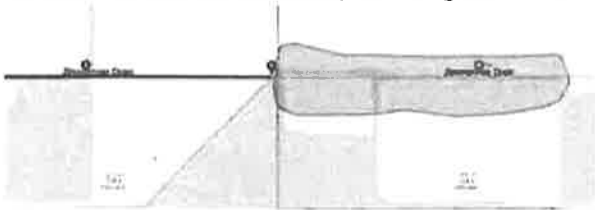
## Ray Dobbin

---

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**To:** Michelle Gallant <mgallant@scrca.on.ca>  
**Cc:** Ray Dobbin <ray@dobbineng.com>  
**Subject:** FW: Zimmerman Drain - Plan and Profiles 1968 & 1975 2

Plans attached.

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Cc: [Ray Dobbin](#)

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R#2020-0056

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## Ray Dobbin

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**To:** Michelle Gallant  
**Cc:** Ray Dobbin  
**Subject:** FW: Zimmerman Drain - Plan and Profiles 1968 & 1975 2  
**Attachments:** Maps showing Zimmerman Drain.pdf

Plans attached.

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*Drainage Superintendent / Project Manager*  
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---

**From:** Michelle Gallant <mgallant@scrca.on.ca>  
**Sent:** Thursday, June 11, 2020 9:05 AM  
**To:** 'David Moores'  
**Cc:** Ray Dobbin  
**Subject:** RE: Zimmerman Drain - Plan and Profiles 1968 & 1975

Thanks David,

That is a different plan and profile and so I will not be concerned with the upstream portion. It was only a question based on the plan and profile that you sent previous.

The real concern is if DFO has classed this as NR or F on the diagonal portion. I have to use the Class on OMAFRA unless there is specific information from DFO on this drain that states otherwise. OMAFRA shouldn't be updating Class without DFO information. I will issue a SCR today but as it is NR, I will provide permission conditions in the email for a bottom cleanout, one side brushing and west side tob clearing as needed to complete maintenance.

Michelle

**From:** David Moores [mailto:david@dobbineng.com]  
**Sent:** June 11, 2020 8:50 AM  
**To:** Michelle Gallant <mgallant@scrca.on.ca>  
**Cc:** Ray Dobbin <ray@dobbineng.com>  
**Subject:** Zimmerman Drain - Plan and Profiles 1968 & 1975

Michelle:

I thought I would send along the information that we have on file for the Zimmerman Drain.

Based on engineer reports from both 1968 and 1975 the drain that runs east west is a tile drain. See attached.

What is in the field today is what is represented in the reports. So we cannot comment on the aerial you sent. Therefore, in my opinion no enclosure was done without proper approvals.

I will send sending Bob from OMAFRA and Lisa from DFO an email to show the F Drain properly on the OMAFRA mapping.

*David Moores*  
*Drainage Superintendent / Project Manager*  
**R. Dobbin Engineering Inc.**  
4218 Oil Heritage Road  
Petrolia, ON  
[david@dobbineng.com](mailto:david@dobbineng.com)  
Tel. 519-882-0032 Ext. 203  
Cell. 519-331-3675

## Ray Dobbin

---

**From:** David Moores <david@dobbineng.com>  
**Sent:** Thursday, June 11, 2020 8:50 AM  
**To:** Michelle Gallant  
**Cc:** Ray Dobbin  
**Subject:** Zimmerman Drain - Plan and Profiles 1968 & 1975  
**Attachments:** profiles.pdf

Michelle:

I thought I would send along the information that we have on file for the Zimmerman Drain.

Based on engineer reports from both 1968 and 1975 the drain that runs east west is a tile drain. See attached.

What is in the field today is what is represented in the reports. So we cannot comment on the aerial you sent. Therefore, in my opinion no enclosure was done without proper approvals.

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*David Moores*  
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Tel. 519-882-0032 Ext. 203  
Cell. 519-331-3675  
Fax. 519-882-2233

## Ray Dobbin

---

**From:** Ray Dobbin <ray@dobbineng.com>  
**Sent:** Monday, April 06, 2020 3:36 PM  
**To:** 'Michelle Gallant'  
**Subject:** RE: Zimmerman Drain maintenance  
**Attachments:** Tile drain profiles.pdf; Zimmerman DRain Maintenance Form April 6-20.pdf

Michelle,

Please find attached revised Maintenance Form. The lower portion of the tile was constructed in 1968 and the upper portion was constructed in 1975.

The drain will be brushed from the south side along the east/west portion (opposite the bush) and the north side opposite the bush on the angle portion of the channel.

We are not cleaning the channel. We are brushing both sideslopes of the channel and the top of bank within 1 metre.

Ray

Ray Dobbin, P. Eng.  
R. Dobbin Engineering Inc.  
4218 Oil Heritage Road  
Petrolia, Ontario  
N0N 1R0  
Ph. 519-882-0032 ext. 209  
Fax 519-882-2233

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**From:** Michelle Gallant [mailto:mgallant@scrca.on.ca]  
**Sent:** Monday, April 06, 2020 1:36 PM  
**To:** Ray Dobbin  
**Cc:** Biberhofer, Christopher  
**Subject:** Zimmerman Drain maintenance

Hello Ray,

RE: R#2020-0056

Thank you for providing this additional information. I have attached the signed drain notification that only indicates receipt of this notification form.

- Please include the Bylaw number and provide the correct drain class as OMAFRA indicates the area you outlined in red is rated NR on a new drain notification form WITH A NEW DATE. In addition, please provide the following information:
  - Is there to be no channel work, only top of bank brushing and one side bank slope brushing? The form has the first activity blank.
  - Please indicate which side you will be accessing the drain from and which side of bank will be brushed
  - Please provide the plan and profile from the Zimmerman Drain that includes the tile drain in Lot 14 as OMAFRA has it as an F drain, and an enclosure appears to have occurred since 2010 in that location.

Thank you,

*Michelle Gallant*

Regulations Officer

St. Clair Region Conservation Authority  
205 Millpond Cres., Strathroy, ON N7G 3P9  
Tel: 519-245-3710 Ext. 254 Fax: 519-245-3348  
Website: [www.scrca.on.ca](http://www.scrca.on.ca)



*"Working together for a better environment"*

**From:** Ray Dobbin [mailto:ray@dobbineng.com]  
**Sent:** April 3, 2020 7:59 AM  
**To:** Michelle Gallant <mgallant@scrca.on.ca>  
**Subject:** RE: Status updates

Michelle,

1. Six Sideroad Drain Lot 7 Con 4 Enniskillen R#2019-371 SCRCA staff are still awaiting an application but you stated the works were done. Please indicate what was done and where in a SCRCA Permit application. We have received the report.

The Six Sideroad Drain was completed October 22 to 24, 2019. See report for details.

2. 4th Con Enniskillen R#2019-526 Based on our conversation, I understand that the report is now done. Please provide the report and provide an application for this drain. You had previously sent in a maintenance request with no drain name or bylaw number. If you want to do works on a new report, you must fill in an application. If there is a new profile, then it needs to be a Permit that is done.

The 4th Concession Drain includes the installation of an access culvert. I have attached draft report. There is no new profile.

3. On the attached Zimmerman Drain request, there are two (2) different maps provided. Each map outlines a different 'section' of the Zimmerman Drain. The description of the work zone in Section 1 of the Notification of Drain Maintenance describes the location in the second map, however the first map has the work area shown in red as a different location and this Zimmerman Drain matches the drain length provided in the maintenance form.

The Zimmerman Drain is composed of 2 parts. The covered drain shown in blue on the Ontario map is the tile drain. The grey line is the channel. I submitted a map showing both the Ross Drain and the Zimmerman Drain. The area marked in red for the Zimmerman Drain is the channel where the proposed work is to be carried out.

4. R#2019-764 Chatham Kent Section 4 on St. Clair Parkway between Dufferin and running creek. What is the status of this Drain works last received Environmental Appraisal notification. Responded that we will not be requiring an EA but want to be sent plan PRIOR to the final report for the proposal.

The Zavitz Pumping Works includes a channel that is to be extended upstream to the St. Clair Parkway and, in combination with a covered drain, be extended further along the St. Clair Parkway providing outlet for

the road allowance and properties adjacent to the road allowance. An onsite meeting was held on March 3, 2020 and a survey of the proposed works was completed. No further work has been completed to date.

5. Logan R#2019-784 What is the status of this drain? I understand the Ruth is just tile upgrade, but the Logan drain name was included on the onsite notification.

The Logan Drain is comprised of the Main Drain and 6 Branches. The 6 Branches are tile drains. The owner has requested the replacement of Branches no. 2 to 6.

Ray

Ray Dobbin, P. Eng.  
R. Dobbin Engineering Inc.  
4218 Oil Heritage Road  
Petrolia, Ontario  
N0N 1R0  
Ph. 519-882-0032 ext. 209  
Fax 519-882-2233

---

**From:** Michelle Gallant [<mailto:mgallant@scrca.on.ca>]  
**Sent:** Tuesday, January 28, 2020 1:56 PM  
**To:** Ray Dobbin  
**Subject:** Status updates

Hi Ray;

Recent phone discussions led to questions regarding file status. Could you provide more information on the following projects?

1. Six sideroad Drain Lot 7 Con 4 Enniskillen R#2019-371 SCRCA staff are still awaiting an application but you stated the works were done. Please indicate what was done and where in a SCRCA Permit application. We have received the report.
2. 4th Con Enniskillen R#2019-526 Based on our conversation, I understand that the report is now done. Please provide the report and provide an application for this drain. You had previously sent in a maintenance request with no drain name or bylaw number. If you want to do works on a new report, you must fill in an application. If there is a new profile, then it needs to be a Permit that is done.
3. On the attached Zimmerman Drain request, there are two (2) different maps provided. Each map outlines a different 'section' of the Zimmerman Drain. The description of the work zone in Section 1 of the Notification of Drain Maintenance describes the location in the second map, however the first map has the work area shown in red as a different location and this Zimmerman Drain matches the drain length provided in the maintenance form.
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5. Logan R#2019-784 What is the status of this drain? I understand the Ruth is just tile upgrade, but the Logan drain name was included on the onsite notification.

If it is easier, you can phone to discuss. It seems to me to just be difficulty changing from how things were done previously. If there is to be a new report, you will need to provide a SCRCA application with the finished report. The Permit has replaced the SCRCA LOR.

## Ray Dobbin

---

**From:** Michelle Gallant <mgallant@scrca.on.ca>  
**Sent:** Monday, April 06, 2020 1:36 PM  
**To:** Ray Dobbin  
**Cc:** Biberhofer, Christopher  
**Subject:** Zimmerman Drain maintenance  
**Attachments:** signed Zimmerman Drain Maintenance Form with maps.pdf

Hello Ray,

RE: R#2020-0056

Thank you for providing this additional information. I have attached the signed drain notification that only indicates receipt of this notification form.

- Please include the Bylaw number and provide the correct drain class as OMAFRA indicates the area you outlined in red is rated NR on a new drain notification form WITH A NEW DATE. In addition, please provide the following information:
  - Is there to be no channel work, only top of bank brushing and one side bank slope brushing? The form has the first activity blank.
  - Please indicate which side you will be accessing the drain from and which side of bank will be brushed
  - Please provide the plan and profile from the Zimmerman Drain that includes the tile drain in Lot 14 as OMAFRA has it as an F drain, and an enclosure appears to have occurred since 2010 in that location.

Thank you,

*Michelle Gallant*

Regulations Officer

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St. Clair Region Conservation Authority  
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*"Working together for a better environment"*

**From:** Ray Dobbin [mailto:ray@dobbineng.com]  
**Sent:** April 3, 2020 7:59 AM  
**To:** Michelle Gallant <mgallant@scrca.on.ca>  
**Subject:** RE: Status updates

Michelle,

1. Six Sideroad Drain Lot 7 Con 4 Enniskillen R#2019-371 SCRCA staff are still awaiting an application but you stated the works were done. Please indicate what was done and where in a SCRCA Permit application. We have received the report.

The Six Sideroad Drain was completed October 22 to 24, 2019. See report for details.

2. 4th Con Enniskillen R#2019-526 Based on our conversation, I understand that the report is now done. Please provide the report and provide an application for this drain. You had previously sent in a maintenance request with no drain name or bylaw number. If you want to do works on a new report, you must fill in an application. If there is a new profile, then it needs to be a Permit that is done.

The 4th Concession Drain includes the installation of an access culvert. I have attached draft report. There is no new profile.

3. On the attached Zimmerman Drain request, there are two (2) different maps provided. Each map outlines a different 'section' of the Zimmerman Drain. The description of the work zone in Section 1 of the Notification of Drain Maintenance describes the location in the second map, however the first map has the work area shown in red as a different location and this Zimmerman Drain matches the drain length provided in the maintenance form.

The Zimmerman Drain is composed of 2 parts. The covered drain shown in blue on the Ontario map is the tile drain. The grey line is the channel. I submitted a map showing both the Ross Drain and the Zimmerman Drain. The area marked in red for the Zimmerman Drain is the channel where the proposed work is to be carried out.

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The Zavitz Pumping Works includes a channel that is to be extended upstream to the St. Clair Parkway and, in combination with a covered drain, be extended further along the St. Clair Parkway providing outlet for the road allowance and properties adjacent to the road allowance. An onsite meeting was held on March 3, 2020 and a survey of the proposed works was completed. No further work has been completed to date.

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The Logan Drain is comprised of the Main Drain and 6 Branches. The 6 Branches are tile drains. The owner has requested the replacement of Branches no. 2 to 6.

Ray

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N0N 1R0  
Ph. 519-882-0032 ext. 209  
Fax 519-882-2233

---

**From:** Michelle Gallant [<mailto:mgallant@scrca.on.ca>]  
**Sent:** Tuesday, January 28, 2020 1:56 PM



**To:** Ray Dobbin  
**Subject:** Status updates

Hi Ray;

Recent phone discussions led to questions regarding file status. Could you provide more information on the following projects?

1. Six sideroad Drain Lot 7 Con 4 Enniskillen R#2019-371 SCRCA staff are still awaiting an application but you stated the works were done. Please indicate what was done and where in a SCRCA Permit application. We have received the report.
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If it is easier, you can phone to discuss. It seems to me to just be difficulty changing from how things were done previously. If there is to be a new report, you will need to provide a SCRCA application with the finished report. The Permit has replaced the SCRCA LOR.

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

## Ray Dobbin

---

**From:** Ray Dobbin <ray@dobbineng.com>  
**Sent:** Friday, April 03, 2020 7:59 AM  
**To:** 'Michelle Gallant'  
**Subject:** RE: Status updates  
**Attachments:** draft report for SCRCA.pdf; Permit Application Six Sideroad Drain.pdf

Michelle,

1. Six Sideroad Drain Lot 7 Con 4 Enniskillen R#2019-371 SCRCA staff are still awaiting an application but you stated the works were done. Please indicate what was done and where in a SCRCA Permit application. We have received the report.

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**Sent:** Tuesday, January 28, 2020 1:56 PM  
**To:** Ray Dobbin  
**Subject:** Status updates

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## Ray Dobbin

---

**From:** Michelle Gallant <mgallant@scrca.on.ca>  
**Sent:** Tuesday, January 28, 2020 1:56 PM  
**To:** Ray Dobbin  
**Subject:** Status updates  
**Attachments:** Zimmerman Drain Maintenance Form.pdf

Hi Ray;

Recent phone discussions led to questions regarding file status. Could you provide more information on the following projects?

1. Six sideroad Drain Lot 7 Con 4 Enniskillen R#2019-371 SCRCA staff are still awaiting an application but you stated the works were done. Please indicate what was done and where in a SCRCA Permit application. We have received the report.
2. 4th Con Enniskillen R#2019-526 Based on our conversation, I understand that the report is now done. Please provide the report and provide an application for this drain. You had previously sent in a maintenance request with no drain name or bylaw number. If you want to do works on a new report, you must fill in an application. If there is a new profile, then it needs to be a Permit that is done.
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If it is easier, you can phone to discuss. It seems to me to just be difficulty changing from how things were done previously. If there is to be a new report, you will need to provide a SCRCA application with the finished report. The Permit has replaced the SCRCA LOR.

### Ross Drain

This is a maintenance project that included brushing bottom cleanout and possibly resloping one sideslope. The drainage works consists of a channel that outlets to the 6/7 Concession Drain at Shiloh Line. The Ross Drain is unrated and the 6/7 Sideroad drain is a class "F". DFO designated the Ross Drain as a class "F". This was an issue with the SCRCA.

The north portion of the channel is adjacent to a bush. Issues with potential unmapped wetlands was again raised. Also, issues were raised with regards to maintenance of the channel alongside the bush. This resulted in delays and time (cost).

## Ray Dobbin

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**From:** Michelle Gallant <mgallant@scrca.on.ca>  
**Sent:** Friday, January 17, 2020 3:14 PM  
**To:** Ray Dobbin  
**Cc:** fisheriesprotection@dfo-mpo.gc.ca  
**Subject:** Ross Drain  
**Attachments:** Ross Drain Maintenance Form (1).pdf

Hi Ray;

RE R#2020-026

Please see the attached maintenance request form that shows ONLY that it has been received. I notice that you requested a full cleanout to do some bank repair. Please select (F) which is for Bank Repair or Stabilization and Pipe Outlet Repair for this work and re-submit in addition to your request for (A) and (J). Please also include the By-Law Number of the drain and let me know if there will be any work or spoil placed on the east side of the drain where there is woodlots, as these may be unmapped wetlands.

Thanks,  
Michelle

**From:** Ray Dobbin [mailto:ray@dobbineng.com]  
**Sent:** January 16, 2020 11:13 AM  
**To:** Michelle Gallant <mgallant@scrca.on.ca>  
**Subject:** Drain Meetings in Brooke Alvinston

Michelle,

I have attached the Drain Maintenance forms for the Ross Drain and the Zimmerman Drain.

1. Ross Drain – request to brush full length of channel and to clean out from Shiloh Line to the bush.
2. Zimmerman Drain – request to brush channel.
3. 9/10 Sideroad Drain – request to repair private tile outlet – to be forwarded to owner.

Ray

Ray Dobbin, P. Eng.  
R. Dobbin Engineering Inc.  
4218 Oil Heritage Road  
Petrolia, Ontario  
N0N 1R0  
Ph. 519-882-0032 ext. 209  
Fax 519-882-2233

---

**From:** Michelle Gallant [mailto:mgallant@scrca.on.ca]  
**Sent:** Thursday, January 16, 2020 8:40 AM  
**To:** Ray Dobbin  
**Subject:** RE: Drain Meeting

Good Morning Ray;

I had intended to meet in Alvinston for the onsite drain meetings yesterday but I was ill. Are you able to provide a quick summary for all of them?

Thanks,  
Michelle

**From:** Ray Dobbin [<mailto:ray@dobbineng.com>]  
**Sent:** January 16, 2020 8:36 AM  
**To:** Michelle Gallant <[mgallant@scrca.on.ca](mailto:mgallant@scrca.on.ca)>  
**Subject:** Drain Meeting

Michelle,

A drain meeting held for the Benner Duffy Drain in the Municipality of Brooke Alvinston yesterday. The owner requested a sufficient outlet for subsurface drainage. We will survey property to determine if there is sufficient depth in channel. Since there are existing tiles, I don't expect any work will be required on this project.

Ray

Ray Dobbin, P. Eng.  
R. Dobbin Engineering Inc.  
4218 Oil Heritage Road  
Petrolia, Ontario  
NON 1R0  
Ph. 519-882-0032 ext. 209  
Fax 519-882-2233

**Stewart Drain Response:**

May 17/19: Called Ray to discuss. Informal meeting. Asked him to provide draft plan after he discusses options with landowners so we could review. He said he understands it won't be an enclosure based on his understanding of the drain enclosure policy.

June 7/19: Maintenance form not sent yet until we receive more information on culvert and if there is to be a realignment. Full cleanout, brushing bank slope and likely culvert replacement can be issued. Not a DART request if he is doing the works under a report - can be included in the permit without added cost. Sent signed Notice of Maintenance or repair.

June 12/19: Ray said alignment of drain not moving forward now.

August 9/19: Meeting with Ray and said he was working on drawings now to realign this drain. Asked him to send draft as soon as possible;

Nov 25/19: Received notice of drainage works

Dec 5/19: realignment is shorter than existing (2000m of existing open drain to be realigned to 1487m) This requires hydrology. Existing covered drain upgrade, no issues. Want to see trees or vegetation to exist on one side of drain instead of having maintenance corridor centered on drain of open portion. Culvert proposal is considered an enclosure and can't be approved, don't like to see double pipe. Low flow crossing possibility? This may be a wetland based on the amount of meandering and oxbow lakes and appearance from orthophoto. Landowner said it is flowing now and do not need maintenance, so why does it need to be realigned?

Dec 6/20: Emailed Ray and asked for sit down meeting

Dec 16/20: Ray sent response to discussion. SCRCA responded that review and comments should come prior to the final report. Requested changes to report and may need further hydraulics to shorten a drain. In addition, it appears to be an unmapped wetland and site review or pictures will be required;

Dec 16/20: Discussion with Ray. Said there would be no realignment, but plans show realignment. Maintenance corridor shouldn't be centered on the drain, should be one side or the other. If it is wetland, material and brush should not be left within corridor.

June 5/20: Sent summary to David Moores

June 10/20: Site visit with David Moores. Agreed to vernal pool installed east of bush

July 10/20: Waiting for amended report with discussed information.

Memo to: the Board of the St Clair Region Conservation Authority  
From: Township of Enniskillen  
August 26 2020

It is our expectation that by providing this information that the members of the Board will reflect on the issues presented and make improvements in the internal review and approval systems of the Authority. The Authority is one of the organizations that provide comments and in specific situations approvals for public and private projects. The failure to respond clearly and within reasonable time lines effectively slows the completion of these public and private projects.

A review has been undertaken of the areas in which interaction takes place between the Township of Enniskillen and the Conservation Authority

**Drainage:**

The Conservation Authority is involved in reviewing both maintenance of municipal drains and the preparation of new reports under the provisions of the Drainage Act. The Authority administration has taken the position that all open municipal drains are watercourses subject to regulation under Section 28 of the Conservation Authority Act.

1. The authority staff are not making themselves sufficiently available to consult with municipal drainage staff to review new reports. The time necessary to review a new report has to be shortened.
2. The authority staff must limit their comments to the jurisdiction provided by the Conservation Authority Act and associated regulation. Comments are being made in the permitting process that do not fit within the jurisdiction of the Conservation Authorities Act or associated regulations.
3. The Authority drain enclosure policy was approved without consultation with area municipalities. The Township of Enniskillen does not support the rigid interpretation of this policy by Authority staff.

**Building Permits:**

The Conservation Authority is involved in reviewing building permit applications for construction in regulated areas. Large portions of Enniskillen Township are within the Authorities regulated area including all open municipal drains. Building staff have commented that too much time is being taken by the Authority staff: (1) to respond to inquiries to determine whether a permit is actually required and (2) reviewing submitted applications.

**Planning:**

The Planning Act establishes regulated notice periods for commenting on Official Plan and Zoning Bylaw amendments, severance and minor variance applications. Conservation staff have requested that applications be prescreened to permit sufficient time to review applications.



## Summary

Time

Irrelevant questions

No background work completed by SCRCA staff

McFadyen Drain [See response below](#)

Requesting excavation on north and west side through treed area instead of open field  
Request to remove item from report that restricts the planting of trees within 10 metres of channel without written permission of Council  
Request that a buffer strip be added to report  
Request for sediment fencing light duty parallel to the channel at the base of the excavated banks until revegetation is established when the request was for a bottom cleanout only (364 metres)  
Request for load distributing machines or mats  
Timing window from June 15 to September 15  
No explanation for above requests when asked  
Biology report completed for DFO – request for second Biology report  
Request made in Permit application as per onsite discussion and agreement – not issued according to application or onsite discussion and agreement  
Accusation that wash or tile repair was carried out prior to SCRCA permission which is not true – have no idea where that statement on Permit comes from

Stewart Drain [See response above](#)

Potential unmapped wetland in bush downstream of work with no documentation  
Meeting onsite with promise of permit being issued  
Looked for written backup  
No permit issued  
Second meeting onsite at which time it was suggested that the work had already completed??, that a tile was to be installed??, that there is a wetland in the channel on the west side of the property  
Landowner has no access culvert (point of report) therefore drove through channel in spring causing ruts which held back water.  
Because of wetland (not identified at previous onsite meeting) the report is referred back to add sediment pond

August 19, 2020

We have had several issues with the St. Clair Region Conservation Authority (SCRCA) with regards to completing both new report projects and maintenance projects.

### McFadyen Drain

The engineer's report for the McFadyen Drain dated October 7, 2019 included the extension of the existing channel downstream for approx. 342 metres from Tile Yard Road northwest. The issue was that the channel had become overgrown and had found a new route through a cultivated field exposing 2 subsurface drains that were now sagging in the channel. Originally, spot cleaning was to be carried out but since beavers had moved in we had to do a bottom cleanout along the entire length. We planned to work from the south and west side of the channel which is a cultivated field (side opposite is treed) and use the excavated material to fill the eroded area.

Since the drain was unrated and a tributary to Black Creek, Fisheries and Oceans Canada requested a biology report which was completed and Authorization was granted.

The SCRCA reviewed the report and requested that we excavate from the north and east side which would mean we would have to clear 10 metre width of trees, install a temporary access across the channel in order to truck the material. The report restricted the planting of trees within 10 metres of the channel to allow future maintenance which we were asked to remove from the report. A reasonably sized buffer strip was requested.

We finally met onsite to review the project. We explained the work we proposed to carry out which was to complete a bottom cleanout over the entire length and remove brush and trees from one side only. Despite reviewing the work onsite and submitting a permit application explaining the work that was to be carried out, we received a permit for spot cleanout and referred to washout and tile repairs partially completed. No washout or tile repairs have been completed by us. Specific conditions for the permit included the following (direct copy from email):

4. "In addition to sediment control measures to be placed prior to works in a manner that is appropriate to the conditions, once channel alteration is completed, sediment fencing light duty is to be placed parallel to the channel at the base of the excavated banks and is to be maintained until re-vegetation has naturally established."

5. Choose conditions and equipment appropriate to minimize site disturbance by equipment (e.g. frozen or dry soil conditions and the use of load distributing machines or mats where required).

6. Works in water shall occur between June 15 and September 30 of any year within the Permit validity and may occur at any time if the channel is not flowing (dry).

The sediment fencing is new, the load distributing machines or mats is new and the timing window is new. Fisheries and Oceans Canada had no issue with the bottom cleanout for the entire length.

The permit also requested an additional wetland review if more than a spot cleanout is required. In the June 23, 2020 email **“The works that started prior to SCRCA written permission (wash out repair) is acknowledged, and a violation fee will not be charged in this instance.”**. At no time has any work, washout repair or tile repair downstream of Tile Yard Road been carried out by this office prior to the receiving SCRCA permission.

Mr. Moores requested that the permit be amended to reflect what was discussed and agreed to at the site visit. The permit was amended with an email but the spot cleanout was not changed to a cleanout along the entire length.

#### McFadyen Response:

May 1/19: Received call from DFO regarding this drain. At on-site meeting with Ray, he confirmed that this is the work that needs doing but already did a full cleanout (SCRCA did not receive maintenance request). Now he wants to do a spot cleanout, fix a washout and a realignment that he is not clear on. Will need to follow up with him. DFO will provide E1 with 2 Refugia Pools.

May 28/19: Received class authorization from DFO. SCRCA to follow up on full cleanout that was done previously without authorization before issuing SCR for spot cleanout. Received Drain Improvement request in June 2017 only;

November 25/19: Received notice of sitting of court of revision. No drain report ever received. Need details on realignment. Sent email to Ray asking for report.

Dec. 23/19: Received email from Ray with drain report

Jan 9/19: SCRCA responded by email with concerns and requests

Feb 13/20: asked to discuss vegetated buffers, the side for tree cleaning etc.

Feb 18/20: DFO called and confirmed they never received any info for a full cleanout

May 29/20: David Moores asked for status update.

June 5/20: SCRCA sent status update;

June 9/20: Did site visit with Ray and David, Agreed to straightening/realignment with vernal pool and buffers because of drain that has reverted to wetland.

June 10/20: Received application. Bylaw already passed but going to add info in amendment

June 23/20: Sent out permit. Conditions require preapproval before starting

June 24/20: David requested changed to permit. We require something in writing from Dobbin as the report was already passed and once conditions we agreed to onsite were provided, SCRCA could amend permit;

July 6/20: David provided what we agreed to in writing from Dobbin Engineering

July 16/20: SCRCA sent permit amendment for specific conditions by email based on the letter provided

## Comments received from the Town Of Petrolia

From: **Brad Loosley** <[bradloosley@gmail.com](mailto:bradloosley@gmail.com)>  
Date: Thu, 13 Aug 2020 at 09:10  
Subject: Fwd: Fwd: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting  
To: Ashley Fletcher <[afletcher@scrca.on.ca](mailto:afletcher@scrca.on.ca)>

Hi Ashley,

Not sure if you received this or not?  
R. Brad Loosley  
Mayor

----- Forwarded message -----

From: **Brad Loosley** <[bradloosley@gmail.com](mailto:bradloosley@gmail.com)>  
Date: Thu, 13 Aug 2020 at 09:04  
Subject: Re: Fwd: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting  
To: <[spectra3917@gmail.com](mailto:spectra3917@gmail.com)>

Hi Floyd,

Thanks  
R. Brad Loosley  
Mayor

On Thu, 13 Aug 2020 at 09:03, Brad Loosley <[bradloosley@gmail.com](mailto:bradloosley@gmail.com)> wrote:  
Morning Ashley,

For your information and use.  
R. Brad Loosley  
Mayor

----- Forwarded message -----

From: **Floyd Vanderwal** <[spectra3917@gmail.com](mailto:spectra3917@gmail.com)>  
Date: Wed, 12 Aug 2020 at 15:43  
Subject: Re: Fwd: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting  
To: Brad Loosley <[bradloosley@gmail.com](mailto:bradloosley@gmail.com)>

Hello Brad,

I am working on a couple of projects with Conservation.  
552 First ave has been in the process for some time. The permit is ready other than Mellisa sending confirmation to Corrine for the go ahead.  
Sent them the money, 715.00, waiting.....

File History:

June 30: Received plan from Floyd asking for us to look and confirm setbacks;  
July 6: SCRCA staff confirmed if meeting 6m TOB, house will require permit from SCRCA but will be straightforward.  
July 17: Received email from landowner that they have everything ready to go, how long will it take for permit. Offer closes end of July.  
July 17: SCRCA staff responded minimum 3-4 weeks;  
July 18: Received email from mayor to see if we can expedite process. SCRCA did not even have all the information at this point for a complete permit.  
July 30: Received grading plan and application form etc.  
July 30: Emailed requesting fee.  
Aug 19: SCRCA staff reviewed mapping & Setbacks  
Aug 26: SCRCA staff confirmed that the location of the house was sufficient. Cannot issue permit to someone who isn't the landowner of the property. They should finalize offer and purchase the property.  
Sept 8: Received confirmation that the applicant has officially purchased property  
Permit to be issued by end of this week (Sept. 11).

I have a second project in Port Lambton, 3766 St Clair Parkway. Their house was destroyed by fire, trying to replace the house but conservation touches the corner of the property. The building department wants them to sign off? Permit is also ready but can't be issued till conservation signs off. I emailed 2 weeks ago but have heard nothing back from conservation. There was an existing house, you think they could build their house back. The home owner just informed me that his insurance will no longer cover his living accommodations because of the time it is taking to get permits. Lots of projects, hard to get things started.

Permit provided on: September 2, 2020  
Number of Days after complete application: 5

July 30: Received email from Floyd, what do they need from us  
Aug. 27: SCRCA staff responded back. Need form, fee, updated plans showing floodproofing  
Aug. 28: Received updated plans, collected fee  
Sept 2: Issued permit

Thanks,

On Wed, 12 Aug 2020 at 11:19, Brad Loosley <[bradloosley@gmail.com](mailto:bradloosley@gmail.com)> wrote:  
Hi Floyd,

Please let me know if you have any issues with the St. Clair Conservation Authority or send them directly to them.

Thanks  
R. Brad Loosley  
Mayor

----- Forwarded message -----

From: **Brad Loosley** <[bradloosley@gmail.com](mailto:bradloosley@gmail.com)>  
Date: Wed, 12 Aug 2020 at 10:17  
Subject: Re: Fwd: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting  
To: Bob Leaper <[bleaper@rivernet.net](mailto:bleaper@rivernet.net)>

Ok, thanks.

R. Brad Loosley  
Mayor

On Wed, 12 Aug 2020 at 10:13, Bob Leaper <[bleaper@rivernet.net](mailto:bleaper@rivernet.net)> wrote:

I am not dealing with them thanks to Town Council allowing me to bypass them.

Check with Floyd, he deals with them on a regular basis because he builds in the county and is very frustrated with the delays.

On 2020-08-08 11:52, Brad Loosley wrote:

Hi Bob,

Please let me know if you have any issues.

Thanks  
R. Brad Loosley  
Mayor

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## Comments received from the Municipality Of Chatham -Kent

**From:** Joe Faas [mailto:Joe.Faas@chatham-kent.ca]  
**Sent:** August 24, 2020 11:34 AM  
**To:** Brian McDougall <bmcDougall@scrca.on.ca>  
**Subject:** FW: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting

Hi Brian

Please find the planning concerns from the Municipal of Chatham-Kent Thanks

**From:** Bruce McAllister <[brucem@chatham-kent.ca](mailto:brucem@chatham-kent.ca)>  
**Date:** Friday, Aug 21, 2020, 12:07 PM  
**To:** Joe Faas <[Joe.Faas@chatham-kent.ca](mailto:Joe.Faas@chatham-kent.ca)>  
**Cc:** Don Shropshire <[DONS@chatham-kent.ca](mailto:DONS@chatham-kent.ca)>  
**Subject:** RE: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting

Joe, here are some items:

63 McNaughton Ave. – redevelopment of the old Ultramar/Sunoco gas station. This one is now completed, but I know the Developer was getting pretty frustrated at the length of time it took to get a permit from the SCRCA for a pretty straightforward site plan redevelopment of a new gas station.

Permit provided on: July 30, 2020

Mar 16: Received email from C-K staff re: Gas station in Wallaceburg, asked for quick review;

\*SCRCA staff transitioning to working from home\*

Apr. 28: Review with Source Water Protection staff, Risk Management Official, was not circulated on plan.

Apr. 28: Provided requirements for floodproofing

May 28: Received follow up from RMO that there was no concerns for gas station in EBA Zone

May 29: provided long list of application requirements and updates required.

May 29: Paid fee

June 2: Received drawings via drop box

\*SCRCA lost another staff member\*

July 29: Drop box link expired, need to re-send drawings, applicant re-sent drawings, however don't have floodproofing requirements on it, applicant re-sent with floodproofing requirements. SCRCA request application form to be filled out, applicant submitted this;

July 30: Permit issued.

One ongoing now is the Ska:na Family Learning Centre, a proposed child care facility at 1531 Dufferin Ave (Old Sam's Hotel). This has site plan approval and building review has started. The consultant is into the seventh week of waiting for any type of response to their permit application. The consultant has made us aware of this.

June 29: Received application form and drawings;  
Application also going through Planning at July 23<sup>rd</sup> Committee meeting, SCRCA asked C-K if they want our comments for Minor variance. Received call July 10 from C-K Staff that they will not need SCRCA comments on the minor variance application. Building will be going through site plan control which they won't approve without CA sign off.  
July 30: Received updated drawings and SWM report which was requested by the Municipality.  
Aug. 11: Received updated SWM report and drawings approved by C-K  
SCRCA staff has not had a chance to review. Will review by end of week (Sept. 11).

Since there is not a high level of planning development activity in the SCRCA jurisdictions, there aren't any others now that are active. On the horizon, Maxwell Abraham is requesting a pre-consultation with SCRCA with CK present, and Dillon regarding a potential new subdivision at the end of Wallace Street. This is just underway now so there has not been a delay, but it remains to be seen on what timeline this will progress.

July 30: Max had talked to SCRCA staff, followed up with email.  
Aug. 4: staff sent out property inquiry information  
Aug. 5: Received email from Maxwell that he doesn't have 5 weeks for formal review, would like to discuss on the phone to determine if development is feasible option;  
Aug 6: SCRCA staff phoned Maxwell and left message. Recommended pre-consultation with C-K. Will be floodproofing requirements, and potential flood study required.

With regard to just Building Permit items, attached is the email Todd Gilhuly sent. I know there are a couple of others that were experience delays.

See below comment and response



One person trying to construct a shed on Murray Street.

624 Murray Street

Permit provided on: July 27, 2020

Number of Days after complete application: same day

#### File History

June 29: Received email inquiring about shed, received auto reply from Planning & Regulations Department

July 20: Received follow up email from landowner requesting response

July 21: SCRCA responded with application requirements

July 21: Landowner responded. Confusion around process, why additional permit separate from building permit?

July 22: Landowner emailed asking for clarification

July 22: Email received from C-K councillors, SCRCA responded

July 23: SCRCA received application form and plans

July 24: SCRCA confirmed receipt and asked for fee

July 27: Received fee & Issued permit.

Thanks

### **Bruce McAllister**

Acting General Manager, Community Development

Director, Planning Services

Municipality of Chatham-Kent

P 519.360.1998 x3042

C 226.229.1740

E [brucem@chatham-kent.ca](mailto:brucem@chatham-kent.ca)

[www.chatham-kent.ca](http://www.chatham-kent.ca)



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**From:** Joe Faas <[Joe.Faas@chatham-kent.ca](mailto:Joe.Faas@chatham-kent.ca)>

**Sent:** August 11, 2020 3:00 PM

**To:** Bruce McAllister <[brucem@chatham-kent.ca](mailto:brucem@chatham-kent.ca)>

**Subject:** FW: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting

Hi Bruce

Can you provide me any concerns as per email so I can submit them to the SCRCA thanks if you have any questions please feel free to call me thanks

Sent with BlackBerry Work  
([www.blackberry.com](http://www.blackberry.com))

**From:** Don Shropshire [mailto:[DONS@chatham-kent.ca](mailto:DONS@chatham-kent.ca)]

**Sent:** August 17, 2020 9:20 AM

**To:** Kim & Todd Gilhuly <[tgilhuly@cogeco.ca](mailto:tgilhuly@cogeco.ca)>

**Cc:** Carmen McGregor <[Carmen.McGregor@chatham-kent.ca](mailto:Carmen.McGregor@chatham-kent.ca)>; Aaron Hall <[aaron.hall@chatham-kent.ca](mailto:aaron.hall@chatham-kent.ca)>; Joe Faas <[Joe.Faas@chatham-kent.ca](mailto:Joe.Faas@chatham-kent.ca)>; Bruce McAllister <[brucem@chatham-kent.ca](mailto:brucem@chatham-kent.ca)>

**Subject:** RE: BUILDING IN WALLACEBURG

Good morning Todd,

Thank you for bringing your concern to my attention. Over the past two weeks, the Municipality has been made aware of a number of similar concerns. Our Council and administration are reaching out to the SCRCA to see how we can work together to address the related challenges.

I have copied your Ward Council members and Cl. Joe Fass, who is also serving as the chair of the SCRCA so they are aware of your concern. Bruce McAllister has the lead for our administration.

Stay well,

Don

**From:** Kate Fishleigh <[katef@chatham-kent.ca](mailto:katef@chatham-kent.ca)>

**Sent:** August 17, 2020 8:40 AM

**To:** Don Shropshire <[DONS@chatham-kent.ca](mailto:DONS@chatham-kent.ca)>

**Subject:** FW: BUILDING IN WALLACEBURG

Hi Don,

Please see below for your information. Todd sent a similar email last week (attached) and Paul Lacina followed-up with him about that.

## **Kate Fishleigh**

Administrative Assistant II  
Municipality of Chatham-Kent

**P** 519.360.1998 x3007

**E** [katef@chatham-kent.ca](mailto:katef@chatham-kent.ca)

[www.chatham-kent.ca](http://www.chatham-kent.ca)

-----Original Message-----

From: Todd Gilhuly <[tgilhuly@cogeco.ca](mailto:tgilhuly@cogeco.ca)>

Sent: August 15, 2020 11:46 AM

To: CKcao <[CKcao@chatham-kent.ca](mailto:CKcao@chatham-kent.ca)>

Subject: BUILDING IN WALLACEBURG

Don:

Hope all is well with you and your family.

My son was attempting to build a new home on an in fill lot on Nelson Street in Wallaceburg. Not many of those being built in town.

In dealing with SCRCA and CK please see what a home builder in Thamesville had to do. That white fence is 60" tall. This home owner just got hit with a \$25K bill and he don't even know it.

The lot on Nelson Street would be even worse. He would have 7'6" on either side of his house to grade from the 177.24. That is 3'10". I then spoke with Paul Lacina and CK would make him build a retaining wall around the three sides of the house so he would not drain on to his neighbors. By the way Paul is just following his rules.

The real issue is SCRCA. Their demands are unrealistic and ridiculous.

I realize there is nothing you can do but these are some of the reasons CK has a declining population base and nothing is happening in Wallaceburg. Look at Dresden.

Have a great weekend and stay safe.

Thanks  
Todd Gilhuly

June 29: Received email asking for SCRCA requirements  
July 3: SCRCA responded with application requirements, landowner emailed back and asked for phone call, SCRCA set up phone call for Monday (July 6<sup>th</sup>)  
July 6: SCRCA talked to and explained process  
July 12: Received email from landowner to confirm what they need  
July 17: SCRCA confirmed. We require final drawings.  
July 29: Application dropped off to SCRCA office  
\*SCRCA office not open to public and limited staff each day\*  
Aug. 6: Landowner follows up if we have received the application  
Aug 6: SCRCA replies back confirming we have, and gives review timeframe (will review by Aug 14)  
Aug. 11: Received complaint from C-K Councillor  
Aug. 13: More emails received from C-K Councillor  
Aug. 13: SCRCA followed up with landowner to confirm review timeframe as outlined Aug. 6, still will review by Aug 14.  
Aug 13: SCRCA staff reviewed application and provided email with updates required, advised that it would be good for applicant to finalize the sale of the property, so permit can be issued in his name. Follow up questions from applicant that SCRCA answered  
Aug. 13: Applicant advised that they will follow up with survey company.  
SCRCA staff have not heard anything since.

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## Comments received from the Municipality of Middlesex Centre

-----Original Message-----

From: Dan McMillan [mailto:dmcmillan@gto.net]  
Sent: August 16, 2020 11:30 AM  
To: Brian McDougall <bmcDougall@scrca.on.ca>  
Subject: Action Item

Brian: Just wanted to let you know that I spoke with Marion-Frances Cabral from Middlesex Centre and Tim Williams who works for the county planning department but does work in Middlesex Centre and both had high praise for the working relationship that they have with SCRCA.

Marion- Frances has not been working for the Township long but has had no problems. Tim, who does work for various townships and had dealt with SCRCA for several years was also very pleased with the service and was well aware of the staffing issues that have caused some delays recently. Neither reported, when asked, of having had the experience of being told one thing on site then receiving different information in a written report.

FYI

Dan

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

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## Comments received from the Township of Adelaide Metcalfe

-----Original Message-----

From: Betty Ann MacKinnon [mailto:BMacKinnon@adelaidemetcalfe.on.ca]

Sent: August 18, 2020 11:40 AM

To: Brian McDougall <bmcDougall@scrca.on.ca>

Subject: Erin Besch Planner Adelaide Metcalfe

Good morning Brian

Planner Erin Besch has stated she has no issues with SCRCA responding to enquires or providing comments on applications. She enjoyed working with SCRCA.

FYI  
bam

-----Original Message-----

From: Betty Ann MacKinnon [mailto:BMacKinnon@adelaidemetcalfe.on.ca]

Sent: August 18, 2020 10:59 AM

To: Brian McDougall <bmcDougall@scrca.on.ca>

Subject: Drainage concerns

Good morning Brian

Although I was unable to attend the closed session August 6, 2020, I assume it may have something to do with [REDACTED]. If so the concerns that Jim Reeve the Drainage Superintendent had are listed below for your consideration:

One of the main issues was [REDACTED] and [REDACTED] inability to communicate effectively with people,

Classification of the drains is not consistent and depends a lot on the time of the year, Unclassified drains are also a problem due to where the sampling's are taken from the base of a bridge and culverts where water can stand all year round, Mapping errors showing an incorrect floodplain, Municipalities fund the C.A.'s and they don't want to work with the drainage superintendent or the landowners as it relates to drainage, Fisheries personnel are not willing to work with the superintendents, There appears to be no common sense and not a willingness to work through issues.

Response: SCRCA notes this. With changes in personnel, the SCRCA will aim to work towards a co-operative approach with the Drainage Superintendents and community. The classification system stems from DFO however the SCRCA has been working to classify not rated drains in our watershed to ensure they are correct in order to help with projects. It is important to ensure that drain classifications are as accurate as possible as this determines a lot about the drain quality and habitat as well as species present, and determines what appropriate mitigation measures should be in place.

In speaking to Jim I asked if it was time the the C.A. reached out to the Superintendents offering to meet with the Elgin, Lambton, Middlesex Chapter in the Board Room. He thought that would be a good thing and said Lucas DePooter was the person to get in touch with if you wanted input from the drainage personnel.

Response: SCRCA staff would be very open to setting up zoom or in-person meetings with Drainage staff to review expectations from both parties, and come to a general consensus on drain projects so that they can move forward in a timely manner. Hopefully this can be incorporated into the Drain Enclosure consultation, however can be set up on its own as well if required.

If you want to discuss this matter with me I can be reached at 519-287-2699 generally every day after 10:00 a.m.

Betty Ann

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## Comments received from the City of Sarnia

**From:** Robert Williams [mailto:robert.williams@sarnia.ca]  
**Sent:** August 31, 2020 2:50 PM  
**To:** Brian McDougall <bmcDougall@scrca.on.ca>  
**Subject:** Comments from R. Dobbin Engineering

Hi Brian,

WITHOUT PREJUDICE

The attached comments were provided by Ray Dobbin with R. Dobbin Engineering in response to a request for input from your board. I forward them as information as I understand SCRCA requested these comments by August 31, 2020 and they were forwarded to me.

Regards,

Rob

---

 **Robert Williams**  
Construction Manager  
City of Sarnia  
255 Christina Street North  
Sarnia, ON N7T 7N2  
Phone: 519-332-0527 Ext. 3283  
[www.sarnia.ca](http://www.sarnia.ca)



August 19,2020

We have had several issues with the St. Clair Region Conservation Authority with regards with completing both new report projects and maintenance projects.

### Summary

#### Time

Irrelevant questions

No background work completed by SCRCA staff

#### Kember Smith Drain

Application of Enclosure Policy for drain that consists of a covered drain with swale  
Enclosure of 30 metres of swale in a piped section with a length of approx. 450 metres in an area of commercial development

Proposed pipe with larger capacity than downstream pipe but capacity of pipe questioned i.e. all information shown on drawings

Request for oil/grit separators

Delays

#### General

Lack of communication of policies

Lack of documentation of requests or explanation/basis of requests

Attempted to meet with SCRCA staff member in order to clarify concerns with policies but little communication/explanation - January 24,2020 - never followed up as promised, did not reply to emails

#### Kember Smith Drain

The engineer's report for the Kember Smith Drain dated October 3,2019 included the following work:

1. The channel across the frontage at 1650 London Line, roll no. 382930003620100 shall be enclosed with 38 metres of 600 mm dia. HDPE smooth wall pipe and a catchbasin.
2. The existing piped sections and culverts along the length of the drainage works shall be incorporated as part of the drainage works as documented in this report.
3. The access culverts and lawn culverts shall be cleaned and the channel shall be improved throughout its length.

The drainage works consists of a tile drain with a small channel. Over time much of the channel has been enclosed as commercial development has progressed. Many of these development under City approved Site Plans.

SCRCA staff requested that the report be revised to include that catchbasins are outfitted with oil and grit separators. There is generally a catchbasin between each driveway. Oil/Grit Separators are expensive - 5,000.00 to 20,000.00 - depending on the site. The water quality and quantity issues are addressed by the City with Site Plan Approval and are not appropriate under the Drainage Act. First comment from SCRCA on January 7, 2020. Permit issued on August 7, 2020. Still need meetings to consider and court of revision. The Developer has lost 1 year for his development.

Response: The oil and grit separators were mentioned as a recommendation, with the idea that this is a good opportunity to install them as works are being done on the drain, but not a requirement to get the permit. The report and review was not held up due to this. The review was waiting on report/confirmation from the engineer that the 2 year enclosed pipe that was being proposed was able to accommodate flows that were previously accommodated by the swale to ensure that upstream and downstream properties are not impacted by the enclosure.

**From:** David Jackson [mailto:david.jackson@sarnia.ca]

**Sent:** August 21, 2020 10:25 PM

**To:** Brian McDougall <bmcDougall@scrca.on.ca>

**Cc:** Stacey Forfar <stacey.forfar@sarnia.ca>

**Subject:** RE: Clarification RE: Action item from August 6, 2020 Board of Directors Meeting

Hello Brian,

As per the e-mail below, I shared with a few staff at the City and have compiled the responses:

- General response was positive about the working relationship with the conservation authority
- The Sarnia Lambton Homebuilders Association had recently reached out concerned about turnaround time for permits, they were aware that this was directly related to your short term staffing shortage problem
- With new staffing that will be coming on board, likely with less experience, there is some concern about them getting up to speed and to a point where they can use professional judgement that allows for some discretion when appropriate
- We are eager to see updated regulatory mapping

We certainly appreciate the challenging regulatory role you have, and again, there was generally positive feedback about the working relationship. Let me know if you want to discuss further.

Thanks, David

**David Jackson**

Director of Engineering & Operations  
City of Sarnia  
255 Christina Street North  
Sarnia, ON N7T 7N2  
Phone: 519-332-0527 Ext. 3279  
[www.sarnia.ca](http://www.sarnia.ca)



**Meeting Date:** September 17, 2020 **Item 5.2**  
**Report Date:** December 11, 2019  
**Submitted by:** Unedited Resubmission of Report by Dallas Cundick

**Subject:** SCRCA Plan Input and Review Discussion with Member Municipality CAO/Clerks

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**Recommendation:**

That the Board of Directors acknowledges the report on Plan Input and Review Discussion with Member Municipality CAO/Clerks.

**Background:**

Further to the November 14<sup>th</sup> Staff Report 11.3 and the request by Directors at the November Board meeting, SCRCA staff (Brian McDougall and Dallas Cundick) scheduled conference calls with our 17 member municipality Chief Administrative Officers (CAOs) and/or Clerks. SCRCA staff have held discussions with 16 municipalities (final CAO discussion scheduled for January 8, 2020).

**Highlights:**

The following highlights from the discussions with planners was further confirmed in the discussions with the CAO/Clerks.

- Duplication of duties was not identified as an issue or a concern by watershed municipalities.
- No redundancy in tasks completed by SCRCA staff for planning applications was identified by watershed municipalities.
- Improved communication will benefit processes on the part of all parties.
- Updated memorandum(s) of understanding (MOU) will provide opportunity to: clarify roles and each organizations responsibilities, improve process, educate and inform all parties and the public.
- All watershed municipalities identified the need for the SCRCA's natural heritage commenting service. This expertise is not available at any of the planning offices in the region and is costly to be acquired from the private sector.

**Additional Discussion Points with CAO/Clerks:**

The following comments were received grouped by specific topics:

**Planning Comments – Format and Content**

- Utilize plain language and improve format.
- Make clear SCRCA recommendations regarding the planning application to the municipality (e.g. premature, no objection, no objection subject to conditions,

deferral because more information is required, refusal – application is not supported by CA policies and/or PPS policies). If applicable, list outstanding technical information required to obtain approval.

- Outline clearly comments in regard to CA role in plan review;
  - Delegated Responsibility and Statutory Comments
  - Advisory Comments
    - through our responsibilities as a service provider through MOU
    - through our role as a public body, pursuant to the Planning Act
    - under the Clean Water Act, 2006
  - As an Adjacent Landowner
  - Additional Advisory Comments
    - These would apply if/when there are comments that relate to:
      - Provincial plans as defined under the Planning Act
      - Remedial Action Plans
      - Pertinent Watershed Plan
- Have reports focus on provincial policy and how they are interpreted, including introducing SCRCA regulations and technical guidelines.
- Ensure wording is precise so it can be used as conditions of approval.
- Template format for reports, which separates material that is directly relevant and recommended conditions from standardized language.
- Should SCRCA include additional advisory comments, such as other agency requirements?
  - Majority of Municipalities felt:
    - Important to include, more information provided, the better, helps with the decision making process and brings issues to the forefront.
    - CA role needs to be very clear however (i.e. comments are delegated responsibility and statutory comments, or advisory comments based on MOU, or additional advisory comments).
    - Continue communication with municipal planners and member municipalities.
  - Minority of Municipalities felt:
    - Stick to SCRCA responsibilities and province delegated role and mandate, mixed reaction when we give these reminders.
    - Appreciated, but concerned with optics if too many comments are provided outside of the CA mandate. Should look at ways of communicating outside of formal comments.

### MOU Updates

- SCRCA should utilize the process to improve communication and education for councils, staff, stakeholders, etc. (planning 101 sessions).
- Support for county level MOU documents with municipal signatures.
- Support for individual municipal agreements with some member municipalities (i.e. proactive councils).
- Include building official in the process.

### Pre-Consultation

- Importance of early engagement and SCRCA involvement;
  - Continued need for SCRCA planning staff to be available to discuss with member municipalities and planner in early stages.
- New techniques of pre-consultation processes are being developed throughout the watershed and SCRCA staff can be involved.
  - Municipalities with formal regularly scheduled pre-consultation meeting process appreciate the SCRCA attending or calling in, resulting in less of duplication.
- Important for SCRCA to be at the table for high-level initial meetings without a fee being charged.

### Fee Schedule

- Ensure clear timely process for notification which ensures lower tier municipalities are notified of fee schedule updates.
- From a customer service standpoint, work towards an improved fee guide and schedule to update the municipality on fee updates and implementation (supports communicating answers to the public).
- Support for one stop shop and collecting fees at municipal offices.
- Some municipalities find fees significant.
- Communication and discussion with for municipalities and between CAs on the differences in fees and levy structures for municipalities that share more than one CA.

### Rural Surplus Farm Dwelling Severance, Rural Severance for Merged Parcels, and Re-Zoning to Downgraded Use

- Review process and communication for when fees and comments are required for SCRCA review on above applications when no new buildings are proposed.
- Review process and communication for when formal pre-consultation letters are provided, and when is it appropriate to also provide detailed formal comments on planning applications.

### Ontario Regulation 171/06 Permitting

- CAOs hear more of the concerns from public in regard to SCRCA regulations permitting timelines and fees.
- It would be appropriate for SCRCA to have on-going discussion with Chief Building Officials regarding the day to day processes in the regulations review of building permits to ensure efficiencies and common understanding.
- CAOs are hoping for clarity in rural floodplain, trust that new mapping will be more accurate and make more sense.

**Actions:**

SCRCA has begun to undertake the following actions.

**Planning Comments, MOUs, Fee Schedule, Pre-Consultation**

- Continue the discussion about process improvements with member municipalities and signing of MOUs.
- Circulating notice of the 2020 Fee Schedule with an interpretation Fee Guide.
- Make revisions to commenting report templates.
- In accordance with CO Client Service and Streamlining Initiative, SCRCA is utilizing the following guidance documents to improve service, educate and inform all parties and the public.
  - CA Planning Comments Templates
  - CA-Municipality MOU Template for Planning and Development Review
  - Guideline for CA Fee Administration Policies (Plan Review and Permitting)
  - Client Service Standards for Conservation Authority Plan and Permit Review

**Pre-Consultation**

- Attending as required new formal pre-consultation meetings regularly scheduled by municipalities on a monthly basis.
- Provide initial screening of applications at no charge.

**Rural Surplus Farm Dwelling Severance, Rural Severance for Merged Parcels, and Re-Zoning to Downgraded Use**

- Continued communication with member municipalities, to discuss clear guidelines when comments are required and when they are not, including specific examples.

**Ontario Regulation 171/06**

- SCRCA will have on-going discussions with CBOs, regarding the day to day processes in the regulations review of building permits to ensure efficiencies and common understanding.

**Strategic Objectives:**

Goal 1 – Develop and maintain programs that will protect life and property from natural hazards such as flooding and erosion

Goal 4 – Build a stronger and more valued organization through business excellence

**From:** Tim Dobbie [mailto:tim@tdobbie.com]  
**Sent:** September 8, 2020 6:32 PM  
**To:** Brian McDougall <bmcDougall@scrca.on.ca>  
**Cc:** Tim Dobbie <tim@tdobbie.com>; Laurie-Anne Poole <la@tdobbie.com>  
**Subject:** Service Delivery Review for the St. Clair Region Conservation Authority - Tim L Dobbie Consulting

Brian I would like to provide you with a short description of the type of work that we would do in carrying out a service delivery review for the St. Clair Region Conservation Authority (SCRCA) in the area of development application processing.

The process that we used for this work on behalf of the Municipality of Petrolia would be similar to what we would suggest for your authority.

Phase 1 of the work involves a detailed review of how the SCRCA is involved in the development application processing within your geographic area of responsibility. This work would include individual interviews with each member of your Board of Directors as well as interviews with your senior management team and any staff who are involved in the development application process. This phase would also include a detailed review of all of your documentation dealing with your authorities responsibilities in development application processing and would include but not limited to such things as development processing review timelines, Level of staffing, the Clarity of roles and responsibilities in development application processing, the effectiveness of supervisory and management functions related to development, and an assessment of the efficiencies and effectiveness of the current service delivery.

Phase 2 of the work involves reaching out to the development community to get their input on how the (SCRCA) are carrying out development application processing in the view of developers,

Engineering consultants and Planning Consultants etc. Given the large geographic area that you are responsible for it might be appropriate to meet the development community in 2 or 3 focus groups located in your area. Typically, we have dealt with focus groups involving the development community where the attendance can be anywhere from 10 to 50 members of the development community. We have a considerable amount of experience in this work and we are able to conduct effective focus groups with the development community. The 2<sup>nd</sup> part of phase 2 would be comparing development application processing in the (SCRCA) to other comparable conservation authorities in Ontario. We would suggest four comparators and would welcome suggestions of which conservation authorities you should compare to.

I would personally be involved with all of the work associated with this review along with my assistant. I estimate the cost to the (SCRCA) to be approximately \$45,000 plus HST. The cost is driven to a great extent by the number of interviews that we do in these projects.

*Tim L. Dobbie*  
CONSULTING LTD.



P 905 637-0000  
C 905 330-4090  
[tim@tdobbie.com](mailto:tim@tdobbie.com);

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## **Sarnia-Lambton**

Home Builders'  
Association

P.O. Box 281 Sarnia, Ontario N7T 7H9

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September 3, 2020

Brian McDougall  
St. Clair Region Conservation Authority  
205 Millpond Crescent  
Strathroy, ON N7G 3P9

Via Email [bmcdougall@scrca.on.ca](mailto:bmcdougall@scrca.on.ca)

Dear Brian:

The Sarnia Lambton Home Builder's Association (SLHBA) represents over 50 member companies that include Builders, Developers, Sub-Trades and Suppliers. We are one of 27 member associations across the Province that fall under the umbrella of the Ontario Home Builders' Association (OHBA) which is the voice of the residential construction industry in Ontario, representing over 4,000 member companies.

The SLHBA is the voice for the residential construction industry in Lambton County. As you are aware the construction of new homes is a substantial contributor to employment and the general economy in Sarnia-Lambton and across the Country.

Although we have had numerous concerns from our membership over the years regarding the St. Clair Region Conservation Authority (SCRCA) we have had more concerns recently with the level of under staffing at the SCRCA.

With our members it is critical to meet move in dates and construction timelines not just for the owners but to meet our obligations as Tarion Registered Builders as well. We know there are several simple permit approvals that seem to be burning up our peak construction season with the "hurry up and wait" process.

We are asking if we could get an up-date somehow of the plans for increased levels of staffing at the SCRCA that will help clear or catch up on what appears to be a backlog for approvals. Our local Building Departments operate with clear timelines in the Building Code Act that are generally 10 working days for the issuance of residential permits that are submitted fully complete. The problem exists when a property falls under the jurisdiction of the SCRCA then the permit application can never be deemed "fully complete" until the SCRCA sends their approval. It seems like the SCRCA works to their own set of rules that none of us actually are aware of or fully understand. We would like to see some sort of similar guidelines put in place that would allow a builder/owner to be actually able to plan and schedule their project. There is nothing unreasonable about this request.

I am available anytime for a conversation at my office 519-332-4532 Ext 22 ,my cell at 519-339-9678 or email at [scott@hendersonbuilders.com](mailto:scott@hendersonbuilders.com)

I am asking for a written reply to address our concerns by September 25, 2020.

Since your regulated area overlaps into Middlesex County and Chatham-Kent we have asked the London Home Builders Association and the Chatham-Kent Home Builders Association to provide letters to support our requests as well.

Thank you for your consideration in this matter and I look forward to your reply.

Respectfully:

A handwritten signature in black ink, appearing to read "S. Henderson".

Scott Henderson  
President

Cc: SCRCA Board of Directors





June 29, 2020

Jamie McGarvey  
AMO President, Mayor, Town of Parry Sound  
Suite 801  
200 University Avenue  
Toronto, ON, M5H 3C6  
Email: [amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)

**Re: Update on Conservation Ontario's Client Service and Streamlining Initiative – Reporting on the Timeliness of Section 28 Reviews**

Dear Mr. McGarvey:

Conservation Ontario is the network of Ontario's 36 Conservation Authorities (CAs). In April, 2019 I wrote to you to advise of Conservation Ontario's new Client Service and Streamlining Initiative. The initiative was created to support actions outlined in the provincial *Housing Supply Action Plan*, and identifies a number of actions to improve client service and accountability, increase speed of approvals and reduce red tape and regulatory burden. This initiative is intended to help the Province address the lack of housing supply, while at the same time not jeopardizing public health and safety or the environment in the process.

A great deal of progress has been made through this initiative, including the training of over 300 staff in client-centric approaches, the creation of 5 template guidelines for CAs and the establishment of a client-centric checklist for CAs in high-growth areas. Further information on our progress can be found on our [website](#). Today, however, I want to highlight the results of our first quarter reporting on the timeliness of our CA Section 28 permit application reviews. In June, 2019 Conservation Ontario set new, challenging targets to improve client service and increase the speed of approvals. Through the Conservation Ontario *Client Service Standards for Conservation Authority Plan and Permit Review (2019)* guideline, best practice timelines were developed in response to industry concerns regarding timeliness of CA approvals. These best practice timelines represent a significant overall reduction compared to the expectations described in the *Policies and Procedures for Conservation Authority Plan Review and Permitting (MNRF, 2010)*, including a 52% reduction in the overall timeline for major permit applications and 42% for minor permit applications.

I am pleased to report that the high-growth CAs were highly successful in issuing permits within the Provincial timelines and the Conservation Ontario best-practice timelines. From January 1<sup>st</sup> – March 31<sup>st</sup>, 2020 the high-growth CAs issued a combined total of 1077 permissions. During that same period, 12 of

120 Bayview Parkway Newmarket Ontario L3Y 3W3  
Tel: (905) 895-0716 Fax: (905) 895-0751 Email: [info@conservationontario.ca](mailto:info@conservationontario.ca)

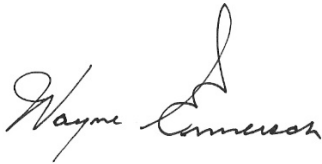
the 14 high-growth CAs issued over 96% of all permits within the Provincial timelines, and over 92% within the Conservation Ontario best practice timelines. Now, more than ever, we recognize the importance of providing superior client service and timely approvals as the Province commences economic recovery from the COVID-19 pandemic.

The attached bulletin provides additional background information on the Client Service Initiative as well as conservation authorities' first quarter performance results. In addition to our Ministry partners (Natural Resources and Forestry; Environment, Conservation and Parks; and Municipal Affairs and Housing) this information is also being shared with industry partners, including the Ontario Homebuilders Association, the Residential Construction Council of Ontario and the Building Industry and Land Development Association.

In summary, Conservation Ontario has remained actively engaged with our clients and is committed to process improvements in service delivery. Conservation authorities are collectively committed to working in collaboration with our member municipalities, as well as relevant stakeholders in the building and development industry to support the Province's objective to increase housing supply, while protecting public health and safety, and, the environment.

Should there be any questions or the need for additional information, please contact Kim Gavine, General Manager of Conservation Ontario, at 905-251-3268 or [kgavine@conservationontario.ca](mailto:kgavine@conservationontario.ca).

Sincerely,



Wayne Emmerson  
Chair, Conservation Ontario

ATTACH: Bulletin: Conservation Authorities Setting Challenging Targets and Streamlining Processes to Improve Client Service and Increase the Speed of Approvals

c.c. All CA General Managers/Chief Administrative Officers  
Cathie Brown, Senior Advisor, AMO ([cathiebrown@amo.on.ca](mailto:cathiebrown@amo.on.ca))  
Lyn Dollin, Chair, AMO CA Task Force ([ldollin@innisfil.ca](mailto:ldollin@innisfil.ca))



## Conservation Authorities Setting Challenging Targets and Streamlining Processes to Improve Client Service and Increase the Speed of Approvals

June 23, 2020

Since April 2019, Conservation Ontario has been working with Ontario's conservation authorities (CAs) to make improvements to CA plan review and permitting activities through the [Conservation Ontario Client Service and Streamlining Initiative](#). The Initiative was created to support actions outlined in the provincial *Housing Supply Action plan*, and identifies a number of actions to improve client service and accountability, increase speed of approvals and reduce red tape to help the Province address the lack of housing supply, while at the same time not jeopardizing public health and safety or the environment in the process.

### CHALLENGING TARGETS SET FOR CA REVIEWS and REGULAR REPORTING TO MEASURE RESULTS

To support timely reporting of CA Section 28 permit application reviews, Conservation Ontario developed a template which outlines a consistent reporting framework for permit review and approval timelines. Consistent with the new "Client Service Standards for Conservation Authority Plan and Permit Review", the template identifies "best practice" timelines which were developed in response to industry concerns regarding timeliness of CA approvals.

These "best practice" timelines represent a significant overall reduction compared to Provincial expectations described in the *Policies and Procedures for Conservation Authority Plan Review and Permitting* (MNRF, 2010), including a 52% reduction in the overall timeline for major permit applications and 42% for minor permit applications.

Conservation Ontario worked with a group of 14 high-growth CAs to prepare reports consistent with the reporting framework outlining their progress towards meeting the 'best practice' timelines for the first quarter of 2020.

#### FIRST QUARTER PERFORMANCE RESULTS

From January 1<sup>st</sup> – March 31<sup>st</sup>, 2020 the high-growth CAs issued a combined total of 1077 permits. The CAs were highly successful in issuing permits within the provincial timelines and the CO best-practice timelines. 12 high-growth CAs issued over 96% of all permits within the Provincial timelines, and over 92% within the CO best practice timelines.

### CONTINUOUS IMPROVEMENT: PRE-CONSULTATION GUIDANCE DOCUMENT

For permits issued outside of the timelines, CAs identified constraints which contributed to the small percentage of permits not meeting the targeted review times. Many CAs cited the need to increase uptake in pre-consultation processes and improve the quality of submissions to ensure a faster review and approval timeframe.

To address these constraints and continue to increase the speed of CA approvals, Conservation Ontario is developing a pre-consultation guidance document which outlines best practices for pre-consultation between CAs and their clients. Through a more robust pre-consultation process, CAs can ensure that all necessary information is received from clients to process permit applications in a timely manner with minimal resubmissions.

### **COMING SOON: ANNUAL REPORTING**

Beginning in 2021, the high-growth CAs will post annual reports to their websites on their permit review and approval timelines. In the meantime, Conservation Ontario is committed to working with Ontario's conservation authorities to improve client service, increase the speed of approvals and reduce red tape, while continuing to protect public health and safety, and, the environment.

#### **For more information:**

Leslie Rich, Policy and Planning Liaison  
Conservation Ontario  
120 Bayview Parkway, Newmarket ON L3Y 3WE  
(705) 716-6174  
[lrich@conservationontario.ca](mailto:lrich@conservationontario.ca)

**Meeting Date:** September 17, 2020  
**Report Date:** August 13, 2020  
**Submitted by:** Ashley Fletcher

**Item 7.1 (a)**

**Subject:** Business Arising

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**Regarding BD-18-144**

SCRCA staff suggest having Project Consultants present to the Board of Directors meeting in order to walk through the guidelines on the development of flood lines.

**Deferred to a later date**

**Regarding BD-20-35**

On April 7, 2020 we received a formal request for ownership of Shetland CA from The Corporation of the Township of Dawn-Euphemia. A full report on the property will be prepared for a future board meeting.

**Please refer to Item 8.2**

**Regarding BD-20-54**

**Director's Comments:**

It was recommended to proceed with the tender process for an engineered study investigating options for repairs and erosion control at Highland Glen Conservation Area with quotes and proposed phases to be brought to the next board of directors meeting for review and an informed decision.

**Please refer to 8.1**

**Regarding BD-20-64**

"That the Board of Directors requests a report compiling the Drainage and Development issues brought forth by Municipalities at the September 17, 2020 Board of Directors Meeting and further that written responses to such concerns are provided by staff."

**Please refer to Item 5.2**

**And**

It was requested that staff provide a report on the use of silt fencing and whether it is a requirement for drainage works.

**Deferred to November Board Meeting**

**Meeting Date:** September 17, 2020                                   **Item** 7.1 (b)  
**Report Date:** August 31, 2020  
**Submitted by:** Greg Wilcox

**Subject:** Conservation Areas Update

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**Recommendation:**

That the Board of Directors acknowledges this report dated August 31, 2020.

**Campgrounds:**

**Timeline**

SCRCA Media Release, April 8

- Camping Season delayed
- Overnight transient camping reservations refunded for April 24 to May 13
- Gates locked, walk-in trail access for public, seasonal campers have walk-in access only to check on property

Province allows “snowbirds” to occupy seasonal campsites, April 17

- A. campsites are made available only for trailers and recreational vehicles that are either:
  - i. used by individuals who do not have another residence in Canada and are in need of housing during the emergency period
  - ii. permitted to be there by the terms of a full season contract
- B. only campsites with electricity, water service and facilities for sewage disposal are provided for use
- C. all recreational facilities in the campground, and all other shared facilities in the campground such as washrooms, are closed

SCRCA Media Release, April 22

- Campgrounds will open April 24 to current seasonal campers that meet provincial criteria
- Washrooms and all recreational facilities remain closed
- Trails remain open
- Campers occupy AW Campbell and Warwick Conservation Areas, gates unlocked and barricaded to allow emergency vehicle access

SCRCA Media Release, May 1

- Recreational camping continues to be delayed
- Overnight transient camping reservations refunded through May 31

#### Province Announces Campgrounds May Open, May 14

As soon as 12:01 a.m. on Saturday, May 16, 2020:

- Private parks and campgrounds may open to enable preparation for the season and to allow access for trailers and recreational vehicles whose owners have a full season contract.

#### SCRCA Media Release, May 15

- Only site occupants continue to be “snowbirds”
- Gates open 8-4 daily starting May 19 providing vehicular access to seasonal campers only to check on trailers and maintain sites
- No recreational camping activities

#### SCRCA Media Release, May 26

- Announce phase-in of recreational camping
- Seasonal camping only to open June 5
- Overnight transient reservations refunded through June 10
- No public washrooms at this time
- No pools for the 2020 season
- Restricted activities to meet current Covid-19 guidelines

#### SCRCA Media Release, June 5

- Overnight transient reservations refunded through June 28

#### SCRCA Media Release, June 18

- Transient camping to open with restrictions June 29
- Site availability limited (no adjacent sites occupied at the same time)
- No group camping in 2020
- Customers with reservations on sites that require closing will be contacted to change reservation or refund
- Canoe/kayak rentals and pavilion rentals cancelled for 2020
- Camper events cancelled, play structures, basketball courts, and volleyball courts closed until further notice

#### SCRCA Camper Communication, June 23

- campground washrooms open with enhanced cleaning protocols, June 26

#### SCRCA Camper Communication, July 17

- additional campground facilities to open when Lambton County is approved for stage 3 reopening (July 24)
- playgrounds open, hand sanitizer provided
- basketball, volleyball, and remaining horseshoe pits will open with campers providing their own equipment
- volunteer run park events allowed with superintendent approval, must communicate how physical distancing and gathering sizes will be followed

- some benches and picnic tables available for use

#### SCRCA Camper Communication, July 18

- SCRCA staff will organize camper events (kid focused) that meet physical distance requirements
- Staff developed activities that can be completed with their families and those within their social circles
- Participants were encouraged to submit entries by email and prizes were drawn at random

#### Events:

- July 19 - July 25 - Nature Bingo
- July 24 - July 28 - Leaf Hunt
- July 29 - August 6 - Colouring Contest
- July 31 - August 13 - Fishing Derby
- August 14 - August 20 - Craft Kit
- August 21 - August 23 - Chalk Trail
- August 1 - August 31 - Nature Picture Contest (both child and adult participants)
- August 23 - September 3 - Drawing Contest

#### Day Use Conservation Areas:

##### Wawanosh Wetland Conservation Area

- New viewing deck installed in the South wetland cell to replace the old viewing tower which will be removed this fall

##### Wawanosh Wetland Phragmites Control and Habitat Enhancement

- Invasive phragmites has displaced much of the native vegetation around the wetlands and throughout much of the property (degrading the quality of habitat)
- A local resident, Lynn Eves (from the Bluewater Center for Raptor Rehabilitation) is interested in leading efforts to remove phragmites from the property
- Staff have met twice on site with Lynn and other partners including City of Sarnia staff and Dr. Janice Gilbert (Director of the Invasive Phragmites Control Centre)
- Cost to develop a plan for phragmites control and habitat enhancements estimated to be \$10,000 to \$12,000
- Plan would allow for long term management strategy including site maintenance to deter the re-growth of phragmites
- Friends of St. Clair River have agreed to provide \$4000 towards development of a plan
- Staff have reached out to MECP and will approach the St. Clair Conservation Foundation to try and acquire the additional funds necessary to develop the plan



- Community and corporate fundraising would be necessary to complete this project after a plan is developed and approved

**Peers Wetland Conservation Area:**

- On August 22 the Sydenham Field Naturalists held a phragmites removal volunteer event
- Volunteers cut phragmites below the water's surface and hauled the plants to shore where seed heads were removed for incineration
- Another day has been scheduled for September 12



Both events were sponsored by Enbridge who supplied equipment including chest waders, cane cutters, and a variety of PPE and COVID-19 related supplies

- Enbridge also provided lunch for both events

**Wallaceburg Sportsman Club**

Volunteers removing phragmites from Peers Wetland

- With SCRCA not renewing the lease for 2021, the club has begun to remove items from the inside and outside of the clubhouse located at Peers Wetland
- At this time the Club has not replied to our request for an update on the process
- It is not clear if the Club intends to remove the structure

**Bridgeview CA**

- The municipality has made upgrades to the parking lot including re-grading, new posts bordering the parking lot, and new trees
- The municipality has cut down phragmites that was sprayed by SCRCA staff last fall

- Fifteen large stock trees were planted this Spring to fill in areas where dead Walnut trees were removed last year
- Large stock tree species planted were Sycamore, Swamp White Oak, Bur Oak, and Kentucky Coffee Tree
- Wildflower and erosion control seed mixes were planted around the new wetland this Spring, germination was sparse, additional seeding will occur in the fall

#### **Coldstream CA**

- Multiple sections of boardwalk were damaged by fallen trees this summer
- Staff have repaired/replaced the damaged sections with materials supplied by Middlesex Centre

#### **Strathroy CA**

- SCRCA and Strathroy-Caradoc staff worked together to clear two log jams in the Sydenham river in Strathroy
- Two trees were removed from the first location and four trees from the second



Trees removed from the Sydenham River in Strathroy

#### **Highland Glen CA**

- The existing trail that allows users to walk from the upper parking lot down to the day use area had to be moved further from the bluff due to erosion concerns
- The bank in this location was significantly undercut and a crack has formed through the old trail



Trail re-routed to avoid hazardous bluff

**Meeting Date:** September 17, 2020 **Item 7.1 (c)**  
**Report Date:** August 20, 2020  
**Submitted by:** Greg Wilcox

**Subject:** Highland Glen Community Input and Citizens Group in Support of Repairing the boat ramp

**Recommendation:**

That the Board of Directors acknowledges the report dated August 20, 2020 on Community Input and Support of the Highland Glen Boat Ramp.

**Background:**

In February 2020, SCRCA announced the closure of the Highland Glen boat ramp for the 2020 season due to safety concerns. Early in the spring, SCRCA staff were contacted by a number of local residents who were disappointed with the closure of the ramp. Staff were also contacted by a fisher from Kettle and Stony Point First Nation hoping the ramp could be re-opened in 2020.

One local resident, Clare Sutton, called on two occasions for updates. He also created a letter to raise awareness of the situation (item 8.3b) and posted it throughout the local communities including at residences, marinas, boat dealers, and many other locations. In response to his letter, we received 48 emails and 2 phone calls, all in support of repairing the boat launch.

**Email Responses:**

The email responses to Mr. Sutton’s letter are summarized in the table below. Emails often contained multiple of the “main points” listed below.

Main Points in Email	# of Emails
Public lake access to this area of Lake Huron is important	8
Facility provides the only safe harbour between Sarnia and Port Franks	8
Don’t spend on the study, use money for repairs this year	10
Facility is well used	12
Facility brings business to Plympton-Wyoming	4
Inconvenient to travel to other boat ramps	13
Facility should be operating while waiting for maintenance	2
General support for repairing this facility	29

### **Citizens Group Supporting the Repair of Highland Glen:**

On August 18, 2020, a small group of local citizens met to explore opportunities to support the repairs at Highland Glen. Staff attended the meeting to provide an update on the progress.

Topics discussed included:

- Group's purpose
- Facility damage and erosion concerns
- Brainstorming of potential ways to support/accelerate repairs
- Grant funding
- Local funding
- Partnerships
- Ways to increase property revenue

This group is still determining how/if they can be effective in accelerating the repairs at Highland Glen.

## Attention Plympton-Wyoming Boaters

Highland Glen Boat Ramp Closing and Maintenance (June 28, 2020)

Since 1987 the Highland Glen boat ramp has been serving the people of Plympton-Wyoming and other outlying areas. Plympton-Wyoming fronts on Lake Huron from the City of Sarnia to Lambton Shores. There are no other publicly owned boat ramps to allow boat access to the lake from Sarnia to Port Franks. Plympton-Wyoming boasts the fact that we are a water front community with excellent fishing and recreational opportunities. Being unable to access these amenities by boat is an issue that needs to be addressed. The Highland Glen boat ramp is a community treasure and an extraordinary facility that allows this access with protection from inclement weather and high waves. This facility is a large investment for our community and must be maintained. The St Clair Region Conservation Authority "SCRCA" (owners and maintainers) has closed this facility due to the need for maintenance. Last November damage occurred to the seawall protection, particularly on the west side. There has also been the normal (expected) erosion on the east and west side of the ramp protection walls. The ramp itself remains in good condition. These issues with the protection walls are typical maintenance issues and should not result in a full closure. In addition, the SCRCA has decided to obtain an engineering study to determine what should be done and how much it would cost to bring the facility back to original condition. This study will cost approximately \$40,000.00. This money, as well as about \$15,000.00 left over from last year's \$8640.00 (average 2017 – 2019) usage fees, 2020 usage fees, \$800.00 to place concrete barricades at the entry to the ramp, and \$400.00 for closure signs would go a long way towards fixing the issues at the ramp. Also, if the ramp is left as is with no maintenance over this summer and winter, the damages could multiply costing even more to repair. It also leaves us speculating as to whether an engineer's study completed this year would be useless based on the fact that deterioration will continue to happen over another winter. There are, in our area, a number of shoreline repair and protection companies that would provide a consultation and do the work without an expensive engineering study. These companies are backed up with existing jobs due to the high water conditions so we must act now.

The SCRCA does not recognize that this is a well used facility. It is up to the residents of our community to convince them otherwise. This notice is to make the people of Plympton-Wyoming aware of this issue and to rally support to convince the SCRCA that this facility is desperately needed and to start immediate repairs and to keep the ramp open as much as possible during this time (this year). If you agree please send an e-mail or make a phone call to:

St Clair Region Conservation Authority

[stclair@screa.ca](mailto:stclair@screa.ca)

(519)245-3710 ext. 216

Att: Greg Wilcox

Please forward this note to anyone you believe would be interested in this issue.

For more information or input on this action please contact:

Clare Sutton

[cwsutton@cogeco.ca](mailto:cwsutton@cogeco.ca)

(519)869-2603

**Meeting Date:** September 17, 2020  
**Report Date:** September 3, 2020  
**Submitted by:** Emily De Cloet

**Item 7.1 (d)**

**Subject:** Current Watershed Conditions

## Highlights:

- Flood threat is moderate due to continued high water levels on the Great Lakes, Lake St. Clair and in Wallaceburg
- Water levels on Lake Huron and Lake St. Clair are forecasted to exceed record-highs in September before dropping in October
- Regional precipitation amounts are near or above normal averages, owing to high rainfall amounts in August

## Flood Threat

The current flood threat is moderate owing to continued high water levels on the Great Lakes, Lake St. Clair, St. Clair River, and the Sydenham River at Wallaceburg. The average water level in Wallaceburg for August was lower than previous months, however minimal amounts of rainfall still have the capacity to elevate water levels into natural floodplain areas, and Wallaceburg continues to be highly susceptible to wind-driven flooding.

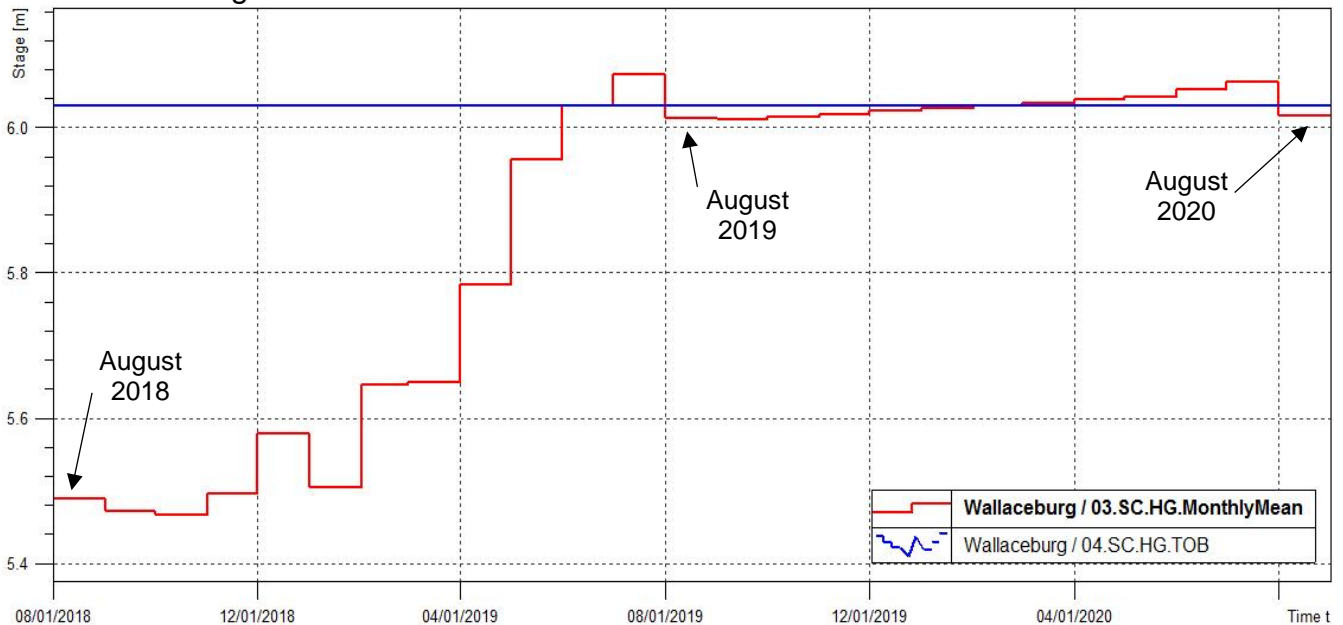


Figure 1: Monthly average water levels at Wallaceburg (red) compared to top of bank (blue) for the past two years.

- August 2020 mean water level in Wallaceburg was 0.4 cm higher than August 2019, and 52.8 cm higher than 2018; July 2020 was 1 cm lower than 2019
- As of this report, water levels are currently sitting 4.1 cm below the top of the bank

### Great Lakes Levels

July 2020	Lake Huron	Lake St. Clair	Lake Erie
Mean for Month (Preliminary Data)	177.45	176.03	175.05
Mean for Month Last Year	177.37	176.04	175.13
Change	<b>0.08</b>	<b>-0.01</b>	<b>-0.08</b>
Mean for Month, Last 10 years	176.60	175.41	174.57
Change Compared to Current	<b>0.85</b>	<b>0.62</b>	<b>0.48</b>
Mean for Month, All Time	176.59	175.21	174.34
Change Compared to Current	<b>0.86</b>	<b>0.82</b>	<b>0.71</b>
<b>Statistics for Period of Record</b>			
Maximum Monthly Mean / Year	177.39	176.04	175.13
	1986	2019	2019
Change Compared to Current	<b>0.06</b>	<b>-0.01</b>	<b>-0.08</b>
Minimum Monthly Mean / Year	175.78	174.50	173.45
	1964	1934	1934
Change Compared to Current	<b>1.67</b>	<b>1.53</b>	<b>1.60</b>

Table 1: Comparison of mean water levels for July, 2020. Source: Fisheries and Oceans Canada

- Lake Huron exceeded its 1986 July record average water level by 6 cm, with Lake St. Clair and Lake Erie close to their 2019 records



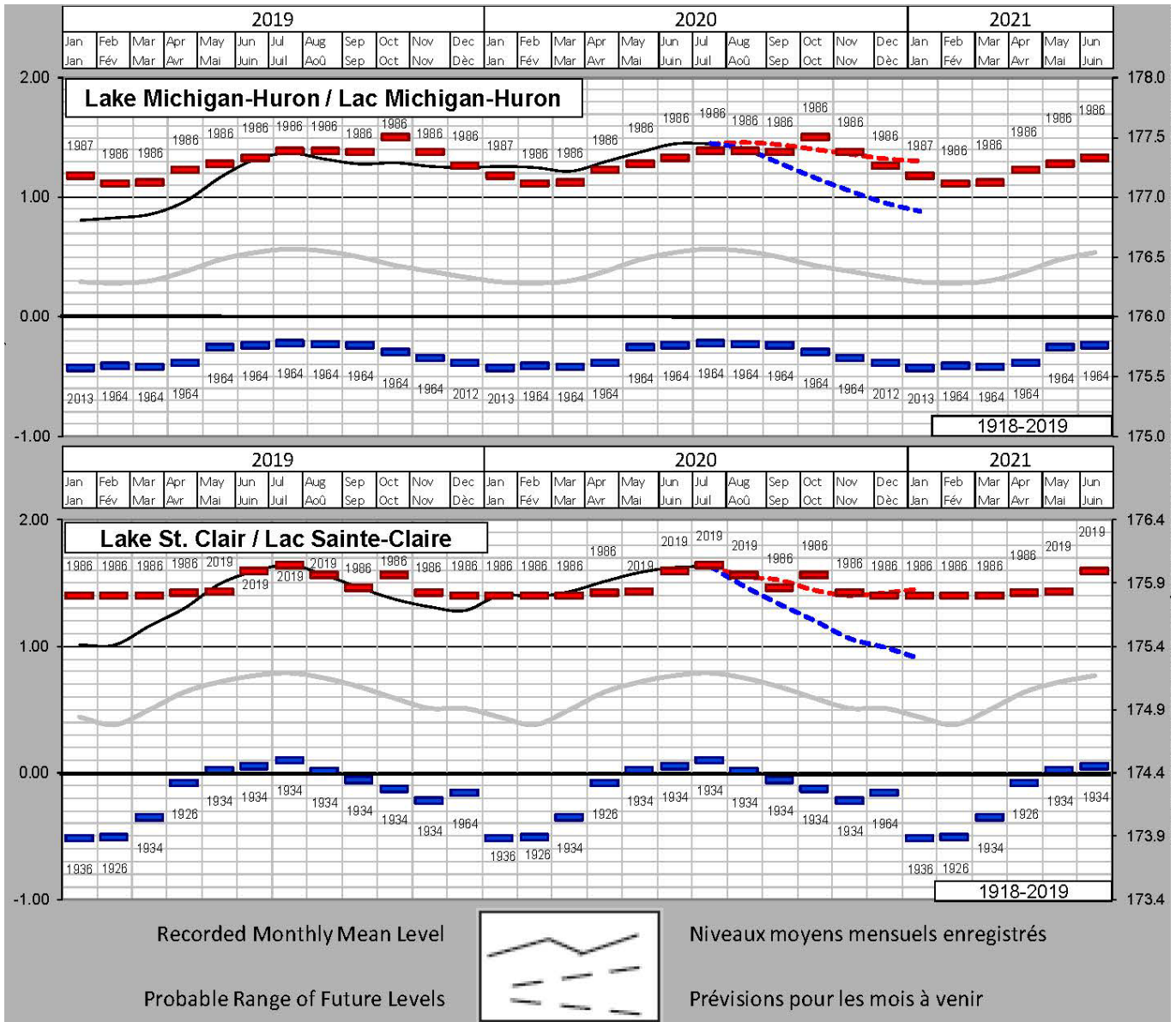


Figure 2: Six-month water level projection. Source: Fisheries and Oceans Canada, August 2020.

- Upper range predicted mean water levels on Lakes Huron and St. Clair are forecasted to exceed record levels in September, falling in October
- Water levels are forecasted to have the potential to be near or exceed record-highs over the next six months

## Precipitation Conditions

Precipitation (mm)	Sarnia		Strathroy		London		Windsor	
Last Quarter	Actual	Normal	Actual	Normal	Actual	Normal	Actual	Normal
June	98.5	85.5	49	74.5	58.5	86.8	64	89.8
July	44.5	74.1	82	71.7	35.1	82.2	85.2	81.8
August	182.9	77.1	135.8	82.1	137.6	85.3	106.4	79.7
<b>Averages</b>								
last 3 month totals	325.9	236.7	266.8	228.3	231.2	254.3	255.6	251.3
last 3 month % of normal	137.7%		116.9%		90.9%		101.7%	
regional average	<b>111.8%</b>							
last 6 month totals	477.6	444.6	453.6	461.2	454.6	497.8	473.9	492.2
last 6 month % of normal	107.4%		98.4%		91.3%		96.3%	
regional average	<b>98.3%</b>							
last 12 month totals	898.1	846.8	879.6	945.1	897.7	987	866.8	918.4
last 12 month % of normal	106.1%		93.1%		91.0%		94.4%	
regional average	<b>96.1%</b>							

Table 2: Precipitation totals compared to monthly normal

- High amounts of rainfall in August brought totals for the last quarter close to or above monthly normal amounts for the region
- Rainfall averages for six and twelve month periods for all regions are near or above normal amounts



The additional field work was completed in July 2020, with additional health and safety measures incorporated to address COVID-19. The preliminary results were discussed with the Sediment Management Oversight Committee in August and September 2020. The consultant is preparing information to outline the next steps and anticipated timelines based on the feedback provided during the discussions.

The SCRCA has requested submission of a revised project schedule from Parsons to confirm how delays due to COVID-19 are going to impact the project completion date.

**Finance:**

Funds provided by Environment and Climate Change Canada for fiscal year 2019/20 for the engineering consultant work were fully utilized as planned. Funds made available through the Ministry of the Environment, Conservation and Parks and Dow Canada, however, have not been fully utilized and were carried over into fiscal year 2020/21. The need to carry over these funds was the result of delays in the consultant being able to complete all of the planned field work in fall 2019.

The SCRCA's project manager is continuing to monitor the progress of the consultant's work closely and is tracking progress against key deliverables, costs and timelines.

**Meeting Date:** September 17, 2020  
**Report Date:** September 3, 2020  
**Submitted by:** Girish Sankar

**Item 7.1 (f)**

**Subject:** Water & Erosion Control Infrastructure (WECI) Projects

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## Recommendation:

That the Board of Directors acknowledges the report dated September 3, 2020 on the ongoing Shoreline projects across the watershed.



### Brights Grove, Kenwick Street to Helen Avenue – Phase 2

- Cope Construction commenced shoreline work in December 2019 and restoration works are underway
- Sod placement along the slope had failed twice due to significant rain events
- All shoreline work has been completed as of May 31, 2020
- Toe stones were inspected using a professional diver in May 2020.
- Deficiencies were identified in a few Toe stones
- Repair work will be completed from a barge and this work is scheduled for third week of September



Pictures from Brights Grove – Phase 2 project

### **Brights Grove, Kenwick Street to Helen Avenue – Phase 3**

- Construction work had been temporarily stopped due to the in-water timing window restrictions.
- Shoreline work has not resumed
- Requirement from MNRF and DFO to build temporary platforms to keep machinery out of water
- This has added another \$400,000 to the project

- AMICO is no longer willing to provide a guarantee for the quality of shoreline work
- This has resulted in SCRCA, co-ordinating with the City of Sarnia's legal department
- Letter to terminate the contract with AMICO has been sent
- SCRCA exploring options to re-hire a contractor to complete the remainder of the shoreline work.

### **Brights Grove, Old Lakeshore Road East**

- Facca Incorporated Inc. started shoreline work on February 10, 2020.
- Construction work resumed second week of August.
- Requirement from MNR and DFO to build temporary platforms to keep machinery out of water
- This has added another \$300,000 to the project
- Approximately 60 meters of in - water work has been completed
- Project progress has been slow due to weather delays and quarry unable to deliver quality rocks as per engineer specification



Brights Grove, Old Lakeshore Road East

Staff continue to negotiate the requirements with MNR and DFO, but, unable to make any modifications to the stringent requirements.

**Meeting Date:** September 17, 2020  
**Report Date:** September 4, 2020  
**Submitted by:** Steve Shaw

**Item 7.1 (g)**

**Subject:** West Nile Virus – Lambton County Mosquito Control Program

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### Update:

- Summer staff treated 16,500 catch basins in Sarnia and throughout Lambton County's towns and villages under direction from Lambton Public Health as part of their mosquito control program for public safety to help prevent West Nile Virus.
- Crews based out of Strathroy travelled to locations and applied methoprene pellets to all municipal catch basins with 3 separate applications spaced at 21 day intervals starting June 26<sup>th</sup> and ending August 20<sup>th</sup> for a total of 50,000 individual applications.
- All treated catch basins were marked with spray paint. A different colour was used for the 3 separate application rounds.
- Approximately 18,000 combined kilometers was travelled over the course of 26 application days.
- Pre-application mosquito larva sampling was conducted in mid-June and post application efficacy testing was conducted for each of the 3 scheduled applications which were timed 15 to 17 days after each application. Results showed good control averaging 80% effectiveness. A report will be sent to the Lambton Public Health later this month.
- Two permits for mosquito control were issued by the Ministry of the Environment, Conservation and Parks (MECP) in June under the lead pesticide exterminators licence and the Conservation Authority's Pesticide Operators licence and insurance. Permit 1 - Three rounds of methoprene pellets for up to 17,000 catch basins. Permit 2 - *Bacillus thuringiensis* subspecies *israelensis* (Bti) for wetlands and emergency situations (not used this year)
- Aamjiwnaang First Nation was also treated with three rounds of methoprene pellets under a separate contract. A pesticide permit was not required from MECP to treat those catch basins.



**Methoprene Pellets**

Lambton Public Health confirmed that mosquitoes collected from a trap in Oil Springs on August 12<sup>th</sup> and in Petrolia on August 19<sup>th</sup> tested positive for the virus. There are no confirmed positive human cases in Lambton County so far, however two are reported in Ontario.



**Meeting Date:** September 17, 2020 **Item 7.1 (h)**  
**Report Date:** September 4, 2020  
**Submitted by:** Steve Shaw  
**Subject:** Conservation Services Programs Update

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### **Tree Planting Program**

- Landowner inquiries for 2021 tree planting program are slightly less than normal so far this year. Approximately 22 landowners listed for site visits this fall. Staff will meet to advise with landowners, advise and develop tree planting plans and seek funding to assist landowners with tree project costs.
- Some grant programs are confirmed for 2021 including the provincial SARSP and the now federally funded 50 Million Tree Program, both with reduced funds. Other funding is still necessary to make the program attractive to landowners. We are waiting for confirmation from the Ontario Community Environmental Fund. More than \$50,000 in penalties was collected in the Sarnia industrial area in 2018. Penalties collected in 2019 is unconfirmed. Money collected from these penalties was originally suppose to go toward environmental improvement projects in the watershed where the violation or environmental impact happened. The Province did not award any money to conservation organizations under this program last year.
- Tree survival assessment for 2020 projects were completed in August. Results showed 90% or better survival for most projects.

### **Managed Forest Tax Incentive Program (MFTIP)**

- New managed forest tax plans on two larger woodland properties and two managed forest tax plan renewals were written and approved for years 2021 to 2030 tax adjustment. One plan renewal was for the SCRCA Clark Wright Conservation Area's 48 acre forest.
- Forested properties are taxed at residential rates. MPAC adjusts property taxes on the approved MFTIP portion of the property placing them in line with farmland tax rates.

### **Vegetation Management Program**

- Approximately 80,000 trees received vegetation management this past spring and another 100,000 trees require vegetation control this fall.
- Fall herbicide applications on 2018, 2019 and 2020 tree planting sites are scheduled to start in the first week of October and will continue into late November after the deciduous seedlings go into dormancy and drop their leaves.

### **Seed Collection Program**

- This year's tree seed collection should start around the end of September and last approximately three weeks into October. Some scouting for seed was completed in July by staff with disconcerting results. The oak species have particularly low to nil seed amounts this year. Reasons uncertain, however this year's gypsy moth

infestation accompanied by a hot and moderately dry July could partly be the blame.

- Tree acorns, nuts, cones and keys are collected and shipped to the tree seedling nursery every year where they are planted in seedbeds, grown for 1 to 3 years and purchased as tree seedlings for our tree planting program. This ensures future high quality tree stock that is indigenous to SCRCA's watershed.

**Meeting Date:** September 17, 2020  
**Report Date:** August 7, 2020  
**Submitted by:** Jessica Van Zwol

**Item** 7.1 (i)

**Subject:** Healthy Lake Huron Program Update

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### **Recommendation:**

That the Board of Directors acknowledges the report dated August 7, 2020 on the Healthy Lake Huron Program Update.

### **Background:**

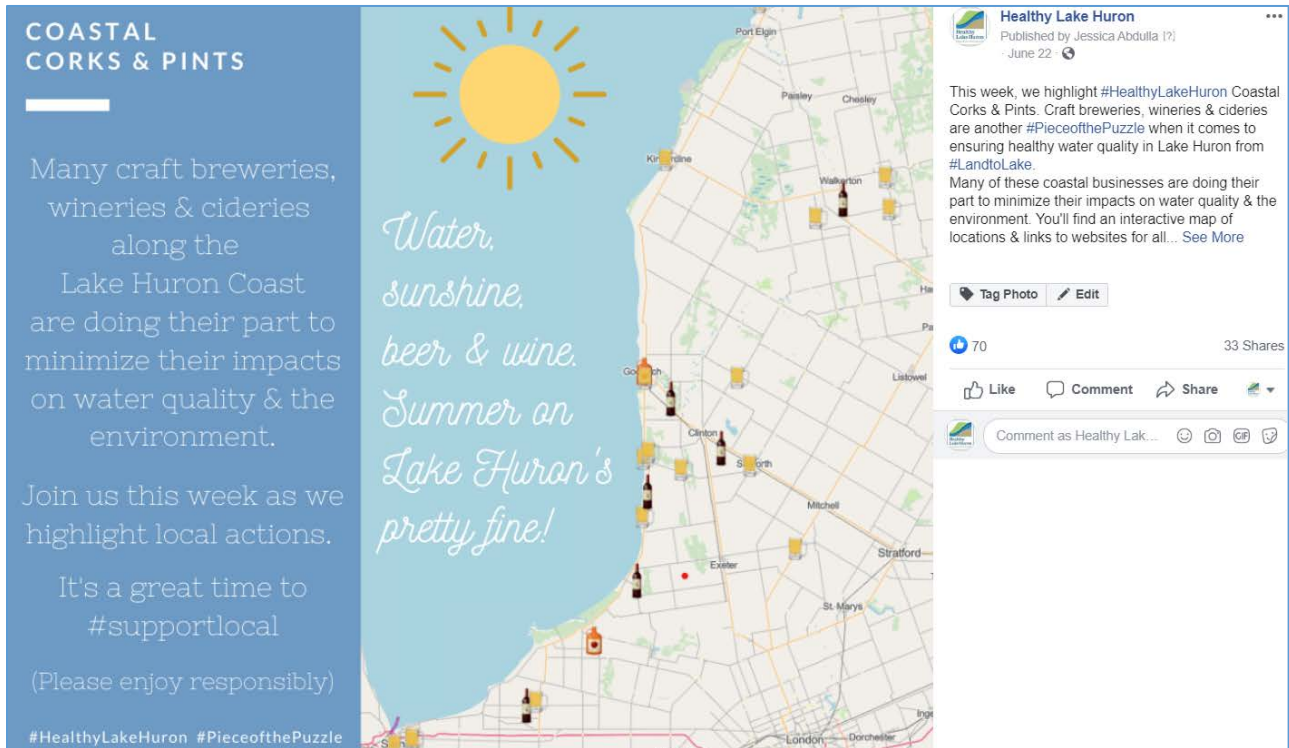
Healthy Lake Huron (HLH) is a campaign working towards maintaining and improving water quality of the Lake by taking local action from Sarnia to Tobermory. Technical team members include staff from SCRCA as well as Ausable Bayfield, Saugeen, and Maitland Valley Conservation Authorities, provincial ministries (OMAFRA, MECP), and community groups. HLH provides outreach and educational opportunities for coastal communities, rural centres, and agriculture. Team members work with farmers to implement BMPs that will build their soil health and keep nutrients on the land; with coastal communities to improve dune habitat and invasive species removal and with rural centres to promote rain gardens, trash clean ups, and naturalization projects.

### **Update:**

As COVID-19 shuttered many opportunities for coordinating outreach activities, the HLH team pivoted to a 26-week online social media campaign that highlights local agriculture, rural, and coastal efforts to keep Lake Huron healthy and beautiful. Each week, the Facebook and Twitter accounts for Healthy Lake Huron recognize various sectors and communities as a #pieceofthepuzzle from #LandtoLake (<https://healthylakehuron.ca/post/?ID=527>). This campaign has provided the impetus to reach out to our current network as well as establishing links with other lake users such as Indigenous peoples, agricultural organizations and businesses, garden societies, municipal leaders, community group, tourists, small businesses, surfers, chefs, etc. Our goal in reaching out to the various lake users was to gain their perspective of a what makes Lake Huron GREAT and determine how we could showcase their efforts of ensuring Lake Huron remains great.

SCRCA has participated by crafting posts for 3 weeks so far, including fun and interesting Lake Huron facts, Phragmites, and creating a "Coastal Corks and Pints" industry focus. Coastal Corks and Pints highlighted the environmental contributions and efforts of the craft brewery/winery industry along the Lake Huron coast from Sarnia to

Tobermory. This industry focus highlighted over 25 companies. Many of these small craft breweries and wineries are going above and beyond what is necessary to minimize water loss and impacts to water quality. Many businesses are also trying to build soil health by planting cover crops, incorporating livestock and minimizing herbicides and pesticides. The initial campaign post was well-received with nearly 7,000 people reached on the HLH Facebook page (70 likes and 33 shares) and 1,185 people on the HLH Twitter page. The timing of the Coastal Corks & Pints campaign also helped advertise and support local business during a season of reduced business resulting from COVID-19.



Here are two examples of local businesses that were highlighted because of their environmental efforts.

**Healthy Lake Huron**  
June 28

Coastal Corks & Pints: Twin Pines Orchards & Cider House is located in Theford in Lambton Shores. "Twin Pines is designated an Integrated Pest Management orchard. Simply, this means that Mark and Mike are certified and trained to count and identify bugs in the orchards and determine when (if at all) to protect the apples with a spray. This approach to fruit growing allows for an incredible reduction in over-spraying and over-use of pesticides."


The orchards have been established at a unique point between the Great Lakes Forest and the Carolinian Forest Regions. When you visit the orchard you'll find trees from both regions such as Shag Bark Hickory, Tulip Trees, Butternut, Black Walnut and several Oak species. Plan your trip today!

COASTAL CORKS & PINTS

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## TWIN PINES ORCHARDS & CIDER HOUSE

8169 Kennedy Line Theford, ON  
www.twinpinesorchards.com



**WATER & ENVIRONMENTAL ACTIONS:**

- Proud to be a certified Integrated Pest Management orchard in efforts to minimize risk of over-application of pesticides
- 10 acres dedicated to pesticide & herbicide-free fruits & veggies
- Many native trees grow on the property



[View Post on Facebook](#)

**4,365**  
**People Reached**  
0% from boosted posts

4,365 Organic	0 Paid
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**281**  
**Post Engagements**

<b>115 Reactions</b>	<b>12 Comments</b>
7 On Post	1 On Post
108 On Shares	11 On Shares
<b>27 Shares</b>	<b>127 Clicks</b>
27 On Post	29 Photo Clicks
0 On Shares	0 Link Clicks
	0 Clicks to Play
	98 Other Clicks


**1**  
**Negative Feedback**

1 Unique
----------

Insights activity is reported in Pacific time zone.  
Ads activity is reported in the time zone of your ad account.

**Healthy Lake Huron**  
June 27

Beer and Cows? Many rural breweries provide their spent grain to local farmers to feed their livestock. Check out this partnership between Refined Fool Brewing Co. and Joe Dickenson Farms. It's just another way that the local brewing and agriculture industries are minimizing their impact on water quality and the Lake Huron environment. Partnerships are a great #PieceofthePuzzle when it comes to ensuring a #HealthyLakeHuron



VIMEO.COM

**Dickenson Farms**

This is "Dickenson Farms" by Frameworks Media on Vimeo, the home for...

3      2 Shares

Like
Comment
Share

**516**  
**People Reached**  
0% from boosted posts

516 Organic	0 Paid
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**33**  
**Post Engagements**

<b>14 Reactions</b>	<b>0 Comment</b>
3 On Post	0 On Post
11 On Shares	0 On Shares
<b>2 Shares</b>	<b>17 Clicks</b>
2 On Post	0 Photo Clicks
0 On Shares	5 Link Clicks
	0 Clicks to Play
	12 Other Clicks

**0**  
**Negative Feedback**

0 Unique
----------

**Upcoming potential events:**

- September 12, Great Canadian Shoreline Clean up at Ipperwash Beach, Lambton Shores

**Strategic Objectives(s):**

The Healthy Watershed Program fulfils Goals 2 and 3 of the St. Clair Region Conservation Authority strategic objectives.

**Financial Impact:**

The Healthy Lake Huron Program is funded by grants and landowner contribution. In general, MECP provides \$50-60,000 for staff salaries, stewardship project implementation, water quality monitoring, and outreach in the Lambton Shores area.

**Meeting Date:** September 17, 2020      **Item** 7.1 (j)  
**Report Date:** August 7, 2020  
**Submitted by:** Jessica Van Zwol

**Subject:** Healthy Watersheds Program Update

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**Recommendation:**

That the Board of Directors acknowledges the Healthy Watersheds Program Outreach Update dated August 7, 2020.

**Background:**

The Healthy Watershed Program have restored or enhanced over 1,000 ha of land, and over 2.3 million trees planted throughout the region. These projects, along with our outreach and education events aim to minimize non-point source sedimentation, nutrient loading, and thermal changes of water bodies within our watershed.

**Update:**

Unfortunately, COVID-19 shuttered many opportunities for the Healthy Watershed Program's outreach activities, such as the annual TD Tree Days in Sarnia and Strathroy, the Forest Fall Fair, Ag in the Classroom in Forest, and the local chapter events of Ontario Soil and Crop Improvement Association. Nonetheless, Healthy Watersheds staff sent out soil health and water quality focused newsletters to over 1,500 landowners in the region.

## St. Clair Conservation Healthy Watersheds Program





The Healthy Watersheds Program focuses on *retiring marginal and/or unprofitable farmland* into:

**Nutrient retention infrastructure:** wetlands, earthen berms, grassed waterways, riparian buffers, and windbreaks

**Wildlife habitat:** tree planting, tallgrass prairie planting

- The Program connects landowners with resources and financial incentives to help implement Best Management Practices and stewardship projects on their property.
- Landowners can meet with SCRCRA staff on site and staff can offer advice, help with project design and implementation, and answer questions landowners may have pertaining to the project.
- Grant availability depends on the project location within the watershed, what funding sources are available, and the guidelines and deadlines outlined by the funding sources.
- A project review committee evaluates the environmental benefits of each project before a grant is provided.
- Typically, grants of 50% (to a maximum of \$10,000) are provided to landowners for eligible projects. In some cases, up to 100% of the project sub-total may be approved for some types of projects.
- The Healthy Watersheds Program main stewardship goals are:
  - Improving water quality and quantity
  - Improving fish and wildlife habitat, with a focus on aquatic Species at Risk habitat


If you are interested in setting up a site visit (once COVID-19 restrictions are lifted), call 519-245-3710 or email:

Jessica Van Zwol, Healthy Watershed Specialist [jvanzwol@scrcra.on.ca](mailto:jvanzwol@scrcra.on.ca) (v241)  
 Steve Shaw, Manager of Conservation Services [sshaw@scrcra.on.ca](mailto:sshaw@scrcra.on.ca) (v213)  
 Jeff Sharp, Conservation Services Specialist [jsharp@scrcra.on.ca](mailto:jsharp@scrcra.on.ca) (v217)





## Healthy Soil, Healthy Water



Spring 2020

It's spring, the frogs are calling from the wetlands, and everyone's eager to get outside to enjoy nature and get back onto the fields to start planting! Staff here at SCRCRA are hoping you and your loved ones have a wonderful start to your spring, while staying safe during the pandemic.

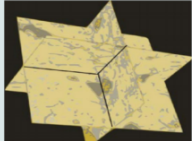
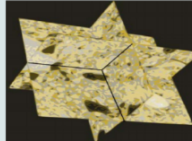
While our need for social distancing and warmer weather may start the itch to get planting equipment on the field, did you know that 60-80% of soil compaction damage occurs on the first trip across the field?

Soil compaction occurs when soil particles are pressed together by the passage of machinery (even your pickup truck!) or livestock. Wet clay soils, commonly found in Lambton County, are extremely prone to compaction. Not all hope is lost: there are methods to avoid compaction. Check out the information in this newsletter and some of the resources we provide to dig deeper (no pun intended!) on the topic and make a plan to evaluate and reduce soil compaction in your fields.

Yours in Conservation,  
 Jessica Van Zwol and The Healthy Watersheds Team at St. Clair Conservation

Ps. If your children are in need of things to do, check out our daily activities on Facebook and Twitter!

### Soil Compaction - What does it look like?

Researchers use digital imagery of thin soil sections to create 3-dimensional soil images to see the spatial configuration of soil components. The non-compacted soil (left, beige) is evenly spaced with large, connected pores (grey). Clay soils naturally have more pore space. Compacted soils (right) have tightly packed aggregates and small pores. Pore space is important for water infiltration: small pores restrict water movement.

### Soil Compaction - Is it really so bad?

- Reduced crop productivity
- Restricted root development
- Reduced soil aeration
- Decreased soil available water

- Reduced infiltration rate
- Increased sediment & nutrient loss by soil erosion
- Increased surface runoff
- Increased nutrient deficiency

### Using Controlled Traffic to Reduce Soil Compaction

Controlled Traffic (CT) involves having machinery work on assigned field traffic lanes of the field each year, thus minimizing the area of compaction in the field. CT can reduce soil compaction to as little as 15% of a field compared to 40-97%, when using conventional tillage systems!

For the greatest results, where all equipment uses the same traffic lanes, you may need to make an investment in new equipment and modify your equipment. Any reduction or overlap in traffic patterns, however, can provide benefits: you don't need to replace all your equipment at once; just be strategic. The key is to match equipment operating widths and maintain the same wheel tracks!

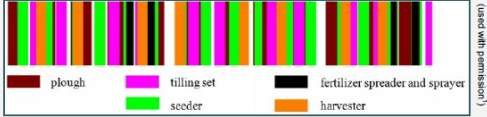


Figure 1: Typical traffic pattern using conventional farming practices of winter wheat cultivation<sup>1</sup>

Wheel track widths can vary and it can be tough to match larger headers, off-set fronts, or airseeders. Based on your equipment, select an operating width and match equipment in multiples. The combine is generally the most expensive piece, so you could base your system around that. A commonly used system is 3:1 ratio (e.g. 30' seeder, 90' sprayer). Before you begin modifying equipment, measure twice! Check the actual cutting width of the header to ensure you don't leave behind unharvested rows of crops.

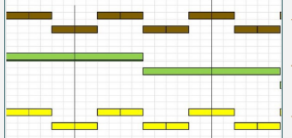


Figure 2: Traffic pattern in 3:1 Controlled Traffic system: 30' seeder (top brown), 90' sprayer (middle green), 30' header (bottom yellow)

In addition to reducing soil compaction, implementing controlled traffic farming can:

- Reduce fuel use by ~25-50% with designated lanes
- Increase fertilizer availability by reducing surface runoff
- Increase (soybean) yields of 5-20%
- Improve water infiltration rates by ~50%

**References:**

<sup>1</sup>Walczkova M., Zagórdá M. 2017. The possibilities of reducing the compacted field area in selected crop rotation. E.JPAU 20(4), #13.

<sup>2</sup>Bellard, S. 2019. <https://fieldcropnews.com/2019/09/ontario-field-crop-report-week-of-september-9-2019/>

**Good resource:** [https://www.naccc.com.au/wp-content/uploads/2015/05/NACC\\_Controlled\\_Traffic\\_Farming\\_Technical\\_Manual.pdf](https://www.naccc.com.au/wp-content/uploads/2015/05/NACC_Controlled_Traffic_Farming_Technical_Manual.pdf)

### Determining the Nutrient Retention Capacity of Newly Restored Wetlands

Ducks Unlimited Canada recently completed a study on wetlands and nutrient retention. The goal was to understand how on-farm restored wetlands reduce phosphorus loads from entering the watershed.

The study involved:

- Eight newly-restored, edge-of-field wetlands were selected within the Lake Erie drainage basin (created within the last 2-6 years and ranged ~0.35-1.80 acres in size).
- SCRCRA collected water samples at the inflow and outflow of each wetland.
- Samples were analyzed for total phosphorus (TP), total dissolved phosphorus (TDP), soluble reactive phosphorus (SRP, which is a form of TDP), and particulate phosphorus (PP). PP is attached to soil particles and commonly associated with soil erosion, while TDP and SRP are dissolved in solution. TP roughly equals TDP + PP.

The researchers evaluated:

**Nutrient Retention Capacity:** the ability of a wetland to keep or retain a nutrient, based on the addition of all daily input loads (surface inflow, tile inflow, and precipitation inputs).

**Nutrient Reduction Efficiency:** measures how well a wetland retains nutrients by dividing the input nutrient mass by the outflow nutrient mass, divided by 100 to obtain a percentage.

The study found:

- Phosphorus levels at the outflow of the wetlands were lower than at the inflow.
- Average TP retention capacity was 7.2 kg/ha/year, with a reduction efficiency of 39% (Fig. 1)
- Average PP retention capacity was 3.0 kg/ha/year, with a reduction efficiency of 13% (Fig. 1).
- One site was a nutrient source, not a sink. Phosphorus levels of the upland soils and wetland sediment of this outlier site were higher than all other sites. This may be why this site was a source.
- The SRP retention capacity for the other seven wetlands is 5.0 kg/ha/year with an average SRP reduction efficiency of 71% (Fig. 1).

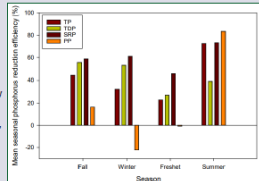





Figure 1: Average seasonal phosphorus reduction efficiency (%) of eight wetlands for total phosphorus (TP), total dissolved phosphorus (TDP), soluble reactive phosphorus (SRP), and particulate phosphorus (PP).



Water level recorders at one project site

These results suggest that newly restored on-farm wetlands not only provide wildlife habitat, but can serve as green infrastructure to reduce phosphorus from entering Lake Erie tributaries.

Check out the full report for more information:  
[https://www.ducks.ca/assets/2020/02/Ontario-Small-Wetlands\\_FINAL\\_Report\\_Feb-7-2020.pdf](https://www.ducks.ca/assets/2020/02/Ontario-Small-Wetlands_FINAL_Report_Feb-7-2020.pdf)

Healthy Watershed staff also used Facebook, Instagram and Twitter to connect with landowners. Posts highlighted available stewardship grants, species at risk, soil health building concepts and practices, actions to improve water quality, and what staff were beginning to do in the field with respect to monitoring mussels and fish.



Healthy Watershed staff prepared a Sydenham River Aquatic Species at Risk & Critical Habitat presentation that can be used to provide information to municipal staff and interested citizens about the unique attributes of the Sydenham River, the species that inhabit the river and its tributaries, and urban and rural threats to the Sydenham River's aquatic habitat. The recording also provides an explanation of Species at Risk Critical Habitat and what it implies regarding permits and approvals for in-water and near water projects. Check it out! <https://www.youtube.com/watch?v=2h1jwrZ3j6s>



Staff went on 10 socially distant landowner site visits to meet landowners interested in completing stewardship projects on their property. There are some great potential projects in the queue to be implemented later this summer and/or fall.

**Strategic Objectives(s):**

The Healthy Watershed Program fulfills Goals 2 and 3 of the St. Clair Region Conservation Authority strategic objectives.

**Financial Impact:**

The Healthy Watershed Program is funded by grants, landowner contribution and corporate donations. Since its beginning, the program has distributed more than \$1.9 million in grants to landowners, which has resulted in over 550 projects (total project cost nearly \$5.75 million).

**Meeting Date:** September 17, 2020  
**Report Date:** September 3, 2020  
**Submitted by:** Melissa Deisley, Michelle Gallant, Megan Weber

**Item 7.1(k)**

**Subject:** Regulations Activity Summary

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 June 1, 2020 to August 31, 2020.

## Regulations Permits Issued

Application #	Location	Municipality	Proposal	Submitted	Issued	Days
R#2020-0478	26861 Napier Road, Metcalfe	Adelaide-Metcalfe	Horizontal Directional Drill	2020-08-12	2020-08-13	1
R#2020-0338	4802 Sutorville Road, Brooke-Alvinston	Brooke-Alvinston	Integrity Dig/Valve Replacement	2020-06-12	2020-06-15	3
R#2020-0506	3379 River Street, Alvinston	Brooke-Alvinston	Install new pipeline	2020-08-20	2020-08-20	1
R#2019-763	40 Highland Drive	Chatham-Kent	New Garage	2020-07-07	2020-07-24	17
R#2020-0018	5595 Bluewater Line	Chatham-Kent	Construct 10 ft additon and new garage	2020-06-15	2020-07-24	39
R#2020-0155	63 McNaughton Avenue, Wallaceburg	Chatham-Kent	New gas station	2020-07-30	2020-07-30	1
R#2020-0179	10416 Greenvally Line, Dresden	Chatham-Kent	Construction of a new single family dwelling	2020-06-03	2020-06-26	23
R#2020-0205	1012 Elizabeth Wallaceburg	Chatham-Kent	Garage construction	2020-07-08	2020-07-09	1
R#2020-0303	1525 Gordon Street, Wallaceburg	Chatham-Kent	Construction of new garage	2020-07-22	2020-07-31	9
R#2020-0313	11860 Splinter Line, Thamesville	Chatham-Kent	New Agricultural Building	2020-06-15	2020-07-14	29
R#2020-0315	10019 Glasgow Line, Camden	Chatham-Kent	Addition	2020-07-13	2020-07-13	1

R#2020-0319	700 Murray Street, Wallaceburg	Chatham-Kent	Renovate attached garage to master bedroom	2020-06-25	2020-06-26	1
R#2020-0333	10350 Croton Line, Dresden	Chatham-Kent	tear down/rebuild of shed/garage	2020-07-23	2020-07-24	1
R#2020-0346	29065 Bluewater Crescent, Chatham	Chatham-Kent	Addition	2020-06-17	2020-06-17	1
R#2020-0201	Tramway Road	Dawn-Euphemia	Culvert Replacement	2020-06-15	2020-06-18	3
R#2020-0509	Bentpath Line 100m east of Haggerty Road Intersection	Dawn-Euphemia	Bridge Rehab	2020-08-26	2020-08-26	1
R#2020-0511	Shetland Road at Fansher Creek 800m north of Lambton Line	Dawn-Euphemia	Culvert Repairs	2020-08-26	2020-08-26	1
R#2019-441	2524 Mandaumin Road	Enniskillen	Tear Down and Rebuild New Single Family Dwelling	2020-07-10	2020-08-13	34
R#2020-0299	L Hunter Culvert on Courtright Line east of Wanstead	Enniskillen	New Culvert	2020-06-09	2020-06-19	10
R#2020-0325	4387 Courtright Line, Enniskillen	Enniskillen	Outbuilding	2020-06-11	2020-07-15	34
R#2020-0347	3405 Black Ash Road	Enniskillen	Construction of a new shed	2020-06-18	2020-08-05	48
R#2020-0413	4525 Churchill Line, Plympton	Enniskillen	New Dwelling	2020-07-13	2020-07-14	1
R#2020-0389	9628 Richardson Drive	Lambton Shores	permit to build shed in front yard in regulated area	2020-08-03	2020-08-04	1
R#2020-0459	6306 William Street, Bosanquet	Lambton Shores	Seawall Repairs/Supplementing	2020-07-30	2020-07-31	1
R#2020-0460	6302 William St, Lambton Shores	Lambton Shores	Seawall Repairs/Supplementing	2020-07-30	2020-07-31	1
R#2018-114	9622 Sinclair Drive	Middlesex Centre	Develop new dwelling	2020-06-11	2020-06-24	13

R#2020-0114	4248 Petrolia Line, Petrolia	Petrolia	Violation - Fill at top of bank	2020-06-03	2020-06-15	12
R#2019-190	4364 and 4930 Lambton Lane	Plympton-Wyoming	Shoreline protection	2020-06-11	2020-06-24	13
R#2020-0292	3232 Devonshire	Plympton-Wyoming	Groyne Repair	2020-06-15	2020-06-15	1
R#2020-0510	Oil Heritage Road 650 metres south of Douglas Line	Plympton-Wyoming	Bridge Rehab	2020-08-26	2020-08-26	1
R#2020-0300	Indian Road South, Sarnia	Sarnia	Integrity Dig GW1400	2020-06-02	2020-06-03	1
R#2020-0337	Waterworks Road	Sarnia	Bridge	2020-06-	2020-06-	18
R#2020-0489	2687 Old Lakeshore Road, Sarnia	Sarnia	Deck Replacement	2020-08-28	2020-08-28	1
R#2020-0477	290 Whitebread Line, Sombra	St. Clair	Addition & Covered Porch	2020-08-06	2020-08-13	7
R#2020-0495	4801 St. Clair Parkway	St. Clair	Permit to construct a carport within the adjacent lands of a PSW	2020-07-17	2020-08-13	27
<b>Total Permits Issued: 35</b>		<b>Average Number of Days to Issue for this Period: 10.2</b>				

## Regulations Inquiries

FileReference	Municipality	Location
R#2020-0368		unknown
R#2020-0344	Adelaide-Metcalf	3207 Napperton Drive, Strathroy
R#2020-0328	Brooke-Alvinston	6824 Rokeby Line
R#2020-0357	Brooke-Alvinston	3394 Argyll Road, Alvinston
R#2020-0383	Brooke-Alvinston	3457 Ebenezer Road, Brooke
R#2020-0425	Brooke-Alvinston	4191 Ebenezer Road, Brooke
R#2020-0427	Brooke-Alvinston	6382 Courtright Line, Inwood
R#2020-0487	Brooke-Alvinston	James St, Inwood
R#2020-0085	Chatham-Kent	460 Brown Street, Dresden
R#2020-0194	Chatham-Kent	594 Sandra Crescent, Wallaceburg
R#2020-0197	Chatham-Kent	650 Camden Street, Dresden
R#2020-0247	Chatham-Kent	8534 Langstaff Line, Wallaceburg
R#2020-0301	Chatham-Kent	10 Taylor Mitchels Bay

R#2020-0314	Chatham-Kent	29939 St. Clair Parkway, Wallaceburg
R#2020-0321	Chatham-Kent	740 Victoria Avenue, Dresden
R#2020-0349	Chatham-Kent	40 Highland Drive, Wallaceburg
R#2020-0351	Chatham-Kent	31 Avondale Court, Wallaceburg
R#2020-0355	Chatham-Kent	553 Walnut Street, Dresden
R#2020-0356	Chatham-Kent	27 Main Street, Dover
R#2020-0362	Chatham-Kent	10 Victoria Ave, Tupperville, Chatham-Kent
R#2020-0365	Chatham-Kent	587 Brown Street, Dresden
R#2020-0392	Chatham-Kent	Nelson St Bridge over Running Creek
R#2020-0396	Chatham-Kent	12631 Splinter Line, Thamesville
R#2020-0397	Chatham-Kent	582 Camden Street
R#2020-0399	Chatham-Kent	668 Camden Street, Dresden
R#2020-0400	Chatham-Kent	11067 Union Line, Dresden
R#2020-0403	Chatham-Kent	304 Nelson Street, Wallaceburg
R#2020-0405	Chatham-Kent	7713 Bay Line, Dover Centre
R#2020-0416	Chatham-Kent	7922 McGregor Line
R#2020-0449	Chatham-Kent	545 Walnut Street, Dresden
R#2020-0457	Chatham-Kent	115 Water Street, Wallaceburg
R#2020-0465	Chatham-Kent	9543 Brook Line, Dresden
R#2020-0497	Chatham-Kent	8976 Oldfield Line Tupperville
R#2020-0507	Chatham-Kent	11080 Baseline Road
R#2020-0394	Dawn-Euphemia	4676 Lambton Line
R#2020-0428	Dawn-Euphemia	6184 Union St, Florence
R#2020-0443	Dawn-Euphemia	1268 Pantry School Road, DAWN
R#2020-0385	Enniskillen	4218 Howletts Lane
R#2020-0463	Enniskillen	3511 Rokeby Line, Petrolia
R#2020-0004	Lambton Shores	9625 Ipperwash Road
R#2020-0151	Lambton Shores	6252 Hickory Creek Line
R#2020-0235	Lambton Shores	9338 West Ipperwash Road
R#2020-0375	Lambton Shores	6256 London Road, Lambton Shores
R#2020-0432	Lambton Shores	William possibly 6294
R#2020-0445	Lambton Shores	9698 Tobias Lane, Lambton Shores
R#2019-755	Middlesex Centre	10295 Ilderton Road, Ilderton
R#2020-0320	Middlesex Centre	7 Ashley Lane, Ilderton

R#2020-0072	Oil Springs	4729 Orchard View Drive, Oil Springs
R#2019-737	Petrolia	546 Maude St
R#2020-0366	Petrolia	4052 Applewood Drive, Petrolia
R#2018-388	Plympton-Wyoming	3260 Devonshire Road
R#2020-0165	Plympton-Wyoming	5008/5010 Egremont Road, Camlachie
R#2020-0246	Plympton-Wyoming	3890 Ferne Avenue, Bonnie Doone
R#2020-0332	Plympton-Wyoming	4005 Cullen Drive, Plympton-Wyoming
R#2020-0345	Plympton-Wyoming	3232 Devonshire Road, Camlachie
R#2020-0401	Plympton-Wyoming	3054 Sandpiper Trail, Plympton
R#2020-0404	Plympton-Wyoming	3480 Queen Street
R#2020-0412	Plympton-Wyoming	3548 Queen Street
R#2020-0417	Plympton-Wyoming	6811 Evergreen Lane
R#2020-0419	Plympton-Wyoming	3060 Sandpiper Trail, Plympton
R#2020-0434	Plympton-Wyoming	Lakeside Plympton
R#2020-0452	Plympton-Wyoming	3714 Beverly Glen, Camlachie
R#2020-0453	Plympton-Wyoming	3392 Egremont Road, Plympton
R#2020-0454	Plympton-Wyoming	4056 Bluepoint Drive, Plympton
R#2020-0471	Plympton-Wyoming	5323 Aberarder Line, Camlachie
R#2020-0479	Plympton-Wyoming	Lambton Lane, Lot 31
R#2020-0484	Plympton-Wyoming	3258 Egremont road, plympton
R#2020-0491	Plympton-Wyoming	5164 Lakeshore Rd, Plympton
R#2019-128	Sarnia	2098 Michigan Line
R#2020-0063	Sarnia	1956 Lakeshore Road
R#2020-0253	Sarnia	1500 Old Post Road, Sarnia
R#2020-0310	Sarnia	1216 Haight Lane, Sarnia
R#2020-0331	Sarnia	1954 Lakeshore Road, Sarnia
R#2020-0364	Sarnia	1352 Lake Chipican Drive, Sarnia
R#2020-0423	Sarnia	2994-2998 Lakeview Trail
R#2020-0433	Sarnia	2086 Lakeshore
R#2020-0435	Sarnia	Block 60 NE Quadrant (NE of Vidal St)
R#2020-0450	Sarnia	1460 Lakeshore Road, Sarnia
R#2020-0469	Sarnia	901 Bond Street, Sarnia
R#2020-0486	Sarnia	2098 Michigan Line, Sarnia
R#2020-0514	Southwest Middlesex	2771 Shields Siding Drive, Southwest Middlesex

R#2020-0359	St. Clair	St. Clair Parkway and Courtright line
R#2020-0381	St. Clair	935 St. Clair Parkway
R#2020-0398	St. Clair	4412 Merritt Street, Port Lambton
R#2020-0409	St. Clair	4110 St. Clair Parkway
R#2020-0410	St. Clair	561 Stanley Line, Sombra
R#2020-0437	St. Clair	3563 ST CLAIR PARKWAY
R#2020-0455	St. Clair	4358 McDonald Street, Port Lambton
R#2019-654	Strathroy-Caradoc	Wright St. Area Adelaide
R#2020-0311	Strathroy-Caradoc	491 Riverview Drive, Strathroy
R#2020-0324	Strathroy-Caradoc	17 Hull Road Strathroy
R#2020-0352	Strathroy-Caradoc	6997 Falconbridge Drive
R#2020-0376	Strathroy-Caradoc	214 Riverview Drive, Strathroy
R#2020-0382	Strathroy-Caradoc	24545 Amiens Road, Strathroy
R#2020-0406	Strathroy-Caradoc	Metcalfe St. Strathroy
R#2020-0420	Strathroy-Caradoc	6997 Falconbridge
R#2020-0436	Strathroy-Caradoc	6997 Falconbridge Road
R#2020-0438	Strathroy-Caradoc	Trout Haven Campground Site #2
R#2020-0440	Strathroy-Caradoc	78 Parkview Cres, Strathroy
R#2020-0462	Strathroy-Caradoc	55 Head Street South
R#2020-0475	Strathroy-Caradoc	32 Kemp Crescent, Strathroy
R#2020-0476	Strathroy-Caradoc	506 Dewan Street
R#2020-0483	Strathroy-Caradoc	7880 Walkers Drive, Strathroy
R#2020-0494	Strathroy-Caradoc	5997 Falconbridge, Strathroy
R#2020-0498	Strathroy-Caradoc	125 Beech St, Strathroy
R#2020-0348	Warwick	7018 Egremont Road
R#2020-0504	Warwick	7140 Egremont Rd, Warwick
<b>Total Regulations Inquiries: 107</b>		

## Regulations - DART Completed Files

File Reference	Municipality	Drain / Watercourse
R#2020-0099	Adelaide-Metcalfe	Van Erp Drain
R#2020-0306	Adelaide-Metcalfe	Cadman
R#2020-0026	Brooke-Alvinston	Ross Drain
R#2020-0054	Brooke-Alvinston	Elliott Tait Drain
R#2020-0056	Brooke-Alvinston	Zimmerman Drain

R#2019-790	Chatham-Kent	Archer
R#2020-0038	Chatham-Kent	Jenkins Drain
R#2020-0327	Chatham-Kent	Reid Carscallen Drain
R#2020-0367	Chatham-Kent	Hyatt Outlet
R#2020-0447	Chatham-Kent	Mallette Drain
R#2020-0499	Chatham-Kent	Norton Drain
R#2020-0500	Chatham-Kent	3rd Concession Drain West
R#2020-0501	Chatham-Kent	Maxwell Creek
R#2019-597	Dawn-Euphemia	Phair Drain
R#2020-0186	Dawn-Euphemia	Coleman Turner
R#2020-0502	Dawn-Euphemia	12th Concession Drain
R#2019-526	Enniskillen	4th Concession Johnson Creek Drain
R#2020-0157	Enniskillen	North Woolsey Drain
R#2020-0177	Enniskillen	King
R#2020-0302	Enniskillen	Callinan Drain
R#2020-0304	Enniskillen	Gardiner
R#2020-0305	Enniskillen	Cooper
R#2020-0378	Enniskillen	McKenzie
R#2020-0379	Enniskillen	Balls Drain
R#2020-0390	Enniskillen	Richards
R#2020-0402	Enniskillen	Osborne
R#2020-0430	Enniskillen	Fox
R#2020-0431	Enniskillen	Osborne Drain
R#2020-0492	Enniskillen	Acton Drain
R#2020-0493	Enniskillen	Simpson Drain
R#2019-900	Lambton Shores	James Creek Drain
R#2020-0439	Lambton Shores	County Road Drain
R#2020-0353	Oil Springs	O'Dell
R#2019-189	Plympton-Wyoming	McDonald-Gillatly Drain
R#2020-0211	Plympton-Wyoming	Stewart Creek or may be Aberarder Creek WC
R#2020-0411	Plympton-Wyoming	Archer Drain
R#2020-0139	Southwest Middlesex	Stocking Drain
R#2020-0294	Southwest Middlesex	MacFarlane Drain
R#2020-0343	Southwest Middlesex	Morrough Drain Black Branch



R#2020-0387	Southwest Middlesex	McKellar
R#2020-0503	Southwest Middlesex	McRae Drain
R#2019-659	St. Clair	Moore
R#2020-0279	St. Clair	Mannen Drain
R#2020-0282	St. Clair	McDonald Creek
R#2020-0307	St. Clair	Rivers Lapish
R#2020-0408	St. Clair	Coyle
R#2020-0354	Warwick	Zavitz
R#2020-0461	Warwick	Minielly Drain
<b>Total DART Permits Issued: 48</b>		

## Regulations Inquiries - Drains

File Reference	Municipality	Drain / Watercourse
R#2020-0309	Southwest Middlesex	Carruthers
R#2020-0326	St. Clair	Stewart Drain
R#2019-612	Warwick	Aarts Drain No. 2
R#2020-0101	Warwick	Legatte / Cundick Drain
R#2020-0448	Warwick	Aarts Drain No. 2
R#2020-0473	Warwick	Industrial Drive SWMP
R#2019-132	Adelaide-Metcalf	Carruthers-McFarlane Drain
R#2020-0153	Brooke-Alvinston	Johnson Drain & Graham Bourne
R#2019-061	Chatham-Kent	Matteis-Todino Zone
R#2019-226	Chatham-Kent	Zsoldos
R#2019-509	Chatham-Kent	Reid-Carscallen
R#2019-800	Chatham-Kent	Dykeman
R#2020-0474	Chatham-Kent	Hind Relief Drain Outlet
R#2020-0496	Chatham-Kent	Hind Relief Pump Station
R#2019-724	Dawn-Euphemia	Babula Drain
R#2020-0222	Dawn-Euphemia	McDonald Drain
R#2020-0223	Dawn-Euphemia	Laing
R#2019-372	Enniskillen	Stewart Drain
R#2019-428	Enniskillen	McFadyen
R#2020-0393	Enniskillen	Lewis McDougall
R#2020-0508	Enniskillen	12th Concession Drain
R#2019-825	Lambton Shores	Stewart

R#2019-041	Plympton-Wyoming	Errol Road Municipal Drain
R#2019-094	Plympton-Wyoming	Lang Drain
R#2019-504	Plympton-Wyoming	Somerville Drain
R#2019-735	Plympton-Wyoming	South Branch MacKinlay Drain No 2
R#2020-0037	Plympton-Wyoming	Pascoe Drain - Outlet to Perch Creek
R#2020-0039	Plympton-Wyoming	Niagara St. Drain Phippen Drain
R#2020-0312	Plympton-Wyoming	McFarlane Drain
R#2020-0407	Plympton-Wyoming	Hicks Drain
R#2019-285	Sarnia	Kember-Smith Drain
R#2020-0172	Sarnia	Waddel Creek
R#2020-0467	Sarnia	Berry Drain
R#2020-0468	Sarnia	Henderson Drain
R#2020-0280	Southwest Middlesex	Robinson Drain
R#2020-0281	Southwest Middlesex	Kavelaar Drain
<b>Total Regulations Inquiries Regarding Drains: 36</b>		

**Meeting Date:** Septmeber 17, 2020  
**Report Date:** September 3, 2020  
**Submitted by:** Sarah Hodgkiss , Laura Biancolin

**Item 7.1 (I)**

**Subject:** Planning Activity Summary

A summary of staff activity related to Municipal Plan Input and Review is presented below. This report covers the period from June 1, 2020 to August 31, 2020.

Municipal Plan Input and Review			
File Reference	Location	Municipality	Municipal File
PL#2019-086	1531 Dufferin Avenue	Chatham-Kent	
PL#2020-0031	25501 St. Clair Road	Chatham-Kent	D-14 CH/25/20/L B-45/20
PL#2020-0045	5452 Stewart Line, Chatham	Chatham-Kent	
PL#2020-0019	5272 Aberfeldy Line	Enniskillen	B003/20
PL#2020-0024	3167 Rokeby Line	Enniskillen	
PL#2020-0027	5830 Courtright Line	Enniskillen	B002/20
PL#2019-011	9532 & 9569 Ipperwash Road	Lambton Shores	ZO-02/2019 B-09/2019, B-10/2019
PL#2019-106	9628 Richardson Drive	Lambton Shores	A-26/2019
PL#2020-0022	9338 West Ipperwash Road	Lambton Shores	ZO-08/2020
PL#2020-0041	9602 West Ipperwash Road	Lambton Shores	
PL#2020-0049	Freeman St. west of Lake Road	Lambton Shores	
PL#2020-0050	6298 William St, Ipperwash	Lambton Shores	A-15/2020
PL#2018-119	Timberwalk Trail	Middlesex Centre	39T-MC0401
PL#2019-008	Timberwalk Trail	Middlesex Centre	ZBA 03 2019 39T-MC1901
PL#2019-080	10283 Ilderton Road	Middlesex Centre	
PL#2020-0028	CON 11 S PT LOTS 26, 27	Middlesex Centre	
PL#2020-0032	Middlesex Centre	Middlesex Centre	
PL#2018-007	3476 Lakeshore Road	Plympton-Wyoming	OPA 46

PL#2018-077	4860 Forsyth Trail	Plympton-Wyoming	A-07/20
PL#2018-109	North of 6810 King Street	Plympton-Wyoming	38T-20001
PL#2018-116	3790 Lakeshore Road	Plympton-Wyoming	
PL#2019-072	4195 Aberarder Line	Plympton-Wyoming	
PL#2019-081	5223 Douglas Line	Plympton-Wyoming	
PL#2020-0007	4135 London Line	Plympton-Wyoming	
PL#2020-0008	3074 Lake View Ave	Plympton-Wyoming	A-05-20
PL#2020-0042	3383 Lakeshore Road	Plympton-Wyoming	
PL#2020-0043	Lakeshore and Flemming Road	Plympton-Wyoming	
PL#2018-084	2024 London Line	Sarnia	
PL#2018-081	544 Lakeshore Road	Sarnia	B1/2019, B2/2019, B11/2020 A1/2019
PL#2018-014	834 Lakeshore Road	Sarnia	OPA 12
PL#2018-072	1873 London Line	Sarnia	OPA 18 ZBA10-2019 SD2-2019
PL#2018-052	1273-1289 London Road	Sarnia	OPA 20 ZBA 1-2020
PL#2019-060	946 Blackwell Sideroad	Sarnia	
PL#2019-073	1930.5 Franklin Ave	Sarnia	
PL#2019-091	2950 Sunset Blvd	Sarnia	B28/2019
PL#2019-108	Modeland Road and Michigan Ave	Sarnia	
PL#2020-0017	1612 London Line	Sarnia	B10 2020
PL#2020-0029	Kenny Steet & Esso Chemical Drive	Sarnia	
PL#2020-0030	Zoning By-Law No. 85 of 2002	Sarnia	10-2020
PL#2020-0035	L'heritage Drive, westerly end	Sarnia	OPA#22 ZBA 4-2020- 85 of 2002
PL#2020-0036	Block 60 NE Quadrant (NE of Vidal St S)	Sarnia	
PL#2020-0037	Modeland Rd and Michigan Ave, Sarnia	Sarnia	
PL#2020-0044	Modeland Road to the West, Confederation Line to the South, Blackwell Sideroad to the East, and London Line to the North	Sarnia	
PL#2020-0020	4801 St. Clair Parkway	St. Clair	A-05-20

#PL#2020-0026	4148 St. Clair Parkway	St. Clair	A-06-20
PL#2020-0038	1378 Rokeby Line	St. Clair	B-04-20
PL#2018-093	24321 Saxton Road	Strathroy-Caradoc	
PL#2018-058	22701 & 22681 Adelaide Road	Strathroy-Caradoc	ZBA01-2019 39T-SC-CDM1901 B10/2018, B11/2018
PL#2018-026	Thorn Drive	Strathroy-Caradoc	39T-SC1303
PL#2019-068	Queen St and Glendon Dr Mount Brydges	Strathroy-Caradoc	ZBA02-2020 39T-SC2001
PL#2019-087	24749 Park Street	Strathroy-Caradoc	ZBA3-2020
PL#2020-0012	7806 Confederation Line	Warwick	
PL#2020-0025	7794 Confederation Line	Warwick	B-004-20
PL#2020-0033	8177 Zion Line	Warwick	
PL#2020-0034	5641 Nauvoo Road	Warwick	
<b>Total Plan Review Items: 55</b>			

## Environmental Assessments

File Reference	Location	Municipality
EA#2020-006	Highway 40 & Modeland Road overpass	
EA#2020-009	Port of Sarnia	
EA#2020-011	S of Dufferin Ave along Chenail Ecarte	Chatham-Kent
EA#2020-008	402 & Camlachie Road	Plympton-Wyoming
EA#2020-010	Hwy 402 west of Camlachie Rd	Plympton-Wyoming
EA#2019-002	The Rapids Parkway	Sarnia
EA#2019-005	Modeland Road, Sarnia	Sarnia
EA#2020-004	1100 Scott Road	Sarnia
EA#2020-005	Highway 40 (Wallaceburg to Stanley Line)	St. Clair
EA#2020-012	St. Clair Township	St. Clair
EA#2020-007	402 (Hickory Drive to Longwoods Road)	Strathroy-Caradoc
<b>Total Environmental Assessments: 11</b>		

## Legal Inquiries

<b>File Reference</b>	<b>Location</b>	<b>Municipality</b>
LL#2020-0024	28700 Dolphin Road	Adelaide-Metcalf
LL#2020-0014	McGregor Line	Chatham-Kent
LL#2020-0015	Mallard Line	Chatham-Kent
LL#2020-0016	Electric Line	Chatham-Kent
LL#2020-0017	Bear Line Road	Chatham-Kent
LL#2020-0019	Robinson Rd	Dawn-Euphemia
LL#2020-0020	Mandaumin Road	Dawn-Euphemia
LL#2020-0013	Lake Huron Shoreline Vacant Lands	Plympton-Wyoming
LL#2020-0022	3886 Ferne Ave	Plympton-Wyoming
LL#2020-0021	2293 Passingham Drive	Sarnia
LL#2020-0023	1202, 1270, 1215-1273 Pontiac Crt	Sarnia
LL#2020-0018	Mandaumin Road	St. Clair
LL#2020-0025	206 Spence Dr	Strathroy-Caradoc
<b>Total Legal Inquiries: 13</b>		

Prepared By: Tracy Prince  
August 24, 2020

**ST CLAIR REGION CONSERVATION AUTHORITY**  
**Statement of Revenue and Expenditure**  
**For the Seven Months Ended 31/07/2020**

Item: 7.1 (m)

	Actual To Date			Annual Budget Prorated Three Months Ended 31-03-20		Variance from Budget	
	Revenue	Expenditures	Surplus (Deficit)	Revenue	Expenditures	Revenue	Expenditures
<b>Flood Control &amp; Erosion Control</b>	\$2,206,826	\$2,075,002	\$131,824	\$1,674,867	\$1,674,867	\$531,959	\$400,136
<b>Capital Projects/WECI</b>	\$88,313	\$27,307	\$61,005	\$128,333	\$128,333	(\$40,021)	(\$101,026)
<b>Conservation Area's Capital Development</b>	\$72,779	\$14,993	\$57,786	\$69,417	\$69,417	\$3,362	(\$54,424)
<b>IT Capital</b>	\$11,284	\$0	\$11,284	\$19,200	\$19,200	(\$7,916)	(\$19,200)
<b>Equipment</b>	\$41,300	\$0	\$41,300	\$42,000	\$72,000	(\$700)	(\$72,000)
<b>Planning &amp; Regulations</b>	\$415,513	\$243,151	\$172,361	\$338,257	\$338,257	\$77,256	(\$95,105)
<b>Technical Studies</b>	\$366,260	(\$10,015)	\$376,275	\$168,192	\$168,192	\$198,069	(\$178,207)
<b>Recreation</b>	\$851,955	\$584,071	\$267,884	\$809,219	\$809,219	\$42,736	(\$225,148)
<b>Property Management</b>	\$124,832	\$119,313	\$5,518	\$143,038	\$143,038	(\$18,206)	(\$23,725)
<b>Education and Communication</b>	\$90,356	\$126,824	(\$36,469)	\$125,423	\$125,423	(\$35,067)	\$1,402
<b>Source Water Protection</b>	\$204,140	\$108,757	\$95,383	\$236,396	\$236,396	(\$32,256)	(\$127,639)
<b>Conservation Services/Healthy Watersheds</b>	\$1,143,712	\$663,845	\$479,867	\$488,057	\$488,057	\$655,655	\$175,788
<b>Administration/AOC Management</b>	\$1,083,728	\$522,285	\$561,443	\$836,565	\$806,565	\$247,164	(\$284,280)
	<b>\$6,700,996</b>	<b>\$4,475,534</b>	<b>\$2,225,462</b>	<b>\$5,078,962</b>	<b>\$5,078,962</b>	<b>\$1,622,034</b>	<b>(\$603,428)</b>

**Notes:**

1. Municipal matching, non-matching, and Recreation levies have been invoiced and are recorded in the actual revenue reported above. See General Levy Report for amounts outstanding.
2. The significant variances from budget to actual is reflective of the nature/timing and uniqueness of the particular projects. The variances will reduce and disappear as the year progresses.
3. Budget for the year is divided by 12 and multiplied by the number of months in the reporting period, this does not reflect the seasonality of the nature/ timing of projects



**ST. CLAIR REGION CONSERVATION AUTHORITY**  
**Cheques June to August 2020**

CHQ. #	DATE	VENDOR	DESCRIPTION	AMOUNT
21134	6/1/2020	DR Roofing	Roof at McLean	\$ 8,500.00
21152	6/18/2020	BF ENVIRONMENTAL CONSULTANTS	Wetland Creation	\$ 10,798.00
21153	6/18/2020	Camis Inc.	Camping Reservation System	\$ 15,820.00
21155	6/18/2020	CONSERVATION ONTARIO	Levy	\$ 18,629.17
21156	6/18/2020	Davidson, Dan	Wetland Creation	\$ 11,250.00
21157	6/18/2020	Dicocco Contractors Inc	Courtright Shoreline	\$ 204,292.82
21167	6/18/2020	Parsons Inc.	Sediment Management	\$ 9,710.98
21173	6/18/2020	SHOREPLAN ENGINEERING LTD.	Helen to Kenwick	\$ 40,880.59
21174	6/18/2020	SOMERVILLE NURSERIES INC.	Trees	\$ 67,373.57
21177	6/18/2020	VALLEY LAWN CARE	Lawn Maintenance	\$ 6,559.65
21180	6/18/2020	WINDOVER NURSERIES INC.	Trees	\$ 8,390.25
21330	7/7/2020	Parsons Inc.	Sediment Management	\$ 21,218.17
21337	7/7/2020	SHOREPLAN ENGINEERING LTD.	Helen to Kenwick	\$ 31,043.01
21339	7/7/2020	VALLEY LAWN CARE	Lawn Maintenance	\$ 7,774.40
21359	7/28/2020	BF ENVIRONMENTAL CONSULTANTS	Excavating of Vegetation - McKeough	\$ 20,509.50
21368	7/28/2020	GERBER ELECTRIC	Repairs at WWK	\$ 6,503.50
21383	7/28/2020	SHOREPLAN ENGINEERING LTD.	Brightsgrove - Old Lakeshore Rd	\$ 27,589.06
21402	8/11/2020	Parsons Inc.	Sediment Management	\$ 12,492.83
21413	8/11/2020	VALLEY LAWN CARE	Lawn Maintenance	\$ 7,051.20
<b>TOTAL CHEQUE DISBURSEMENTS - BANK #1 -</b>				<b>\$ 527,886.70</b>

**INTERNET BANKING June to August 2020**

TRANS #	DATE	VENDOR	DESCRIPTION	AMOUNT
9538	6/30/2020	HYDRO ONE Networks Inc.	Hydro	\$ 5,181.23
9540	6/30/2020	OMERS	Pension	\$ 35,577.18
9543	6/30/2020	RECEIVER GENERAL	Source Deductions	\$ 61,225.71
9545	6/30/2020	RWAM Insurance Administrators Inc	Group Benefits	\$ 12,002.64
9552	6/30/2020	WORKPLACE SAFETY & INS. BOARD	WSIB	\$ 6,108.52
9561	7/31/2020	HYDRO ONE Networks Inc.	Hydro	\$ 21,027.01
9563	7/31/2020	OMERS	Pension	\$ 35,169.36
9566	7/31/2020	RECEIVER GENERAL	Source Deductions	\$ 60,797.48
9568	7/31/2020	RWAM Insurance Administrators Inc	Group Benefits	\$ 13,673.55
9571	7/31/2020	Township of St. Clair - Property Taxes	Property Taxes	\$ 20,149.01
9577	7/31/2020	WORKPLACE SAFETY & INS. BOARD	WSIB	\$ 6,390.60
9589	8/31/2020	HYDRO ONE Networks Inc.	Hydro	\$ 50,098.82
9590	8/31/2020	Libro Credit Union - Visa	Employee Expenses	\$ 9,166.55
9592	8/31/2020	Municipality of Chatham-Kent - Property Taxes	Property Taxes	\$ 6,043.66
9597	8/31/2020	OMERS	Pension	\$ 34,161.94
9600	8/31/2020	RECEIVER GENERAL	Source Deductions	\$ 59,351.71
9602	8/31/2020	RWAM Insurance Administrators Inc	Group Benefits	\$ 16,742.33
9609	8/31/2020	WORKPLACE SAFETY & INS. BOARD	WSIB	\$ 6,340.49
<b>TOTAL INTERNET DISBURSEMENTS - BANK NO. 1 -</b>				<b>\$ 459,207.79</b>

**Notes:** Visa  
Go Fog It - \$3,390.00  
4 Imprint - \$1,067.26  
Majority of expenses are COVID Supplies needed for staff

**PAYROLL RUNS**

PAYROLL NO. 12	\$	77,036.38
PAYROLL NO. 13	\$	71,493.33
PAYROLL NO. 14	\$	85,437.50
PAYROLL NO. 15	\$	78,268.84
PAYROLL NO. 16	\$	79,388.01
PAYROLL NO. 17	\$	78,963.39
PAYROLL NO. 18	\$	75,231.89

**TOTAL PAYROLL RUNS -**

**TOTAL DISBURSEMENTS -**

**\$ 545,819.34**  
**\$1,532,913.83**





2020 GENERAL LEVY SUMMARY

MUNICIPALITY	GROSS LEVY	PAID TO DATE	OUTSTANDING
Sarnia	\$ 407,570.00	\$ 305,677.50	\$ 101,892.50
Chatham-Kent	139,055.00	139,055.00	0.00
Brooke-Alvinston Twp.	18,662.00	18,662.00	0.00
Dawn Euphemia Twp.	28,750.00	14,375.00	14,375.00
Enniskillen Twp.	20,242.00	20,242.00	0.00
Lambton Shores M.	52,883.00	52,883.00	0.00
Oil Springs V	2,123.00	2,123.00	0.00
Petrolia T	26,981.00	26,981.00	0.00
Plympton-Wyoming T	57,481.00		57,481.00
Point Edward V	23,644.00		23,644.00
St. Clair Twp.	119,814.00	119,814.00	0.00
Warwick Twp.	23,597.00	23,597.00	0.00
Adelaide Metcalfe Twp.	20,074.00	20,074.00	0.00
Middlesex Centre Twp.	23,547.00		23,547.00
Newbury V	1,651.00	1,651.00	0.00
Southwest Middlesex M.	12,406.00	12,406.00	0.00
Strathroy-Caradoc M.	91,448.00	91,448.00	0.00
<b>TOTAL</b>	<b>\$ 1,069,928.00</b>	<b>\$ 848,988.50</b>	<b>\$ 220,939.50</b>

**Meeting Date:** September 17, 2020  
**Report Date:** September 4, 2020  
**Submitted by:** Tracy Prince

**Item 7.1 (p)**

**Subject:** COVID 19 – Expense and Revenue Update

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### **Recommendation:**

That the Board of Directors acknowledges the report dated September 4, 2020 regarding the effects of COVID-19 to July 31, 2020 on the 2020 Budget.

### **Background:**

The current Pandemic COVID-19 has affected many businesses and communities. The St. Clair Region Conservation Authority was able to move quickly to protect employees and reduce risk of spread. Several measures we adopted immediately including: closing to the public, providing secured access and equipment for employees to be deployed to work from home, thus reducing risk to the employee of contracting Covid and risk to SCRCA of potential liability.

SCRCA was able to keep the parks and trails open through the early stages of the Pandemic with limited maintenance available on the trails, which provide communities with much needed outdoor space. Innovation came from our situation, in that our Education department was able to find ways to continue to engage schools and students that were not able to visit as groups.

As the pandemic continues to unfold with unknown outcomes and not knowing when the potential second wave will hit we continue to monitor cost and revenues. The steps that St. Clair has taken to mitigate expenses:

- 1) Delay hiring several seasonal staff for the campgrounds as they are not operating at capacity nor will they until further Provincial Direction is received, about 25 staff.
- 2) Not filling to key positions in Planning
- 3) Delay filling RAP Coordinator position

Most of the savings from the salary gapping dollars will be offset with losses in revenue and increased cost associated with Increases in Health and Safety supplies required to maintain a safe environment for employees rotating into the office currently and in preparation of increasing an employee presence in the office. Other considerations and cost moving forward will be increases in cost to have a higher level of disinfection and the cost of increase social distancing in a small environment (shields, vehicle costs, supplies).

**Financial Impact:**

Levy, Fee & S39 Funded Departments, to July 31, 2020

Expense Reductions:

Planning	Salary Gapping	\$35,000
	10% CRA relief	3,500
Administration	10% CRA relief	6,800
Water	10% CRA relief	3,000

Reductions in Revenue:

Planning Fees compared to July 2019	\$ 0
Admin – Interest/Investment Income	13,800
Across Levy Departments Increase in Health and Safety directly related to Covid	9,500

Net savings to July 2020 \$25,000

Also as a result of travel restrictions and closures of other businesses and industries cost have been reduced in these areas to date:

Travel Expenses	\$ 0
Board Member Travel & Expenses	13,000
Training Expenses (including travel specific to training, contains mandatory training which may need completion)	800

The cost of mileage increased due to the need to social distance, in vehicles during summer seasonal work. Invoice for Cambium Aboriginal Training received in Early March was not received until late June.

The % of the Municipal General Levy of overall 2020 Budget is 12%.

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Account Number: **460-16010**  
 Account Type: Regular Account  
 For the Period: **June 1 to 30, 2020**  
 Last Statement: May 29, 2020

Item 7.1 (q)

ST. CLAIR REGION CONSERVATION  
 AUTHORITY  
 205 MILL POND CRES  
 STRATHROY ON N7G 3P9

**Address Information**

255 Queens Avenue  
 Suite 900  
 London ON  
 N6A 5R8



Phone: (519) 679-9490  
 Website: www.scotiawealthmanagement.com  
 Branch Manager: Deborah Vafaei



**Your Wealth Advisor**

Craig Emptage (519) 660-3259  
 craig.emptage@scotiawealth.com

**Your Investment Team**

Michael Willemse (519) 660-3268  
 Tammy Jackson (519) 660-3215

**CANADIAN Account Overview**

Currency: Canadian Dollar

Asset Class Summary	Jun. 30, 2020 Market Value	% of Total Assets
<b>Fixed Income</b>	793,884	100.00
<b>Total Value of Account</b>	<b>\$793,884</b>	<b>100.00</b>
Total Value on Last Statement, May 29, 2020	\$783,620	



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## Details of Your Account Holdings

Type	Security Description	Quantity	Average Cost	Adjusted Book Value	Market Price	Market Value
<b>Fixed Income</b>						
CASH	MACKENZIE GLOBAL TACTICAL INVESTMENT GRADE BD FD SERIES F (4807)	13,246.361	9.977	132,158	10.100	133,788
CASH	MANULIFE STRATEGIC INCOME FUND CL F NL (659)	15,355.886	12.313	189,080	12.187	187,142
CASH	PIMCO MONTHLY INCOME FUND (CANADA) CL M (505)	17,730.062	14.365	254,694	13.640	241,838
CASH	SIGNATURE CANADIAN BOND CORP CLASS EF NL (15137) See Endnote 1	21,054.565	10.289	216,630	10.977	231,116
<b>Total Fixed Income</b>						<b>\$793,884</b>
<b>Total Account Holdings</b>				<b>\$792,562</b>	<b>\$793,884</b>	

The average cost and adjusted book value displayed on this statement incorporates re-invested dividends and/or mutual fund distributions and does not necessarily reflect your original purchase price. Please see Average Cost & Adjusted Book Value in the Statement Notes for more information.

## Monthly Activity

Date	Type	Activity	Description	Quantity	Price	Credit/Debit(-)
<b>Opening Cash Balance</b>						
<b>\$0.00</b>						
Jun. 01, 2020	CASH	DIVIDEND	MANULIFE STRATEGIC INCOME FUND CL F NL (659) REINVEST 05/29/20 @ \$12.1206 PLUS FRACTIONS OF 0.995 BOOK VALUE \$484.76	39		
Jun. 01, 2020	CASH	DIVIDEND	PIMCO MONTHLY INCOME FUND (CANADA) CL M (505) REINVEST 05/29/20 @ \$13.5241 PLUS FRACTIONS OF 0.227 BOOK VALUE \$882.14	65		
Jun. 22, 2020	CASH	DIVIDEND	MACKENZIE GLOBAL TACTICAL INVESTMENT GRADE BD FD SERIES F (4807) REINVEST 06/19/20 @ \$10.0818	13		

## Monthly Activity - continued

Date	Type	Activity	Description	Quantity	Price	Credit/Debit(-)
			PLUS FRACTIONS OF 0.126 BOOK VALUE \$132.33			
Jun. 29, 2020	CASH	DIVIDEND	MANULIFE STRATEGIC INCOME FUND CL F NL (659) REINVEST 06/26/20 @ \$12.1952 PLUS FRACTIONS OF 0.428 BOOK VALUE \$371.07	30		
Jun. 29, 2020	CASH	DIVIDEND	SIGNATURE CANADIAN BOND CORP CLASS EF NL (15137) REINVEST 06/26/20 @ \$10.9546 PLUS FRACTIONS OF 0.437 BOOK VALUE \$1,735.61	158		

**Closing Cash Balance**

**\$0.00**

## Summary

### Income Summary

	This Period	Year-to-Date
<b>Total Income</b>	<b>\$0</b>	<b>\$0</b>

## A Note From ScotiaMcLeod

### ScotiaMcLeod Statement Changes

You will notice the following changes (if applicable) on your account statement(s):

- < *Account Summary* - the *Market Value*, *Total Canadian Equivalent* and *Total Value of Account* - now includes Accrued Interest and Pending Dividend(s)/Payment(s).
- < *Account Overview for each Currency* - *Multi-Asset* and *Alternative* security classifications have been added to *Asset Class Summary*. Market Value against each Asset Class includes Accrued Interest and Pending Dividend(s)/Payment(s).
- < *Details of Your Account Holdings* - Accrued Interest and Pending Dividend(s)/Payment(s) have been added at the end of each asset class section.

### Annual Statement Message

Please be advised that you can request a Fund Facts document for mutual funds purchased through your systematic or pre-authorized purchase plan or group investment plan by contacting your Wealth Advisor.

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## Your Personal Investment Profile

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The following information reflects your stated investment objectives and risk tolerance for this account, as well as your overall investment knowledge. If you would like to make any changes, have questions about whether or not this is appropriate for you or would like to discuss how your current investments correspond to this profile, please contact your Wealth Advisor.

For more information, please review Guidelines for Investment Objectives and Related Account Risk Factors in the ScotiaMcLeod Relationship Disclosure Document and Terms and Conditions brochure.

Alternatively, please visit [http://www.scotiabank.com/ca/common/pdf/scotiamcleod/T\\_and\\_C\\_EN.pdf](http://www.scotiabank.com/ca/common/pdf/scotiamcleod/T_and_C_EN.pdf)

### Investment Objectives

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Income:	100%
Growth:	
Speculative Trading:	

### Risk Tolerance

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Low:	85%
Medium:	15%
High:	

### Overall Investment Knowledge

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Investment Knowledge:	Medium
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### Time Horizon

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Long Term:	7+ Years
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ST. CLAIR REGION  
CONSERVATION AUTHORITY  
205 MILL POND CRESCENT  
STRATHROY ON N7G 3P9



Non-registered account #440-17189-13

June 30, 2020

Item 7.1 (q)



## Your Investment Report

### Account Summary

This table provides an overview of your account, including the opening and closing balance for the reporting period.

Your Investments	Opening Value Jun 1, 2020	Closing Value Jun 30, 2020	Balance on Jun 30, 2020 (CAD\$)
Canadian Dollar Investments			
Cash Account	1,474,700.05	1,489,336.23	1,489,336.23
	1,474,700.05	1,489,336.23	1,489,336.23
<b>Grand Total (CAD\$)</b>			<b>1,489,336.23</b>
		<b>Last Statement May 31, 2020</b>	<b>1,474,700.05</b>

You can access up-to-date account information online through BMO Nesbitt Burns Gateway at: [www.gateway.bmonesbitburns.com](http://www.gateway.bmonesbitburns.com). To register for Gateway, please contact your Investment Advisor.

### We're here to help

We're dedicated to helping you succeed in meeting all of your wealth management goals. Call any member of our team referenced below if you have questions about **Your Investment Report**.

FLICK/BATCH#4  
Investment Advisor  
519-646-1180

Batch Flick Wealth Management  
[www.batchflick.com](http://www.batchflick.com)  
Assistant: Patricia Daer  
[Patricia.Daer@nbpcd.com](mailto:Patricia.Daer@nbpcd.com)

MICHAEL COONEY  
Branch Manager  
(519) 672-8560

Suite 1900  
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255 Queens Avenue  
London, ON N6A 5R8



Regulated by  
Investment Industry Regulatory  
Organization of Canada

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Non-registered account #440-17189-13

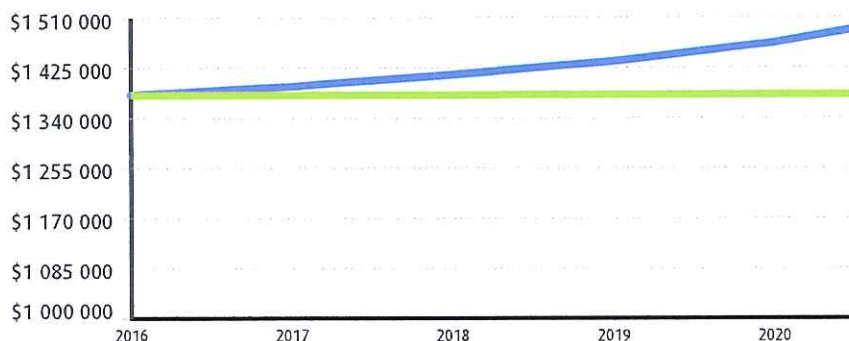
June 30, 2020

## ▶ Changes to your account

This table provides a summary of the change in value of your account, including all deposits, withdrawals and the change in market value of your investments, for both the current year and as of the start of reporting. Where applicable, balances have been converted to Canadian dollars, see page 1 for exchange rates:

	This Year (2020)	Since January 1, 2016
<b>Opening Value</b>	<b>1,466,170.05</b>	<b>1,379,179.68</b>
Deposited	+ 0.00	+ 0.00
Withdrawn	- 0.00	- 0.00
<b>Net Invested</b>	<b>= 0.00</b>	<b>= 0.00</b>
Change In Market Value	+ 23,166.18	+ 110,156.55
<b>Closing Value on Jun 30, 2020</b>	<b>1,489,336.23</b>	<b>1,489,336.23</b>

Net Invested is the value of total deposits less the value of total withdrawals.



● MARKET VALUE  
● NET INVESTED

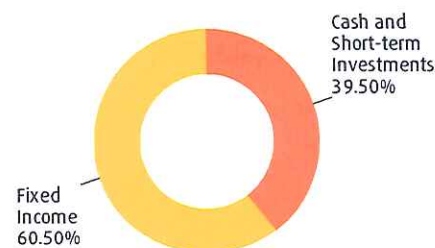
**The Change in Market Value of your account since January 1, 2016 is \$110,156.55.**  
This includes gains, losses and income received with respect to the investments held in your account.

## ▶ Summary of your investments in Canadian dollars

### Your Investor Profile

Investment Objective: Income  
Time Horizon: 10 yrs and more

Investment Category	Amount	Target %	Holdings %
● Cash and Short-term Investments	589,336.23	10.00	39.50
● Fixed Income	900,000.00	90.00	60.50
● Equities	0.00	0.00	0.00
<b>Total</b>	<b>1,489,336.23</b>		<b>100.00</b>



Investments held in your account have been chosen based on objectives you selected on the Client Account Agreement. As your circumstances change, it is important to talk to your Investment Advisor about updating these objectives.

Non-registered account #440-17189-13

June 30, 2020

## Your Canadian Dollar Investments

All amounts are reported in Canadian Dollars.

### ▶ Income you received

Type of Income	Current Month	Year to Date
Interest	14,636.18	23,166.18
<b>Total</b>	<b>14,636.18</b>	<b>23,166.18</b>

Under **Income you received**, amounts reported as dividends do not include income from ETFs, REITs and funds even though these transactions are reported as dividends under **Account activity for this month**.

### ▶ Your investment details

	Quantity	Cost		Market Value on June 30, 2020	
		Per Unit	Total	Per Unit	Total
<b>Cash Account</b>					
<b>• Cash and Short-term Investments</b>					
CASH			5,336.23		5,336.23
PEOPLES TRUST GIC ANNUAL DUE 08/26/2020 2.160%	100,000	100.000	100,000.00	100.000	100,000.00
BANK OF MONTREAL GIC ANNUAL DUE 11/30/2020 2.170%	109,000	100.000	109,000.00	100.000	109,000.00
HOMEQUITY BANK GIC ANNUAL DUE 05/13/2021 2.220%	50,000	100.000	50,000.00	100.000	50,000.00
PRESIDENT'S CHOICE BANK GIC ANNUAL DUE 05/13/2021 2.360%	100,000	100.000	100,000.00	100.000	100,000.00
HOME TRUST COMPANY GIC ANNUAL DUE 05/17/2021 2.540%	100,000	100.000	100,000.00	100.000	100,000.00
BANK OF MONTREAL MORTGAGE CORP GIC ANNUAL DUE 06/28/2021 2.130%	125,000	100.000	125,000.00	100.000	125,000.00
<b>Subtotal</b>			<b>589,336.23</b>		<b>589,336.23</b>
<b>• Fixed Income</b>					
<b>Fixed Income</b>					
BMO TRUST COMPANY GIC ANNUAL DUE 08/26/2021 2.060%	100,000	100.000	100,000.00	100.000	100,000.00
EQUITABLE BANK GIC ANNUAL DUE 05/17/2022 2.520%	100,000	100.000	100,000.00	100.000	100,000.00



Non-registered account #440-17189-13

June 30, 2020

## Your Canadian Dollar Investments (continued)

All amounts are reported in Canadian Dollars.

### ▶ Your investment details (continued)

	Quantity	Cost		Market Value on June 30, 2020	
		Per Unit	Total	Per Unit	Total
VANCITY GIC ANNUAL DUE 06/23/2022 1.150%	300,000	100.000	300,000.00	100.000	300,000.00
LBC TRUST GIC ANNUAL DUE 01/20/2023 2.220%	100,000	100.000	100,000.00	100.000	100,000.00
CONCENTRA BANK GIC ANNUAL DUE 06/23/2023 1.320%	100,000	100.000	100,000.00	100.000	100,000.00
LAURENTIAN BANK GIC ANNUAL DUE 11/28/2023 2.240%	100,000	100.000	100,000.00	100.000	100,000.00
B2B BANK GIC ANNUAL DUE 06/24/2024 1.400%	100,000	100.000	100,000.00	100.000	100,000.00
<b>Fixed Income Subtotal</b>			<b>900,000.00</b>		<b>900,000.00</b>
<b>Subtotal</b>			<b>900,000.00</b>		<b>900,000.00</b>
<b>Total for Cash Account</b>			<b>1,489,336.23</b>		<b>1,489,336.23</b>
<b>Total Canadian Dollar Investments</b>			<b>1,489,336.23</b>		<b>1,489,336.23</b>

Average cost and market price indicator descriptions can be found in "Important information about your account".

### ▶ Account activity for this month

Date	Activity	Description	Quantity	Unit Price	Commission	Amount
Jun 1, 2020		<b>Opening Cash Balance</b>				<b>11,700.05</b>
Jun 15, 2020	Redemption	CONCENTRA BANK GIC ANNUAL DUE 06/15/2020 INT 2.750% ISSUE REDEEMED FOR CASH	-100,000		0.00	100,000.00
Jun 15, 2020	Interest	CONCENTRA BANK GIC ANNUAL DUE 06/15/2020 INT 2.750% CPN INT ON 100000 BND REC 06/12/20 PAY 06/14/20	100,000		0.00	2,765.07
Jun 15, 2020	Redemption	LBC TRUST GIC ANNUAL DUE 06/15/2020 INT 2.600% ISSUE REDEEMED FOR CASH	-100,000		0.00	100,000.00

Non-registered account #440-17189-13

June 30, 2020

## Your Canadian Dollar Investments (continued)

All amounts are reported in Canadian Dollars.

### ▶ Account activity for this month (continued)

Date	Activity	Description	Quantity	Unit Price	Commission	Amount
Jun 15, 2020	Interest	LBC TRUST GIC ANNUAL DUE 06/15/2020 INT 2.600% CPN INT ON 100000 BND REC 06/12/20 PAY 06/14/20	100,000		0.00	2,610.99
Jun 15, 2020	Redemption	VANCITY GIC ANNUAL DUE 06/15/2020 INT 2.350% ISSUE REDEEMED FOR CASH	-279,000		0.00	279,000.00
Jun 15, 2020	Interest	VANCITY GIC ANNUAL DUE 06/15/2020 INT 2.350% CPN INT ON 279000 BND REC 06/12/20 PAY 06/14/20	279,000		0.00	6,592.43
Jun 22, 2020	Interest	INTEREST ON CREDIT BALANCE AT 0.050% 05/22 THRU 06/21			0.00	5.19
Jun 23, 2020	Bought	B2B BANK GIC ANNUAL DUE 06/24/2024 01.400% JUN 23 FLAT	100,000	100.0000	0.00	-100,000.00
Jun 23, 2020	Bought	CONCENTRA BANK GIC ANNUAL DUE 06/23/2023 01.320% JUN 23 FLAT	100,000	100.0000	0.00	-100,000.00
Jun 23, 2020	Bought	VANCITY GIC ANNUAL DUE 06/23/2022 01.150% JUN 23 FLAT	300,000	100.0000	0.00	-300,000.00
Jun 29, 2020	Interest	BANK OF MONTREAL MORTGAGE CORP GIC ANNUAL DUE 06/28/2021 INT 2.130% CPN INT ON 125000 BND REC 06/26/20 PAY 06/28/20	125,000		0.00	2,662.50
Jun 30, 2020		<b>Closing Cash Balance</b>				<b>5,336.23</b>

This report includes activity recorded in your account since your last statement. For a more comprehensive listing of your account activity, sign into your BMO Nesbitt Burns Gateway account.

Non-registered account #440-17189-13

June 30, 2020

## Your Year-to-Date Fees Summary

### ▶ Fees you paid

This section summarizes all compensation received by BMO Nesbitt Burns with respect to your account. Our compensation comes from two sources: what we charge you directly (Operating and Transaction charges), and payments we receive from third parties.

	CAD (\$)
<b>Operating charges</b>	
<b>Total operating charges</b>	<b>0.00</b>
<b>Transaction charges</b>	
<b>Total transaction charges</b>	<b>0.00</b>
<b>Total fees you paid in 2020</b>	<b>0.00</b>

See examples of operating charges in "Important Information about your Account". Some fees and charges may be reported as before-tax amounts and applicable tax is reported separately within the 'Sales Tax' line item. Where this is not possible the sales tax is included within the line item.

### ▶ Payments BMO received from third parties

	CAD (\$)
GIC Commission	4,000.00
<b>Total payments BMO Nesbitt Burns received from third parties in 2020</b>	<b>4,000.00</b>

### ▶ Bulletin board

The USD/CAD conversion rate is: 1.3587, as of June 30, 2020

Changes to CDIC deposit protection. The Government of Canada has amended the Canada Deposit Insurance Corporation (CDIC) Act to modernize and enhance Canada's deposit framework.

As of April 30, 2020, all new and existing Guaranteed Investment Certificates (GICs) with a term greater than five years (60 months), and term investments in U.S. dollars held at BMO Nesbitt Burns are now eligible for coverage under the CDIC Act.

In addition, U.S. dollar deposits held in Preferred and Preferred Plus accounts are also now insured under the CDIC Act. For more details about the changes to CDIC coverage and eligibility, visit [cdic.ca](http://cdic.ca).

We have amended our Client Account Agreement and Managed Account Agreement to introduce changes to the terms and conditions that govern the relationship between us.

We have updated our limitation of liability clauses to align with recent guidance from the Investment Industry Regulatory Organization of Canada and have instituted other regulatory changes.

Please contact your Investment Advisor for further details. The changes will be effective on July 31, 2020.

Reduced RRIF Minimum Withdrawal Amount for 2020:

In response to COVID-19, in March 2020 the Federal government passed legislation allowing RRIF account holders to reduce their 2020 minimum withdrawal amount by 25%, depending on withdrawals already made from their RRIF in 2020.

Please contact your BMO Nesbitt Burns Investment Advisor for further information, withdrawal reductions applicable to your situation, and to take advantage of this reduced minimum withdrawal amount for 2020.



## Joint Health & Safety Committee Quarterly Meeting Agenda

Date: March 11, 2020                      Time: 8:30 a.m.  
Administration Office, Strathroy

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**Facilitator:** Emily De Cloet  
**Co-Chair:** Greg Wilcox

**Chair:** Jeff Sharp  
**Minutes:** Jeff Sharp

**Attendees:** Greg Wilcox (Manager Representatives)  
Emily De Cloet, Jeff Sharp (Strathroy Office Worker Representatives)

**Regrets:** Glenn Baxter (Lands Worker Representative)

**Guests:** None

**1. Motion to approve November 26, 2019 meeting minutes, as amended.**

Moved by: Greg Wilcox

Seconded by: Jeff Sharp

**Carried**

**2. Business arising from the minutes.**

**2.1 Greg Wilcox** to report on action items:

**2.1.1** Review of incident/injury investigation reports since last meeting (November 26, 2019)

- No new incidents

**2.1.2** Health and Safety Manual Fire Evacuation Area/Section Wardens

- Draft action plan in progress – Being Revised- recommended to use existing Emergency Evacuation Plan (Policy). Further discussion with Managers about the need for implementation/training document. Development of calling tree to determine location of staff not accounted for during evacuation event.

- Update on peer review by JHSC members. (ongoing)

**2.1.3** Electrofishing Health and Safety Policy

- Update on Draft policy by Biology (ongoing)

**2.2 Action item report on behalf of Glen Baxter:**

**2.2.1** Inspections

**2.3 Jeff Sharp** reported on action items:

### 2.3.1 Evacuation Accountability Policy

- Update on draft policy & wardens listed for five areas of the office- See 2.1.2
- in/ out status of staff- Deemed sufficient with Office Calendar and Supervisor's due diligence to know location of supervised staff.
- Fire drill to be planned- Postponed until development of Evacuation Policy and Procedure.

### 2.4 Greg Wilcox reported on action items:

#### 2.4.1 Evacuation Accountability Policy

- Update - draft brought forward to Supervisors meeting, re: area/section volunteers – See 2.1.2 to review at next Managers meeting for direction.

#### 2.4.2 Henderson Lunch Room – Review construction of new workshop, office and lunchroom in central location.

#### 2.4.3 Update on lunchroom: hydro availability, location – New build compared to addition to existing building.

#### 2.4.4 Update on AEDs

- Item to be added to workplace inspections include the inspection of AEDs and their pads to ensure they haven't expired- Completed March 11, 2020

### 2.5 Emily De Cloet reported on action items:

#### 2.5.1 McKeough Dam

- Update on final report from external inspection of the McKeough Dam (ongoing) – No report has been submitted by contractor. Emily to follow up with Director of Watershed Services.

## 3. Area Reports and Workplace Inspections

### 3.1 Last two 2018 workplace inspection reports are outstanding and should be forward to Ashley for inclusion in the JHSC binder- Digital and physical copies can not be located.

### 3.2 Outstanding 2019 locations:

- L.C. Henderson due in October, 2019
- Warwick CA due in October, 2019
- A.W. Campbell due in November, 2019 - Completed
- McLean Property due in December, 2019 - Completed

### 3.3 Clark Wright

- Scheduled in January 2020 – Completed and submitted

### 3.4 SCRCA Office

- Scheduled in February, 2020 – Completed and submitted

**4. New Business**

**4.1 Review of Health & Safety Policy**

- Update and signature – Greg to complete

**5. JHSC Goals and Objectives in 2020**

**5.1** To regularly review MOL website to educate ourselves and learn from documented investigations and fines (ongoing) – Greg recommended MOL supervisor and employee responsibility training.

**5.2** To review Health and Safety Manual and make changes as necessary (ongoing)

**5.3** To appoint a Lands worker representative in November 2020 for a 3-year term

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

**5.5** To recommend and continually encourage staff in a supervisory role complete safety reviews and 5-point checklists on a frequent basis (ongoing)

**5.6** Update JHSC files on the O drive (ongoing)

**5.7** Recommend supervisory staff schedule retraining refreshers with their staff once a month (ongoing) WHMIS 2015 has now been implemented and available.

- This to be brought up at the supervisors meeting by a Management Rep (Greg Wilcox)

**5.8** To send occasional Health and Safety Bulletins to all staff (i.e. Hot and Cold Weather Alerts forwarded to staff from Lambton Public Health)

**6. Proposed next meeting date: June 10, 2020**


- Chair: Glenn Baxter
- Co-Chair: Greg Wilcox
- Facilitator: Jeff Sharp
- Minutes: Emily De Cloet

**7. Adjournment**

Moved by: Emily De Cloet

Seconded by: Greg Wilcox

**Carried**

 \_\_\_\_\_ September 9, 2020  
 Signature of Chair Date

 \_\_\_\_\_ September 9, 2020  
 Signature of Co-chair Date



**Meeting Date:** September 17, 2020  
**Report Date:** September 3, 2020  
**Submitted by:** Donna Blue

**Item 7.1 (s)**

**Subject:** Communications Report

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**Recommendation:**

That the Board of Directors acknowledges the Communications Report, dated September 3, 2020 including information regarding Conservation Education, Upcoming Events, 2020 Conservation Scholarships and Media.

**Strategic Objective(s):**

Goal 3 – Provide recreation and education opportunities for the public to enjoy and learn from our natural environment.

**Conservation Education:**

With the uncertainty surrounding the re-opening of schools due to the COVID-19 pandemic and associated restrictions, SCRCA education staff have been formulating alternate strategies to ensure the continuation of conservation education programs for the 2020-2021 school year.

**2020-2021 Conservation Education Program Strategies and Options:**

**1. Ministry of the Environment, Conservation and Parks (MECP) Great Lakes Virtual Field Trips**

At the height of the COVID-19 pandemic, SCRCA education staff created “virtual field trips” to support teachers in delivering important science-based concepts to their students during school-closures. The success of the “virtual field trips” exceeded all expectations and led to MECP contacting the SCRCA to discuss creating a regional Great Lakes field trip to support their Great Lakes literacy program. The Ministry’s proposal will provide \$15,000 in funding to create a Lake Huron/St. Clair River “virtual field trip” and materials (e.g., draft script) that can be used by other Conservation Authorities and non-profit organizations to develop “virtual field trips” for the other Great Lake regions. Confirmation of this funding is expected in mid-September.

## 2. Live Virtual Programming

SCRCA staff are investigating the possibility of offering live virtual programming that would allow individual classes to “visit” the Lorne C. Henderson Conservation Area from their classrooms and participate in conservation education programming. An application to the Ontario Trillium Foundations’ Resilient Communities Fund has been submitted that if approved, will allow staff to purchase additional equipment and improve internet connectivity in support of this initiative.

## 3. Expansion of Virtual Field Trips

SCRCA can expand their virtual field trip catalogue and create additional resources that will provide teachers in various grades with more options to meet science-based curriculum requirements.

## 4. School Yard and Nature in Your Neighbourhood Programming:

With current protocols restricting visitors from entering schools, SCRCA staff are in communication with school boards to develop School Yard and Nature in Your Neighbourhood outdoor program options. Many of the programs delivered at the Lorne C. Henderson Conservation Area can be easily transferred to local school yards. In addition, staff are investigating the possibility of offering “Urban Interpretive Hikes” that would allow students to investigate nature and the environment in their local neighbourhoods.

## 5. Family Field Trips:

Family field trips have been developed at other Conservation Authorities with good uptake and feedback. The field trips would involve an SCRCA conservation educator leading a single family unit or homeschooling program on a guided educational hike.

### Proposed Fees:

Program	Fee
Live Virtual Programming	\$100.00 for 1-hour program per class
Virtual Field Trips (September 2020 to January 2021)	\$250.00 for virtual field trip suite per school (up to 350 students) <b>OR</b> \$50.00 per virtual field trip per class
School Yard and Nature in Your Neighbourhood Programming	\$100.00 for 1-hour program \$75.00 for additional 1-hour program at the same school
Family Field Trips	\$75.00 + HST for 1-hour program (up to 10 participants)

Despite the uncertainty surrounding the 2020-2021 school year, elementary and secondary education brochures have been created that outline the 2020-2021 education programs available at the Lorne C. Henderson Conservation Area and those that can be delivered in-class. The brochures will be distributed to each teacher in the

St. Clair region and are available on the SCRCA website. Copies of each brochure have been included in this package.

### **Upcoming Events:**

#### **Great Canadian Shoreline Cleanup – Ipperwash Beach**

Date – Saturday, September 12, 2020

Time – 9:00 am – 11:00 am

Location – Centre Ipperwash Boat Launch, Lambton Shores

#### **CITO (Cache In, Trash Out) Event**

Date – Sunday, September 20, 2020

Time – 9:00 am – 3:00 pm

Location – Lorne C. Henderson Conservation Area, Petrolia

#### **Foundation Memorial Forest Dedication – Pre-Recorded/Virtual Event**

Release Date – To Be Determined

\*As a result of the on-going COVID-19 pandemic, the in-person Foundation Memorial Forest Dedication was cancelled. As an alternative, a pre-recorded/virtual event will be created and shared with the families who donated to the St. Clair Region Conservation Foundation in memory of their loved ones. In addition, the 2020 families will also be invited to the 2021 dedication service where their loved ones will also be celebrated and remembered.

#### **2020 Conservation Scholarship Presentations:**

On June 25<sup>th</sup>, SCRCA Chair, Joe Faas and SCRCA General Manager, Brian McDougall met the 2020 Conservation Scholarship recipients at their homes to present them with their awards.

#### **A.W. Campbell Memorial Scholarship (\$1000)**

Brady Grubb, Lambton Kent Composite School, Dresden, Ontario



**Tony Stranak Conservation Scholarship (\$500)**  
Trevor McBrayne, Lambton Kent Composite School, Dresden, Ontario



**Mary Jo Arnold Conservation Scholarship (\$500)**  
Gracie Goodhill, North Lambton Secondary School, Forest, Ontario



**Media and Social Media Analytics:**

In order to continually improve upon our activities related to local media outlets and social media, communications staff will be reviewing analytics to help assess our communications efforts.

The following are statistics covering the timeframe from April 1, 2020 to August 31, 2020:

**Media Relations**

- 16 media releases
  - 2020 Total = 22 media releases
- 266 news article mentions
  - 2020 Total = 461 news article mentions

**Social Media**

- Facebook
  - New Likes = 208 (Total = 1,663)
  - New Followers = 92 (Total = 1,724)
  - Posts = 144 (2020 Total = 203)
- Twitter
  - Tweets = 126 (2020 Total = 194)

- Retweets = 77 (2020 Total = 170)
- New Followers = 58 (Total = 658)
- Engagements (clicks, retweets, replies, follows, and likes) = 1662 (2020 Total = 3553)

Learn Outdoors Naturally

# Conservation Education Programs 2020–2021

With links to  
**Physical Fitness**  
and  
**Mental Health**



**hands-on, curriculum-based elementary and  
secondary school programs**

Please visit us online at  
[www.scrca.on.ca/conservation-education](http://www.scrca.on.ca/conservation-education)

# OUTDOOR EDUCATION AT ST. CLAIR CONSERVATION

Outdoor Education brings classroom studies to life! We offer 24 experiential, curriculum-connected Elementary programs! Programs are adaptable, most are 2 hours in length and available at Lorne C. Henderson Conservation Area near Petrolia. Other Conservation Areas may be available for select programs. Demand for these programs is very high. It is recommended you reserve early to avoid disappointment.

Please contact staff for more information, or visit <https://www.scrca.on.ca/conservation-education/>.

## Primary/Junior Programs

### The Lorax (Grades JK–2)

This Dr Seuss story introduces students to the importance of clean air, freshwater, and animal habitats through a hike and environmental nature activities.

### Pond Pals (Grades JK–2)

Hands-on investigation of the pond highlights this primary wetland study. Emphasis will be placed on the needs and habitat of pond critters.

### Fabulous Fall (Grades JK–4)

Preparation for winter is the job of every living organism in the autumn. Hibernation, migration, fall flowers, life cycles, and a variety of other topics will be presented to your students by a series of slides, a nature hike, and activities.

### Nature in Winter (Grades JK–4)

Through nature activities and a guided hike, students are encouraged to explore natural habitats in the winter. Topics to be investigated include how active animals meet their needs in harsh winter conditions, hibernation, and dormancy in plants. Highlights of the program include searching for animal tracks and a chance to hand-feed wild birds at the woodland bird feeder. Please note – there are no guarantees the birds will co-operate.

### Spring Has Sprung (Grades JK–4)

Start your spring by studying the variety of changes that occur in nature. Flowers in blossom, budding trees, nest building, and animal habitats are all discussed.

### The Circle of Life (Grade 2)

In the circle of life, many creatures experience changes in both appearance and activity. Students will role play the life cycle of a butterfly in an active game and explore the metamorphosis of other local insects and amphibians.

### Maple Syrup (Grades 2–3)

*Only offered March 23, 24, 25, 2021 at A.W. Campbell C.A.* Experience the sights and sounds of the Sugar Bush from the First Nations and Pioneering perspective. Weather permitting, students may taste sap straight from the tree on an interpretive walk. Hands-on displays (yoke, brace and bit) will allow students to experience some of the pioneer sugar bush traditions.

### More Than Just a Bunch of Trees (Grades 2–4)

Plants fuel all food chains on earth and the relationships they have with insects and other animals form the foundation of all habitats. Students will study the needs of plants, their relationships, and become *tree detectives* as they learn tree identification skills. Butterfly-net insect collection from a meadow can be included upon request.

### Choose Your Own Adventure Orienteering (Grades 2–5)

Students navigate through a “Choose Your Own Adventure Story” with the aid of a map and compass to locate “adventure” stations. Along the route, animal survival decisions are made which determine the main character’s actions. Students earn “survival points” to determine the strongest survivor.

### Structures In Nature (Grade 3)

**NEW!** Animals create structures for survival. By studying animals, humans have learned to adapt these ideas for our own benefit. Through a guided walk, students will learn about natural and man-made structures and their impact on the environment. They will then use their creative skills to build structures using Stick-lets to perform specific tasks (<https://stick-lets.com/>). Safety goggles will be supplied.

### Slippery Soils (Grades 3–4)

Students are given a hands-on opportunity to explore a soil community, digging under leaves and logs to see who calls this habitat home. Soil formation, soil types, decomposition, and interconnections between soil, plants and habitats are all topics that are discussed through a guided hike and outdoor activities.

### Owl Prowl (Grades 3–5)

Through an active simulation game, students “become” owls. They learn how these birds of prey meet their needs, the specialized adaptations that help them survive and the roles they play within their habitats.





## Junior/Intermediate Programs

### Geocaching (Grades 3–10)

Geocaching is a high-tech treasure hunt using a Global Positioning System Receiver (GPS) and longitude and latitude coordinates to find hidden caches. During the 2 hour program, students will be taught how to mark and hide a cache. Students will then use the learned knowledge to locate hidden geocaches.

### All-Day Geocaching Adventure (Grades 6–10)

You may choose to stay for an All-Day Geocaching Adventure – older grades can search for published geocaches. Following the morning program, students spend the afternoon searching for published geocaches at the 135 ha Conservation Area. Two program fees apply for full-day activities.

### Boots, Birds and Bugs (Grades 4–6)

Aquatic food chains and adaptations are emphasized in this hands-on pond community investigation. Students dip their nets into the pond and identify the life forms they discover.

### Endangered Species Game (Grades 4–6)

This active game introduces students to some of the Species at Risk found in Ontario. Through a role-playing activity, students will portray species trying to survive the many threats that imperil our wildlife.

### Nature in Flight (Grades 4–6)

Winged animals, insects, birds and bats are used to examine flight. Adaptations allowing these animals to fly and the unique spaces they fill within their habitats will be discussed. Properties of air and the characteristics of flight will be identified and human impacts on winged animals will be explored.

### Orienteering (Grades 4–8)

With compass and map in hand, students find their way through a designated course. Students learn the basic parts of both a map and a compass and how to use them together in order to orient themselves.

### Instincts for Survival (Grades 4–10)

*Survival of the fittest* is the harsh law required for the balance of nature. This simulation game teaches students about animal interdependencies, predator/prey relationships, disease, elements, camouflage, and the various influences of humans.

### A Bug's World (Grades 6–8)

Investigation of vertebrates and invertebrates highlights this hands-on biodiversity study. Students collect and classify animals from two different habitats to observe the complex diversity of life. Examination of the organism, its community, and the abiotic parts of the ecosystem allow a greater understanding of the animal and its role within the ecosystem.

### Conservation in Crisis; with GPS technology (Grades 6–8)

The state of the environment is a serious problem in our world today. Loss of habitat, pollution, erosion, and climate change are only a small portion of the problems we face. The Conservation Authority's role in finding solutions to these problems will be explored through outdoor activities and a self-guided hike using GPS receivers. A short introduction to the GPS units is included.

### Wild Wild Wetlands (Grades 7–8)

What is the value of a wetland? Students will explore this question through a guided hike and a hands-on wetland ecosystem study. Students will discover that plants, animals, and abiotic factors all play a vital role in the health of the ecosystem. Habitat, flood control, erosion, pollution, climate change, and ecosystem services will all be discussed.

### Healing Hike (Grades 7–8)

Research continues to grow connecting time spent in nature with human health. Studies have shown that time spent in the forest is connected to an improvement in physical health and mental health. Join us for a 'healing hike' where a nature guide leads the group through a series of awareness building, stress-reducing activities allowing students to experience these benefits first-hand.

### Pokecaching (Grades 4–8)

Pokecaching is a "Pokemon Go" inspired geocaching game designed by LKDSB Enrichment Students that puts Geography curriculum into action. Participating students will use GPS units to locate Pokecaches. Tokens will be collected for a "Pokemon Gym Battle" at the conclusion of the 2-hour program.



## IN-SCHOOL CONSERVATION EDUCATION

A Conservation Educator is available to bring the outdoors into your classroom! In addition to the programs listed below, specialized programs can be developed to meet your specific science, geography, and/or physical education needs. Please contact staff for more information.

### Aquatic Species at Risk (Grades 4–8)

**\*Sponsored by the Department of Fisheries and Oceans Canada**  
*Offered mid-November–March*

This program provides an in-depth look at LOCAL species at risk (including hands-on investigation of specimens). Exploration of the species, their importance, the factors that cause species decline, and the solutions available to help restore healthy populations are all discussed in the presentation.

### Spring Water Awareness (Grades JK–6)

**\*Sponsored by Plains Midstream Canada**  
*Offered March Only*

Children often don't think about the dangers of ice and waterways during the spring thaw. This program will highlight dangers to watch for – hypothermia, protecting floodplains, and the impact of climate change. An introduction to the natural world around us is also included through a powerpoint presentation and grade-appropriate activities.

### Go with the Flow (Grades JK–8)

**\*Sponsored by the Sarnia-Lambton Environmental Association**  
*Offered mid-November–March*

Using an interactive Groundwater Model, this program demonstrates how interdependence links the soil, earth materials, and water, making them part of the same system needed to support life. Different activities for each Grade: Water in our Environment; Soil Erosion; Rocks and Minerals; Energy; Electricity; Ecosystems and Water Systems.

### St. Clair River Bottom Critters (Grades JK–8)

**\*Sponsored by the Sarnia-Lambton Environmental Association**

*Offered mid-November, January and February*

Students will explore live critters from the bottom of the St. Clair River which are used to determine the quality of the environment. They will discover that a healthy environment is important to everyone – industry and residents alike.



### River RAP (Grades 6–8)

**\*Sponsored by the Friends of the St. Clair River**  
*Offered mid-November–March*

Learn about local threats to our watershed using a hands-on 'enviro-scape' model. Students will learn about current strategies to ensure safe, healthy water for the St. Clair River community and the plants and animals that inhabit it.

### Outdoor Program Fees

\$5.50 per student for a two-hour program

\$10.00 per student for 4 hours (2 programs)

Minimum Fee: \$110.00 per instructor (two-hour program)

### In-Class Program Fees\*

\$100.00 per class for a 1-hour program

\$75.00 for each additional class for the same school on the same day

\$75.00 surcharge to cover mileage for schools outside the SCRCA watershed

\*Some programs are sponsored and are free of charge – these are noted with the program

The SCRCA education program is sponsored in part by the generous contributions of:



For further information on how to book a program visit our website at [www.scrca.on.ca](http://www.scrca.on.ca)

### Contacts:

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Lorne C. Henderson Conservation Area  
3653 Petrolia Line, Petrolia, ON N0N 1R0  
p. 519 882-2399

### Administration Office:

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[www.scrca.on.ca](http://www.scrca.on.ca)



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[@SCRCA - Conservation Education](https://www.facebook.com/SCRCA-Conservation-Education)

Learn Outdoors Naturally

# Conservation Education Programs for Secondary Schools 2020–2021

The St. Clair Region Conservation Authority provides both in-class and outdoor conservation education experiences which are closely tied to a variety of grade-specific curricula.

Visit our website for more programs and booking information. Many programs can be adapted to better suit your specific needs.

Experiential, student-directed learning is the emphasis of our program activities.



hands-on, curriculum-based secondary school programs

For more information on elementary and secondary school programs visit us at [www.scrca.on.ca](http://www.scrca.on.ca)

With links to  
**Physical Fitness**  
and  
**Mental Health**

# CONSERVATION EDUCATION AT ST. CLAIR

## OUTDOOR PROGRAMS

Outdoor education brings classroom studies to life. We offer seven hands-on Secondary programs that are available at the Lorne C. Henderson Conservation Area near Petrolia. Other Conservation Areas may be available for certain programs (discuss with our staff when booking). Programs are 2 hours in length but can be modified to meet your needs.

All programs promote Physical Fitness and positive Mental Health.

### Forest Inventory

Using biotic and abiotic forest indicators, students analyze the health of two distinct survey sites – a mature forest and a plantation. Students explore the definition of a forest, its complexity and fragility; as well as the ‘value’ of a forest based upon differing perspectives. A culminating hands-on restoration activity is available on request. Topics discussed include resource management, habitat restoration, species inventories, indicators of biodiversity, the role of plants in the ecosystem, invasive species and human impact on the environment.

### GPS Training and Geocaching

Uses and applications of GPS units allow students to develop spatial technology skills and navigate the Conservation Area while marking waypoints, elevation, and developing routes. You may choose to stay for an ALL DAY GEOCACHING adventure. Following the 2-hour morning program, students spend an additional 2 hours searching for published geocaches at the 135-hectare Conservation Area. Two program fees apply for full-day activities. (4 hours)

### Healing Hike

Research continues to grow connecting time spent in nature with human health. Studies have shown that time spent in the forest improves both physical and mental health. Join us for a ‘healing hike’ where a nature guide leads the group through a series of awareness building, stress-reducing activities allowing students to experience these benefits first-hand. Students record heart rate, breathing rate and stress rates before and after the hike to add a measurable component to the experience.

### Instincts for Survival

‘Survival of the Fittest’ is the harsh law required for the balance of nature. This simulation game teaches students about animal interdependencies, predator/prey relationships, disease, food pyramids, trophic levels, adaptations for survival as well as the power and responsibility of human beings.

### Insects vs. Humans

*Offered September - November*

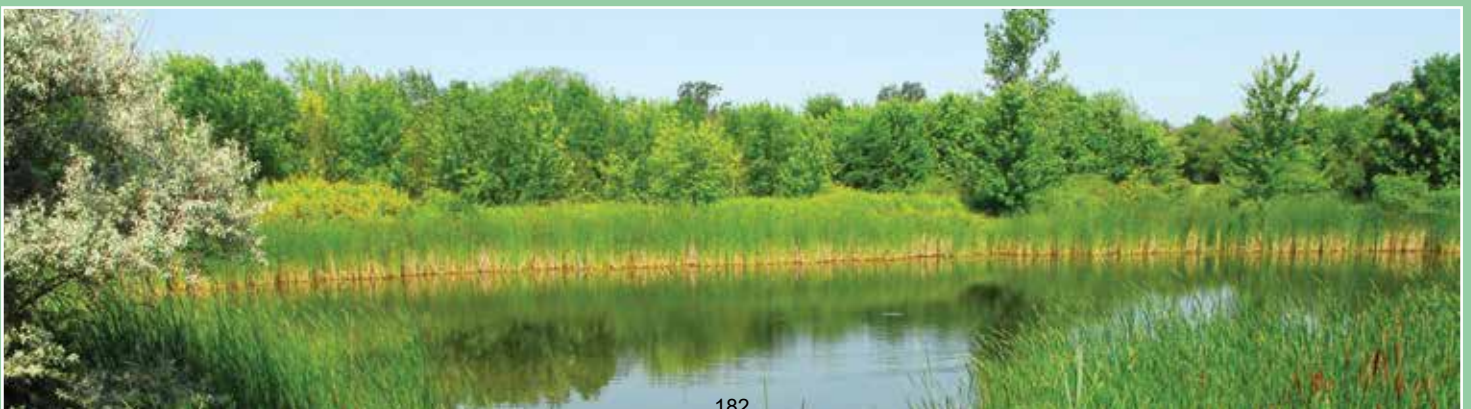
Students receive an introduction to the world of insects. Hands-on specimen collection provides an opportunity to expand perspectives while teaching insect identification, classification, specialization and diversity. Emphasis is put on the relationships between humans and insects; links are made with agriculture, pollination, medicine, water quality, climate change, biomimicry, and ecosystem services. A discussion of both positive and negative impacts allow students to examine their own relationship with insects.

### Introduction to GIS

Spatial Technology Skills are developed through field data collection and analysis. Using a pre-set problem, students will discuss GIS criteria, build data sets, complete GIS analysis, determine output and make a final decision following their analysis. A simple introduction to QGIS programming demonstrates the use of data collection. GPS training is a prerequisite – both the “GPS Training” and “Introduction to GIS” programs can be chosen for a full day of activities.

### Stream Assessment

Students are led through an on-site stream investigation and are taught to analyze the chemical, biological and physical characteristics of the stream. Discussion focuses on the health of the stream based upon chemistry, benthic macroinvertebrate populations, signs of erosion and streambank stability. Historical information on the stream is shared and the students learn causes for current stream conditions. They are encouraged to brainstorm potential ways to lessen human impact and improve stream health in the future.



# SPECIALIST HIGH SKILLS MAJOR (SHSM)

## CERTIFICATION WORKSHOPS

Conservation Authority staff can facilitate a number of sector recognized certification programs for a variety of majors. In addition to the certifications listed below, specialized certifications can be developed upon request. Please contact the Education staff or visit our website for more detailed information.

### Nutrient Management Certification

*Available as ½ day certification only*

Learn about nutrient management from a Conservation Authority perspective. Keeping nutrients on the land and out of the water creates a more productive farm and protects the local watershed. The focus of this certification is the importance of Best Management Practices in modern agriculture.

### Principles of Drainage Certification

*Available as ½ day certification only*

Students will explore the rich local history of drainage in the St. Clair Region watershed, from the beginnings of the 150,000 acre Enniskillen Swamp through time to modern drainage techniques.

### Species Identification of Ontario's Freshwater Mussels

*Available as a full-day program only*

The Sydenham River boasts the highest freshwater mussel diversity in Canada, however, many of these species are at risk. In addition to basic identification techniques, students will learn about our local species, their threats and SCRCA's efforts to protect and preserve these unique animals.

### Watershed Management

*Offered as a ½ day or full-day certification*

Human, ecological and environmental health are dependent upon the condition of local watersheds. We will look at local Watershed Report Cards and assess the quality of ponds at the Lorne C. Henderson Conservation Area by performing an inventory of the macroinvertebrates found within.

### Habitat Restoration

*Offered as a ½ day or full-day certification*

Students will learn the history of habitat changes and challenges within the St. Clair Region watershed. Students will learn how to assess a forest for overall habitat health and will decide upon an appropriate restoration project for their team.

*Please visit our website for additional SHSM Certification Workshops offered by the SCRCA including:*

- **Compass/Map/Global Positioning System (GPS)**
- **Geographic Information System (GIS)**
- **Stress Management Techniques**
- **Tree Planting**

### Introduction to Stream Assessment Protocol

*Offered as a ½ day or full-day certification*

Modelled after the OBBN (Ontario Benthic Biomonitoring Network) protocol, students will learn the basics of stream assessment from 3 data sets; physical streambank characteristics, water chemistry and benthic invertebrate communities.

### Sector Specific Sustainability Practices for Agriculture

*Offered as a ½ day or full-day certification*

This program focuses on the Best Management Practices promoted by the St. Clair Region Conservation Authority. Students will learn the science behind the sustainability practices and receive an inside look into some of our local stewardship projects which showcase sustainable farms in our watershed. An off-site sustainable farm visit may be available upon request.

### Animal and Plant Management

*Offered as a ½ day or full-day certification*

As a Conservation Authority, there are two primary areas of concern in animal and plant management; species at risk and invasive species. Students will explore local species at risk, habitat requirements, threats, and recovery strategies and participate in a habitat improvement project.

## INNOVATION, CREATIVITY, ENTREPRENEURSHIP (ICE) TRAINING

Conservation Authority staff are available to partner in ICE Training sessions for SHSM students as either:

- **Sector Partner** - Providing authentic 'sector' relevant challenges for SHSM students under the guidance of a facilitating teacher
- **Facilitator** - acting as sector partner and facilitator, ICE trained Conservation Authority staff will lead students through the three gears of ICE training: Empathy and Need Finding; Ideation and Prototyping; and Strategy and Testing



## IN-CLASS WATERSHED EDUCATION

A Conservation Educator is available to bring environmental, watershed-based, conservation education into your classroom. In addition to the programs listed below, specialized programs can be developed to meet your specific curriculum needs. Please contact staff for more information.

### Aquatic Species at Risk

**\*Sponsored by the Department of Fisheries and Oceans Canada**  
*Offered mid-November - March*

This program provides an in-depth look at LOCAL species at risk. The river these animals depend upon for survival, the Sydenham River, is considered one of the most biodiverse rivers in Canada. Exploration of the species, their ecological importance, the current environmental stressors they face and the solutions that can help them, provides students with a better appreciation of their community and their role within the system.

### Phosphorus 101

**\*Sponsored by the Friends of the St. Clair River**  
*Offered mid-November - March*

Developed in tandem with the 'Sydenham Watershed Phosphorus Management Plan', this program is designed to introduce students to the environmental issues created by phosphorus loading in Lake Erie. After receiving an introduction to the issue, students are led through an Innovation, Creativity, Entrepreneurship training session, brainstorming solutions to the excess phosphorus problem. The program culminates with each student team 'pitching' their innovations to the class; all student ideas are shared with the Management Plan Team, providing an opportunity for the student voice to be heard.

### St. Clair River Bottom Critters

**\*Sponsored by the Sarnia-Lambton Environmental Association**  
*Offered mid-November, January and February*

Students will identify live benthic invertebrates and learn how these animals act as living indicators of environmental health. Topics discussed include biological monitoring techniques and water quality improvement efforts. Students will learn how this data is used to monitor and improve the St. Clair watershed.

The SCRCA education program is sponsored in part by the generous contributions of:



### Outdoor Program Fees

\$5.50 per student for a two hour program

\$10.00 per student for 4 hours (2 programs)

Minimum Fee: \$110.00 per instructor (two hour program)

### Specialist High Skills Major (SHSM)\*

Certification Workshops and/or Innovation, Creativity, Entrepreneurship (ICE) Training

½ day - \$250.00

Full day - \$400.00

### In-Class Program Fees\*\*

\$100.00 per class for a 1 hour program

\$75.00 for each additional class for the same school on the same day

\$75.00 surcharge to cover mileage for schools outside the SCRCA watershed

\* Additional fee may be required for large groups requiring more than one instructor

\*\*Some programs are sponsored and are free of charge – these are noted with the program

For further information on how to book a program visit our website at [www.scrca.on.ca](http://www.scrca.on.ca)

### Contacts:

**Sharon Nethercott**, HBOR, BSc, BEd  
Conservation Education Coordinator  
[snethercott@scrca.on.ca](mailto:snethercott@scrca.on.ca)

**Melissa Levi**, HBSc  
Conservation Education/Community  
Partnership Technician  
[mlevi@scrca.on.ca](mailto:mlevi@scrca.on.ca)

Lorne C. Henderson Conservation Area  
3653 Petrolia Line, Petrolia, ON N0N 1R0  
p. 519 882-2399

### Administration Office:

St. Clair Region Conservation Authority  
205 Millpond Crescent  
Strathroy ON N7G 3P9  
p. 519 245-3710 f. 519 245-3348  
[stclair@scrca.on.ca](mailto:stclair@scrca.on.ca)  
[www.scrca.on.ca](http://www.scrca.on.ca)



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**Meeting Date:** September 17, 2020 **Item 7.1 (t)**  
**Report Date:** September 3, 2020  
**Submitted by:** Donna Blue

**Subject:** St. Clair River Area of Concern Update

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**Recommendation:**

That the Board of Directors acknowledges the St. Clair River Area of Concern Update Report, dated September 3, 2020.

**Strategic Objective(s):**

Goal 2 – Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes.

**Remedial Action Plan Coordinator:**

The new Remedial Action Plan (RAP) Coordinator for the St. Clair River Area of Concern (AOC), Natasha Pozega, will begin her new role at the SCRCA on September 8th. Natasha holds a Bachelor of Science in General Science from the University of Waterloo and an Environmental Technician Diploma from St. Lawrence College.

For the last four years, she has worked at the St. Lawrence River Institute of Environmental Sciences in Cornwall, Ontario where, among her many responsibilities, she managed and coordinated the RAP for the St. Lawrence River AOC.

We are excited to welcome her to the SCRCA and look forward to moving the St. Clair River a step closer to being removed from the list of Great Lakes AOCs.

**Friends of the St. Clair River Photo Contest:**

The Friends of the St. Clair River community group in partnership with the Binational Public Advisory Council (BPAC) is holding their third photo contest. Running until September 26, 2020, the contest is open to amateur digital photographers living in the St. Clair watershed in both Canada and the United States.

The purpose of the contest is to raise public awareness and appreciation for the beauty and majesty of the St. Clair River. There are three categories open to both adult and youth (18 years and under) photographers. Prizes will be awarded to the best photographs in each category based on the input of a panel of judges.

The Friends of the St. Clair River is an all-volunteer Canadian charitable organization that assists the St. Clair River BPAC in the development and implementation of the St. Clair River Remedial Action Plan by promoting the conservation, beautification and environmental activities associated with the St. Clair River.

**Past and Upcoming Meetings:**

Friends of the St. Clair River (FOSCR)

- June 8, 2020 – Zoom Conferencing Platform (Virtual Meeting)
- August 25, 2020 – Zoom Conferencing Platform (Virtual Meeting)

Binational Public Advisory Council (BPAC)

- September 24, 2020 – Zoom Conferencing Platform (Virtual Meeting)



**Meeting Date:** September 17, 2020 **Item 8.1**  
**Report Date:** September 3, 2020  
**Submitted by:** Girish Sankar & Greg Wilcox  
**Subject:** Highland Glen RFP

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**Recommendation:**

That the Board of Directors accepts the proposal of AECOM to complete the Highland Glen Design Work at a total budget of \$52,973.71 and further that the funding support for the project be provided from the Highland Glen CA Reserve \$11,619 and \$41,354.71 from 2021 Special Levy to be included in the 2021 Budget.

**Project:**

The groyne on the west side of the boat ramp was constructed by the landowner prior to acquisition by the Authority. In 1986/87 the access road, parking lot, and boat ramp were constructed. Due to safety concerns at the ramp, additional protection was constructed in 1990. The works consisted of a steel sheet pile and armour stone breakwall on the northeast side of the ramp and a steel sheet pile curtain wall connected to the existing groyne on the southwest side.

In late November of 2019, damage occurred to the boat ramp seawall protection. The steel sheet pile on the original groyne at the west side was removed by wave action (Figure 1). In addition to the groyne damage, considerable erosion is occurring on both the east and west side of the ramp protection structures. On the east, the erosion is moving closer to the parking lot and within the protection, erosion has exposed the steel sheet wall side of the ramp.

The Conservation Authority sent out RFP's in August, 2020 for the completion of a study. All proposals will include an assessment and a design component.



Harbour 1990



Damage to Groyne

### Highlights of the work include:

#### Assessment

Inspection of the current infrastructure at Highland Glen CA to understand the structural issues on this site and coastal assessment of this shoreline reach to assist with permits.

#### Design

The proposal should outline a breakdown for each of the design components below:

- Plans and specifications for repair of the damaged groyne
- Plans and specifications for repair to the seawall to the west of the damaged groyne
- Plans and specifications for erosion protection for the area just east of the ramp
- Plans and specifications for erosion protection along the bluff to protect the parking lot

- Plans and specifications for improved ramp walkways
- Plans and specifications for improved beach access

SCRCA is looking to partner with a consulting organization that has significant experience in shoreline design and construction. Staff have shortlisted 4 pre-qualified consultants for this work.

1. AECOM
2. Baird
3. Riggs Engineering
4. Shoreplan Inc

RFP's were sent out the beginning of August 2020. SCRCA has received 2 submissions for this work. Details of the submissions are provided below:

<b>Proposal summary</b>		<b>Proposal cost ( HST not included)</b>
AECOM	<ul style="list-style-type: none"> <li>• Detailed proposal that provides breakdowns and budget for each of the tasks</li> <li>• 3 design concepts will be provided verbally with a detailed design for the preferred alternative</li> <li>• No Geotechnical studies or EA work included</li> <li>• Includes breakdown of provisional items and costs for each item</li> </ul>	\$40,250
Shoreplan Inc	<ul style="list-style-type: none"> <li>• Design concepts to be explored with SCRCA with a detailed design for the preferred alternative</li> <li>• No Geotechnical studies or EA work included</li> </ul>	\$40,500

**Financial Impact:**

AECOM Proposal	\$40,250
Provisional Work – Design and recommendation to safely open the boat ramp until full repairs and upgrades can be completed	\$4,417
HST	\$5,806.71
Contingency Fund	\$2,500
<b>Total Cost</b>	<b>\$52,973.71</b>
Existing Highland Glen Reserves	(\$11,619)
Remaining Project Cost to be funded via Special Levy in 2021 (As a Board designated Regional Conservation Area costs are levied to all member municipalities based on modified cumulative value assessment)	\$41,354.71

## Proposed Special Levy - Highland Glen

*based on the maximum project budget and  
the use of HGCA reserves*

Municipality	2021 CVA Apportionment %	2021 Highland Glen Special Levy
Township of Adelaide Metcalfe	1.9190%	\$ 794
Township Brooke-Alvinston	1.7871%	\$ 739
Municipality Chatham-Kent	13.0443%	\$ 5,394
Township Dawn-Euphemia	2.6508%	\$ 1,096
Township Enniskillen	1.9973%	\$ 826
Municipality Lambton Shores	4.9903%	\$ 2,064
Municipality Middlesex Centre	2.2426%	\$ 927
Village Newbury	0.1528%	\$ 63
Village Oil Springs	0.1986%	\$ 82
Town Petrolia	2.5364%	\$ 1,049
Town Plympton-Wyoming	5.4734%	\$ 2,264
Village Point Edward	2.2156%	\$ 916
City Sarnia	37.4674%	\$ 15,495
Municipality Southwest Middlesex	1.1705%	\$ 484
Township St. Clair	11.2021%	\$ 4,633
Township Strathroy - Caradoc	8.6479%	\$ 3,576
Township Warwick	2.3039%	\$ 953
	<b>100%</b>	<b>\$ 41,355</b>

**Meeting Date:** September 17, 2020 **Item 8.2**  
**Report Date:** August 31, 2020  
**Submitted by:** Greg Wilcox

**Subject:** Township of Dawn-Euphemia Request to Transfer Ownership of Shetland CA to the Municipality

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**Recommendation:**

That the Shetland Conservation Area remain in the ownership of the St. Clair Region Conservation Authority as per the purchase agreement and wishes of the Shetland Picnic Corporation and further that staff work with the Township of Dawn-Euphemia to create a current lease agreement for the property.

**Background:**

In January of 2020, SCRCA received a request from attorney Janet Gibbons of Strathroy on behalf of a landowner adjacent to Shetland Conservation Area requesting assistance in correcting errors to the landowners land title.

During this process, it was discovered that the Authority did not have proper title to Shetland CA and the error dates prior to the Authority's acquisition of the property from the Shetland Picnic Corp.

Staff requested that Ms. Gibbons work on behalf of the Authority to correct this error. The cost of a survey required to correct the issue was split with the neighbouring landowner.

Ms. Gibbons will take the survey and other supporting documents before a judge to request that the error in title be corrected.

The cost of the Authority's share of the survey was \$2325 plus \$40.95 non-recoverable HST. Since this is not a standard maintenance item, a 50/50 cost share was requested with the Township of Dawn-Euphemia.

In response to this cost share request, the Township of Dawn-Euphemia has requested that the Authority consider transferring ownership of the Shetland CA to the Municipality at this time. On April 7, 2020, a formal request was forwarded to the Authority (item 8.2.1).

## Property History

In approximately 1908, a group of local farmers held a picnic in the bush on the farm of Duncan Bolton, the site of the present Conservation Area. The picnic included live music, fireworks, and baseball. A rental fee was paid to Mr. Bolton. The event continued annually on the second Wednesday in August. In 1934, the group formed a non-profit corporation (Shetland Picnic Corporation) to acquire the property from Mr. Bolton. In 1934, the approximately 10-acre property was purchased. In 1952, an additional 5 acres on the North side of the river was purchased across from the picnic grounds.

On the 8<sup>th</sup> of May, 1963, the corporation conveyed all the lands acquired to the Sydenham Valley Conservation Authority for \$1.00 on the condition that the property would be maintained in perpetuity as a Conservation Area and Park for the inhabitants of the community and others. (Above history obtained in 1972 from Frank Johnston and Eric G. Moorhouse, Frank Johnston was the Secretary of the Shetland Picnic Corporation from 1920 - 1963)

Deed without Dower—Page 3—111

TO HAVE AND TO HOLD unto the said grantee ~~its~~ ~~heirs~~ **successors** and assigns to and for their sole and only use forever,

SUBJECT NEVERTHELESS to the reservations, limitations, provisoes and conditions expressed in the original grant thereof from the Crown.

Above is from the purchase agreement (item 8.2.2)

**Property Currently:**

The Shetland Conservation Area is approximately 17 acres located on both the North and South sides of the Sydenham River. The property has approximately 15 serviced and 15 unserviced campsites. North of the river the property has an old boat launch, between the river and Bentpath Line the property has campsites, a dock, playground equipment, a pavilion, and an old building.



Shetland Conservation boundaries in pink.

Currently the Township of Dawn-Euphemia maintains the property and manages the campground. Property expenses are paid by the Authority and then paid by the municipality through special levy.

No lease agreement can be found on file.



## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

4591 Lambton Line, RR # 4, Dresden, ON N0P 1M0 [www.dawneuphemia.ca](http://www.dawneuphemia.ca)  
Tel: 519-692-5148 Fax: 519-692-5511 Email: [clerk@dawneuphemia.on.ca](mailto:clerk@dawneuphemia.on.ca)

April 7, 2020

[via email: gwilcox@scrca.on.ca](mailto:gwilcox@scrca.on.ca)

St. Clair Region Conservation Authority  
205 Mill Pond Cres.,  
Strathroy, Ontario  
N7G 3P9

**Attention: Mr. Greg Wilcox**

**Re: Interest in Transfer of Ownership of Shetland Campground**

Dear Mr. Wilcox:

Please consider the following written request, for review and consideration at the next Board of Directors Meeting.

The Township was recently advised by SCRCA, that an error on title to the Shetland Campground, had been discovered. A request was forwarded to the Council of the Township of Dawn-Euphemia to split the survey and legal costs 50/50, between the municipality and the Authority, to correct the title. The request was discussed at the Regular Council Meeting of Monday April 6, 2020. At that meeting, Council put forward the question whether or not SCRCA would consider the transfer of ownership of the Shetland Campground, to the municipality and the following resolution was passed:

**2020-64 That the St. Clair Region Conservation Authority (SCRCA) be contacted to determine if there is interest in transferring ownership of the Shetland Campground to the Township of Dawn-Euphemia; and further that this be determined prior to discussing the request dated April 1, 2020, to cost share expenses 50/50, between SCRCA and the Township, with respect to correcting an error on title involving the Shetland Park at a cost of \$2,365.95 for the survey and an undetermined amount for legal fees. Carried.**

I understand that due to COVID-19, there has not been a meeting scheduled for the near future. Please note that our request is not urgent. Thank you for your time and consideration.

Yours truly,

Donna Clermont  
Administrator-Clerk



# This Indenture

made in duplicate the 8th day of May  
in the year of our Lord one thousand nine hundred and sixty-three

**In Pursuance of the Short Forms of Conveyances Act:  
Between**

SHETLAND PICNIC CORPORATION, a corporation  
organized under the laws of the Province of  
Ontario having its Head Office at the Township  
of Euphemia,

hereinafter called the GRANTOR

OF THE FIRST PART

and

SYDENHAM VALLEY CONSERVATION AUTHORITY, an  
Authority incorporated under the Conservation  
Authorities Act of the Province of Ontario,

hereinafter called the GRANTEE

OF THE SECOND PART

**Witnesseth** that in consideration of . . . . .

. . . . . OTHER GOOD AND VALUABLE CONSIDERATION IN THE SUM OF ONE DOLLAR..

. . . . . (\$1.00). . . . . dollar of  
lawful money of Canada now paid by the said grantee to the said grantor (the receipt  
whereof is hereby by it acknowledged) ~~it~~ the said grantor DO<sup>TH</sup>  
GRANT unto the said grantee in fee simple

ALL and Singular that certain parcel or tract of land and premises, situate, lying and  
being part of Lot Number Twenty-six in the Third concession of the Township  
of Euphemia, in the County of Lambton, more particularly described as  
follows:

FIRSTLY: Commencing at a point in the water's edge of the River Sydenham  
which is distant nine chains and twenty links westerly from and measured  
perpendicularly to the line between the east and west halves of said Lot  
Number Twenty-six; Thence southerly in a straight line along the line of the  
present fence which intersects the south limit of said Lot at a point distant  
four chains and ninety-one links westerly from the line between the east and  
west halves of the said Lot to a point in the said fence line distant fifty  
rods northerly therealong from the south limit of the said Lot which is the  
northerly limit of the travelled road between Lots Twenty-five and Twenty-  
six in the said Concession; Thence westerly parallel with the south limit of  
the said Lot Forty rods; Thence north-westerly thirty-four rods more or less  
to a point in the water's edge of the River Sydenham distant four rods  
measured south-westerly therealong from a point where the same would be  
intersected by a line drawn parallel with the fence line marking the easterly  
boundary of the lands herein described and distant forty rods westerly therefrom  
on a course measured along the southerly limit of the said Lot;  
Thence north-easterly against the stream of the said River and following the  
water's edge thereof to the place of beginning.

**SECONDLY:** All the rights of the grantor (or mortgagors) in the River Sydenham to the centre of the said stream immediately adjacent to the lands firstly described.

**THIRDLY:** Commencing at a point in the southerly limit of said Lot distant four chains and ninety-one links measured westerly from the line between the east and west halves of the said Lot; Thence northerly along the fence line which intersects the water's edge of the River Sydenham at a point distant nine chains and twenty links measured westerly from and perpendicularly to the line between the east and west halves of the said Lot a distance of fifty rods; Thence westerly parallel with the southerly limit of said Lot, two rods; Thence southerly parallel with the fence line aforesaid fifty rods to the southerly limit of the said Lot; Thence easterly along the southerly limit of said Lot, two rods to the place of beginning.

**FOURTHLY:** Commencing at the intersection of the Southerly limit of the River Road running through the said Lot North of the River Sydenham with the line between the East and West halves of said lot; Thence Westerly and along the Southerly limit of the said River Road ninety-eight (98) rods eight feet four inches (8' 4") to a point distant thirty-nine (39) rods eleven feet ten inches (11' 10") measured along the Southerly limit of the said road from the Westerly limit of the said Lot; Thence Southerly to the waters edge of the River Sydenham on a line which if produced, would intersect the waters edge of the said river on its south easterly side four (4) rods measured south westerly from a point where the said waters edge of the said river would be intersected by a line drawn parallel with a line and forty (40) rods Westerly therefrom drawn from a point in the Southerly limit of the said Lot four chains, ninety-one links West of the line between the East and West halves of the said Lot to a point in the Southerly waters edge of the said river distant nine chains twenty links measured Westerly from the line between the East and West halves of said Lot perpendicular thereto; Thence North Easterly along the waters edge of the said river against the stream to where the same is intersected by the line between the East and West halves of said Lot; Thence Northerly along the line between the East and West halves of the said Lot to the place of beginning.

TOGETHER WITH all the interest of the Grantor in the River Sydenham immediately adjacent to the said lands to the centre of the said stream.

TO HAVE AND TO HOLD unto the said grantee **its** ~~heirs~~ **successors** and assigns to and for their sole and only use forever,

SUBJECT NEVERTHELESS to the reservations, limitations, provisoes and conditions expressed in the original grant thereof from the Crown.

The said grantor COVENANT<sup>S</sup> with the said grantee THAT **it** ha<sup>S</sup> the right to convey the said lands to the said grantee notwithstanding any act of the said grantor

AND that the said grantee shall have quiet possession of the said lands free from all encumbrances.

AND the said grantor COVENANT<sup>S</sup> with the said grantee that **it** will execute such further assurances of the said lands as may be requisite.

AND the said grantor COVENANT<sup>S</sup> with the said grantee that **it** ha<sup>S</sup> done no act to encumber the said lands.

AND the said grantor RELEASE to the said grantee ALL **its** claims upon the said lands.

IN WITNESS WHEREOF SHETLAND PICNIC CORPORATION has caused to be affixed hereto its Corporate Seal duly attested by the hands of its proper officers authorized in that behalf.

~~IN WITNESS WHEREOF the said parties hereto have hereunto set their hands and seals.~~

Signed, Sealed and Delivered  
IN THE PRESENCE OF

SHETLAND PICNIC CORPORATION

BY: *Russell E. Ellett*  
President

AND BY: *Frank Johnston*  
Secretary

PROVINCE OF ONTARIO } I/WE  
 COUNTY OF } of the \_\_\_\_\_ of  
 To Wit: } in the County of \_\_\_\_\_

Strike out words and parts not applicable and initial.

in the within instrument named, make oath and say that at the time of the execution of the within instrument,

1. I was of the full age of twenty-one years;

If Attorney see footnote.

2. And that

who also executed the within instrument \_\_\_\_\_ of the full age of twenty-one years

3. I was legally married to the person named therein as my wife/husband;

4. I was unmarried/divorced/widower.

SWORN before me at the

of \_\_\_\_\_

in the \_\_\_\_\_

of \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_

A.D. 19 \_\_\_\_\_

A Commissioner for taking Affidavits, etc.

NOTE: If Attorney, substitute in space provided, "I am Attorney for \_\_\_\_\_ (State name) \_\_\_\_\_, one of the parties named therein and he/she was of the full age of twenty-one years."

**Affidavit, Land Transfer Tax Act**  
 IN THE MATTER OF THE LAND TRANSFER TAX ACT.

PROVINCE OF ONTARIO  
 COUNTY OF MIDDLESEX

To Wit: } I, **EARL HUBERT SLATER**  
 } of the **City of London**  
 } in the **County** of **Middlesex, Solicitor** for the  
 } **Grantee** named in the within (or annexed) transfer make oath and say:

This affidavit may be made by the purchaser or vendor or by any one acting for them under power of attorney or by an agent accredited in writing by the purchaser or vendor or by the solicitor of either of them.

1. I am the Solicitor for the Grantee named in the within (or annexed) transfer.

2. I have a personal knowledge of the facts stated in this affidavit.

3. The true amount of the monies in cash and the value of any property or security included in the consideration is as follows:

(a) Monies paid in cash	_____	\$	<b>1.00</b>
(b) Property transferred in exchange;	_____		
	Equity value \$ <u>nil</u>		
	Encumbrance \$ <u>nil</u>	\$	<u>nil</u>
(c) Securities transferred to the value of	_____	\$	<u>nil</u>
(d) Balances of existing encumbrances with interest owing at date of transfer	_____	\$	<u>nil</u>
(e) Monies secured by mortgage under this transaction	_____	\$	<u>nil</u>
(f) Liens, legacies, annuities and maintenance charges to which transfer is subject	_____	\$	<u>nil</u>
	Total consideration	\$	<u><u>1.00</u></u>

All blanks must be filled in

4. If consideration is nominal, is the transfer for natural love and affection? \_\_\_\_\_

5. If so, what is the relationship between Grantor and Grantee? \_\_\_\_\_

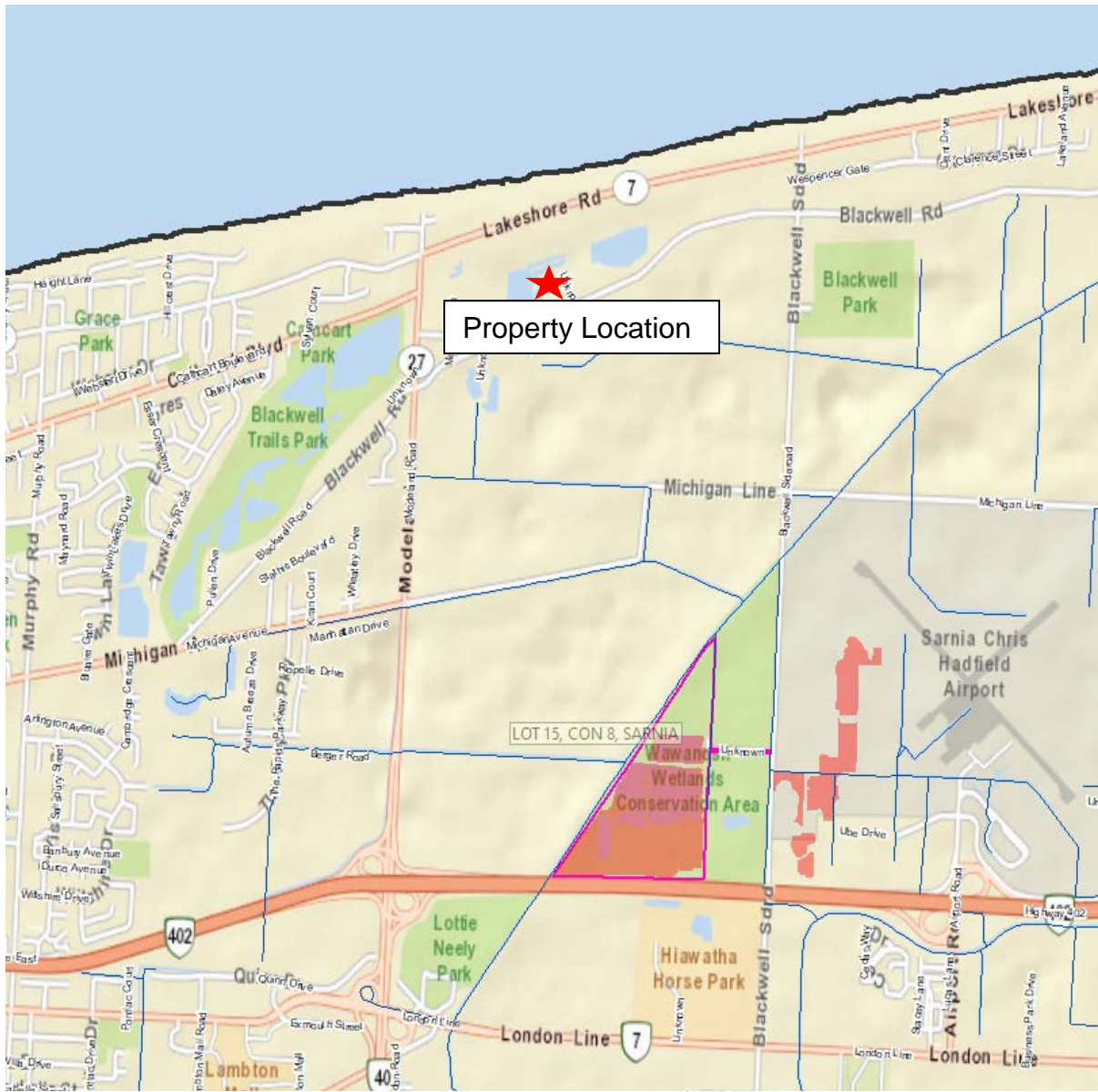
6. Other remarks and explanations, if necessary. This property is being granted to the Grantee to be maintained as a Conservation area and the sum of \$1.00 is the total consideration paid by the Grantee.

Sworn before me at the  
 of **London**  
 in the **County**  
 of **Middlesex**  
 this  
 day of **May**

**City**

A.D. 19 **63**





Above is a map of the property location.



**THE CORPORATION OF THE CITY OF SARNIA**  
**Legal and Clerk Services**  
255 Christina Street N. PO Box 3018  
Sarnia ON Canada N7T 7N2  
519-332-0330 (phone) 519-332-3995 (fax)  
[www.sarnia.ca](http://www.sarnia.ca) [clerks@sarnia.ca](mailto:clerks@sarnia.ca)

August 13, 2020

**BY REGULAR MAIL**  
**& BY EMAIL: [bmcdougall@scrca.on.ca](mailto:bmcdougall@scrca.on.ca)**

Brian McDougall  
General Manager/Secretary Treasurer  
St. Clair Region Conservation Authority  
205 Mill Pond Crescent,  
Strathroy, Ontario N7G 3P9

Dear Mr. McDougall:

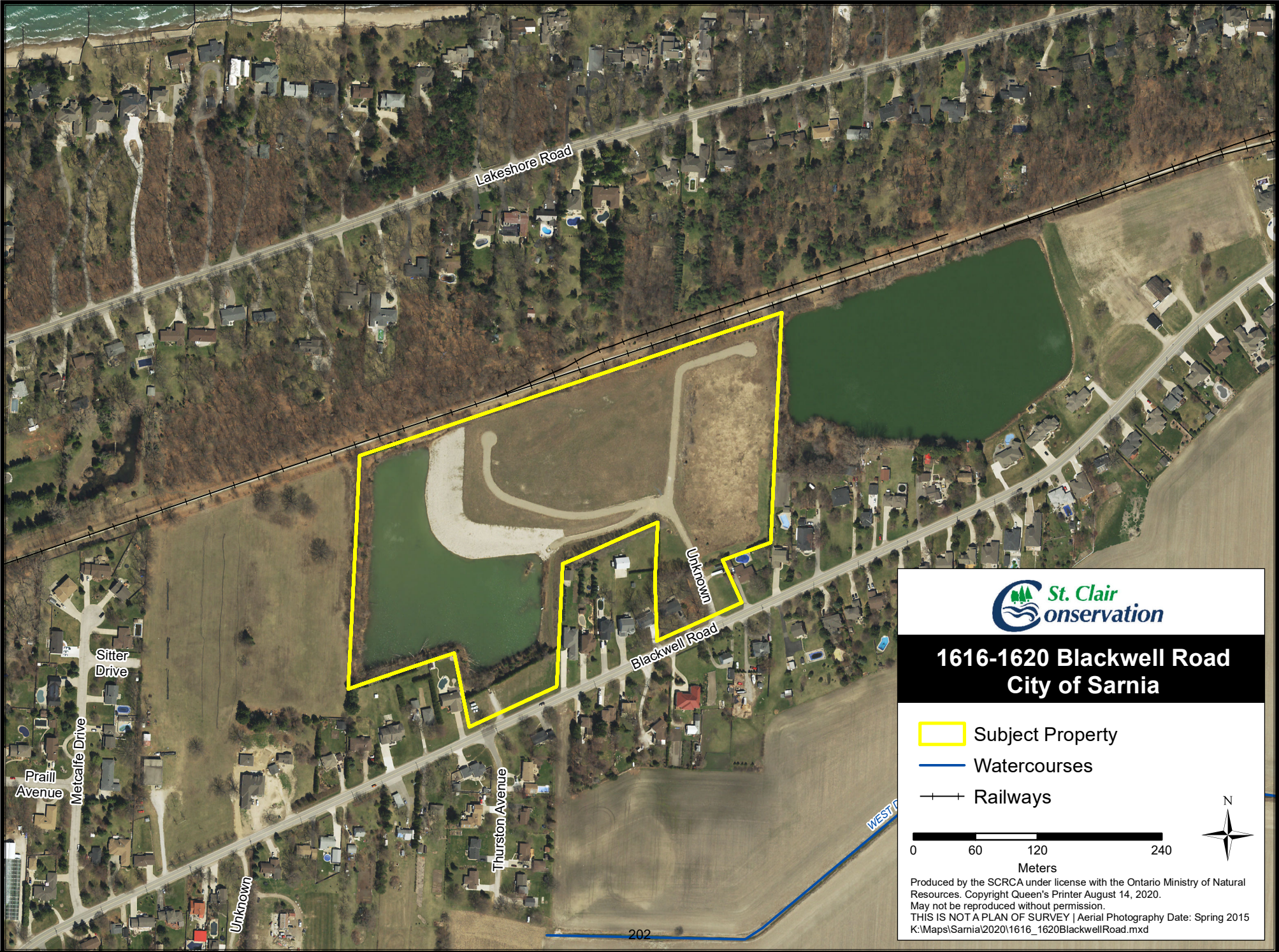
**Re: 1616-1620 Blackwell Road**

Further to a resolution adopted by the Council of The Corporation of the City of Sarnia at its public meeting held on July 13, 2020, we would like to confirm whether the St. Clair Region Conservation Authority may have an interest in the acquisition of a site located at **PIN 43140-0182 (LT) PT LT 42-43 CON 9 AKA FRONT CON SARNIA TOWNSHIP AS IN L755981; SARNIA**; municipally known as **1616-1620 Blackwell Road in the City of Sarnia**, for the purpose of establishing a conservation area?

We would appreciate if you can respond confirming any such interest before September 30, 2020 so that this can be reported to Council at its meeting scheduled in October, 2020.

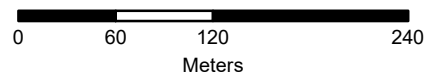
Yours truly,

Amy Burkhart  
Deputy City Clerk



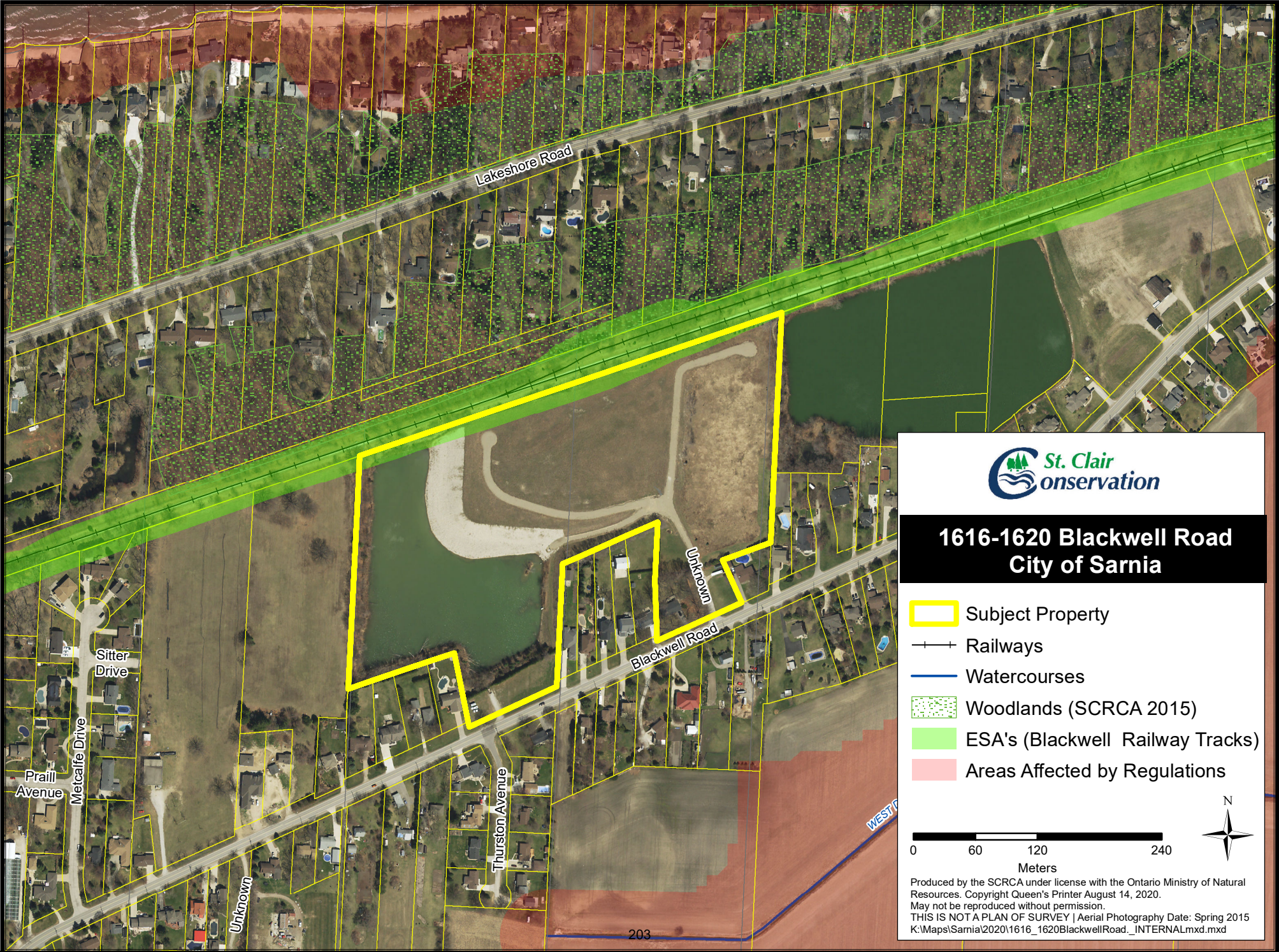
**1616-1620 Blackwell Road  
City of Sarnia**

- Subject Property
- Watercourses
- Railways



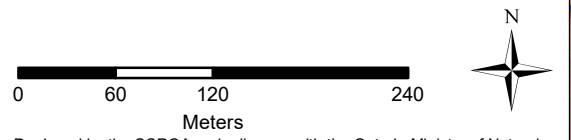
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 THIS IS NOT A PLAN OF SURVEY | Aerial Photography Date: Spring 2015  
 K:\Maps\Sarnia\2020\1616\_1620BlackwellRoad.mxd





**1616-1620 Blackwell Road  
City of Sarnia**

- Subject Property
- Railways
- Watercourses
- Woodlands (SCRCA 2015)
- ESA's (Blackwell Railway Tracks)
- Areas Affected by Regulations



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 THIS IS NOT A PLAN OF SURVEY | Aerial Photography Date: Spring 2015  
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**Meeting Date:** September 17, 2020  
**Report Date:** September 1, 2020  
**Submitted by:** Tim Payne

**Item 8.4**

**Subject:** Lands Update

---

**Recommendation:**

That the Board of Directors accepts the report as presented and approves staff to dispose of items on the McKeough Lands as part of the routine management of the lands.

**Background:**

- a) The 5 year lease agreements are due for renewal at the end of 2020. A new lease agreement has been prepared, divided by the available properties where possible, consistent with the management of the lands. There are 4 agriculture leases that will be direct reward. These lands require crossing private land to access the agriculture land. The tender closing date is Friday September 25<sup>th</sup>.

The current tender process has advantages and shortcomings. Allowing the current tenant to match the highest bid negates the bidding process. Current tenants are aware that they are able to match the highest bid and potential new tenants may be discouraged from bidding. Furthermore, accepting the highest bid may not be in the best interest of the SCRCA or the land. The SCRCA should have discretion in awarding a lease.

To level the playing field for all bidders, it is suggested that current tenants be required to submit a bid for any lands that they wish to lease or continue to lease, with the option to match the highest bid. The SCRCA should reserve the right to refuse the highest bid for any reason.

Staff plan to re-establish buffers on the Agriculture Lands that have been removed over the past 5 years. New signage or replacement signage will be installed. Erosion will be assessed and options will be reviewed to mitigate the erosion on the lands.

- b) As part of the lands management, the removal of structures and debris is required for the general cleanliness of the property, liability, or due to items no longer being needed. The unmaintained structures and debris piles are not considered assets as they have little or no value, and are not listed. In most cases, there will be a cost to remove such items. Should an opportunity arise to have these items removed from the lands at no cost, or within budget, staff will do so.

- c) Over the past year the SCRCA staff have assisted other organizations by providing locations and/ or staff time to monitor for invasive species, including the McKeough Upstream Lands and the County of Lambton Lands. These projects include:
- In 2019 and 2020, staff installed and monitored traps for oak wilt for the Ontario Ministry of Natural Resources and Forestry.
  - The Canadian Food Inspection Agency placed traps for a general collection for any invasive alien species.
  - The Ontario Ministry of Agriculture, Food and Rural Affairs placed sticky traps at the Darcy McKeough Dam area specifically for the European cherry fruit fly.
  - Bird Canada sends out staff in the spring for bird identification and counts.
  - Natural Resources Canada reach out asking for locations of ash trees that are of certain criteria to sample for resistance to emerald ash borer.

All these organisations copy the SCRCA the results of the work they perform.

- d) This winter several woodlands will be inventoried and assessed on the potential for harvesting. Over the last several years, timber prices have remained low, which has made harvesting a low priority.

### **Strategic Objectives(s):**

Goal 2 – Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes

### **Financial Impact:**

Minor funding will be needed for signage and seed for buffering lands. Any erosion work or disposal of structures and debris, will be reviewed and completed through the allotted budget or grant funding.

**Meeting Date:** September 17, 2020  
**Report Date:** September 10, 2020  
**Submitted by:** Brian McDougall

**Item 9.1**

**Subject:** Drain Enclosure Policy

---

**Recommendation:**

- That this report be accepted as an update

**Background:**

- As presented to the Board of Directors at their December 2019 meeting, under item 13.4, the Board approved the following resolution:  
BD-19-205  
Marriott – Loosley  
“That the Board of Directors acknowledges the report on SCRCA Drain Enclosure Policy dated December 3, 2019, and direct staff to consult with Drainage Superintendents and our member Municipalities for comments on the policy.”
- Staff departures and the COVID pandemic have left staff unable to undertake the proposed consultation in a timely fashion
- Correspondence was received from 4 municipal partners seeking further review of the situation be the Board of Directors in July and August – this correspondence is attached
- With new staff filling vacancies and staff returning from maternity leave, we are finally back to a position where we can begin the planned consultation process
- On September 2<sup>nd</sup>, the email below was circulated to all drainage contacts in our watershed to begin this consultation process

**From:** Kelli Smith

**Sent:** September 2, 2020 4:30 PM

**To:** Jim Reeve (drainage@adelaidemetcalfe.on.ca)  
<drainage@adelaidemetcalfe.on.ca>; David Moores <david@dobbineng.com>; 'ray@dobbineng.com' <ray@dobbineng.com>; 'briganb@chatham-kent.ca' <briganb@chatham-kent.ca>; Jordan Gray <jordang@chatham-kent.ca>; Blaise Chevalier (blaisec@chatham-kent.ca) <blaisec@chatham-kent.ca>; Paul Dalton (pdalton@dawneuphemia.on.ca) <pdalton@dawneuphemia.on.ca>; smcauley@lambtonshores.ca; Dan Anderson (anderson@middlesexcentre.on.ca) <anderson@middlesexcentre.on.ca>; Elizabeth Cummings <ECummings@plympton-wyoming.ca>; Andrew Neely <ANeely@southwestmiddlesex.ca>; Lucas DePooter <ldepooter@stclairtownship.ca>; Matt Stephenson (mstephenson@strathroy-

caradoc.ca) <mstephenson@strathroy-caradoc.ca>; Andrew Maver (amaver@warwicktownship.ca) <amaver@warwicktownship.ca>; oilsprings@ciaccess.com; petrolia@town.petrolia.on.ca; jburns@villageofpointedward.com; office@newbury.ca

**Cc:** Brian McDougall <bmcDougall@scrca.on.ca>; Melissa Deisley <mdeisley@scrca.on.ca>; Erin Carroll <ecarroll@scrca.on.ca>

**Subject:** Request for Comments regarding the SCRCA Drain Enclosure Policy

To: SCRCA Drainage Superintendents:

RE: SCRCA Drain Enclosure Policy Consultation

Attachments included:

- Staff Report to the December 12, 2019 Board of Directors meeting Item 13.4
- An Email from Dallas Cundick to Municipal Drainage Contacts dated June 17, 2019 outlining the SCRCA Municipal Drainage Act Review Process Information included below

Further to the attached Board of Directors Staff Memo (BD121219 Item 13.4) the SCRCA Board of Directors passed the following motion.

“That the Board of Directors acknowledges the report on SCRCA Drain Enclosure Policy dated December 3, 2019, and direct staff to consult with drainage Superintendents and our member Municipalities for comments on the policy.”

There has been ongoing discussions with the SCRCA Board and our member municipalities/Drainage Superintendents on the implementation of the Drain Enclosure Policy. Staff of the SCRCA understand that better communication, education and consultation is required around the Drain Enclosure Policy to improve our regulatory review process.

At the December 2019 SCRCA Board of Directors meeting, SCRCA staff recommended that formal engagement/consultation with our watershed Drainage Superintendents and municipal representatives for comments on the policy be undertaken. The SCRCA wants to utilize this process to help build positive relationships, and communicate and inform in a meaningful way that supports participation in the decision-making process.

#### Consultation Objectives

The SCRCA objectives of the Consultation are:

- to gather information from stakeholders, on the SCRCA Drain Enclosure Policy;
- to take stakeholder views into consideration in updates to the SCRCA Drain Enclosure Policy and decision making; and;
- to improve communication, education, transparency and accountability in the SCRCA’s work and build positive relationships.

To kick-off this engagement, communication and relationship building process, the SCRCA is contacting our member Drainage Superintendents to help with the preparation of the consultation plan.

Preparation Stage:

The SCRCA would like initial feedback on;

1. Identifying issues and concerns with the current SCRCA Drain Enclosure Policy to further determine the necessary scope of the consultation;
2. Providing comments and suggestions for a revision that would take into consideration those concerns;

The SCRCA wants to ensure appropriate timeframes, and deadlines to allow participants reasonable time to prepare and provide their input. The SCRCA is hopeful that this initial preparation stage can be completed in 4 weeks time, and that our member municipal Drainage Superintendents/drainage representative can provide written feedback on 1 and 2 above by September 30<sup>th</sup> to the Planning General Inbox [planning@scrca.on.ca](mailto:planning@scrca.on.ca). Please let us know if this timeframe is unreasonable, and if more (or less) time is needed. If you would like to discuss your comments further, to ensure our complete understanding of the issues and concerns that are identified, please contact Kelli Smith ([ksmith@scrca.on.ca](mailto:ksmith@scrca.on.ca)) to set up a telephone call.

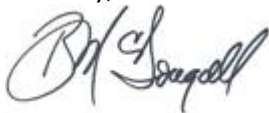
Again, this information/feedback will lead us into the design stage of the consultation plan and facilitate an effective consultation plan that produces updates to the SCRCA Drain Enclosure Policy, endorsed by our watershed member municipalities, stakeholders, SCRCA staff, and the SCRCA Board of Directors.

#### **SCRCA Municipal Drainage Act Review Process - Further Background and Process Discussions;**

The SCRCA also wanted to take the opportunity to follow-up with the attached information that is intended to provide clarity regarding municipal drain projects that are being reviewed by SCRCA staff under the Conservation Authorities Act for works being proposed under Sections 74, 78 and 4 under the Drainage Act. This information expands on the information that was provided by attachment in June 2019 (this is also attached) and includes 2020 fee's.

Thank you.

Sincerely,



Brian McDougall  
General Manager/Secretary Treasurer  
St. Clair Region Conservation Authority

The email also included the following:

#### **SCRCA Municipal Drainage Act Review Process Letter**

January 21, 2020

Re: Further Clarification on process information sent in June 2019.

Conservation Authorities have played a significant role in Ontario's natural resource management landscape for over 70 years regarding the conservation, restoration, development and management of natural resources management on a watershed basis. In 2017, "Conserving Our Future: A Modernized Conservation Authorities Act" was released as part of the

Conservation Authorities Act Review and acknowledging that natural resource management requires many organizations and levels of government, the continued participation by and co-operation with drainage superintendents is critical to the compromise that may be required to meet all legislation requirements.

Further to the information that was provided by attachment in June 2019, and after discussions with some drainage superintendents within the SCRCA watershed, SCRCA staff are providing this follow up that includes information for further clarity regarding drains (and natural watercourses) that are being reviewed by SCRCA staff under the Conservation Authorities Act for works being proposed under Sections 74, 78 and 4 under the Drainage Act.

#### Drainage Act Maintenance and Repair

All works within a SCRCA regulated area should continue to be provided to the SCRCA Clerk, Meagan Weber at [planning@scrca.on.ca](mailto:planning@scrca.on.ca) with the attached Drain notification Form signed and filled out and sent to us in PDF form with a map outlining the area of the work. As this form is designed to provide information to different levels of legislation, some information that must be provided may not always be relevant to SCRCA or DFO, but if the information that populates the description of the Activity from the drop-down menu is not accurate, please provide as much information in the adjacent section. SCRCA staff are always willing to help with questions you may have.

Any emergency works can be called in with an explanation, and SCRCA will provide written permission as soon as possible with the understanding that when the emergency has passed, and if the works require a permanent solution, the information will be provided and the permanent solution can be implemented. The turnaround time is 15 working days, but may be quicker based on workload.

#### *2020 Maintenance Fees for Section 74*

- Beaver Dam Removal, One Bank Brushing, Debris Removal and Dyke Maintenance and Repair works with a project cost of under \$500.00 will be considered Minor with a review fee (including DART SCR approval) of \$55.00
- All other maintenance works outside of wetlands will be considered Standard and will have a review fee (including DART SCR approval) of \$300.00
- Any works that will impact a wetland, even unmapped wetlands that meet the definition of a wetland will be considered Major and the review fee will be \$765.00 which will include any site visit required to determine the impacts and may include written permission that may be required. If a Permit Application under Ontario Regulation 171/06 is required, there may be an additional fee.

Culvert Replacement: If an upgrade to a culvert is not a reasonable like for like replacement based on the length and the opening, a permit application under O. Reg 171/06 will be required, unless it has been outlined in the report for future replacement.

#### Drainage Act Improvement and Petition Drains

Please provide as much information as known prior to the invitation to the first onsite meeting, or notification of intention to hire an engineer. At the very least, please provide a line on a map showing the location of the works and an email description of your understanding of what is to occur. For Section 4 petitions, please provide the landowner request. That way, SCRCA staff can review the planned works and provide comments based on SCRCA staffs understanding of the work that will take place. Pre-consultation will allow for the design to move forward without worry that SCRCA will not be able to provide written permission when the report is finished and changes will incur additional cost. As SCRCA staff do not have access to the previous Engineered reports, staff may require these as part of the review.

### *Buffers*

Sediment is a major non-point threat to water quality and vegetative buffers of all types is the top best management practice (BMP) that can reduce the amount of maintenance required on a drain as well as keeping pollutants (topsoil, herbicides and pesticides) from entering the waterways. There may be mitigating factors, but SCRCA staff are asking that when you are doing a new report you ask the Engineer to consider including a minimum 10 m buffer along the width of one or both sides of the open drain within the Engineer's report and choosing a maintenance corridor that allows cool water drains to be shaded.

### *Enclosures*

Any enclosure should be discouraged, but SCRCA staff can provide written permission for some enclosures that will not have impact on the hydrological or ecological impacts up or downstream. The SCRCA Drain Enclosure policy provides information about the types of information required for SCRCA staff to review and make a determination if permission can be provided. Further hydrologic or ecologic studies may be required under the Conservation Authorities Act to review these proposals.

### *Site Visits*

Some times site review is the only way SCRCA staff can continue with review, so if you are walking the portion of the drain, please provide photos in conjunction with the pre-consultation or SCRCA staff may ask for permission to walk a portion of the drain to determine the flow conditions, substrate, bank state etc.

### *Fees, Regulation Committee and Appeals*

The fee for all planned works within a SCRCA regulated area is comprised of the Engineer's Report Review Fee. This fee has taken the place of the letter of review and will only be exempt for tile upgrade to today's standard is occurring and is not located within a wetland. In addition to the Engineer's Report Review Fee which as of 2020 is \$385.00, additional Permit Fees may apply. Please see the attached SCRCA Fee Schedule for Conservation Ontario and Board Approved review fees. This fee includes any permit or site review or information meeting that may be required

The only time an additional fee would be required is for works within a wetland or an enclosure. If one or both of these works is included within the Report, an additional review fee of Minor



Permit A (\$385.00 in 2020) or Minor Permit B (\$605.00 in 2020) would apply. If staff can not approve the works, we will encourage a change to the plan, or a complete application which will include a fee of Major Permit (\$1,020.00 in 2020) to take the file to the Regulations Committee which may be made up of Regulations Staff including the Manager of Planning, the Director of Water Resources and the General Manager/Secretary Treasurer. Information will be provided to you should you wish to appeal the Regulations Committee decision. The additional fee for a hearing in front of the Authority (Board of Directors) will be \$640.00 as of 2020.

SCRCA staff will endeavor to provide prompt response to the preliminary information upfront as to whether the works can be approved at a staff level, or if changes to the works, a site review, or a regulations committee review would be required. SCRCA staff may require technical information be submitted to review and we will provide that information up front after the preliminary drawing is provided. As stated, SCRCA staff will be asking for additional reports or memos in order to provide comments for the proposed works through the Conservation Authorities Act (CA) and not as an EA request thorough the Drainage Act. Once the final report is complete, SCRCA staff will invoice the Engineer's Report Review Fee and provide written permission, which may or may not be in the form of a SCRCA Permit. If changes to the report are then required after 3<sup>rd</sup> reading, please contact staff to see if an amendment is required which can be provided at no cost.

#### *Emergency Works "Blanket SCR's"*

The SCRCA does not oppose initiating temporary interim emergency drainage works, especially to protect life and property, or mitigate a potential health risk, from flooding and erosion hazards.

In situations where emergency works are required, the SCRCA recognizes that the municipality may need to complete interim emergency measures to protect their infrastructure/investment/property.

The SCRCA understands that these will generally be limited to;

- Debris Removal and Beaver Dam Removal
- Spot Cleanout
- Failed Culvert Replacement
- Bank Repair or Stabilization and Pipe Outlet Repair
- Dyke Maintenance and Repair
- Water Control Structure Maintenance and Repair
- Pump Station Maintenance and Repair.

And can follow appropriate SCR's.

The SCRCA is interested in discussing further with each municipality their needs in this regard, and if these emergency blanket SCR's are required to cover the entire area. The SCRCA wants to investigate rather than doing multiple SCR's for each emergency location, interest in having the SCRCA require that an Emergency Notification Form/SCR is submitted up front, and confirmation that emergency works will be completed as per conditions of the appropriate SCR. In return, the SCRCA would ask that when the work is completed, we are provided with a brief summary of how many locations there were that needed emergency work, what those emergency works were, and their locations. We can then add this information to the original emergency works "blanket" Notifications/SCRs.

## Other Agencies

In the past, Conservation Authorities served as the first point of contact and the local service provider for review of Section 35 of the previous version of the Fisheries Act, and had entered into agreements with Fisheries and Oceans Canada to facilitate this process. Changes to the Fisheries Act effective November 25, 2013, have resulted in the cancellation of these agreements. It is now the responsibility of the proponent to contact the Department of Fisheries and Oceans at 1-855-852-8320 or <http://www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html> to ensure their project addresses the Fisheries Act.

## Consultation

SCRCA staff are open to your continued interest and participation in this partnership process and encourage you to provide your comments and any concerns.

Link to 2020 Fees

<https://www.scrca.on.ca/wp-content/uploads/2016/03/planning-regs-Fees.pdf>



St. Clair Region Conservation Authority (via e-mail)  
205 Millpond Crescent,  
Strathroy, ON N7G 3P9

August 21, 2020

**Re: Resolution from the Town of Petrolia – SCRCA Drain Enclosure Policy**

Please be advised that on August 12<sup>th</sup> 2020 the Town of Plympton-Wyoming Council passed the following motion to support the Township of Petrolia's motion (attached) regarding SCRCA Drain Enclosure Policy that was passed on June 8<sup>th</sup> 2020.

***Motion #4*** – Moved by Gary Atkinson, Seconded by Netty McEwen that the report by Elizabeth Cummings, Drainage and Engineering Coordinator, dated July 29<sup>th</sup> 2020 regarding SCRCA Drain Enclosure Policy be accepted and that The Town of Plympton-Wyoming supports the June 11<sup>th</sup> 2020 resolution from the Town of Petrolia.

***Motion Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me at the number above or by email at [ekwarciak@plympton-wyoming.ca](mailto:ekwarciak@plympton-wyoming.ca).

Sincerely,

Erin Kwarciak  
Clerk  
Town of Plympton-Wyoming

Cc: Town of Petrolia

June 11, 2020

Mayor R. Brad Loosley  
SCRCA municipal representative  
Via email

RE: Council resolution, Drain Enclosure Policy

Dear Mayor Loosley,

During the June 8, 2020, Council was presented with an education session regarding the current Drain Enclosure Policy, as follow up during the regular meeting of Council the following resolution was presented:

Moved: Joel Field                      Seconded: Don Welten

*WHEREAS the Council of the Corporation of the Town of Petrolia received a presentation on June 8, 2020 from Mr. Ray Dobbin of R.Dobbin Engineering Inc. requesting that the Drain Enclosure Policy put into effect by the SCRCA be rescinded or reviewed when regarding consideration of existing channels including those constructed under the Drainage Act and privately;*

*AND WHEREAS other municipal projects can also be affected including road crossings, site plans, etc.;*

*AND WHEREAS the Drain Enclosure Policy in its present form will impede development within our Municipality;*

*AND WHEREAS open channels within an urban setting are not appropriate for reasons including public safety, future maintenance and repair and potential effect of phragmites;*

*NOW THEREFORE the Council of the Corporation of the Town of Petrolia requests that through our SCRCA representative member Mayor Loosley, that support of Petrolia Council for the current SCRCA Drain Enclosure Policy to be reviewed or rescinded when applications are submitted regarding existing channels, including those constructed under the Drainage Act and privately be brought forward;*

*AND THAT the motion be circulated to the municipalities of Lambton;*

Carried

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

[www.town.petrolia.on.ca](http://www.town.petrolia.on.ca)

214



Council sincerely appreciates you bringing forward this resolution as the representative member to the St. Clair Region Conservation Authority.

Kind regards,



Mandi Pearson  
Clerk/Operations Clerk

cc: for file

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

[www.town.petrolia.on.ca](http://www.town.petrolia.on.ca)

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TOWNSHIP OF ENNISKILLEN  
4465 Rokeby Line  
RR# 1, Petrolia, Ontario N0N 1R0  
Phone (519) 882-2490 Fax (519) 882-3335

**Duncan McTavish,**  
Administrator-Clerk/Treasurer  
**Mike Cumming,**  
Road Superintendent

July 21 2020

Town of Petrolia  
411 Greenfield Street,  
Petrolia, ON N0N 1R0



Dear Mandi,

Re: Drain Enclosure Policy

Please note that the Council of the Township of Enniskillen at its regular meeting of July 20 2020 passed a resolution supporting the position of the Town of Petrolia regarding the drain enclosure policy of the St Clair Region Conservation Authority.

~~Yours truly,~~

  
Duncan McTavish  
Clerk

c.c. SCRCA

June 11, 2020

County of Lambton, Warden & Council  
Municipalities of Lambton County, Mayor & Council

RE: Council resolution, SCRCA Drain Enclosure Policy

Please be advised that this matter was heard by Council at its Regular Council meeting held on June 8, 2020, and in this regard, Council enacted the attached resolution.

Moved: Joel Field                      Seconded: Don Welten

*WHEREAS the Council of the Corporation of the Town of Petrolia received a presentation on June 8, 2020 from Mr. Ray Dobbin of R.Dobbin Engineering Inc. requesting that the Drain Enclosure Policy put into effect by the SCRCA be rescinded or reviewed when regarding consideration of existing channels including those constructed under the Drainage Act and privately;*

*AND WHEREAS other municipal projects can also be affected including road crossings, site plans, etc.;*

*AND WHEREAS the Drain Enclosure Policy in its present form will impede development within our Municipality;*

*AND WHEREAS open channels within an urban setting are not appropriate for reasons including public safety, future maintenance and repair and potential effect of phragmites;*

*NOW THEREFORE the Council of the Corporation of the Town of Petrolia requests that through our SCRCA representative member Mayor Loosley, that support of Petrolia Council for the current SCRCA Drain Enclosure Policy to be reviewed or rescinded when applications are submitted regarding existing channels, including those constructed under the Drainage Act and privately be brought forward;*

*AND THAT the motion be circulated to the municipalities of Lambton;*

Carried

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

[www.town.petrolia.on.ca](http://www.town.petrolia.on.ca)





## THE CORPORATION OF THE TOWNSHIP OF DAWN-EUPHEMIA

4591 Lambton Line, RR 4, Dresden, ON N0P 1M0  
Tel: 519-692-5148 Fax: 519-692-5511 Public Works: 519-692-5018  
Email: [admin@dawneuphemia.on.ca](mailto:admin@dawneuphemia.on.ca) Website: [www.dawneuphemia.ca](http://www.dawneuphemia.ca)

July 22, 2020

St. Clair Region Conservation Area  
205 Mill Pond Cres.  
Strathroy, Ontario  
N7G 3P9

Via email: [stclair@scrca.on.ca](mailto:stclair@scrca.on.ca)

### Re: **SCRCA Drain Enclosure Policy**

The following resolution was passed at the regular meeting of Council on Monday, July 20, 2020:

#### **2020-107**

SCRCA Drain Enclosure Policy, Petrolia

That Council hereby endorses the resolution from the Town of Petrolia dated June 8, 2020, regarding the SCRCA Drain enclosure Policy; and further that the current SCRCA Drain Enclosure Policy be reviewed or rescinded when applications are submitted regarding existing channels, including those constructed under the Drainage Act and privately be brought forward. *Carried.*

Should you have any concerns regarding the above resolution, please do not hesitate to contact our office.

Kind Regards,

Terri Towstiuć  
Deputy-Clerk

Cc: Town of Petrolia





**St. Clair Region Conservation Authority**  
**2021 Draft Fees (Excluding Camping)**

Note: All fees include applicable taxes and may be changed by resolution of the Board of Directors

<b>CONSERVATION SERVICES FEES</b>		<b>2020</b>	<b>2021</b>
<b>Managed Forest Tax Incentive Program Plan Approvals</b>			
Field Work / Forest Inventory		\$75.00/hr/person	\$75.00/hr/person
Plan Review & Approval Process (including site visit)		\$350.00/plan	\$350.00/plan
Plan Creation & Plan Approval (includes field work)			
10 to 20 acres		\$600.00/plan	\$600.00/plan
20 to 40 acres		\$700.00/plan	\$700.00/plan
Greater than 40ac		\$900.00/plan	\$900.00/plan
<b>Timber Management</b>			
Field Work / Site Visit		\$75.00/hr/person	\$75.00/hr/person
Timber Report Creation		\$150.00/person/field day	\$150.00/person/field day
<b>Drain Maintenance Program</b>			
Spot spray application for vegetation control in drains		\$1050 per ha + chemical Or \$130/hr + chemical for spot treatment applications	\$1050 per ha + chemical Or \$130/hr + chemical for spot treatment applications
<b>Tree Planting (Private Lands) These are guidelines, pricing is dependant on size and location</b>			
Large Stock Program		Cost vary according to size and species	Cost vary according to size and species
Tree Seedlings		Cost vary according to size and species	Cost vary according to size and species
Seedling Tree Planting Services Machine planting:			
500 - 999 trees		\$1,250.00/site	\$1,250.00/site
1000 – 1999 trees		\$1.25/seedling	\$1.25/seedling
2000 plus trees		\$1.20/seedling	\$1.20/seedling
Larger sites requiring more than 5000 trees		Quotation provided	Quotation provided
Coniferous plantations		10% reduction (>1000)	10% reduction (>1000)
Includes tree planting and initial herbicide application - HST will be added			
Seedling Tree Planting Services Hand planting:			
Refill planting up to 500 trees		\$1250.00/site	\$1250.00/site
More than 550 trees		\$2.25/tree	\$2.25/tree
Includes tree planting and initial herbicide application - HST will be added			
Herbicide Tending			
up to 750 seedlings		\$300.00 / min charge	\$300.00 / min charge
750 to 3000 trees		\$0.40/seedling/max charge	\$0.40/seedling/max charge
more than 3500 trees		\$1225.00	\$1225.00
up to 1000 trees requiring backpack sprayer		\$0.35/seedling	\$0.35/seedling
>1000+ trees requiring backpack sprayer		\$500.00/site	\$500.00/site
		\$0.50/seedling	\$0.50/seedling
<b>Tree Species (Subject to Availability)</b>			
Coniferous Trees	Native & Traditional Species - bareroot transplant seedlings 20-35 cm tall		
Deciduous Trees & Shrubs	Native & Traditional Species - bareroot seedlings are 25-60 cm tall		
<i>All seedlings will be grown from seeds collected in seed zones suitable to St. Clair Region</i>			

The fee schedule is revised annually by the Authority's Board of Directors. If an applicant has concerns with a fee charged, they have the right to appeal to the Authority's Board of Directors after the fee has been paid. To appeal a fee which has been charged, the applicant must submit a written request to the Authority's Board of Directors via the General Manager outlining their concerns with the fee charged. Written concerns should be submitted to [stclair@scrca.on.ca](mailto:stclair@scrca.on.ca). The decision to revise the fee will be made by the Authority's Board of Directors via an impartial review by the General Manager and Director of Finance. This is in accordance with the MNR/CO Policies and Procedures for Charging of CA Fees, 1997 and the SCRCA Fee Administration Guidelines.

<b>Administrative Fees</b>	<b>2020</b>	<b>2021</b>
Processing Fee	\$110.00	\$120.00
Legal Inquiries	\$185.00	\$200.00
Site Inspection/Meeting Attendance	\$200.00	\$220.00
<b>Technical Report Review</b>	<b>2020</b>	<b>2021</b>
Includes initial review of complete report; review of revised reports are subject to surcharge. Technical Report Review fees are in addition to application fees.		
<b>Terms of Reference<sup>1</sup></b>	\$330.00	\$360.00
<b>Engineering Study/Technical Report</b> (floodline, geotechnical, meander belt, slope stability, natural heritage, coastal <sup>2</sup> )		
Standard	\$370.00	\$400.00
Major - Complex features, potential impact	\$645.00	\$700.00
<b>Environmental Impact Study / Development Assessment Report</b>		
Minor - limited assessment required, adjacent to feature	\$800.00	\$880.00
Standard - scoped technical assessment, adjacent or within feature	\$1,500.00	\$1,650.00
Major - comprehensive technical assessment, adjacent or within feature	\$3,800.00	\$4,180.00
Mitigation / Monitoring Report	\$600.00	\$660.00
<b>Hydrogeological Assessment</b>	\$1,200.00	\$1,320.00
<b>Stormwater Management Plans</b>		
Preliminary Concept	\$300.00	\$330.00
Detail Design	\$640.00	\$640.00
<b>Additional Review of Revised Report</b>	25% Surcharge	25% Surcharge

<sup>1</sup>Terms of Reference fee is reduced from the Technical Report Review fee.

<sup>2</sup>SCRCA will generally require shoreline development to be reviewed by the Conservation Authority retained coastal engineer. Costs for review are to be borne by the proponent. In this case, a Technical Report Review fee would not apply. As per Board of Directors approval November 10 2016.



## Planning and Regulation Fees

Fees are per application unless otherwise noted. Applications are assessed for Natural Hazard and/or Natural Heritage features and fees will be charged accordingly.

	2020	2021
Pre-consultation/Property Inquiry <sup>3</sup>	\$230.00	\$240.00
<b>Natural Hazards</b>		
Minor Variance (Waterfront <sup>4</sup> 2x)	\$180.00	\$200.00
Severance (per lot created; Waterfront <sup>4</sup> 2x)	\$250.00	\$275.00
Site Plan Approval	\$245.00	\$270.00
Major - large scale, complex features, requiring technical studies.	\$580.00	\$635.00
Zoning By Law Amendment	\$255.00	\$280.00
Major - large scale, complex features, requiring technical studies.	\$385.00	\$420.00
Official Plan Amendment	\$255.00	\$280.00
Major - large scale, complex features, requiring technical studies.	\$385.00	\$425.00
<b>Natural Heritage</b>		
Minor Variance	\$300.00	\$330.00
120 metres to 51 metres		
50 metres to 10 metres		
< 10 metres		
Severance (per lot created)	\$460.00	\$500.00
Site Plan Approval	\$375.00	\$410.00
Major - large scale, complex features, requiring technical studies.	\$760.00	\$830.00
Zoning By Law Amendment	\$460.00	\$500.00
Major - large scale, complex features, requiring technical studies.	\$760.00	\$830.00
Official Plan Amendment	\$460.00	\$500.00
Major - large scale, complex features, requiring technical studies.	\$760.00	\$830.00
<b>Draft Plan of Subdivision/Condominium</b>		
< 20 Units	\$1,210.00	\$1,330.00
21-50 Units	\$2,475.00	\$2,725.00
> 50 Units	\$3,300.00	\$3,630.00
<b>Additional Natural Heritage Fee</b>		
< 20 Units	\$550.00	\$600.00
21-50 Units	\$1,100.00	\$1,200.00
> 50 Units	\$1,650.00	\$1,800.00
Clearance of Conditions (per condition)	\$240.00	\$265.00
Redline Revision (applicant initiated)	25% of initial fee	25% of initial fee
<sup>3</sup> This fee will be deducted from the application fee when a formal application is submitted.		
<sup>4</sup> Waterfront includes properties within the Shoreline Hazard along Lake Huron, St. Clair River, Chenal Ecarte and Lake St. Clair.		

### Ontario Regulation 171/06 Review Fees

Application fees are applied per works/project.

	2020	2021
Property Inquiry <sup>5</sup>	\$230.00	\$230.00
<b>Application Fees</b>		
<del>Minor Works</del> <b>Routine Permit</b> Limited review, minor in nature relative to cost, location, or impact	\$195.00	\$215.00
<del>Standard Works</del> <b>Minor Permit A</b> Small scale, and/or consistent with policy	\$385.00	\$425.00
<del>Major Works</del> <b>Minor Permit B</b> Medium scale, primary structures, and/or consistent with policy	\$605.00	\$660.00
<del>Complex Works</del> <b>Major Permit</b> Large scale, requiring technical studies, and/or inconsistent with policy	\$1,020.00	\$1,120.00
<b>Drainage Act Review<sup>6</sup></b>		
<b>DART Review</b>		
Minor - project value under \$500.00	\$55.00	\$60.50
Standard	\$300.00	\$330.00
Major - wetland	\$765.00	\$840.00
<b>Engineer's Report Review</b>	\$385.00	\$425.00
<b>Other Fees</b>		
<b>Aggregate Resources Act review</b>	\$2,540.00	\$2,795.00
<b>Environmental Assessment Act</b>		\$0.00
Standard	\$2,540.00	\$2,795.00
Major	\$6,350.00	\$6,985.00
<b>Commercial Renewable Energy Projects</b>	Double	Double
<b>Golf Course Development/Realignment</b>	\$765.00	\$840.00
<b>Hearing Request</b>	\$640.00	\$700.00
<b>Application Revisions and Permit Revisions/Extensions</b>	\$110.00	\$120.00
<b>Applications for Work Proceeded without Authorization</b>	Double	Double

<sup>5</sup>This fee will be reduced from the application fee provided no change has occurred in the proposal and the application moves forward within a 2 year limit.

<sup>6</sup>If an Ontario Regulation 171/06 application is required for a drain enclosure, or works within or adjacent to a wetland additional fees, as appropriate, may be charged. Section 76 reports are exempt.

<b>ADMINISTRATION FEES</b>	<b>2020</b>	<b>2021</b>
Administrative Fees negotiated by contract		
NSF Cheques	\$55.00	\$55.00
Processing Fee - Oil & Gas Long term		
a) Oil & Gas Long Term	\$340.00	\$340.00
b) Annual	\$550.00	\$550.00
<b>GIS Services (plus tax)</b>	<b>2020</b>	<b>2021</b>
Data Requests (includes up to 3 data sets, \$100.00 per additional data set)	\$330.00	\$330.00
Plotting Services (per sq. ft.)	\$10.00	\$10.00
GIS Service Fees (per hour, minimum 1 hour charge)	\$105.00	\$105.00
Digital Aerial Photography (requires license agreement) per tile	\$60.00	\$60.00

<b>EDUCATION FEES</b>	<b>2019/2020</b>	<b>2020/2021</b>
Half Day Class/Student	\$5.50	\$5.50
Full Day Class/student	\$10.00	\$10.00
Minimum Charge for other programs (per instructor)	\$110.00	\$110.00
In Class program (without sponsors) first class	\$100.00	\$100.00
In Class program (without sponsors) second class same school	\$75.00	\$75.00
Minimum Charge for other programs (per instructor)	\$110.00	\$110.00
ICE (Innovation, Creativity & Entrepreneurship) per day	\$400.00	\$400.00
SHSM (Specialist High Skills Major) 1/2 day	\$250.00	\$250.00
SHSM (Specialist High Skills Major) Full day	\$400.00	\$400.00
<b>WATERSHED SERVICES TECHNICAL FEES</b>	<b>2020</b>	<b>2021</b>
Technical Reports - Adobe digital (pdf) format on CD	\$60.00	\$60.00
Data and Information Requests		
a) HEC II, HYMO, Hyrdo Pak, Streamgauge, Precipitation, Meteorological or Flow Data	\$100.00	\$100.00
b) Additional cost for data or information collection in excess of one hour	\$55.00/hr	\$55.00/hr
c) Additional cost for CDs or printed reports	\$60.00	\$60.00
<b>Miscellaneous Fees</b>		
Hunting - McKeough Properties Only (annual permit)	\$70.00	\$70.00
Trapping Permit	\$10.00	\$10.00

# Increase in CVA Analysis

<b>Municipality</b>	<b>Municipal Increase in CVA tax base for 2020</b>	<b>Estimated Average Municipal Tax rate</b>	<b>Tax Revenue Increase excluding actual tax increase (passive)</b>	<b>Portion of Tax increase resulting from Change in CVA</b>
<b>Township of Adelaide Metcalfe</b>	\$ 31,452,563	1.5%	\$ 471,788	0.341%
<b>Township Brooke-Alvinston</b>	\$ 30,017,131	1.5%	\$ 450,257	0.340%
<b>Municipality Chatham-Kent</b>	\$ 155,892,740	1.5%	\$ 2,338,391	0.357%
<b>Township Dawn-Euphemia</b>	\$ 20,770,985	1.5%	\$ 311,565	0.386%
<b>Township Enniskillen</b>	\$ 47,212,954	1.5%	\$ 708,194	0.329%
<b>Municipality Lambton Shores</b>	\$ 66,609,279	1.5%	\$ 999,139	0.351%
<b>Township Middlesex Centre</b>	\$ 34,791,961	1.5%	\$ 521,879	0.343%
<b>Village Newbury</b>	\$ 1,338,692	1.5%	\$ 20,080	0.375%
<b>Village Oil Springs</b>	\$ 2,250,431	1.5%	\$ 33,756	0.359%
<b>Town Petrolia</b>	\$ 31,575,521	1.5%	\$ 473,633	0.354%
<b>Town Plympton-Wyoming</b>	\$ 84,681,877	1.5%	\$ 1,270,228	0.344%
<b>Village Point Edward</b>	\$ 25,913,638	1.5%	\$ 388,705	0.358%
<b>City Sarnia</b>	\$ 266,465,521	1.5%	\$ 3,996,983	0.395%
<b>Municipality Southwest Middlesex</b>	\$ 15,586,217	1.5%	\$ 233,793	0.351%
<b>Township St. Clair</b>	\$ 125,049,626	1.5%	\$ 1,875,744	0.360%
<b>Township Strathroy - Caradoc</b>	\$ 119,801,591	1.5%	\$ 1,797,024	0.349%
<b>Township Warwick</b>	\$ 48,914,165	1.5%	\$ 733,712	0.332%

## Schedule "B"

## 2021 General Levy Assessment (Draft)

Municipality	2020 Current Value Assessment (modified) in Watershed	2020 CVA Apportionment %	2021 Current Value Assessment (modified) in Watershed	2021 CVA Apportionment %	2020 General Levy	2021 General Levy	2020/2021 General Levy Increase
Township of Adelaide Metcalfe	\$ 446,013,006	1.8762%	\$ 477,465,569	1.9190%	\$ 20,074	\$ 21,684	\$ 1,610
Township Brooke-Alvinston	\$ 414,629,229	1.7442%	\$ 444,646,360	1.7871%	\$ 18,662	\$ 20,193	\$ 1,531
Municipality Chatham-Kent	\$ 3,089,606,470	12.9967%	\$ 3,245,499,210	13.0443%	\$ 139,055	\$ 147,391	\$ 8,337
Township Dawn-Euphemia	\$ 638,772,400	2.6871%	\$ 659,543,385	2.6508%	\$ 28,750	\$ 29,953	\$ 1,203
Township Enniskillen	\$ 449,738,121	1.8919%	\$ 496,951,075	1.9973%	\$ 20,242	\$ 22,569	\$ 2,327
Municipality Lambton Shores	\$ 1,174,999,448	4.9427%	\$ 1,241,608,727	4.9903%	\$ 52,883	\$ 56,386	\$ 3,503
Municipality Middlesex Centre	\$ 523,174,255	2.2008%	\$ 557,966,216	2.2426%	\$ 23,547	\$ 25,339	\$ 1,792
Village Newbury	\$ 36,673,623	0.1543%	\$ 38,012,315	0.1528%	\$ 1,651	\$ 1,726	\$ 75
Village Oil Springs	\$ 47,167,449	0.1984%	\$ 49,417,880	0.1986%	\$ 2,123	\$ 2,244	\$ 121
Town Petrolia	\$ 599,492,558	2.5218%	\$ 631,068,079	2.5364%	\$ 26,981	\$ 28,659	\$ 1,678
Town Plympton-Wyoming	\$ 1,277,134,022	5.3724%	\$ 1,361,815,899	5.4734%	\$ 57,481	\$ 61,846	\$ 4,365
Village Point Edward	\$ 525,344,072	2.2099%	\$ 551,257,710	2.2156%	\$ 23,644	\$ 25,035	\$ 1,391
City Sarnia	\$ 9,055,620,007	38.0933%	\$ 9,322,085,528	37.4674%	\$ 407,570	\$ 423,353	\$ 15,784
Municipality Southwest Middlesex	\$ 275,637,456	1.1595%	\$ 291,223,673	1.1705%	\$ 12,406	\$ 13,226	\$ 820
Township St. Clair	\$ 2,662,087,589	11.1983%	\$ 2,787,137,215	11.2021%	\$ 119,814	\$ 126,575	\$ 6,762
Township Strathroy - Caradoc	\$ 2,031,839,435	8.5471%	\$ 2,151,641,026	8.6479%	\$ 91,448	\$ 97,715	\$ 6,267
Township Warwick	\$ 524,296,651	2.2055%	\$ 573,210,816	2.3039%	\$ 23,597	\$ 26,032	\$ 2,435
	<b>\$ 23,772,225,791</b>	<b>100%</b>	<b>\$ 24,880,550,683</b>	<b>100%</b>	<b>\$ 1,069,926</b>	<b>\$ 1,129,926</b>	<b>\$ 60,000</b>

2021 Municipal General Levy : \$60,000 increase over 2020

CVA Apportionment is based on information provide from the Ministry of Natural Resources and Forestry (2020 CVA)