



Board of Directors Meeting Minutes

Date: December 9, 2021

Time: 10:00 a.m.

Remote

Present: Al Broad, Pat Brown, John Brennan, Vice-Chair; Terry Burrell, Bill Dennis, Joe Faas, Larry Gordon, Aaron Hall, Frank Kennes, Brad Loosley, Betty Ann MacKinnon, Kevin Marriott, Mark McGill, Dan McMillan, Steve Miller, Frank Nemcek, Lorie Scott, Chair; Mike Stark, Jerry Westgate, Tim Wilkins

Staff Present: Donna Blue, Manager of Communications; Melissa Deisley, Director of Planning and Regulations; Chris Durand, Manager of IT/GIS; Sarah Hodgkiss, Manager of Planning and Natural Heritage; Ashley Fletcher, Administrative Assistant/ Board Coordinator; Tim Payne, Manager of Forestry; Ken Phillips, General Manager; Tracy Prince, Director of Finance; Girish Sankar, Director of Water Resources; Greg Wilcox, Manager of Lands

Guests Present: Sarah Duplisea, Peacekeeper Park

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

BD-21-124

Burrell – Loosley

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

CARRIED

The minutes of the Board of Directors meeting, held November 4, 2021 were reviewed.

BD-21-125

Faas – Dennis

“That the minutes of the Board of Directors meeting, held November 4, 2021, be approved as distributed.”

CARRIED

The minutes of the Executive Committee meeting, held June 29, 2021 were reviewed.

BD-21-126

Stark – Wilkins

“That the minutes of the Executive Committee meeting, held June 29, 2021, be approved as distributed.”

CARRIED

- General Manger assumed the position on November 1, 2021 and has undertaken the task of familiarizing himself with the day-to-day activities at the SCRCA, as well as meeting with individual departments to gain an understanding of pressing issues and current task assignments.
- Attended zoom meeting with neighbouring CAs (LTRCA, UTRCA, ABCA and KCC) November 2, 2021 to ensure roll-out of the transition plan component of Bill 229 is consistent among shared municipalities.
- Attended Source Water Protection zoom meeting November 5, 2021 to get an update on the program and its deliverables.
- Presented an overview of the 2022 budget for interested municipal staff and members of the Board of Directors via zoom on November 10, 2021.
- Attended Conservation Ontario zoom meeting November 15, 2021 with other senior SCRCA staff to get and update on transition strategies pertaining to O. Reg. 686/21 *Mandatory Programs and Services Regulation* and O. Reg. 687/21 *Transition Plan and Agreements Regulation*. Further information on these regulations is provided in a separate report as part of this agenda.
- Began outreach to watershed municipal staff to make introduction and to offer SCRCA to engage with councils and municipal counterparts more frequently.
- Attended Conservation Ontario GM/CAO zoom meeting November 18, 2021. Main topics included Bill 229 and potential expansion of boards to include a member from the agricultural sector.
- Along with Greg Wilcox, Manger of Conservation Areas, attended a site meeting at the Campbell House with concerned citizens and representatives from Brooke-Alvinston November 24, 2021.
- General Manager as begun the process of examining cost recovery models from other conservation authorities for CA services, as per a request by the Board of Directors. In order, to have a more comprehensive analysis, the report will be presented at the February Board of Director’s of meeting.

Directors Comments:

Director Mike Stark enquired on the extent of municipal outreach as it relates to memorandums of understanding (MoU) and whether municipalities are aware of this requirement in the near future. General Manager, Ken Phillips has communicated with municipal Clerks/Chief Administrative Officers (CAOs) and staff, introducing himself and discussing past and/or present issues related to SCRCA and has offered to present at council meetings to provide an overview of our functions and services following the 2022 municipal election. In regards to MoUs, contacts have been identified for each member municipality and further details will be provided to those staff when initial inventory is

complete.

BD-21-127

McMillan – Brown

“That the Board of Directors acknowledges the General Manager’s report, dated November 25, 2021.”

CARRIED

On October 4, 2021, the Province of Ontario released the first phase of regulations that will begin to implement changes outlined in amendments to the Conservation Authorities Act. Of paramount importance are Ontario Regulation 686/21 Mandatory Programs and Services and Ontario Regulation 687/21 Transition Plans and Agreements.

Ontario Regulation 687/21 (Reg. 681/21) sets up a transition period (July 2022 – January 1, 2024) to provide the local Conservation Authority and its member municipalities the time to inventory and address changes to programs and services into:

1. Category 1 programs and services - the mandatory programs and services supported by levy without agreement
2. Category 2 programs and services - the non-mandatory municipal programs and services provided at the request of a municipality with a supporting memorandum of understanding (MOU)
3. Category 3 programs and services - the other programs and services the conservation authority deems advisable that may be supported by MOU with a municipality

Under Reg. 687/21, a transition plan is the first required deliverable to the MECP and must be submitted by December 31, 2021. It includes a timeline and work plan of how the SCRCA will meet its legislative requirements during the transition period. The transition plan must also be given to SCRCA member municipalities and uploaded to the SCRCA website by December 31, 2021.

Directors Comments:

Director Mike Stark enquired whether the timeline provided for the transition plan, as set out by the Ministry of Environment, Conservation and Parks (MECP) is seen as aggressive. General Manager, Ken Phillips expressed confidence in meeting the timeline, given the extension to December 31, 2023. Inventory works will be accomplished by the end of February, 2022 followed by discussions with municipalities.

BD-21-128

Burrell – Stark

“That the Board of Directors approve the proposed transition plan in order that it may be submitted to the Ministry of Environment, Conservation and Parks, Watershed Municipalities and uploaded to the SCRCA website by December 31, 2021.”

CARRIED

The minutes of the Conservation Ontario Council meeting, held September 28, 2021 were reviewed.

BD-21-129

Dennis – Marriott

“That the Board of Directors acknowledges the minutes of the Conservation Ontario Council meeting held remotely on September 28, 2021.”

CARRIED

The report on business arising from the November 4, 2021 meeting was reviewed.

(a) That the Board of Directors acknowledges the updates on business arising from the November 4, 2021 meeting.

Report Highlights:

- Flood potential is moderate owing to saturated ground which is quick to respond to precipitation inputs
- High amounts of precipitation in June, September, and October have led to high regional averages in the past three and six months, helping bring the twelve-month average near normal
- Lakes Huron, St. Clair and Erie are down compared to a year ago, however still remain well above their 100-year average. Levels are predicted to decline over the coming months.

Watershed Conditions

Flood Threat

Flood potential in the watershed is currently moderate, owing to well above normal precipitation amounts in September and October which have left soils saturated. Previously considered minimal amounts of rain (i.e. 10-15 mm) now has the potential to noticeably increase already elevated water levels in both branches of the Sydenham River.

Moving into December and January, freeze-thaw temperature fluctuations, snow melt and rain will be the prominent concerns leading to flooding. Temperatures will also have an impact on ice formation on Lake Huron, which if insufficient, could lead to an ice jam in the St. Clair River similar to that in early February, where strong winds pushed floating ice down and jammed near Walpole Island First Nation and Algonac, Michigan.

At present, the water level in Wallaceburg has approximately 40 cm of freeboard thanks to lower levels on Lake Huron and Lake St. Clair. The potential for flooding in this area from wind-driven backwater and precipitation is low compared to previous years; saturated soils and elevated water levels upstream will have a greater influence in Wallaceburg.

Precipitation

- High amounts of precipitation in September and October greatly surpassed normal amounts, and in some locations were double that of normal
- Three and six month averages were well above normal at all surrounding stations due to the September and October rains
- Early indicators of drought in the first half of the year were quenched by high rainfall in June and further reduced with the Fall rainstorms, bringing the regional average for the past twelve months to very near normal values

Lake Levels

- Compared to November 2020, Lake Huron has seen a drop in water level of 37 cm, Lake St. Clair of 13 cm, and Lake Erie at 5 cm.
- All lakes remain well above their mean water levels, ranging from 42 cm to 59 cm.
- 1986 remains the record year for November water levels, with Lake Huron currently 62 cm below record, Lake St. Clair 35 cm below, and Lake Erie below by 27 cm.
- Lakes are forecasted to continuing dropping in the coming months, however are predicted to remain above average levels.

(b) That the Board of Directors acknowledges the report dated November 26, 2021 on the current watershed conditions and great lakes water levels.

Old Lakeshore Road near Penhuron Drive Shoreline Improvements

- An evaluation team (SCRCA, City of Sarnia, Shoreplan Engineering) has reviewed the submissions.
- List of contractors that submitted tenders for this project is provided below:

Contracting company	Tendered cost
Van Bree drainage and bulldozing	\$2,914,890
R & M Contracting	\$3,028,504
South Shore Contracting	\$2,977,150

- Contract has been awarded to **Van Bree drainage and Bulldozing**
- Shoreline work in this section is expected to start January 2022.

Port Lambton Park Shoreline project

The project site is in Port Lambton along the east shore of the St. Clair River. The site includes a shoreline starting at the north of Queen Street and stretches south a distance of approximately 240 meters. The current shoreline of the site includes varying structures, steel sheet pile, steel sheet pile wall supported by timber piles, concrete rubble, stacked concrete. The condition of the shoreline is poor and needs restoration.

- Design work is complete
- Permit process ongoing
- Tenders for construction were issued on November 23rd at 9:00 am

- Tenders close on December 14th, 2021, at 2:00 pm
- Construction expected to start early 2022

Groyne only Project

- SCRCA, City of Sarnia and Shoreplan have been working on installation of Groynes along Brights Grove
- 2 groynes will be constructed in 2022
- We have identified the need for - one groyne to the west of Penhuron Dr. and another groyne east of Kenwick street
- The drawing below shows the groyne design
- Permit applications have been submitted

(c) That the Board of Directors acknowledges the report on shoreline projects dated November 25, 2021.

The St. Clair Region Conservation Authority (SCRCA) is continuing to work with Parsons Inc. on the development of an engineering and design plan for managing contaminated sediment in three priority areas of the St. Clair River. Regularly scheduled Sediment Management Oversight Committee teleconferences continue to be held to provide the committee with updates on the project work and to seek input on various components of the draft plan.

After assessing the extensive amount of new data that was collected in 2019 and 2020, in conjunction with historical data, the consultant concluded that:

- There have been significant decreases in mercury concentrations in surface sediment compared to historical results due to natural recovery.
- As a result, there are currently no measurable risks to fish presented by mercury in sediment.
- This is supported by the fact that the risk-based goal of an average of 3 mg/kg mercury in the surface sediment, to be protective of fish, has already been met in each Priority Area and at the two Buried Deposits.
- Re-exposure of the subsurface buried mercury is unlikely.
- An Erosion Resistant Cover is recommended in focused areas within Priority Areas 1, 2 and 3 to enhance erosion protection and decrease mercury concentrations at the surface.
- The planned remedial actions will achieve the sediment management goals and remedial action objectives.

The SCRCA, with support from Parsons where required, held 8 information sessions to present the results of the field work and the recommended remedial approach. Presentations were made to Aamjiwnaang First Nation, Walpole Island First Nation, regulatory agencies, local industry, local municipalities, the Canadian Remedial Action Plan Implementation Committee, and the Binational Public Advisory Council for the St.

Clair River Remedial Action Plan. A Community Information Session was also held for anyone that was interested in participating, including local media. The session was recorded and subsequently posted to SCRCA's web site. The questions and answers from the session were also posted.

Update:

Parsons submitted the draft design plan to the SCRCA in August 2021, which was also shared with representatives on the Oversight Committee. All parties involved reviewed the draft plan and provided comments to Parsons for consideration prior to finalizing the plan.

Additional discussions with Parsons were required on the proposed Water Quality Monitoring Plan to confirm what type of sampling should be conducted during implementation, where it should be conducted, and at what frequency.

Discussions were held with Suncor and Shell to confirm that the activities to be performed during the implementation stage would not adversely impact their site operations.

To confirm what the Environmental Assessment Act requirements would be prior to proceeding with implementation of the proposed work, discussions were held with Conservation Ontario and the Ministry of the Environment, Conservation and Parks.

Next Steps:

Additional discussions with Parsons and Fisheries and Oceans Canada are planned so that requirements under the federal Species at Risk Act can be incorporated into the design plan. Provincial requirements under the Endangered Species Act also need to be confirmed.

Parsons is to finalize the engineering and design plan for submission to the SCRCA in December 2021. The SCRCA and Oversight Committee members are to review the final plan and confirm acceptance before the end of December 2021.

Strategic Objectives(s):

Ensure that our rivers, lakes and streams are properly safeguarded, managed and restored.

Financial Impact:

Monthly invoices received from Parsons continue to be reviewed to ensure that costs incurred align with the key project deliverables and the contract agreement. Cost recovery also continues to occur on a quarterly basis with costs shared amongst each of the

funding partners in accordance with the funding agreements. The project work is currently on track for being completed within the established project budget.

(d) That the Board of Directors acknowledges the report dated November 23, 2021, on the engineering and design plan for management of contaminated sediment.

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.

Through the binational Great Lakes Water Quality Agreement (GLWQA), the Canadian and US governments have committed to reducing phosphorus loads to Lake Erie by 40% from 2008 levels. Subsequently, the federal and provincial governments have set out actions in the Nutrient Annex of the Canada-Ontario Great Lakes Agreement (COA) and Lake Erie Action Plan (LEAP), which include the need to support the development of watershed-level phosphorus management plans. As watershed-based resource management agencies, Conservation Authorities in the Lake Erie basin have been identified as key implementation partners and the Sydenham River has been identified as a priority tributary in Canada.

With 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 Lake Erie basin and improve the health of the local ecosystem.

The objective of this multi-year project is to coordinate with local stakeholders, First Nations, and community members to identify sources of phosphorus, determine best-value solutions for our region, and develop a community engagement strategy.

Progress since June 2021 board report:

- Presentation at the binational Lake St. Clair Conference
- Conducting/compiling research and collecting data based on direction from committees
- Data analysis and mapping
- Writing and editing draft management plan
- Submitting interim reporting
- Contacting committee members, researchers, government contacts for information
- Sharing data with researchers
- Uploading data into KISTERS water quality software program
- Captured and compiled air photos for communications materials
- Added phosphorus outreach content to the Sydenham SAR website
- Attended virtual Lake Erie, phosphorus, water quality, and Traditional Ecological Knowledge events

- Participating on the Lake Erie Action Plan Implementation Committee and Agricultural Working Group

2021 Lake Erie Harmful Algal Bloom:

Unimpeded overland runoff and overflows during the non-growing season are a typically a major driver of phosphorus loads that contribute to the development of harmful algal blooms (HABs) in western Lake Erie. Due to below average rainfall early this spring, it was forecasted that the bloom for 2021 would have a severity of 2.0-4.5 on a scale of 10 (the bloom severity index), which would have been less severe than average.

The November 1 [end of season assessment by NOAA and Heidelberg University](#) found that the 2021 algal bloom was slow to develop but heavy July rains are believed to have contributed to a bloom that was more severe than expected. Ultimately, the 2021 HAB had a severity of 6.0, which is considered moderately severe (see graph below).

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

For 2021-22, the SCRCA is continuing to coordinate the development of the Sydenham

Watershed Phosphorus Management Plan with \$50,000 in financial support from Environment and Climate Change Canada.

(e) That the Board of Directors acknowledges the report dated November 25, 2021 on the Sydenham watershed phosphorus management plan.

The monthly planning activity summary report for the month of October, 2021 was reviewed.

(f) That the Board of Directors acknowledges the St. Clair Region Conservation Authority's monthly planning activity summary report for the month of October, 2021.

The regulations activity summary report on "Development, Interference with Wetlands & Alterations to Shorelines & Watercourses" Regulations (Ontario Regulation 171/06) for the month of October, 2021 was reviewed.

(g) That the Board of Directors acknowledges and concurs with the regulations activity summary report on "Development, Interference with Wetlands & Alterations to Shorelines & Watercourses" Regulations (Ontario Regulation 171/06) for the month of October, 2021.

The revenue and expenditure report to October 31, 2021 was reviewed.

(i) That the Board of Directors acknowledges the revenue and expenditure report to October 31, 2021, as it relates to the budget.

The October, 2021 disbursements were reviewed.

(j) That the Board of Directors approves the October, 2021 disbursements as presented in the amount of \$365,102.00.

The status report on the 2021 general levy receipts was reviewed.

(k) That the Board of Directors acknowledges the status report on the 2021 general levy receipts to date.

The investment reports to October 31, 2021 were reviewed.

(l) That the Board of Directors acknowledges the investment reports to October 31, 2021.

RAP Coordination

The St. Clair Region Conservation Authority was selected as the winning bid to *Coordinate Data Compilation, Report Writing, and Engagement for Fish Consumption and Habitat Beneficial Use Impairments* for Environment and Climate Change Canada. The initial contract period is now in effect until March 31, 2023, with an optional extension until March 31, 2024.

Meetings

Canadian RAP Implementation Committee (CRIC)

- Next Meeting: January 20, 2022

Fish and Wildlife Populations and Habitat Sub-committee

- November 17, 2021
- Next Meeting: January 2022

Friends of the St. Clair River (FOSCR)

- September 28, 2021
- Next Meeting: December 8, 2021

Outreach and Engagement

The Friends of St. Clair River and the RAP office continue to partner on the production of St. Clair River News, a free monthly e-newsletter. The goal of this newsletter is to increase awareness and engagement in the Area of Concern and highlight environmental initiatives happening in the region.

Links to Recent Newsletters:

- [September 2021 E-Newsletter](#)
- [October 2021 E-Newsletter](#)
- [November 2021 E-Newsletter](#)

Each of the past newsletters can be viewed at friendsofstclair.ca/about-us/newsletters/.

The 2021 St. Clair River Area of Concern Annual Report is now complete. The report highlights some of the key accomplishments for the year, including:

- Redesignation of BUI 4: *Fish Tumours and Other Deformities*,
- AOC Science Symposium Virtual Information Series,
- AOC Story Map,
- New monthly E-Newsletters,
- AOC Video

This is the first Annual Report for the St. Clair River Area of Concern. The report will enter circulation in December.

Strategic Objectives(s):

Goal 2 – Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes.

(m) That the Board of Directors acknowledges the report dated November 26, 2021 on the St. Clair River Area of Concern (AOC).

Item 7.1 (h) regarding the planning and regulation department process for issuing permits was pulled from the consent agenda for further discussion.

BD-21-130

Miller – Loosley

“That the Board of Directors approves the consent agenda and endorses the recommendations accompanying Items 7.1 a - 7.1 m with the exception of 7.1 (h).

CARRIED

This report is written to address the following Business Arising requests from the Board of Directors:

Regarding BD-21-95

Directors request that staff reconsider the recommendation from the Tim Dobbie consultant team to have the staff processing planning applications also issue the permit, to increase efficiency and reduce wait times

Staff Report

Upon review, the recommendations from the Tim Dobbie Consultant report were comprised of the following:

5.1 That the Board of Directors of the St. Clair Region Conservation Authority support the development of memorandums of understanding with all of their municipalities. This is a requirement of changes made by the Province of Ontario with respect to Conservation Authorities. The Board supports that the MOU use would contain all of the necessary technical issues associated with the development application processing, but they would also include all the “principles” of a partnership as developed in this report.

5.2 That the Board of Directors of the St. Clair Region Conservation Authority support increasing the capacity of the complement of staff from the current six to nine. The timing of these 3 staff joining the SCRCA would be subject to the appropriate funding.

5.3 That the Board of Directors of the St. Clair Region Conservation Authority direct staff to consider the cost associated with the addition of 3 new technical employees and other corporate priorities to be funded by increases in both the levy and fees in the draft 2022 and 2023 budget.

5.4 That the Board of Directors support the investigation of additional technologies either from other Conservation Authorities or Municipal partners that might further enhance service delivery.

The comment from the Board of Directors comes from Section 4. E. of the Tim Dobbie report, which looked at comments and practices from 7 comparable Conservation Authorities. This comment is written as follows: *Individual staff members can and should process both planning & permit applications.*

It should be noted that the list from the comparable Conservation Authorities did not specify how many of the CAs follow this practice, or from whom this comment was received. Therefore, SCRCA staff followed up with the comparable Conservation Authorities to gain a better understanding of how this practice plays out at their Conservation Authority. In general, it was found that each comparable Conservation Authority varied slightly in their approach to handling incoming planning & regulation files. The organization of the department largely depended on number of staff, technical expertise, number and types of applications, complement of the department (i.e., ratio of planners to regulations officers).

For information, staff have included the breakdown based on conversations with the comparable Conservation Authorities:

Grand River Conservation Authority

- The planning and regulations department includes 6 Planner positions, 2 Planning Technicians, 3 Regulations Officers, 1 Technical Assistant, 2 Supervisors, 1 Director
- Duties are shared between the planners and regulations officers, however as noted above, there are more planning staff than Regulations staff.

Ausable Bayfield Conservation Authority

- The planning and regulations department includes 1 Director, 1 Regulations Coordinator & Provincial Offences Officer, 1 Planning & Regulations Officer
- Duties are shared among staff, but they are dealing with significantly fewer applications/inquires than the SCRCA. (ABCA processes approximately 200 versus approximately 950 for SCRCA).

Nottawasaga Valley Conservation Authority

- The planning & regulations department includes 1 Director, 1 Manager of Planning, 3 Planners, 3 Regulations Officers, and a Planning & Regulations administration;
- Duties are separated. Planners do not issue regulations permits as a common practice.

Saugeen Valley Conservation Authority

- The planning & regulations department includes 1 Manager of Planning & Regulations, 1 Regulations Coordinator, 3 Regulations Officers, 1 Planning Coordinator, 2 Planning Technicians, 2 Administrative Support Roles
- Planner do not issue regulations permits as a regular practice.

For reference, SCRCA's planning & regulations department includes:

- 1 Director of Planning & Regulations, 1 Manager of Planning & Natural Heritage (Planning Ecologist), 1 Planner, 1 Regulations Officer, 1 Planning & Regulations Clerk, 1 Engineering Technician (Contract position)

Planning Process – SCRCA Involvement

The St. Clair Region Conservation Authority staff provide comments to the Municipalities on applications made under the *Planning Act* within the SCRCA watershed as part of the Provincial One-Window Plan Review service. SCRCA provides comments representing the Provincial interest in regards to Natural Hazards under Section 3.1 of the Provincial Policy Statement, as delegated through the Memorandum of Agreement between Conservation Ontario, the Ministry of Natural Resources and Forestry and Ministry of Municipal Affairs and Housing. SCRCA also provides comments regarding Natural Heritage under Section 2.1 of the Provincial Policy Statement, as agreed with Municipalities within the watershed.

SCRCA review may include:

- Official Plans & Official Plan Amendments
- Zoning By-Laws & Zoning By-Law Amendments
- Plans of Subdivisions and Condominiums
- Site Plans
- Consent to Sever (Severances)
- Minor Variances
- Any other planning activities under the *Planning Act*

The administration of the Regulations and Plan Input and Review are two complimentary, however distinct functions.

The “principle of development” is established through the *Planning Act* approval processes, whereas the Conservation Authorities Act permitting process, similar to the Building Permit process, identifies the specific site requirements prior to activities taking place. For example, the zoning on a property may be changed to eventually permit development, but it is unlikely at the Planning stage to know specific locations, dimensions and construction details.

The SCRCA also provides technical advisory services to its member municipalities for planning applications. In this capacity, SCRCA staff provide technical input regarding potential environmental impacts which applies to a range of matters, including but not limited to, natural hazards, natural heritage and water quality and quantity.

Regulations Process

The SCRCA regulates Section 28 of the Conservation Authorities Act. The regulation is entitled “Development, Interference with Wetlands and Alterations to Shorelines and Watercourses” (O.R. 171/06) and requires the landowner to obtain the permission of the Authority prior to the commencement of a development activity within a regulated area. Regulated areas include river or stream valleys, Great Lakes and large inland lakes’ shorelines, hazardous lands and wetlands. Development activities include: construction, reconstruction or placement of a structure; placement or removal of fill; re-grading; altering a shoreline or watercourse, or impacting the function of a wetland.

At this stage of application, the construction details are known and provided and the works can be reviewed against Ontario Regulation 171/06, to ensure it meets the 5 tests of the regulation (i.e. no impact to flooding, erosion, dynamic beaches, conservation of land, or pollution).

SCRCA Current Process & Recommendations

- The Planning Act application is circulated by the Municipality to SCRCA for comment;
- SCRCA Planner screens the application and confirms with the Municipality/Applicant whether we need to provide comments on the application, along with the applicable fee for comments;
- When planning comments are required, the SCRCA Planner works closely with the Regulations department staff, and Manager of Planning & Natural Heritage to provide comments for the proposal in relation to Section 3.1 (Natural Hazards) and Section 2.1 (Natural Heritage), Ontario Regulation 171/06, and Source Water Protection
- When working through a subdivision application, SCRCA works with Municipal staff and applicant to have conditions (i.e., flood-proofing, grading, setbacks, etc.) incorporated into the subdivision agreement so that each individual lot does not require a separate permit through the Regulation.

At present, and noted above, the SCRCA has only two staff to process all Planning Act applications and Official Plan and Zoning By-Law update from its 17 member Municipalities. Planning Act applications have strict deadlines that must be met so that the application can proceed to Council. At present, having the Planner involved with permitting would result in unwanted delays in analyzing planning applications.

Planning and Regulations staff review two separate sets of legislations (PPS and Ontario Regulations 171/06). This is similar to the Municipal Planning and Building Departments. SCRCA staff have divided the workload to appropriate staff to handle all incoming planning applications and separate staff to handle all incoming permitting applications. In addition, SCRCA Regulations Officers undergo compliance training offered by Conservation Ontario and are approved as Regulations Officers under the Conservation Authorities Act by the Board of Directors. The training provides the level of expertise and legal review needed in order to understand the implications and liabilities for issuing

permits under Section 28 of the Conservation Authorities Act, and to be able to follow up appropriately if legal action is required. Planning staff would be required to undergo this training in order to properly issue permits.

Regarding BD-21-96

Also, that staff investigate the possibility of delegating the review and processing of simple planning applications to County staff.

As per Ontario Regulation 171/06 <https://www.ontario.ca/laws/regulation/060171>

3 (3) Subject to subsection (4), **the Authority's executive committee, or one or more employees of the Authority that have been designated by the Authority for the purposes of this section**, may exercise the powers and duties of the Authority under subsections (1) and (2) with respect to the granting of permissions for development in or on the areas described in subsection 2(1). O. Reg 83/13, s. 2.

6 (3) Subject to subsection (4), **the Authority's executive committee, or one or more employees of the Authority that have been designated by the Authority for the purposes of this section**, may exercise the powers and duties of the Authority under subsections (1) and (2) with respect to the granting of permissions for alteration. O. Reg. 83/13, s. 4 (2).

In addition to the above, when the mandatory program and service regulation comes into force January 1, 2022, SCRCA will be further obligated to administer the Section 28 Regulation of the Conservation Authorities Act.

<https://www.ontario.ca/laws/regulation/210686#BK8>

8. An Authority shall provide programs and services to ensure that the Authority carries out its duties, functions and responsibilities to administer and enforce the following:

- 1. Section 28 of the Act*
- 2. The regulations made by the Authority under Section 28 of the Act*
- 3. Section 28.0.1 of the Act*
- 4. Section 30.1 of the Act*

It is important that the implementation of the Regulation remain consistent among the 36 Conservation Authorities. Basic permits or clearances still involve a review of the Conservation Authority mapping, elevations, flood and erosion information, and still require that buildings and structures are flood-proofed or set back from watercourses/banks/bluffs. Ultimately, it is the SCRCA that takes liability for permits issued with regards to Section 28 of the Conservation Authorities Act.

Directors Comments:

Director Mike Stark enquired whether fees are collected from Municipalities for

consultation services and technical comments. Director of Planning and Regulations, Melissa Deisley explained that fees are not collected for this purpose as this service is covered through general levy. Director Mike Stark requests that this be considered as a potential revenue source and be included within the cost recovery analysis that is expected to be brought forward to the February Annual General Meeting.

Director of Planning and Regulations, Melissa Deisley was called to speak on the request to investigate whether Lambton County planning staff could assist with the processing of permits. It was explained that as per the Conservation Authorities Act, only Conservation Authority staff members are authorized to issue permits for works under Ontario Regulation 171/06 and therefore, it cannot be delegated. Directors Mike Stark and Brad Loosley request that staff explore whether the initial processing of simple permit applications can be delegated, with only SCRCA staff providing final approval and to report on the possibility of this at the February Annual General Meeting.

BD-21-131

Stark – Burrell

“That the Board of Directors acknowledges the report dated November 25, 2021 regarding the planning and regulation department process for issuing permits.”

CARRIED

WECI 2021-2022 Projects:

Structure	Project Name	Description of Work	Status
1) Sarnia Shoreline Protection	Shoreline Repair (Helen and Kenwick St) Phase 3A	Carry out Shoreline stabilization for Phase 3A	Completed April 2021
2) Head Street/ Coldstream Dams	Decommissioning Study	Decommissioning study for the Head street and Coldstream dams	RFPs have been forwarded to Consulting Engineering firms

3) Engineering inspection of Authority Structures:

SCRCA has received 3 proposals from consulting engineers that includes:

- 1) Engineering inspection of all authority owned structures
- 2) Operating criteria review for the McKeough Dam

Consulting company	Total cost
True Consulting	\$28,339
ARIK Engineering	\$33,500
Western University	\$28,000

SCRCA staff recommend the project be awarded to True Consulting at a cost of \$28,339 +H.S.T

BD-21-132

Faas – Mackinnon

“That the Board of Directors acknowledges the report dated November 25, 2021 on the updates to the WECI projects across the watershed and further approves the General Manager to award the project to the preferred consultant.”

CARRIED

Correspondence from the Corporation of the Town of Dawn-Euphemia, Dated November 3, 2021 was reviewed. No further comments were received.

BD-21-133

McMillan – Burrell

“That the Board of Directors acknowledges the verbal summary of comments received to date on the 2022 draft budget.”

CARRIED

Municipal Funding Summary	2022 Budget Total CVA Apport. %	2022 Budget CVA Apport. %	Representative	y/n Vote
Municipality				
Adelaide Metcalfe	1.9016%	1.9016%	Betty Ann MacKinnon	y
Brooke-Alvinston	1.7572%	1.7572%	Frank Nemcek	n
Chatham-Kent		6.4912%	Joe Faas	y
Chatham-Kent	12.9823%	6.4912%	Aaron Hall	y
Dawn-Euphemia	2.6763%	2.6763%	Alan Broad	n
Enniskillen	1.9540%	1.9540%	Kevin Marriott	y
Lambton Shores	5.0154%	5.0154%	Lorie Scott	y
Middlesex Centre	2.2538%	2.2538%	Dan MacMillan	y
Newbury	0.1538%	0.1538%	Mark McGill	y
Oil Springs	0.1979%	0.1979%	Kevin Marriott	y
Petrolia	2.5846%	2.5846%	Brad Loosley	n
Plympton-Wyoming	5.5078%	5.5078%	Tim Wilkins	n
Point Edward	2.1578%	2.1578%	Larry Gordon	y
Sarnia		12.4521%	Terry Burrell	y

Sarnia		12.4521%	Mike Stark	y		
Sarnia	37.3562%	12.4521%	Bill Dennis	y		
Southwest Middlesex	1.1704%	1.1704%	Mark McGill	y		
St. Clair		5.6279%	Pat Brown	y		
St. Clair	11.2558%	5.6279%	Steve Miller	y		
Strathroy-Caradoc		4.4015%	Frank Kennes	y		
Strathroy-Caradoc	8.8030%	4.4015%	John Brennan	y		
Warwick	2.2722%	2.2722%	Jerry Westgate	y		
	100%	100%				
					87.474%	Yes
					12.526%	No
Total of CVA Levy Apportionment Present					100.000%	Total
Vote Passed By					87.474%	

BD-21-134

Burrell – Miller

“That the Board of Directors approves the 2022 budget of \$9,596,597 with a non-matching general levy of \$1,217,513 with all member municipalities deemed as benefitting and further that the levy be apportioned using the modified current value assessment of each municipality within the Authority’s area of jurisdiction.”

CARRIED

Recorded Vote

In reference to Motion: BD-21-135

Director’s Name	For	Against
Brennan, John	✓	
Broad, Alan		✓
Brown, Pat	✓	
Burrell, Terry	✓	
Dennis, Bill	✓	
Gordon, Larry	✓	
Hall, Aaron	✓	
Kennes, Frank	✓	
Loosley, Brad		✓
MacKinnon, Betty Ann	✓	

Marriott, Kevin	✓	
McGill, Mark	✓	
McMillan, Dan	✓	
Miller, Steve	✓	
Nemcek, Frank		✓
Scott, Lorie	✓	
Stark, Mike	✓	
Westgate, Jerry	✓	
Wilkins, Tim		✓
Faas, Joe	✓	
TOTALS		
	16	4

A recorded vote was requested by Director Mike Stark.

BD-21-135

Burrell – Kennes

“That the Board of Directors approves the 2022 budget of \$9,596,597 with a municipal matching general levy of \$161,000 including finalized modified current value assessment values, updates to specific projects and municipal comments received to date.”

CARRIED

The schedule of proposed 2022 fees was reviewed.

Directors Comments:

Directors Mike Stark and Brad Loosley enquired request that the cost recovery analysis identifies the following

- The percentage increase for fees needed to achieve 100% cost recovery
- A comparison of neighbouring Conservation Authorities (CAs)
- The percentage difference between SCRCA fees and those of neighbouring CAs
- Various scenarios with cost recovery at 100%, and 75% etc.

BD-21-136

Mike – Kennes

“That the Board of Directors acknowledges receipt of the 2022 proposed fees and further approves the fee schedule as presented.”

CARRIED

The following documents be scheduled for destruction in accordance with the St. Clair Region Conservation Authority Official Records and Retention Policy (section 25 of the General Administration Manual)

Documents to be destroyed:

- 2014 accounts payables, including government remittances, OMERS remittances, group benefit remittances and property tax remittances.
- 2014 deposits, including camping deposits and invoices
- 2013-2015 vehicle inspection sheets

The current retention policy states that accounts payable and accounts receivable documents are to be retained for 7 years. The current retention policy states that vehicle records are to be retained for 6 years.

BD-21-137

Burrell – Kennes

“That the Board of Directors acknowledges the report dated November 24, 2021 regarding document retention and approves the destruction of the identified documents as per the SCRCA Document Retention Policy.”

CARRIED

The following surplus equipment has no value, and will be disposed of:

Lexmark 543dn Printer

S/N 9468NNZ, surplus

Donated (no value)

Desktop PC C0090

11 years old, 32-bit machine, not compatible

Donated (no value)

Desktop PC C1702

non-functioning

Donated (no value)

Microwave

non-functioning

Electronics disposal

BD-21-138

Kennes – Gordon

“That the Board of Directors acknowledges the report dated November 24, 2021 regarding the disposal of nonessential and surplus equipment and approves the disposal method as outlined.”

CARRIED

Recommendations from Medical Officers of Health

A number of medical officers of health across various public health units have now issued some form of “advice, recommendation, or instruction” on the topic of workplace vaccination policies.

Many of our community partners as well as municipalities throughout the province have implemented such a policy and require attestations from organizations performing work on their properties. Additionally, Middlesex-London Medical Officer and Lambton County’s Acting Medical Officer of Health have strongly recommended that all employers

implement mandatory COVID-19 vaccination policies within their workplaces, subject only to human rights considerations.

Since the start of this pandemic, the health and safety of our employees and the public we serve has been a priority. The SCRCA has followed Public Health guidelines and implemented measures in our workplaces such as wearing masks/face coverings, physical distancing, hand hygiene and increased cleaning practices. However, the COVID-19 virus and its variants continue to present a risk in our community and workplaces.

SCRCA and SCRCA Board Members have a duty and commitment to protect the health and safety of its employees and those it supports.

Further to this policy a Visitor and Contractor vaccine policy will be developed as we move to reopening, returning to the office and face-to-face meetings.

Vaccination Policy – Board Members - Draft – October 21, 2021

PURPOSE

St. Clair Region Conservation Authority (SCRCA) has an obligation to take all necessary precautions to protect the health and safety of its workforce, and recognizes the importance of immunization to reducing the risk of serious infection and transmission of infection among employees and those it supports. To that end, we will strive to do everything we reasonably can to fight COVID-19.

SCRCA expects all Board Members to receive the COVID-19 vaccine.

APPLICATION

This Policy applies to all SCRCA Board Members, attending in-person Meetings.

EFFECTIVE DATE

This Policy is to take effect immediately.

POLICY REQUIREMENTS:

Board Members and Directors

Will be required to be fully vaccinated as a condition of appointment to the Board and provide proof, within 48 hours of the schedule in-person meeting. If not fully vaccinated will not be able to attend in-person meetings and will not be entitled to compensation including per diem and mileage.

In the event that you experience any of the COVID-19 identified symptoms as per Ontario Ministry of Health it is your duty to not attend the meeting. If symptoms develop after the

meeting you must report your COVID-19 test results to the Board Coordinator for contact tracing purposes immediately.

Important notes:

Board Members/Directors who submit false test results will be subject to disciplinary action up to and including removal from the Board.

“full vaccination” means having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by Health Canada (e.g., two doses of a two-dose vaccine series, or one dose of a single-dose vaccine series); and having received the final dose of the COVID-19 vaccine at least 14 days prior to the meeting/event.

Directors Comments:

Director Terry Burrell brought forth concerns regarding the lack of definition for the term ‘*fully vaccinated*’ and the changing requirements as the Province moves toward the need for COVID-19 vaccination boosters. It is also noted that the document does not address persons who are unable to be vaccinated. Directors and SCRCA staff agree that the COVID-19 Board Vaccination Policy is a living document and can be amended as needed. Questions arose regarding the ability of SCRCA to host hybrid in-person/virtual meetings. Director Terry Burrell requested a friendly amendment to the motion stating that the ability to attend meetings virtually be extended to the end of the current term and that a report be provided by staff on the possibility of hosting hybrid meetings going forward. General Manager, Ken Phillips stated that this will likely be addressed within an administrative-based policy.

BD-21-139

Kennes – Westgate

“That the Board of Directors acknowledges and supports the draft COVID-19 Board Vaccination Policy, as presented and approves implementation of the board policy effective immediately, and directs staff to develop policies for visitors and contractors and further that SCRCA allow Board members to participate electronically for the remainder of the current term and that a report be provided on the possibility of hosting hybrid meetings going forward.”

CARRIED

The summary of proposed changes to the Administration Manual was reviewed.

BD-21-140

Loosley – Gordon

“That the Board of Directors acknowledges the summary of proposed changes to the Administration Manual and further approves the changes as outlined.”

CARRIED

The Highland Glen Conservation Area was purchased by SCRCA in 1976 and 1977 to

provide public access to the Lake Huron shoreline. It comprises approximately 26 acres of predominantly wooded land. Situated on the Lake Huron shoreline, it is located in Plympton-Wyoming, approximately 10km west of the Town of Forest. The Conservation Area contains an access roadway, parking lot, pavilion, and boat ramp with seawall and groyne protection. The boat ramp remains closed at this time due to facility damage and safety concerns.

In October of 2021, the Highland Glen Boat Ramp Committee was formed to evaluate the Authority's options including review of the funding model, review of AECOM's report, and to develop recommendations for the full Board's review.

November 29, 2021 Highland Glen Boat Ramp Committee Meeting:

The Highland Glen Boat Ramp Committee convened at the Highland Glen CA for a site visit followed by a meeting at the Camlachie Fire Hall. The committee reviewed reports on the Authority Conservation Area funding model, the history of the Highland Glen CA, and the AECOM report on the Highland Glen boat ramp.

The Committee passed the following motion, including recommendations for the full Board's review.

Stark – Loosley

"That the Committee recommends to the SCRCA Board of Directors the re-designation of the Highland Glen Conservation Area from a Regional to Local Conservation Area and that the property ownership and maintenance be ceded to the Municipality of Plympton-Wyoming through steps as recommended by Administration using the McEwen property as a model, under the same condition that the lands remain a public domain and further, that no funding, beyond the approved 2022 budget, be provided by the Authority to rehabilitate the boat launch."

CARRIED

Financial Impact:

The Authority would move forward with 2022 budgeted repairs at Highland Glen CA, including beach access stairs (\$10,000), West Breakwater damage repair (\$9,000), and Northeast Breakwater damage repair (\$12,000).

All costs associated with the transition of ownership would be the responsibility of the Town of Plympton-Wyoming.

Directors Comments:

Director Tim Wilkins provided a verbal update on behalf of Plympton-Wyoming council and stated that the township has voted in favour of taking on ownership and maintenance of the Highland Glen Conservation Area.

It was clarified for Directors that SCRCA will be committing a maximum of \$31,000, as per the approved 2022 budget, toward the boat launch repairs.

BD-21-141

Pat - Dennis

“That the Board of Directors change the designation of Highland Glen Conservation Area from a regional Conservation Area to a local/rural Conservation Area for 2022 and beyond.”

CARRIED

BD-21-142

Stark – Loosley

“That the Board of Directors accepts the recommendation of the Highland Glen Committee and directs staff to begin discussions with the Town of Plympton-Wyoming regarding the transition of ownership of the Highland Glen Conservation Area to the Municipality.”

CARRIED

BD-21-143

Loosley – McGill

“Whereas it is important to find a location for Peacekeeper Park, therefore that it be resolved that if Plympton-Wyoming negotiations break down that the Highland Glen Conservation Area be negotiated and leased to the Peacekeeper Park Association, with the usual necessary safety precautions outlined within an agreement.”

WITHDRAWN

A presentation on Peacekeeper Park was given by Sarah Duplisea.

Directors Comments:

Directors expressed thanks to Ms. Duplisea for her presentation of Peacekeeper Park. Clarifications were made regarding the needs of Peacekeeper Park in regards to water access, funding and liability insurance.

Recorded Vote
In reference to Motion: BD-21-144

Director's Name	For	Against
Brennan, John		✓
Broad, Alan		✓
Brown, Pat		✓
Burrell, Terry	✓	
Dennis, Bill	✓	
Gordon, Larry		✓
Hall, Aaron		✓
Kennes, Frank		✓
Loosley, Brad	✓	
MacKinnon, Betty Ann	(Not present at time of vote)	
Marriott, Kevin	✓	
McGill, Mark		✓
McMillan, Dan		✓
Miller, Steve		✓
Nemcek, Frank		✓
Scott, Lorie	✓	
Stark, Mike		✓
Westgate, Jerry		✓
Wilkins, Tim		✓
Faas, Joe		✓
TOTALS	5	14

A recorded vote was requested by Terry Burrell

BD-21-144

Loosley – Burrell

“Whereas the SCRCA staff cannot find a suitable location for the Peacekeeper Park, therefore be it resolved that the staff, along with Ms. Duplisea, visit all of our waterfront locations to see if they can find an area that would be suitable and report back to the board.”

DEFEATED

BD-21-145**Miller – Faas**

“That the Board of Directors acknowledges the presentation on the topic of Peacekeeper Park as presented by Sarah Duplisea, Administrative Assistant/Treasurer of Peacekeeper Park.”

CARRIED

Peacekeeper Park is a not-for-profit organization dedicated to honouring and paying tribute to Canadian peacekeepers and emergency first response personnel through various initiatives including public memorials, public programming, youth camps and youth programming. It attracts many visitors to its site.

Peacekeeper Park most recently operated out of lands owned and operated by the Kettle Creek Conservation Authority and their lease with the Authority has expired. The organization is now looking for alternate lands capable of housing their facilities and amenities and hosting their activities. Specifically, Peacekeeper Park is looking for lands large enough (approximately 20 acres), on or near a body of water, to accommodate, amongst other assets, the following:

- a memorial to the fallen,
- four (4) cabins capable of accommodating twelve (12) campers each,
- staff/volunteer quarters (accommodations),
- a kitchen,
- a dining hall,
- a boardroom
- various outdoor amenities and equipment such as a climbing wall, archery range, and agility/fitness courses.

Upstream McKeough Agricultural Lands

The St. Clair Region Conservation Authority McKeough Upstream lands do not currently meet the criteria the Peacekeeper Park group is looking for. None of the lands have services such as electricity, potable water, or sanitary systems. These lands were acquired due to flooding that occurs during the operation of the W. Darcy McKeough Dam. These lands are either natural or pre-existing agriculture lands. New 5-year agricultural leases were implemented in 2021 for all agricultural properties. This revenue is used to manage, make improvements, and pay fixed expenses for the lands. In some cases, the lands have passive recreation and/or provide hunting opportunities through a permitting process during the various hunting seasons.

Conservation Areas

SCRCA’s Conservation Areas provide recreational opportunities such as hiking,

picnicking, fishing, camping, and beach access to the general public. SCRCA's Conservation Areas do not have the acreage requested for lease by Peacekeeper Park without significantly reducing or eliminating the area available to the general public. Reducing public access to Conservation Areas would not align with SCRCA's core mandate to provide passive recreation opportunities to the public.

Agricultural lands within Conservation Areas are currently leased to agricultural tenants. It would be difficult to service these areas as hydro usage is at capacity at the campgrounds. Agricultural lands are leased for between \$133 and \$200 per acre and provide a much needed revenue stream for the Conservation Areas.

The Peace Keeper Park group recently sent a letter dated October 28, 2021 specifically identifying Highland Glen Conservation Area as a potential property for their new location. Highland Glen CA was acquired to provide public access to Lake Huron, which is limited from Sarnia through the Plympton-Wyoming area. This is a popular picnicking and beach attraction with limited day use space. Reducing or eliminating public access would not align with SCRCA's core mandate to provide passive recreation opportunities to the public.

Highland Glen CA is entirely within SCRCA's regulated area for Lake Huron Shoreline Hazards and Riverine Hazards. Development at this location would be subject to geotechnical engineering review, coastal review, and/or floodplain analysis to ensure development would not impact or be impacted by flooding and erosion hazards on the property. Plympton-Wyoming's current zoning indicates the property is zoned H (hazard). This designation does not permit buildings or structures to be erected on the property.

Strategic Objectives(s):

Goal 2 – Protect, manage, and restore our natural systems including woodlands, wetlands, waterways, and lakes.

Management of Authority Owned Lands: Through the completion of Property Management Plans, the Authority continues to manage its lands to balance revenue production and effective management of woodlands, wetlands, and bio-diversity.

Financial Impact:

Staff have not identified a suitable location at this time. As a result, discussions with Peacekeeper Park regarding lease details have not occurred. The financial impacts of a lease agreement are difficult to determine at this time given several variables:

- Who would assume the cost to provide all sufficient services to the property and buildings?
- If the agreement is terminated, who would assume the costs to decommission the services?
- Potential current revenue lost depending on location
- Would there be a revenue stream from the Peacekeeper Park group?

BD-21-146

Broad – Stark

“That the Board of Directors acknowledge the staff report on possible locations to lease land to Peacekeeper Park, and that the SCRCA does not have available lands that meet the requirements provided by Peacekeeper Park.”

CARRIED

Correspondence from the Glencoe and District Historical Society, dated November 13, 2021 was reviewed.

Directors Comments:

Director Frank Nemcek provided a verbal report regarding the A.W. Campbell House Museum. A committee has been formed and a contractor has offered to make repairs to the leaking roof. The committee continues to look into costs and potential grants available to cover the costs. Further updates will be provided in the coming months.

BD-21-147

Dennis – Who

“That the Board of Directors acknowledges receipt of the correspondence dated November 13, 2021 from the Glencoe and District Historical Society.”

CARRIED

BD-21-148

Faas – Burrell

“That the Board of Directors move in-camera at 12:02 p.m. to discuss conservation awards and personnel information with the General Manager, Manager of Communications, Director of Finance, Manager of IT and Administrative Assistant/ Board Coordinator remaining.”

CARRIED

BD-21-149

Wilkins – Dennis

“That the Board of Directors rise and report at 12:17a.m.”

CARRIED

Under New Business

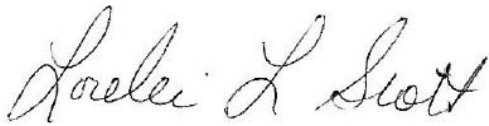
Director Tim Wilkins enquired regarding a previously made request to have SCRCA Planning staff meet with Plympton-Wyoming staff members to provide a tutorial of the website, mapping tools and determining floodlines. General Manager, Ken Phillips stated that an update will be provided at the next meeting.

BD-21-150

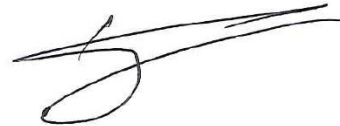
Burrell – Brown

“That the meeting be adjourned.”

CARRIED



Lorie Scott
Chair



Ken Phillips
General Manager