



## ANNUAL MEETING

Thursday, February 17, 2022

Ausable Bayfield Conservation Authority Administration Centre

Morrison Dam Conservation Area

VIA VIDEO CONFERENCE

10:00 a.m.

### AGENDA

1. Chairman's Welcome and Land Acknowledgement
2. Adoption of Agenda
3. Disclosure of Pecuniary Interest
4. Disclosure of intention to record this meeting by video and/or audio device
5. Adoption of Minutes from December 16, 2021
6. Business Out of the Minutes
7. **Elections**
  - (i) Appointment of Chairperson for Election
  - (ii) Appointment of Scrutineers for Election
  - (iii) Positions of Chairman and Vice Chairman declared vacant
  - (iv) Election of Chairman
  - (v) Election of Vice Chairman
  - (vi) Motion to Destroy Ballots (if required)
8. **Appointments**
  - (i) Auditor
  - (ii) Solicitor
  - (iii) Financial Institution
9. **Program Reports - Action Items**
  - Report 1: (a) Development Review (OReg147/06) - Meghan Tydd-Hyrnyk
  - (b) Violation/Appeals Update - Geoff Cade, Daniel King
  - (c) Permit Approval – Geoff Cade
  - Report 2: CA Act Update - Phase 2 Regulations – Brian Horner, Kate Monk
  - Report 3: ABCA Integrated Accessibility Policy and Plan – Kate Monk
  - Report 4: Stewardship Projects Update – Ian Jean
  - Report 5: Morrison Dam Concrete Repairs – Tommy Kokas
  - Report 6: Vehicle Tender Results – Nathan Schoelier
  - Report 7: 4<sup>th</sup> Quarter Profit & Loss Statement - Brian Horner
  - Report 8: Watershed Champion Grant Update – Denise Iszczuk
10. **Committee Reports**
  - Source Protection Committee – Mary Lynn MacDonald
  - Joint Management Committee – Mary Lynn MacDonald
  - Striking Committee – Doug Cook
11. Correspondence
12. **Committee of the Whole** – *personnel matter*
13. New Business
14. Adjournment

#### UPCOMING MEETINGS AND EVENTS

March 17, 2022

Board of Directors Meeting at 10:00 a.m.

## BOARD OF DIRECTORS MEETING

Thursday, December 16, 2021

Ausable Bayfield Conservation Authority Boardroom  
Morrison Dam Conservation Area

VIA VIDEO CONFERENCE

### DIRECTORS PRESENT

Adrian Cornelissen, Bob Harvey, George Irvin, Dave Jewitt, Mike Tam, Marissa Vaughan,

### DIRECTORS ABSENT

Ray Chartrand, Doug Cook, Alex Westman

### STAFF PRESENT

Geoff Cade, Tina Crown, Abbie Gutteridge, Davin Heinbuck, Brian Horner, Daniel King, Mary Lynn MacDonald, Tracey McPherson, Kate Monk, Meghan Tydd-Hrynyk, Mari Veliz

### CALL TO ORDER

Vice Chair Dave Jewitt called the virtual meeting to order at 2:32 p.m., welcomed everyone in attendance, both in person and virtually, and read the Land Acknowledgement Statement.

### ADOPTION OF AGENDA

#### **MOTION #BD 131/21**

**Moved Mike Tam  
Seconded by Bob Harvey**

**“RESOLVED, THAT the agenda for the December 16, 2021 Board of Directors Meeting be approved,”**

**Carried.**

### DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest at this meeting or from the previous meeting.

### DISCLOSURE OF INTENTION TO RECORD

Vice Chair Jewitt noted that this meeting was being recorded on Zoom for temporary posting online, and is not an official record. The official record of this meeting will be the approved minutes.

### ADOPTION OF MINUTES

#### **MOTION #BD 132/21**

**Moved by George Irvin  
Seconded by Marissa Vaughan**

**“RESOLVED, THAT the minutes of the Board of Directors meeting held on November 18, 2021 and the motions therein be approved as circulated.”**

**Carried.**

**BUSINESS OUT OF THE MINUTES**

**Proposed General Levy, Project Levy and Budget**

General Manager, Brian Horner, reviewed the project and general levy totals and advised approval is by weighted vote.

**2022 Proposed General Levy and Project Levy Vote**

**MOTION #BD 133/21**

**Moved by George Irvin  
Seconded by Bob Harvey**

**“RESOLVED, THAT the 2022 General Levy be approved at \$1,119,184.”**

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Adelaide Metcalfe	✓		
Bluewater	✓		
Central Huron	✓		
Huron East			✓
Lambton Shores			✓
Lucan Biddulph			✓
Middlesex Centre	✓		
North Middlesex	✓		
Perth South	✓		
South Huron	✓		
Warwick			✓
West Perth	✓		

**“AND FURTHER, THAT the 2022 Project Levy be approved at \$249,595.”**

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
Adelaide Metcalfe	✓		
Bluewater	✓		
Central Huron	✓		
Huron East			✓
Lambton Shores			✓
Lucan Biddulph			✓
Middlesex Centre	✓		

North Middlesex	✓	
Perth South	✓	
South Huron	✓	
Warwick		✓
West Perth	✓	

**The result was Yea 100% based on the current value assessment apportionment schedule.”**

**Carried.**

2022 Proposed Budget

**MOTION #BD 135/21**

**Moved by George Irvin  
Seconded by Marissa Vaughan**

**“RESOLVED, THAT the proposed 2022 overall budget be approved.”**

**Carried.**

Staff Report – Re: Willson/Gilby Delegation, October 21, 2021

At the Board of Directors meeting on October 21, 2021, a delegation including Mr. Nigel Gilby and Mr. Greg Willson presented their concerns on shoreline erosion and provided the Board with a policy recommendation to consider. The recommended changes were for new shore protection only, in dynamic beach areas. The Board of Directors requested that staff bring back a report in response to the suggested changes. Proposed changes can be found in the Agenda Package for December 16, 2021.

Geoff Cade, Water and Planning Manager, presented a report and noted that staff would not be in a position to issue a permit until for new shoreline protection in a dynamic beach area unless Section 3 of Ontario Regulation 147/06 is satisfied. This section allows staff to grant permission for development in these areas if, in the Authority’s opinion, the land will not be affected by the development. Geoff also noted the significant public consultation for the 2019 Shoreline Management Plan and Development Guidelines, as well as the consultation for the amendments to the guidelines, which were approved in May 2021. The intent of the amendments were to relax the Development Guidelines to permit shoreline protection in dynamic beach areas where it otherwise would not have been approved. The policy advanced by the delegation was very similar to wording submitted by a landowner group in a delegation to the Board in December 2020.

Staff is unable to support the policy advanced by the delegation in October 2021 based on several points including:

- the proposed wording seeks to permit shore protection to be installed closer to the lake than permitted by ABCA policy
- wording “unnecessarily or without justification” is too vague,
- it is staff’s opinion that works approved under such a policy would interrupt important dynamic beach processes

- long standing ABCA policy, provincial policy, and provincial technical guidelines do not support proponents “engineering” themselves further into hazardous areas, whether it be erosional zones, floodplains or shorelines
- the wording is very similar to a policy option advanced previously through delegation and consultation, and which had already received consideration by staff and the Board of Directors.

**MOTION #BD 136/21**

**Moved by Adrian Cornelissen  
Seconded by Bob Harvey**

**“RESOLVED, THAT the Board of Directors do not revise the Shoreline Management Plan Development Guidelines at this time.”**

**Carried.**

**PROGRAM REPORTS****1. (a) Development Review**

Meghan Tydd-Hrynyk, Planning & Regulations Officer, presented the Development Review report pursuant to Ontario Regulation 147/06 *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*. Through the application process, proposed developments within regulated areas are protected from flooding and erosion hazards. Staff granted permission for 20 *Applications for Permission* and 4 *Minor Works Applications*.

**MOTION #BD 137/21**

**Moved by George Irvin  
Seconded by Marissa Vaughan**

**“RESOLVED, THAT the Board of Directors affirm the approval of applications as presented in Program Report # 1 – a) Development Review.”**

**Carried.**

**(b) Violations/Appeals Update**

Geoff Cade advised that staff are continuing to work on a number of violations. The Beach o’ Pines violations have made some progress, in that one landowner and the contractor pleaded guilty. Two landowners are still before the courts. In addition, a violation in Central Huron will be going before the courts in January 2022.

**MOTION #BD 138/21**

**Moved by Adrian Cornelissen  
Seconded by Marissa Vaughan**

**“RESOLVED, THAT the Board of Directors receive the Violations and Appeals update as presented.”**

**Carried.**

## 2. CA Act Update – Inventory of Programs and Services

Kate Monk, Projects Coordinator, along with other ABCA department managers presented the current inventory of programs and services, which is required under Section 21.1.2 of Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services. This document lists all programs and services the authority is providing as of February 28, 2022, and intends to provide following that date. Average costs of current programs, as well as estimated costs of new programs, are also listed in the document. Each program listed in one of three categories. Category 1 includes mandatory programs and services as listed in the Conservation Authorities Act, Category 2 are programs at the request of, or on behalf of, a municipality through a Memorandum of Understanding or other agreement, and Category 3 are programs and services that the conservation authority decides are required to conserve the watershed. The majority of ABCA activities fall under Categories 1 and 3.

The inventory document will be provided to member municipalities and the province by February 28, 2022 for their information. Phase 2 of the transition period will begin on March 1, 2022, and conservation authorities will begin consulting with municipalities on the inventory and start the process to enter into agreements.

### **MOTION #BD 139/21**

**Moved by George Irvin  
Seconded by Bob Harvey**

**“RESOLVED, THAT the Ausable Bayfield Conservation Authority approves the Inventory of Programs and Services.”**

**Carried.**

### COMMITTEE REPORTS

#### **MOTION #BD 140/21**

**Moved by Adrian Cornelissen  
Seconded by Marissa Vaughan**

**“RESOLVED, THAT the minutes of the Ausable Bayfield Conservation Foundation meeting held on November 23, 2021 and the motions therein be approved as circulated.”**

**Carried.**

### CORRESPONDANCE

- a) Reference: Article Highlighting Municipality of Bluewater, ABCA 75<sup>th</sup> Anniversary  
File: A.5.5  
Brief: Laurie Spence Bannerman, CAO for the Municipality of Bluewater, sent an email of thanks to the ABCA staff offering congratulations on the ABCA 75<sup>th</sup> Anniversary, and expressed thanks for the article, which highlights the work of the Pioneer Park Association in Bayfield.
- b) Reference: Cystic Fibrosis Donation from Staff  
File: A.5

Brief: A brief letter of thanks to ABCA staff for a donation to the Cystic Fibrosis Donation. This donation came from funds raised through the ABCA “Dress Down Friday” program.

c) Reference: Letter of Confirmation

File: W.6.3.3

Brief: A letter from the ABCA’s solicitor, Trudy Mauth, confirming that she appeared in the Sarnia Provincial Offences Court in the matter of ABCA v. Stewart Webb and Sons and Richard Webb, and that their prosecution has been completed.

d) Reference: 2022 Budget and Levy

File: F.6

Brief: Acknowledgement from the Municipality of Huron east that they received correspondence regarding the proposed 2022 Budget and Municipal Levies. Accordingly, a motion was passed acknowledging the overall budget increase of 2.43%, as well as the projected levy for Huron East.

NEW BUSINESS

1. Brian Horner noted that the Ausable Bayfield Conservation Foundation Board of Directors has had a vacant position for some time. Staff reached out to several community members, including Janet Clarke, who has volunteered with the Conservation Dinner for several years. Janet Clarke has expressed interest in joining the ABCF Board of Directors.

**MOTION #BD 141/21**

**Moved by Marissa Vaughan**

**Seconded by George Irvin**

**“RESOLVED, THAT the Ausable Bayfield Conservation Authority Board of Directors appoint Janet Clarke to the Ausable Bayfield Conservation Foundation Board of Directors.”**

**Carried.**

COMMITTEE OF THE WHOLE

None

ADJOURNMENT

The meeting was adjourned at 4:03 p.m.

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Dave Jewitt  
Vice Chair

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Abigail Gutteridge  
Corporate Services Coordinator

*Copies of program reports are available upon request.  
Contact Abigail Gutteridge, Corporate Services Coordinator*

# **ABCA Program Report**

**To: Board of Directors**  
**Date: February 17, 2022**  
**From: Meghan Tydd-Hrynyk, Planning & Regulations Officer**  
**Subject: Development Review Ontario Regulation 147/06**  
**- Development, Interference with Wetlands and Alteration to Shorelines and Watercourses**

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## **Applications for Permission**

The following *Applications for Permission* have been submitted to our Authority for permission to construct works within areas regulated by our Authority.

\* A Coastal Assessment was required as part of the application

- (1) \*Robert & Donna Hamather (#2021-10C) - Municipality of South Huron (former Township of Stephen) - permission to install steel shore protection was granted by Authority Staff on September 29, 2021.  
Completed Application Received: September 15, 2021
- (2) Jeff Leal (#2021-126) - Municipality of Lambton Shores (former Township of Bosanquet) - permission to construct a garage in a regulated area was granted by Authority Staff on November 25, 2021.  
Completed Application Received: November 22, 2021
- (3) Nicole Page & Colin Taylor (#2021-114) - Municipality of North Middlesex (former Township of McGillivray) - permission to construct an accessory dwelling and septic system in a regulated area was granted by Authority Staff on December 6, 2021.  
Completed Application Received: November 17, 2021
- (4) \*Audrey Vadicchino (#2021-133) - Municipality of Bluewater (former Township of Stanley) - permission to install new steel shore protection in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: December 15, 2021
- (5) \*Jalal Daher & Angie Daouk (#2021-119) - Municipality of Bluewater (former Township of Stanley) - permission to install new steel shore protection in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: December 15, 2021

- (6) \*William & Susan Haskett (#2021-136A) - Municipality of Bluewater (former Township of Hay) - permission to install new steel shore protection in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: November 29, 2021
- (7) \*Samuel & Carol Wakeam (#2021-136B) - Municipality of Bluewater (former Township of Hay) - permission to install new steel shore protection in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: November 29, 2021
- (8) \*Keith McLean (#2021-136C) - Municipality of Bluewater (former Township of Hay) - permission to install new steel shore protection in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: November 29, 2021
- (9) \*1326408 Ontario Inc. (#2021-136D) - Municipality of Bluewater (former Township of Hay) - permission to install new steel shore protection in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: November 29, 2021
- (10) Joe Durand (#2021-135) - Municipality of Bluewater (former Township of Stanley) - permission to repair and reinforce steel shore protection was granted by Authority Staff on December 21, 2021.  
Completed Application Received: November 29, 2021
- (11) Jim & Mary Russell (#2021-137) - Municipality of Bluewater (former Township of Stanley) - permission to construct a secondary retaining wall along the bottom of lake bank was granted by Authority Staff on December 22, 2021.  
Completed Application Received: December 21, 2021
- (12) Nick McNally (#2021-138) - Municipality of Lambton Shores (former Township of Bosanquet) - permission to reconstruct a dwelling in a regulated area was granted by Authority Staff on December 22, 2021.  
Completed Application Received: December 21, 2021
- (13) Bell Canada c/o Aecon Utility Construction (#2021-94A) - Municipality of Bluewater and Municipality of Huron East (former Townships of Tuckersmith and Stanley) - permission to install conduit in multiple locations in a regulated area was granted by Authority Staff on December 22, 2021.  
Completed Application Received: December 7, 2021

- (14) \*Kevin Whaling (#2021-134) - Municipality of Bluewater (former Township of Stanley) - permission to install steel shore protection was granted by Authority Staff on January 10, 2022.  
Completed Application Received: January 7, 2022
- (15) \*Jeffrey Giroux (#2022-01) - Municipality of Bluewater (former Township of Hay) - permission to install steel shore protection was granted by Authority Staff on January 10, 2022.  
Completed Application Received: January 7, 2022
- (16) \*Dick Masse (#2022-02A) - Municipality of Bluewater (former Township of Hay) - permission to install steel shore protection was granted by Authority Staff on January 10, 2022.  
Completed Application Received: January 7, 2022
- (17) \*Dick Masse (#2022-02B) - Municipality of Bluewater (former Township of Hay) - permission to install steel shore protection was granted by Authority Staff on January 10, 2022.  
Completed Application Received: January 7, 2022
- (18) \*Michael & Gina Epstein (#2022-02C) - Municipality of Bluewater (former Township of Hay) - permission to install steel shore protection was granted by Authority Staff on January 10, 2022.  
Completed Application Received: January 7, 2022
- (19) \*Frank & Elizabeth Ihrig (#2022-02D) - Municipality of Bluewater (former Township of Hay) - permission to install steel shore protection was granted by Authority Staff on January 10, 2022.  
Completed Application Received: January 7, 2022
- (20) Nick Tenhag (#2022-03) - Municipality of Huron East (former Township of Tuckersmith) - permission to construct a shed in a regulated area was granted by Authority Staff on January 20, 2022.  
Completed Application Received: January 12, 2022
- (21) Joris & Connie Masschelein (#2022-04) - Municipality of Bluewater (former Township of Hay) - permission to reconstruct a dwelling in a regulated area was granted by Authority Staff on January 20, 2022.  
Completed Application Received: January 12, 2022

- (22) Municipality of Bluewater (#2018-06) - Municipality of Bluewater (former Township of Hay) - permission to undertake bridge replacement in a regulated area was granted by Authority Staff on January 20, 2022.  
Completed Application Received: November 17, 2021
- (23) Jerry Maisner (#2022-05) - Municipality of Bluewater (former Township of Stanley) - permission to construct a garage in a regulated area was granted by Authority Staff on January 26, 2022.  
Completed Application Received: January 25, 2022
- (24) \*Wendy Chiu & Chris Whalen (#2020-53AA) - Municipality of Bluewater (former Township of Stanley) - renewal of permission to install armour stone shore protection was granted by Authority Staff on February 2, 2022.
- (25) \*Mike Dauphin & Michelle McNeil (#2020-53BB) - Municipality of Bluewater (former Township of Stanley) - renewal of permission to install armour stone shore protection was granted by Authority Staff on February 2, 2022.
- (26) John Erb (#2021-08A) - Municipality of Bluewater (former Village of Bayfield) - renewal of permission to repair armour stone shore protection was granted by Authority Staff on February 2, 2022.
- (27) \*Chris Collins & Elaine Johnson (#2022-07A) - Municipality of Bluewater (former Township of Stanley) - permission to install steel shore protection was granted by Authority Staff on January 28, 2022.  
Completed Application Received: January 13, 2022
- (28) \*Pat Devincenzo (#2022-07B) - Municipality of Bluewater (former Township of Stanley) - permission to install steel shore protection was granted by Authority Staff on January 28, 2022.  
Completed Application Received: January 13, 2022

## **Minor Works Permits**

- (1) Wendy Leach (MW#2021-113) - Municipality of Lambton Shores (former township of Bosanquet) - permission to make repairs to existing shore protection in a regulated area was granted by Authority Staff on December 6, 2021.  
Completed Application Received: November 1, 2021
- (2) Mike & Wendy Masse (MW#2021-114) - Municipality of Bluewater (former township of Hay) - permission to construct a replacement deck and new sunroom in a regulated area was granted by Authority Staff on December 13, 2021.  
Completed Application Received: December 2, 2021
- (3) Alan Gillis (MW#2021-115) - Municipality of Lambton Shores (former township of Bosanquet) - permission to install a pool in a regulated area was granted by Authority Staff on December 15, 2021.  
Completed Application Received: December 1, 2021
- (4) Cobble Design Inc. (MW#2021-116) - Municipality of Bluewater (former township of Stanley) - permission to construct a tram system on the lakebank in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: December 15, 2021
- (5) Steve Morrison (MW#2021-117) - Municipality of North Middlesex (former township of East Williams) - permission to construct a new storage shed roof in a regulated area was granted by Authority Staff on December 17, 2021.  
Completed Application Received: December 6, 2021
- (6) Ravi Taneja (MW#2021-118) - Municipality of Bluewater (former township of Hay) - permission to construct a sunroom in a regulated area was granted by Authority Staff on December 23, 2021.  
Completed Application Received: December 20, 2021
- (7) Bruce Burnham (MW#2022-03) - Municipality of Bluewater (former township of Stanley) - permission to repair existing cement block shore protection was granted by Authority Staff on January 11, 2022.  
Completed Application Received: January 10, 2022
- (8) Sabrina Wall (MW#2022-01) - Municipality of Bluewater (former township of Stanley) - permission to install a septic system in a regulated area was granted by Authority Staff on January 13, 2022.  
Completed Application Received: January 4, 2022

- (9) Jeff Fuss (MW#2022-02) - Municipality of Bluewater (former township of Hay) - permission to install a septic system in a regulated area was granted by Authority Staff on January 13, 2022.  
Completed Application Received: January 4, 2022
- (10) Sherin George c/o Permit World Consulting Services (MW#2021-108) - Municipality of Bluewater (former township of Hay) - permission to install a sign in a regulated area was granted by Authority Staff on January 14, 2022.  
Completed Application Received: January 4, 2022
- (11) Rudy Wedenoja (MW#2022-04) - Municipality of Bluewater (former township of Hay) - permission to install a sign in a regulated area was granted by Authority Staff on January 14, 2022.  
Completed Application Received: January 4, 2022

## ***ABCA Project Report***

**To: Board of Directors**  
**Date: February 09, 2022**  
**From: Geoff Cade, Water & Planning Manager**  
**Subject: Permit Approval**  
**Permit Numbers MW2022-12, MW2022-13 and MW2022-14**

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At a hearing held on October 15, 2020 the Board of Directors approved applications for the installation of temporary shore protection at 9916, 9922 and 9926 Huron Drive in Lambton Shores.

The permit was set to expire on March 31, 2021. Prior to expiry the Board considered a requested permit extension until October 15, 2021. Staff supported the extension and it was subsequently approved by the Board at its meeting on March 18, 2021.

The landowners then requested a second extension until April 15, 2022. That was similarly supported by staff and approved by the Board. The intent was to permit the landowners time to assess and apply for permanent shore protection works.

The need for the Board's approval for the temporary protection was initially required because, the policy at the time did not permit the requested protection. As the Board is aware, the ABCA was, at the time, considering revisions to the policy.

Rather than remove the temporary protection and re-construct new, as was the original plan, the landowners have now requested permission for the temporary works to stay in place permanently.

Staff supports the request as the work that was completed meets the intent of the revised shoreline policy which has now been approved by the Board.

**Recommendation:**

Staff recommends that:

***The Board of Directors approve permits MW2022-12, MW2022-13 and MW2022-14, to allow the temporary shoreline protection, to remain in place permanently.***

# ABCA Program Report

To: Board of Directors  
Date: February 17, 2022  
From: Brian Horner, General Manager/Secretary Treasurer  
Kate Monk, Projects Coordinator  
Subject: Conservation Authorities Act Phase 2 Regulations

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The Ministry of the Environment, Conservation and Parks has posted their Phase 2 Regulatory and Policy Proposal Consultation Guide to the Environmental Registry: [Regulations regarding Municipal Levies, Conservation Authority Budget Process, Transparency and Provincial Policy for the Charging of Fees by Conservation Authorities \(ERO#019-4610\)](#). Comments on the regulatory and policy proposals are being accepted through the Environmental Registry until February 25<sup>th</sup>, 2022. The scheduled timing for the effective date of these proposed regulations and provincial policy is January 1, 2023 and affects the 2024 budget process.

According to the Province, the overall proposed approach for these regulatory and policy proposals is to:

- build on what is already working between CAs and municipalities
- build in flexibility where possible
- avoid being overly prescriptive
- recognize differing circumstances at the local level for budget processes due to the range in participating municipalities across CAs and varying revenue streams
- recognize that participating municipalities and CAs have established local budget processes designed to meet the needs of their municipalities

This table summarizes the four components and implications for current ABCA procedures:

<b>Component in the consultation guide</b>	<b>Implications for ABCA</b>
1. Municipal levies regulation (Pages 5-11)	Largely consistent with current practices but will need to revise/update.
2. Determining amounts owed by specified municipalities under Clean Water Act or Lake Simcoe Protection Act (Pages 11-13)	Does not apply to ABCA.
3. Programs and services for which a Conservation Authority may charge a fee (Pages 13-17)	Consistent with current ABCA user fee principles and practices. Will need to update current ABCA fee policy to include new language from the regulation.
4. Increasing transparency of Authority operations (Page 17)	ABCA already publishes approved budget, director's names, etc. on its website. Will need to establish a "Governance" webpage on website and post additional information.

Conservation Ontario will be coordinating Conservation Authority comments. Municipalities, stakeholders and citizens are invited to provide feedback directly to the province at <https://ero.ontario.ca/notice/019-4610> .

# *ABCA Program Report*

To: Board of Directors  
Date: February 17, 2022  
From: Kate Monk, Projects Coordinator  
Subject: ABCA Integrated Accessibility Policy and Plan

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Regulation 191/11: Integrated Accessibility Standards under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) requires organizations to create written accessibility policies and make them publicly available. Accessibility policies are the formal rules an organization puts in place to achieve its accessibility goals.

The ABCA developed a brief three-page accessibility policy 2011 and subsequent personnel regulations were added for customer service. The 2011 policy called for a review every five years but this was not completed until Fall 2021. The ABCA lacks a fulsome accessibility plan with identified roles, responsibilities and actions.

This policy and plan deals with the requirements of the AODA in these areas:

- General Standards (Procurement, Training and Policy)
- Customer Service
- Information and Communication
- Employment
- Transportation
- Built Environment and Public Spaces.

The ABCA seeks to have a document consistent with local municipalities, while being cognizant of staff and financial capacity limitations. The draft policy and plan is based on the Municipality of South Huron's document. We recognize we may not be able to meet the full requirements of the legislation at all times but we will strive to deliver on the components most needed by staff and members of the public.

Staff have evaluated the current status of compliance with the legislation and developed a draft list of actions to be enacted following the approval of this policy. Some years, meeting accessibility requirements will need to be a line item in the budget.

The majority of the implementation will be facilitated or implemented by the corporate services department. It is recommended that the Corporate Services Coordinator be identified as the lead on accessibility matters.

The AODA Design of Public Spaces Standards (Accessibility Standards for the Built Environment) will be addressed when undertaking new construction and redevelopment of public spaces.

## **Recommendation**

Recommended that, the Ausable Bayfield Conservation Authority Integrated Accessibility Policy and Plan be approved.



# Integrated Accessibility Policy and Plan

Accessibility for Ontarians with Disabilities Act  
(AODA)

February 2022

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## **1. Purpose**

Regulation 191/11: Integrated Accessibility Standards under the *Accessibility for Ontarians with Disabilities Act, 2005* requires organizations to create written accessibility policies and make them publicly available. Accessibility policies are the formal rules an organization puts in place to achieve its accessibility goals.

## **2. Statement of Organizational Commitment**

The Ausable Bayfield Conservation Authority (ABCA) is committed to ensuring equal access and participation for people with disabilities and treating people with disabilities in a way that allows them to maintain their dignity and independence. The ABCA believes in integration and is committed to meeting the needs of people with disabilities in a timely manner. This will be done by removing and preventing barriers to accessibility and meeting our accessibility requirements under the *Accessibility for Ontarians with Disabilities Act, 2005* and Ontario's accessibility laws.

## **3. Policy Statement**

The ABCA Integrated Accessible Policy (hereafter referred to as the "Policy" establishes a framework for compliance with the commitment to accessibility, requirements of the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, requirements of the Integrated Accessibility Standards Regulation (IASR) under the AODA, and additional conservation authority requirements.

The ABCA is committed to building an inclusive society that values the contributions of people with disabilities. It is committed to providing an accessible environment in which people with disabilities can access the ABCA's goods, services, and facilities, including buildings, public spaces, information and communications, in a way that meets their individual needs. The ABCA is committed to the identification, removal and prevention of accessibility barriers, including attitudinal, systemic, information, communications and technology, and built environment and physical barriers.

The ABCA is committed to meeting its current and ongoing obligations under the Ontario Human Rights Code respecting non-discrimination. The ABCA understands that obligations under the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)* and its accessibility standards do not substitute or limit its obligations under the Ontario Human Rights Code or obligations to people with disabilities under any other law.

The ABCA is committed to excellence in serving and providing goods, services or facilities to customers including people with disabilities. Accessible customer service policies are consistent with the principles of independence, dignity, integration and equality of opportunity for people with disabilities.

The AODA provides for the development, implementation and enforcement of accessibility standards in order to achieve accessibility for persons with disabilities in all aspects of society. The ABCA must meet requirements in key areas including:

- General Standards (Procurement, Training and Policy)
- Customer Service
- Information and Communication
- Employment
- Transportation
- Built Environment and Public Spaces.

In the key areas listed above, the AODA requires the ABCA to:

- identify, prevent and remove barriers people with disabilities face in accessing the ABCA's goods, services, and facilities
- accommodate the accessibility needs of people with disabilities to ensure they can obtain, use or benefit from ABCA goods, services, and facilities, and that they can do so in a timely manner, at a cost no greater than the cost for people without disabilities
- develop and train ABCA employees on providing accessible goods, services, and facilities.

#### 4. Scope

This policy applies to persons who deal with members of the public or other third parties on behalf of the ABCA, whether the person does so as an employee, director, agent, volunteer, student placement, or otherwise and persons who participate in developing the ABCA's policies governing the provision of goods, services or facilities to members of the public or other third parties.

#### 5. Definitions

**Accessibility** means a concept integral to human rights that refers to the absence of barriers that prevent individuals and/or groups from fully participating in all social, economic, political and cultural aspects of society. The term is often linked to people with disabilities and their rights to access, and also refers to design characteristics of products, devices, information, services, facilities or public spaces that enable independent use, or support when required, and access by people with a variety of disabilities.

**Accessible** refers to products, devices, information, services, facilities or public spaces that provide for independent, equitable and dignified access for people with disabilities, including but not limited to those with visual, auditory, sensory, cognitive and mobility

related disabilities. The concept of accessible design ensures both “direct access” (i.e. unassisted) and “indirect access,” referring to compatibility with a person’s assistive technology.

**Accessible Formats** refers to formats usable by persons with disabilities including but not limited to: large print, recorded audio and electronic formats, and Braille.

**Accommodation** means in the context of Human Rights. Accommodation means preventing and removing barriers caused by attitudinal, systemic, physical, information or communications, and technology barriers that unfairly exclude individuals or groups protected by Ontario’s Human Rights Code from having equal access to full benefits available to others. Principles of accommodation include dignity, individualization and inclusion or integration.

**Assistive Devices** are used to replace, compensate or improve the functional abilities of people with disabilities. They include a broad range of items including mobility such as: prosthetics, wheelchairs, canes, walkers, medical such as ventilators, respiratory equipment and sensory such as communication aids, reading and writing devices and hearing aids.

**Barrier** is defined by the AODA as anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an architectural barrier, an information or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice.

**Disability:** as defined in Section 10 of the Ontario Human Rights Code, R.S.O. 1990 c. H.19.

- a) Any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limited the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical coordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- b) A condition of mental impairment or a developmental disability;
- c) A learning disability, or dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- d) A mental disorder; or
- e) An injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*.

**ABCA** means the Ausable Bayfield Conservation Authority.

**Practicable** means capable of being done or put into practice; capable of being used. Factors relevant to determining if accessibility is practicable may include:

- Availability of accessible services, goods including commercial software or tools, or facilities;
- Technological compatibility between older products and newer ones being procured.

**Service Animals** is defined by Section 80.45 (4) of the AODA Customer Service Standards (O. Reg. 165/16) as an animal, is a service animal for a person with a disability if the animal can be readily identified as one that is being used by the person for reasons relating to the person's disability, as a result of visual indicators such as the vest or harness worn by the animal; or the person provides documentation from a regulated health professional confirming that the person requires the animal for reasons relating to the disability.

**Support Person** as defined by the *Accessibility for Ontarians with Disabilities Act, 2005* shall mean any person, whether a paid professional, volunteer, family member or friend who accompanies a person with a disability in order to help with communication, mobility, personal care or medical needs or with access to goods, services or facilities.

## 6. General Standards

The ABCA is committed to meeting the accessibility needs of people with disabilities.

### Accessibility Policies

The ABCA will ensure the general requirements of the Integrated Accessibility Standards Regulation (IASR) under the AODA are met in order to achieve accessibility for persons with disabilities. The AODA requires the ABCA to maintain one or more policies governing how the organization will achieve the requirements of the IASR. The ABCA will also make such documents available to the public, and in accessible formats upon request. This Policy is adopted in compliance with this obligation.

### Multi-Year Accessibility Plan

The ABCA will establish, implement, maintain and make public a Multi-Year Accessibility Plan outlining the corporate strategy to identify, remove and prevent barriers and to meet the legislated requirements of the IASR.

The Plan is posted on the ABCA website and made available in an accessible format or with appropriate communication supports as soon as possible, upon request.

### Procurement of Goods, Services and Facilities

As required by the AODA, when acquiring or procuring goods, services, and facilities,

including self-service kiosks the ABCA must incorporate accessibility criteria and features, and will do so as early as possible in the procurement process. Where it is not practicable to do so, an explanation will be provided upon request, in accordance with Ausable Bayfield Conservation Authority Personnel Regulation #24: Purchasing and Quotation Procedures.

### Self-Serve Kiosks

The ABCA will incorporate accessibility features/consider accessibility for people with disabilities when designing, procuring or acquiring self-service kiosks.

### Training

The AODA requires that employees, volunteers and persons who participate in developing ABCA policies must receive training on the AODA, the *Ontario Human Rights Code*, and Accessible Customer Service.

The ABCA is committed to training staff and volunteers in accessible customer service, other Ontario's accessibility standards and aspects of the Ontario Human Rights Code that relate to persons with disabilities.

In addition, training will be done for people who develop the organization's policies; and who provide goods, services or facilities on behalf of the organization.

People will be trained as soon as practicable after being hired and provide training in respect of any changes to the policies. The ABCA maintains records of the training provided including the dates on which the training was provided and the number of individuals to whom it was provided.

### Feedback

The ABCA welcomes feedback on how ABCA provides accessible customer service. Customer feedback helps us identify barriers, respond to concerns and encourage continuous service improvement.

#### Responding to Feedback:

Feedback on accessible customer service, regardless of how it is received, should be directed initially to the Corporate Services Coordinator (CSC) or designate for the feedback to be reviewed and identified as a complaint, suggestion or compliment. The CSC or designate will advise the person who submitted the feedback of the decision and reasons for it, within 30 business days. If agreement on the resolution of a concern cannot be reached between the appropriate department manager, the complainant has the option of presenting the concern

to the ABCA Board of Directors for final disposition.

Feedback can be provided to the ABCA by mail, phone, in person, email or through the website.

The Feedback form is part of the ABCA's Accessibility Standards for Customer Service and is available on the ABCA website. The ABCA ensures the feedback process is accessible to people with disabilities by providing or arranging for accessible formats and communication supports, on request.

#### Notice of Availability of Documents

The ABCA notifies the public that documents related to accessible customer service are available upon request on the ABCA website: [www.abca.ca](http://www.abca.ca). The ABCA will provide these documents in an accessible format or with communication support, on request. The ABCA will consult with the person making the request to determine the suitability of the format or communication support and will provide the accessible format in a timely manner and, at no additional cost.

## **7. Customer Service Standard**

### Assistive Devices

A person with a disability may provide their own assistive device for the purpose of obtaining, using and benefiting from the ABCA's goods, services or facilities. It is the responsibility of the person with a disability to ensure his/her assistive device is operated in a safe and controlled manner.

Exceptions may occur in situations where the ABCA has determined the assistive device may pose a risk to the health and safety of a person with a disability or the health and safety of others on the premises. In these situations, and others, the ABCA may offer a person with a disability other reasonable measures of assistance in obtaining, using and benefiting from the ABCA's goods, services or facilities, where the ABCA has such other measures available. Staff within the applicable department will be trained in the application and use of the devices the ABCA has on site or will provide that may be used by customers with disabilities while accessing our goods, services or facilities.

### Notice of Temporary Disruption

Temporary disruptions in ABCA services or facilities may occur due to reasons that may or may not be within the ABCA's control or knowledge.

In the event of a planned or unexpected disruption to services or facilities for customers with disabilities, the ABCA will make reasonable efforts to provide notice of

the disruption to the public including information about the reason for the disruption, its anticipated length of time, and a description of alternative facilities or services, if any, may be available.

Services/Facilities include any temporary planned or unplanned service disruption of facilities, services or systems that are relied upon by people with disabilities to access ABCA goods, services or facilities, such as elevators, lifts, or accessible washrooms.

If the disruption is anticipated, the ABCA will provide a reasonable amount of advance notice of the disruption. The ABCA will provide notice by any method that may be reasonable under the circumstances, as soon as possible, including but not limited to the ABCA website or site-specific postings.

### Support Persons

Persons with disabilities may enter premises owned or operated by the ABCA with a support person and have access to the support person while on the premises. The ABCA may require a person with a disability be accompanied by a support person while on conservation authority premises in situations where it is necessary to protect the health or safety of the person with a disability or the health and safety of others on the premises.

Before making a decision, the ABCA will:

- consult with the person with a disability to understand their needs;
- consider health or safety reasons based on available evidence; and
- determine if there is no other reasonable way to protect the health or safety of the person or others on the premises.

A support person, when assisting a person with a disability to obtain, use or benefit from the ABCA's goods, services or facilities, will be permitted to attend at no charge where an admission fee is applicable.

The ABCA will confirm that if an amount is payable for a person's admission to the premises and ensure that notice is given in advance about the amount, if any, payable in respect to the support person.

### Service Animals

The ABCA welcomes people with disabilities and their service animals. Service animals are allowed on the parts of our premises that are open to the public and third parties. When a service animal cannot be easily identified, staff may ask for a letter from a regulated health professional that confirms the person needs the service animal for reasons relating to their disability.

A service animal can be easily identified through visual indicators, such as when it wears a harness or a vest, or when it helps the person perform certain tasks.

If service animals are prohibited by another law, ABCA will attempt to provide people with disabilities access to goods, services or facilities. The reason the animal is excluded will be explained and another way of providing goods, services or facilities will be discussed.

It is the responsibility of the person with the disability to be in care and control of the service animal, at all times. If the service animal is not kept under control, has bitten another person or animal, or is a menace to the safety of other persons or animals, the service animal may be required to leave the premises. If this occurs the person will be permitted to continue to access the goods or services without the animal. In addition, ABCA employees will, upon request, consider alternate accommodations for the person in such circumstances. The ABCA may refuse to permit the service animal to accompany the person until steps have been taken to correct the situation, and the issue has been resolved.

## **8. Information and Communication Standards**

The ABCA communicates with people with disabilities in ways that take into account their disability and works with the person with disabilities to determine what method of communication works for them.

### Accessible Formats and Communication Supports

The ABCA will create print, online and presentation materials to meet accessible format standards with respect to font family, font size, formatting, contrast and colours. The Microsoft 'Check Accessibility' or other available tool will be used to review documents before published or distributed.

Upon request, the ABCA will provide or arrange for the provision of accessible formats or communication supports for persons with disabilities. These accessible formats and communication supports will be provided in a timely manner and in a way that takes into account the individual needs of a person with a disability.

The ABCA communicates with people with disabilities in ways that take into account their disability. When asked, information about our organization and its services, including public safety information, in accessible formats or with communication supports will be provided.

The ABCA will consult with the person making the request to determine the suitability of an accessible format or communication support.

Such accessible documents and communication supports will be provided at a cost no greater than the regular costs charged to others. If, in consultation with the Corporate Services Department, the information or communication is determined to be unconvertible, the ABCA must provide the person requesting the information or communication with:

- an explanation as to why the information or communications are unconvertible; and
- a summary of the unconvertible information or communications.

The ABCA will also meet internationally-recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements, as practicable, in accordance with Ontario's accessibility laws.

#### Emergency Procedures, Plans or Public Safety Information

The ABCA will, upon request, provide emergency procedures, plans or public safety information in an accessible format or with appropriate communication supports as soon as practicable.

#### Accessible Websites and Web Content

The ABCA will ensure the official website and web content conforms, as practicable, to the World Wide Web Consortium Web Content Accessibility Guidelines (WCAG). Except where meeting this requirement is not practicable, this conformity applies to websites, web content and web-based applications that are controlled directly or through a contractual relationship that allows for the modification of the product and to web content.

The ABCA Corporate Services Department is responsible for establishing and maintaining procedures, standards and guidelines to ensure Internet websites and web content are accessible.

## **9. Employment Standards**

The ABCA will foster an inclusive workforce and provide equitable treatment and accommodation to ensure a barrier-free employment. The requirements in this section apply only to employees of the Conservation Authority. Volunteers and other non-paid individuals are not captured under this section. This section addresses the ABCA's requirements of the IASR Employment Standards under the AODA.

## Recruitment, Assessment and Selection Process

The ABCA is committed to equal consideration of candidates during the recruitment, assessment and selection process. Job applicants, including the public and current employees, will be notified of the availability of accommodations for persons with disabilities in its application process.

Individuals selected to participate in an interview or testing, will be notified of the availability of accommodations, upon request, during such an assessment or selection process. In cases where accommodations due to disability are requested, the ABCA will consult with the individual and provide or arrange for suitable accommodations in a manner that takes into account the applicant's disability needs. Accommodations will be provided with respect to the materials or processes used in recruitment. When making offers of employment, the ABCA will notify the successful applicant of its policies for accommodating employees with disabilities.

## Informing Employees of Supports

The ABCA notifies staff that supports are available for those with disabilities as soon as practicable after they begin their employment. Updates are provided when necessary.

## Accessible Formats and Communication Supports for Employees

The ABCA will consult with employees when arranging for the provision of suitable accommodation in a manner that takes into account the accessibility needs due to disability with regards to information needed to perform the employee's job; and information generally available to employees in the workplace

## Workplace Emergency Response Information

The ABCA will provide individualized emergency response information to employees who identify potential accessibility barriers when responding to emergency situations. If the employee requires assistance and with their consent, the ABCA will provide the individualized emergency response information to the person(s) designated to provide assistance. The ABCA will provide the information as soon as practicable after the need is expressed.

The ABCA will review the individualized workplace emergency response information:

- When the employee moves to a different location in the organization;
- When the employee's overall accommodations needs or plans are reviewed; and
- When the employer reviews its general emergency response policies.

### Documented Individual Accommodation Plans

A written process for the development of documented individual accommodation plans for employees with disabilities. The individual accommodation plan shall include:

- If requested, any information regarding accessible formats and communication supports provided to the employee;
- If required, individualized workplace emergency response information; and
- Any other accommodations that are to be provided

### Return to Work Process

The ABCA maintains a documented return-to-work process for employees with a disability and who require disability-related accommodation in order to return to work. The return to work process outlines the steps the ABCA will take to facilitate the return to work and will include documented individual accommodation plans as part of the process. The return to work process does not replace or override any other return to work process created by or under any other statute.

### Performance Management, Career Development, and Redeployment

The ABCA will ensure employees with disabilities or individual accommodation plans are provided equitable access to career development, performance management and redeployment opportunities.

## **10. AODA Design of Public Spaces Standards (Accessibility Standards for the Built Environment)**

The ABCA will ensure accessibility at its facilities and public spaces by designing with accessibility in mind.

The ABCA shall comply with the AODA Design of Public Spaces Standards (Accessibility Standards for the Built Environment) when undertaking new construction and redevelopment of public spaces in the following areas:

- Recreation trails/beach access routes;
- Outdoor public eating areas like rest stops or picnic areas;
- Outdoor play spaces;
- Accessible parking;
- Obtaining services;
- Service-related elements like service counters, fixed queueing lines and waiting areas;
- Maintenance of accessible elements.

**11. Transportation Standards**

The South Huron Trail Mobile, a four-passenger electric “golf” cart, is used to transport people with limited mobility along the South Huron Trail. The volunteer drivers are trained on best practices of accommodating people with disabilities.

**12. AODA Reporting Requirements**

The ABCA will submit completed compliance reports to the Province in accordance with the schedule set out in the AODA.

**13. Financial Implications**

The ABCA may incur costs in implementing staff training required for meeting the accessibility standards for customer service. There may also be costs for providing services and assistive devices. The other potential financial implication is in regard to non-compliance with the law. Enforcement provisions exist under the AODA that did not exist previously under the ODA.

**14. Changes to This or Other Policies**

The ABCA is committed to developing customer service policies that respect and promote the dignity and independence of people with disabilities. Any changes made to this policy will take into consideration the impact on people with disabilities. This document is publicly available. Accessible formats are available upon request.

**15. Questions About This policy**

This policy exists to achieve service excellence to customers with disabilities. If anyone has a question about the policy, or if the purpose of a policy is not understood, an explanation should be provided by or referred to the Corporate Services Coordinator.

**16. Contraventions**

Failure to comply with this policy may result in disciplinary action, up to and including dismissal.

# ABCA Program Report

**To:** Board of Directors  
**From:** Nathan Schoelier, Stewardship & Conservation Lands Manager  
Angela Van Niekerk, Wetland Specialist  
Ian Jean, Forestry Specialist  
**Re:** Canada Nature Fund Projects  
Restoration and mitigation for Ausable River Species at Risk (SAR) in Ontario  
**Date:** October 21, 2021

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## Background

The draft Ausable River Recovery Action Plan (2018) has reconfirmed that the two main threats to aquatic species at risk (SAR) in the Ausable River are nutrient enrichment and sediment deposition. The primary goal of this multi-year project is to improve aquatic habitat in the Ausable River for SAR freshwater mussels and fishes.

Fisheries and Oceans Canada (DFO) is providing \$213,000 in funding for the 2021-2022 project year. Stewardship activities will include working with watershed residents for up to five wetland restorations; up to 17 tree planting sites; up to 12,000 acres of cover crops; and up to five sediment and nutrient reduction activities (fencing out livestock and WASCOS). As well as monitoring SAR fish and the SAR mussel fish hosts at six long term index stations and education and outreach in the Ausable River watersheds.

Funding rate is 50% of project costs. However, where projects meet the eligibility requirements of both programs the federal and provincial funding can be stacked to recover up to 100% of project costs.

The following are the project categories and grant ceilings per project.

<b>Project type</b>	<b>Grant rate</b>	<b>Maximum grant per person</b>
Fragile Land Retirement	50%	\$4,000
Wetland Restoration	50%	\$5,000
Sediment and Nutrient Reduction Activities	50%	\$5,000
Livestock Access Restriction	50%	\$4,000
Cover Crops	\$15/acre	\$1,500

**Applications for funding: WETLAND RESTORATION**

The following applications for funding have been received and approved by ABCA staff.

CANADA NATURE FUND				
File #	Name	Location	Details	Grant
NONE	AT	THIS	MEETING	

**Total Canada Nature Fund: \$16,000 of \$18,200 approved (Fisheries and Oceans Canada)**

**Applications for funding: SEDIMENT AND NUTRIENT REDUCTION ACTIVITIES**

The following applications for funding have been received and approved by ABCA staff.

CANADA NATURE FUND				
File #	Name	Location	Details	Grant
NONE	AT	THIS	MEETING	

**Total Canada Nature Fund: \$18 059.50 of \$23,000 approved (Fisheries and Oceans Canada)**

**Applications for funding: FRAGILE LAND RETIREMENT**

The following applications for funding have been received and approved by ABCA staff.

CANADA NATURE FUND				
File #	Name	Location	Details	Grant
AB-3163	Heyink Poultry	Lot 32, Con 2, Usborne, South Huron  <i>Black Creek subwatershed</i>	Farm windbreaks. Three rows (two south side, with additional row mid-farm). Total length 1650m / 5412 ft. Total 950 seedlings. ABCA to plant trees, landowner to sow cover crop and do follow up tending.	\$1458 CNF
AB-3164	Heyink Poultry	Lot 33, Con 3, Usborne, South Huron  <i>Black Creek subwatershed</i>	Farm windbreak. Single row, length 550m / 1805 ft. Mixed hardwoods, 180 seedlings. ABCA to plant trees, landowner to sow cover crop and do follow up tending.	\$424 CNF
AB-3167	Miner, John	Lot 11, Con 3, Usborne, South Huron  <i>Upper Ausable River</i>	Farm windbreak. Single row along south boundary of farm. 300m / 984 ft. White spruce at 10 ft apart. ABCA to plant,	\$1250 CNF

			landowner to provide wood chip mulch and aftercare.	
AB-3170	Ball Farms	Lot 6, Con 1 NER Adelaide, Adelaide Metcalf <i>Middle Ausable sub-watershed</i>	Farm windbreak extending north from Cleland Drains watercourse. Length 3150 ft, single row of spruce seedlings at 10 ft apart, 320 trees. ABCA to plant trees and provide follow up herbicide application.	\$740 CNF
AB-3171	Brock, Murton	Lot A, Con 8 Usborne, South Huron <i>Little Ausable sub-watershed</i>	Plant treed buffer along south side Brock Creek Drain. North side available for future maintenance. 150 seedlings, white pine and spruce. Landowner to plant trees. Landowner has equipment for planting and watering	\$117.5 CNF
AB-3172	Farmer, Brent	Pt Lot 16, Con 10 Lobo, Middlesex Centre <i>Nairn Creek subwatershed</i>	Plant tree line bordering Significant Woodland and swamp identified in Middlesex Natural Heritage Strategy. 300 white spruce, 2 ft trees. Landowner to plant trees. Landowner has equipment for planting and watering	\$1942.50 CNF
AB-3173	Finch, Glen	Pt Lot 2, Con SPL Biddulph, Lucan Biddulph <i>Little Ausable sub-watershed</i>	Plant trees to enhance buffer along Little Ausable tributary. 25 sugar maple, large stock. ABCA to plant trees. Landowner has equipment for tending and watering.	\$820 CNF
AB-3174	Godbolt, John	Lot 16, Conc. 4, Biddulph, Lucan Biddulph <i>Little Ausable sub-watershed</i>	Plant trees to enhance buffer along Little Ausable River. 40 trees, tallstock oak and sycamore with tree guards. ABCA to plant trees and provide follow up herbicide.	\$1276 CNF
AB-3175	Silk, Julie	Part Lot 25, Con C Bosanquet, Lambton Shores <i>Lower Ausable sub-watershed</i>	Plant trees to restore woodland border adjacent residential areas. Woodland is area of high water table and groundwater recharge. 530 trees and shrubs. ABCA to plant. Landowner has equipment for tending and watering.	\$1036 CNF

AB-3176	Warner, Elizabeth	Lot 10, Con 8, West Williams, North Middlesex <i>Middle Ausable sub-watershed</i>	Establish buffer along wetland and water run. Approximately 1 acre and 600 trees. ABCA to plant trees. Landowner has equipment for tending and watering.	\$1923 CNF
AB-3177	Willsie, Gary	Lot 30, Con 5, Bosanquet, Lambton Shores <i>Lower Ausable sub-watershed</i>	Establish buffer along farm field border adjacent inland lake from retired pit. Not a requirement of pit rehabilitation. Two rows, 260 seedlings (one row cedar, one row white pine), planted by landowner. Landowner has equipment for tending and watering.	\$216.50 CNF

**Total Canada Nature Fund: \$11,203.50 approved (Fisheries and Oceans Canada) of \$40,000**

**Applications for funding: COVER CROPS**

The following applications for funding have been received and approved by ABCA staff.

<b>CANADA NATURE FUND</b>				
<b>File #</b>	<b>Name</b>	<b>Location</b>	<b>Details</b>	<b>Grant</b>
AB-3063	Horn, Jeff	Conc. 3, N. Pt. Lot 8, Usborne Twp., South Huron. <i>Ausable Headwaters sub-watershed.</i>	50 acres of cover crops: 45lb. Oats, peas, sunflower	\$750 CNF  Combined with \$750 HCWP funding.
AB-3142	Van Osch Farms Ltd	Conc. 3, Lots 12 to 14 Usborne Twp., South Huron. <i>Ausable Headwaters sub-watershed.</i>	150 acres of cover crops: 22.5 lbs oats, 2.5 lbs sunflower, 10 lbs Austrian winter peas, 5 lbs fava beans	\$2250 CNF  Combined with \$2250 HCWP funding

**Total Canada Nature Fund: \$25,275.00 of \$20,000 approved (Fisheries and Oceans Canada)**

## ***ABCA Project Report***

**To:** Board of Directors  
**Date:** February 17, 2022  
**From:** Tommy Kokas, Water Resources Engineer  
Geoff Cade, Water & Planning Manager

**Subject:** Morrison Dam Concrete Repairs

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At November's Board Meeting, it was proposed that the ABCA retain B. M. Ross for their engineering services for preparing and issuing a tender package for the Morrison Dam Concrete Repairs. The Board approved this proposal.

Request for Quotes on the Authority project were sent out in January. Three quotations were received from contractors who had expressed previous interest. The following is a summary of the prices quoted for this project:

<b>Contractor</b>	<b>Subtotal</b>	<b>HST</b>	<b>Total</b>
Theo Vandenberg Construction Inc.	\$34,765.00	\$4,519.45	\$39,284.45
VanDriel Excavating Inc.	\$86,737.26	\$11,275.84	\$98,013.10
Strat-Con Construction Ltd.	\$107,111.00	\$13,924.43	\$121,035.43

Prices from the tendering came out to be higher than expected. The amount available for this Project is \$38,500, as received from the Province as part of the Water and Erosion Control Infrastructure (WECI) program and matched by the municipality. The quoted price from B. M. Ross for their engineering services was \$8,000, excluding HST, leaving approximately \$30,500 for the work itself.

In discussion with the municipality, engineer, and lowest bidder, the estimated construction costs have been refined to approximately \$35,500. That makes a total cost for the project of \$43,500.

This leaves a shortfall of about \$5,000 – plus any unclaimed HST.

### ***Recommendation:***

***That the Board of Directors authorise hiring Vandenberg Construction and continue to seek, with the help of the municipality and design engineer, additional cost savings – where possible***

***and further that the \$5,000 (plus any unclaimed HST) shortfall be taken from reserves and replaced in the 2023 budget.***

## *ABCA Program Report*

**To:** Board of Directors  
**From:** Nathan Schoelier, Stewardship and Land Manager  
**Date:** February 17, 2022  
**Subject:** Vehicle Tender Results

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The 2022 ABCA budget included funding for the capital purchases of a four-wheel-drive pick-up truck for field staff to replace the 2010 Ford F-150 truck. This purchase is funded through the Motor Pool. The parameters for the vehicle were specific to the needs of the ABCA.

On February 1, staff sent requests for quotations to watershed vehicle dealers with a closing date of February 14. Staff will open the tenders on February 14 and present the results at the February 17, 2022 Board of Directors meeting.



**Statement of Profit & Loss**  
January through December

(Unaudited) Accrual Basis

Table 1: Consolidated

	2020	2021				
	Actual Twelve Months	Six Months January to June	Six Months July to December	TOTAL		
				Twelve months	Budget	% of Budget
<b>Revenue</b>						
Grant, Provincial/Federal	406,119	435,664	97,318	532,983	481,602	111%
Levy, General	1,068,047	554,839	554,838	1,109,677	1,109,678	100%
Levy, Projects	275,897	113,348	113,345	226,693	226,691	100%
Levy, Capital	28,599	0	0	0	0	0%
Levy, Special Benefit	78,985	0	81,661	81,661	96,673	84%
Levy, Special Benefit, WECl	0	0	42,500	42,500	95,600	44%
Rental	67,891	40,091	31,855	71,947	67,200	107%
Conservation Area User Fees	266,061	68,609	139,235	207,844	184,900	112%
Sales & Service	644,828	400,916	283,435	684,352	603,124	113%
Donations	118,099	5,211	1,782	6,993	500	1399%
Interest	21,688	6,150	12,190	18,340	16,000	115%
Partnership Contributions	1,061,177	808,637	774,777	1,583,414	672,614	235%
Sundry	0	450	225	675	0	0%
Deferred from Prior Year - Revenue	952,913	1,142,888	0	1,142,888	1,045,629	109%
Deferred to Future Year - Expense	(1,142,888)	0	(1,368,085)	(1,368,085)	(525,630)	260%
<b>Total Revenue</b>	<b>3,847,417</b>	<b>3,576,803</b>	<b>765,076</b>	<b>4,341,879</b>	<b>4,074,581</b>	<b>107%</b>
<b>Expense</b>						
Purchased Services	308,113	208,338	187,120	395,458	352,583	112%
Advertising	5,407	4,001	3,690	7,691	9,133	84%
Memberships, Dues, Licenses	53,890	45,571	10,488	56,058	56,497	99%
Maintenance and Repair	15,615	8,300	41,234	49,535	203,721	24%
Property Taxes	54,792	26,210	20,777	46,987	62,096	76%
Office Operations	113,190	65,415	50,907	116,321	125,282	93%
Rental	11,394	5,725	4,837	10,562	11,013	96%
Training and Development	6,352	3,889	5,211	9,100	17,811	51%
Travel Costs and Accommodations	7,597	1,759	4,838	6,597	17,416	38%
Uniforms	4,187	0	5,893	5,893	8,854	67%
Utilities	36,616	17,894	17,168	35,062	41,534	84%
Vehicles and Field Equipment	84,674	40,083	38,121	78,204	93,897	83%
Program	584,089	793,152	272,974	1,066,126	502,512	212%
Board Of Director's	20,096	8,550	11,557	20,108	22,150	91%
Wages and Benefits	2,381,278	1,165,106	1,299,477	2,464,584	2,493,656	99%
<b>Total Operating Expense</b>	<b>3,687,291</b>	<b>2,393,994</b>	<b>1,974,292</b>	<b>4,368,286</b>	<b>4,018,155</b>	<b>109%</b>
<b>Net Operating Income</b>	<b>160,126</b>	<b>1,182,809</b>	<b>(1,209,216)</b>	<b>(26,407)</b>	<b>56,426</b>	<b>-47%</b>
<b>Other Expense (Income)</b>						
Capital	445,968	40,127	1,463	41,590	91,600	45%
Amortization	186,077	89,411	92,293	181,703	182,478	100%
Investment Income - Earned	(153,628)	(39,237)	(97,493)	(136,730)	0	0%
Investment Income - Unearned	(100,523)	(298,244)	(143,183)	(441,428)	0	0%
From Reserves - Revenue	(271,735)	(42,813)	(112,313)	(155,125)	(117,684)	132%
To Reserves - Expenses	102,747	41,257	57,919	99,176	82,513	120%
<b>Total Other Expense</b>	<b>208,905</b>	<b>(209,500)</b>	<b>(201,314)</b>	<b>(410,814)</b>	<b>238,907</b>	<b>-172%</b>
<b>Net Income</b>	<b>(48,779)</b>	<b>1,392,309</b>	<b>(1,007,902)</b>	<b>384,407</b>	<b>(182,481)</b>	<b>-211%</b>



Ausable Bayfield Conservation Authority  
71108 Morrison Line, RR 3  
Exeter, ON N0M 1S5

**Statement of Profit & Loss**  
January through December

(Unaudited)

Accrual Basis

Table 2: Drinking Water Source Protection

	2020	2021				
	Actual Twelve Months	Six Months January to June	Six Months July to December	TOTAL		
				Twelve months	Budget	% of Budget
<b>Revenue</b>						
Grant, Provincial/Federal	230,460	159,774	70,819	230,593	215,000	107%
Interest	918	224	346	570	1,000	57%
Deferred from Prior Year - Revenue	70,626	48,597	0	48,597	61,324	79%
Deferred to Future Year - Expense	(48,597)	0	(47,261)	(47,261)	(14,752)	320%
<b>Total Revenue</b>	<b>253,407</b>	<b>208,596</b>	<b>23,903</b>	<b>232,499</b>	<b>262,572</b>	<b>89%</b>
<b>Expense</b>						
Purchased Services	29,262	12,308	10,518	22,826	23,000	99%
Advertising	0	0	0	0	100	0%
Memberships, Dues, Licenses	288	0	0	0	0	0%
Office Operations	12,252	13,430	1,350	14,780	20,200	73%
Rental	7,039	3,521	3,428	6,949	7,150	97%
Training and Development	31	0	0	0	300	0%
Travel Costs and Accommodations	426	0	183	183	500	37%
Uniforms	67	0	283	283	350	81%
Utilities	1,397	690	690	1,380	2,300	60%
Vehicles and Field Equipment Program	90 135	0 0	119 0	119 0	1,000 0	12% 0%
Board Of Director's Wages and Benefits	6,490 195,930	187 83,145	6,269 96,379	6,456 179,524	10,250 197,422	63% 91%
<b>Total Operating Expense</b>	<b>253,407</b>	<b>113,281</b>	<b>119,218</b>	<b>232,499</b>	<b>262,572</b>	<b>89%</b>
<b>Net Operating Income</b>	<b>0</b>	<b>95,315</b>	<b>(95,315)</b>	<b>0</b>	<b>0</b>	<b>0%</b>
Other Expense (Income)						
From Reserves - Revenue	0	0	0	0	0	0%
<b>Total Other Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>Net Income</b>	<b>0</b>	<b>95,315</b>	<b>(95,315)</b>	<b>0</b>	<b>0</b>	<b>0%</b>



Ausable Bayfield Conservation Authority  
71108 Morrison Line, RR 3  
Exeter, ON NOM 1S5

**Statement of Profit & Loss**  
January through December

(Unaudited) Accrual Basis

Table 3: ABCA Excluding DWSP

	2020	2021				
	Actual Twelve Months	Six Months January to June	Six Months July to December	TOTAL		
				Twelve months	Budget	% of Budget
<b>Revenue</b>						
Grant, Provincial/Federal	175,659	275,890	24,625	300,515	266,602	113%
Levy, General	1,068,047	554,839	554,838	1,109,677	1,109,678	100%
Levy, Projects	275,897	113,348	113,345	226,693	226,691	100%
Levy, Capital	28,599	0	0	0	0	0%
Levy, Special Benefit	78,985	0	81,661	81,661	96,673	84%
Levy, Special Benefit, WECl	0	0	42,500	42,500	95,600	44%
Rental	67,891	40,091	31,855	71,947	67,200	107%
Conservation Area User Fees	266,061	68,609	139,235	207,844	184,900	112%
Sales & Service	644,828	400,916	285,310	686,226	603,124	114%
Donations	118,099	5,211	1,782	6,993	500	1399%
Interest	20,770	5,925	11,844	17,770	15,000	118%
Partnership Contributions	1,061,177	808,637	774,777	1,583,414	672,614	235%
Sundry	0	450	225	675	0	0%
Deferred from Prior Year - Revenue	882,287	1,094,290	0	1,094,290	984,305	111%
Deferred to Future Year - Expense	(1,094,290)	0	(1,320,824)	(1,320,824)	(510,878)	259%
<b>Total Revenue</b>	<b>3,594,009</b>	<b>3,368,207</b>	<b>741,173</b>	<b>4,109,380</b>	<b>3,812,009</b>	<b>108%</b>
<b>Expense</b>						
Purchased Services	278,852	196,030	176,601	372,632	329,583	113%
Advertising	5,407	4,001	3,690	7,691	9,033	85%
Memberships, Dues, Licenses	53,602	45,571	10,488	56,058	56,497	99%
Maintenance and Repair	15,615	8,300	41,234	49,535	203,721	24%
Property Taxes	54,792	26,210	20,777	46,987	62,096	76%
Office Operations	100,938	51,985	49,557	101,541	105,082	97%
Rental	4,355	2,204	1,409	3,613	3,863	94%
Training and Development	6,322	3,889	5,211	9,100	17,511	52%
Travel Costs and Accommodations	7,171	1,759	4,654	6,413	16,916	38%
Uniforms	4,119	0	5,610	5,610	8,504	66%
Utilities	35,218	17,204	16,478	33,682	39,234	86%
Vehicles and Field Equipment	84,584	40,083	38,002	78,085	92,897	84%
Program	583,954	793,152	272,974	1,066,126	502,512	212%
Board Of Director's	13,606	8,363	5,289	13,652	11,900	115%
Wages and Benefits	2,185,348	1,081,962	1,203,098	2,285,060	2,296,234	100%
<b>Total Operating Expense</b>	<b>3,433,884</b>	<b>2,280,713</b>	<b>1,855,074</b>	<b>4,135,787</b>	<b>3,755,583</b>	<b>110%</b>
<b>Net Operating Income</b>	<b>160,126</b>	<b>1,087,494</b>	<b>(1,113,901)</b>	<b>(26,407)</b>	<b>56,426</b>	<b>-47%</b>
<b>Other Expense (Income)</b>						
Capital	445,968	40,127	1,463	41,590	91,600	45%
Amortization	186,077	89,411	92,293	181,703	182,478	100%
Investment Income - Earned	(153,628)	(39,237)	(97,493)	(136,730)	0	0%
Investment Income - Unearned	(100,523)	(298,244)	(143,183)	(441,428)	0	0%
From Reserves - Revenue	(271,735)	(42,813)	(112,313)	(155,125)	(117,684)	132%
To Reserves - Expenses	102,747	41,257	57,919	99,176	82,513	120%
<b>Total Other Expense</b>	<b>208,905</b>	<b>(209,500)</b>	<b>(201,314)</b>	<b>(410,814)</b>	<b>238,907</b>	<b>-172%</b>
<b>Net Income</b>	<b>(48,779)</b>	<b>1,296,994</b>	<b>(912,587)</b>	<b>384,407</b>	<b>(182,481)</b>	<b>-211%</b>

# ABCA Program Report

**To:** Board of Directors  
**From:** Denise Iszczuk, Conservation Educator  
**Re:** Watershed Champion Grant Update  
**Date:** February 17, 2022

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## Background

With financial support from NextEra Energy and Cordelio Power, the Ausable Bayfield Conservation Authority (ABCA) the Watershed Champions Grant Program provides funding to watershed schools to help take action or create awareness.

The ABCA received and reviewed three applications in the Taking Action category one each from Huron Centennial Public School, Our Lady of Mount Carmel and Seaforth Public School. ABCA staff have approved all three applications and will be working with the school to support them in their projects.

File #	Name	Details	Grant
AB-3157	Huron Centennial, Brucefield	<i>Taking Action Category</i> <b>Project title: Restore-A-Garden</b> Huron Centennial PS's Medicine Garden  An opportunity to revitalize and restore four rectangular raised garden beds with native perennial plants. We would also like to consider a partnership with an Indigenous educator to help bring some knowledge to this practice.	\$500
AB-3158	Our Lady of Mount Carmel,	<i>Taking Action Category</i> <b>Project title: More Trees Please</b> Learning about Trees  In 2020, we planted a pollinator garden in the Kindergarten yard. Students and teachers spend a lot of time in this area and we are hoping to increase biodiversity and shade by planting two large trees.	\$500
AB-3159	Seaforth Public School, Seaforth	<i>Taking Action Category</i> <b>Project title: Spread some seeds, Plant some trees</b>  The goal is to support biodiversity and to provide areas for students to engage with nature. A new subdivision is under construction behind the school, which will infringe on a small scrubby natural area (likely to become a stormwater pond for the subdivision). Since an abundance of stormwater is likely to enter this area, planting of a diverse shelterbelt will doubly protect the schoolyard and the local watershed health. This living snow fence will protect the students in the yard from harsh winds, provide them with an area in which to explore the natural environment, absorb or slow the flow of contaminants into the stormwater pond, and provide habitat for the wildlife displaced from the development project nearby.	\$1000

**SOURCE PROTECTION COMMITTEE (SPC) MEETING MINUTES**

**November 24<sup>th</sup>, 2021**

**IN PERSON and  
VIA VIDEO CONFERENCE**

**MEMBERS PRESENT**

Ian Brebner, Mary Ellen Foran, Dave Frayne, John Graham, Paul Heffer, Rowland Howe, Philip Keightley, Alyssa Keller, Matt Pearson, Allan Rothwell, Jennette Walker, Myles Murdock

**MEMBERS PRESENT VIA VIDEO CONFERENCE**

Bert Dykstra

**LIAISONS PRESENT VIA VIDEO CONFERENCE**

Ausable Bayfield Source Protection Authority (SPA) Liaison – Brian Horner  
Ministry of Environment, Conservation and Parks (MECP) Liaison Officer – Olga Yudina  
Ministry of Environment, Conservation and Parks (MECP) Intern – Grace Donnelly

**LIAISONS ABSENT**

Huron Perth Public Health Liaison – Lori Holmes  
Maitland Valley Source Protection Authority (SPA) Liaison – Phil Beard

**DWSP STAFF PRESENT**

Donna Clarkson, Mary Lynn MacDonald, Tim Cumming, Elizabeth Balfour

**MEMBERS OF THE PUBLIC**

Emily Vandermeulen– Risk Management Inspector, Wellington

**CALL TO ORDER**

Chair Matt Pearson called the meeting to order at 9:44 a.m., and welcomed the committee members to the first in-person meeting since 2019.

**AGENDA**

**MOTION #SPC: 2021-11-01**

**“That the agenda for the November 24<sup>th</sup>, 2021 meeting be approved as presented.”**

**Carried by Consensus.**

**APPROVAL OF MINUTES**

**MOTION #SPC: 2021-11-02**

**Moved by Dave Frayne  
Seconded by Jennette Walker**

**“That the SPC minutes from May 26<sup>th</sup>, 2021 be approved as presented.”**

**BUSINESS OUT OF THE MINUTES**

None

**DECLARATION OF PECUNIARY INTEREST**

None

**CORRESPONDENCE**

None

**CHAIR'S UPDATE**

Chair Matt Pearson gave the committee a brief update from the most recent virtual meeting for the Source Protection Committee (SPC) Chairs and Project Managers. He noted that the Phase II Director's Technical Rules were still under review by the province. The chairs participated in an education session on phosphorus and polyfluoroalkyl substances (PFAs) in water. Matt will also be meeting with the new Director of the Source Water Protection Branch for a one-on-one meeting on November 25<sup>th</sup>, 2021. Chair Pearson congratulated the members of the SPC on the release of seven videos about Drinking Water Source Protection. These videos have been well received, and are an excellent platform for sector engagement by SPC members during the pandemic.

**PROGRAM UPDATE**

Mary Lynn MacDonald, Co-DWSP Program Supervisor, acknowledged that the Phase II Director's Technical Rules (DTR) were delaying most Source Protection Committees. The majority of Source Protection Regions (SPRs) are trying to anticipate the wording of the Director's Technical Rules so that policies can be drafted in the interim by SPCs. Mary Lynn thanked Tim Cumming, Communications Specialist, for his help with the Source Protection videos. They have received almost 20,000 reviews. Mary Lynn has been promoting the Source Protection videos to the Nutrient Management branch of the Ontario Ministry of Agriculture, Food, and Rural Areas (OMAFRA), the Pesticide Certification Program at Ridgeway, the training company for Certified Crop Advisors, the Avon Maitland District School Board, and the Huron Perth Catholic School Board. The Ausable Bayfield Maitland Valley Source Protection website now has a videos tab where all the sector videos can be accessed.

Myles Murdock arrived to the meeting at 10:02am.

**PROVINCIAL ANNUAL REPORTING ROLL UP**

Olga Yudina, MECP Liaison Officer, provided a summary of various aspects of policy and implementation across the province of Ontario for Drinking Water Source Protection (DWSP). Overall, 98 percent of binding policies have been implemented and 97 percent of non-binding policies. Some implementation of policies have been delayed due to the ongoing COVID-19 pandemic and subsequent restrictions. Source Protection Regions across Ontario are reporting that 83 percent of significant drinking water threats have been addressed with over 1,100 Risk Management Plans (RMPs) in place. Compliance for RMPs stands at 98 percent. The Province continues to screen applications through Prescribed Instruments for significant drinking water threats across nine Ministries. The Province reports that 91 percent of Source Protection Regions are reporting that they are Progressing Well with Source Protection.

**BELGRAVE REPLACEMENT WELL AND AMENDMENT MAPPING CHANGES**

Donna Clarkson, Co-DWSP Program Supervisor, explained that one of the two municipal wells supplying Belgrave has been replaced, resulting in changes to the wellhead protection area (WHPA). Drilling was completed in the summer of 2021 and the Permit To Take Water (PTTW) has been renewed. R.J. Burnside and Associates Limited (Burnside) provided DWSP staff with a technical report. The report acknowledges that the wells are close together, in the same bedrock formation, and that the impact of shifting the WHPA-A is minimal. The actual pumping rates have increased, and Burnside has proposed that WHPAs B, C, and D be expanded based on ratios of current modelled rates. For more details see the staff report 'Assessment Report Changes – Maps; Belgrave WHPA' and Burnside's report 'New McCrea Well, Belgrave Water System'. As per requirements of the Clean Water Act (CWA), staff issued the required s.48 notice to Morris-Turnberry on November 5<sup>th</sup>, 2021 following review by the ABMV Technical Team.

**MOTION #SPC: 2021-11-03**

**Moved by Philip Keightley  
Seconded by Myles Murdock**

**“That the SPC receives the proposed revisions to the Belgrave wellhead protection area and directs staff to include the changes in the upcoming Section 36 amendment to the Maitland Valley Source Protection Plan and associated Assessment Report.”**

**Carried.**

Donna also provided context on the number of maps included in the Maitland Valley and Ausable Bayfield Assessment Reports to which there are 239 maps in Chapter 4 alone. Staff have reviewed the requirements for maps under the CWA regulations, and have considered a number of ways to reduce future workload during updates while making it easier for readers to find information. Staff proposes retaining impervious surface, managed land and livestock density maps at the municipal scale while removing them from the well system scale. In addition, staff proposes merging the ground water vulnerability maps with the three threat maps: chemical, pathogen, and Dense Non-Aqueous Phase Liquids (DNAPLs).

**MOTION #SPC: 2021-11-04**

**Moved by Allan Rothwell  
Seconded by Dave Frayne**

**“That the SPC approves the proposed restructuring of the maps in Chapter 4 of the Assessment Reports and directs staff to make the resultant edits as part of the upcoming amendment to the Source Protection Plans.”**

**Carried.**

#### **REPORT ON POLICY REVISION FOR SALT STORAGE**

Donna Clarkson noted that proposed amendments to the Director’s Technical Rules (DTR) will result in significant threats in the ABMV region related to road salt storage. The DTR is proposing a reduction from 500 tonnes of salt to 20 kilograms uncovered and 100kilograms covered as a significant drinking water threat in a WHPA with a score of 10. Preliminary analysis by Donna and Mary Lynn determined that salt storage exists in high traffic public areas, and that an estimated 15-20 salt storage and application Risk Management Plans may be needed. The SPC discussed proposed policy changes that could include exempting residential, and setting a local threshold that is higher than the proposed new DTR. Staff suggested a threshold of 250 kg salt for RMPs be considered.

**MOTION #SPC: 2021-11-05**

**Moved by Alyssa Keller  
Seconded by Jennette Walker**

**“That the policy RAC.8.6 – *Risk Management Plan for Existing and Future Salt Handling and Storage* be approved and included in the upcoming amendment to the Source Protections Plans pending approval of the Director’s Technical Rules.”**

**Carried.**

### **REPORT ON POLICY REVISION FOR SNOW STORAGE**

Donna Clarkson noted that proposed amendments to the Director's Technical Rules (DTR) will result in significant threats in the ABMV region related to snow storage. Currently, the DTR considers snow storage a significant drinking water threat if it is stored below grade in an area that is at least 0.01 hectares or above grade and the area upon which it is stored is more than 1 hectare. The DTR, while unapproved, has suggested a smaller threshold where the snow pile may be no more than 200m<sup>2</sup> in size. The SPC discussed proposed policy changes that included distinguishing between residential and municipal applications, and prohibiting the storage of snow in a WHPA A or B with a score of 10 if that snow was trucked in from an offsite location. The SPC directed that staff examine and draft a snow storage policy that incorporated prohibition on future activities if snow was relocated.

### **REPORT ON POLICY REVISION FOR FUEL**

Mary Lynn MacDonald explained that proposed amendments to the Director's Technical Rules (DTR) will result in additional significant threats in the ABMV region related to fuel storage. The DTR is proposing a reduction from 250L below grade and 2500L above grade to a new threshold of 250L regardless of grade. The new threshold will result in several properties being impacted such as those that require fuel for backup generators. Some regions allow future fuel storage for back-up generators. This is advisable for the ABMV region as well. The policy for existing fuel threats should be re-worded to remove the reference to seeking a demolition permit as this is hard to implement, and the deletion of the Education and Outreach policy for moderate and low fuel threats due to redundancy.

**MOTION #SPC: 2021-11-06**

**Moved by Rowland Howe  
Seconded by Paul Heffer**

**“That the revised fuel Policies R.A.C.2.1, R.A.C.2.2, and R.A.C.2.3 be included in the amended Ausable Bayfield and Maitland Valley Source Protection Plans and that Policy R.A.C.2.4-Education and Outreach Policy for Existing Fuel Handling and Storage (Moderate and Low Threats) be deleted.**

**Carried.**

### **LIAISON UPDATES**

Olga Yudina, MECP Liaison Officer, provided a brief update to the committee. She noted that the new Branch Director, Kirsten Corrigan, is from the Species at Risk Branch of the Ministry of Environment, Conservation, and Parks. She also reported that the Director's Technical Rules are still being finalized. Olga thanked the committee for the opportunity to be a part of the SPC as a liaison. Chair Pearson thanked Olga for her service and wished her the best in her new position. Mary Wooding will be taking over as Liaison Officer on a temporary basis.

Brian Horner, liaison for Ausable Bayfield Conservation Authority, spoke to the Phase I Regulations of the Conservation Authorities Act amendment. A Transition Plan was approved by the Ausable Bayfield Conservation Authority Board of Directors on November 21<sup>st</sup> and will be submitted to the MECP and member municipalities by December 31<sup>st</sup>. Staff at the Ausable

Bayfield Conservation Authority are working on an Inventory of Programs, and this inventory will be completed by Feb 28<sup>th</sup>, 2022 as set out by the Province. The Conservation Authorities Act transition period will end on January 1<sup>st</sup>, 2024.

Emily Vandermeulen, Risk Management Inspector/Source Protection Coordinator, noted that her title at Wellington Source Water has changed, and that Wellington has hired a new colleague, Danielle Walker. Wellington has started re-engaging landowners for RMPs and conducting site visits now that COVID-19 restrictions have changed. Wellington Source Protection continues with development reviews in Centre Wellington, mostly for Elora and Fergus.

**NEXT MEETING**

The next meeting will be set at a later date after release of the Director's Technical Rules, and will most likely be hosted over video conferencing.

**ADJOURNMENT**

The meeting was adjourned at 12:02pm.

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Matt Pearson  
Chair

Elizabeth Balfour  
Recording Secretary



**Ausable Bayfield Maitland Valley Source Protection Region**

**JOINT MANAGEMENT COMMITTEE (ABCA-MVCA)**

**Monday, December 21, 2020  
1:00 p.m.**

**Ausable Bayfield Conservation Authority Boardroom  
VIA VIDEOCONFERENCE**

**MEMBERS PRESENT**

Phil Beard, Adrian Cornelissen, Matt Duncan, Brian Horner, Dave Jewitt, Matt Pearson, David Turton

**MEMBERS ABSENT**

Doug Cook

**DWSP STAFF PRESENT**

Donna Clarkson, Mary Lynn MacDonald

**OTHERS PRESENT**

Abigail Gutteridge, Recording Secretary

**WELCOME AND INTRODUCTIONS**

The meeting was called to order at 10:30 a.m. Chair David Jewitt welcomed everyone to the meeting.

**APPROVAL OF AGENDA**

**MOTION #JMC: 2021-12-01**

**“That the agenda for the December 20, 2021 meeting of the Joint Management Committee be approved as circulated.”**

**Approved by consensus.**

**DECLARATION OF PECUNIARY INTEREST**

None

APPROVAL OF MINUTES**MOTION #JMC: 2021-12-02****Moved by David Turton  
Seconded by Matt Duncan**

**“That the minutes of the December 21, 2020 Joint Management Committee meeting be approved.”**

**Carried.**BUSINESS OUT OF THE MINUTES

None

2022-2024 WORK PLAN AND FUNDING APPLICATION

Mary Lynn MacDonald, Co-Program Supervisor reported that the proposed work plan and budget for 2022-2024 has been prepared and is ready to be submitted to the Ministry of Environment, Conservation and Parks (MECP) by December 31, 2021. This is the first year that the MECP has offered the opportunity to submit a 2-year workplan and budget. She presented a summary of the proposed work plan and funding request to the Joint Management Committee. Staff are requesting the same amount of funding as 2020-2021, which is 1.95 Full Time Staff Equivalents. Total budget, including staff and non-staff, for 2022-2024 is \$501,257.85.

Much of 2022-2023 will focus on finalizing the s.36 Amendment to the Source Protection Plans, now that the Phase II Director’s Technical Rules have been released. 2023-2024 will focus on the promotion of Best Practices for water systems not included in the Source Protection Plan, and assessments for changes in agricultural landscape and IPZ. Key tasks will include:

- Assessment of Phase II Director’s Technical Rule changes
- Finalize draft salt application and storage policies
- Finalize draft snow storage policies
- Finalize draft fuel storage policies
- Revise sewage and waste policies
- Updates to the Assessment Report and SPP
- Assessment of changes in the agricultural landscape with regard to increased tile drainage, livestock density and managed land
- Re-evaluate Intake Protection Zones to identify drainage, storm water works, etc. that would increase the extent of the IPZ-2
- Providing support and training to Municipal staff
- Developing Best Practices for water systems not covered by Source Protection Plans, and create and implement an education and outreach plan

**MOTION #JMC: 2021-12-03****Moved by Matt Duncan  
Seconded by David Turton**

**“That the Joint Management Committee approves the 2022-2024 Work Plan Application for Funding for submission to the Conservation and Source Protection Branch of the MECP.”**

**Carried.**

OTHER BUSINESS

None

ADJOURNMENT

The next meeting will be at the call of the SPC Chair or staff. Chair Dave Jewitt adjourned the meeting at 10:50 p.m.

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Dave Jewitt  
Chair

Abigail Gutteridge  
Recording Secretary

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# *MINUTES*

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## **STRIKING COMMITTEE**

**Thursday, January 20, 2021  
1:30 p.m.**

**Ausable Bayfield Conservation Authority Boardroom  
Morrison Dam Conservation Area**

**VIA VIDEO CONFERENCE**

### DIRECTORS PRESENT

Doug Cook, George Irvin, Dave Jewitt

### OTHERS PRESENT

Brian Horner, Abigail Gutteridge

### APPOINTMENT OF RECORDING SECRETARY

**MOTION #SC 01/22**

**Moved by George Irvin  
Seconded by Dave Jewitt**

**“RESOLVED, THAT Abigail Gutteridge be appointed recording secretary for the Striking Committee meeting.”**

**Carried.**

### APPOINTMENT OF CHAIR

**MOTION #SC 02/22**

**Moved by Dave Jewitt  
Seconded by George Irvin**

**“RESOLVED, THAT Doug Cook be appointed Chair for the Striking Committee meeting.”**

**Carried.**

### STANDING COMMITTEE APPOINTMENTS

The committee reviewed the ABCA Standing Committee appointments for 2021 and 2022.

### Ausable Bayfield Conservation Foundation

The Foundation has 9 volunteer Directors and each year the Authority reviews the appointments. The following individuals have agreed to sit on the ABCF Board of Directors: *Janet Clarke, Peter Darbshire, Dave Frayne, Roger Lewington, David McClure, Anne Melady, Charlie Miner, Bob Radtke, Robert Norris, Abigail Gutteridge-Secretary, and Tina Crown-Treasurer.*

The Ausable Bayfield Conservation Foundation established the **Huron Tract Land Trust Conservancy** in 2011. The following individuals agree to sit on the HTLTC volunteer Board of Directors: ***Don Farwell, Peter Twynstra, Steve Bowers, Kim McCabe, Alison Lobb, Max Morden, Paul Spittal, Philip Walden, Roger Lewington, Abigail Gutteridge-Secretary, Tina Crown-Treasurer, and Brian Horner-Staff Advisor.***

### Arkona Lions Museum Management Committee

Arkona Lions Club and the ABCA have an agreement regarding operation and maintenance of the Museum and Information Centre. The Committee meets 2 times per year. Staff are represented by Nathan Schoelier, Stewardship & Conservation Lands Manager, Mike Bax, Rock Glen CA Superintendent, Denise Iszczuk, Conservation Educator and Abigail Gutteridge, Recording Secretary.

It is recommended that the following continue on the Arkona Lions Museum Management Committee for 2022: ***Representatives from Adelaide-Metcalf/Middlesex Centre and Lambton Shores/Warwick.***

### Clinton Conservation Area Management Committee

Clinton Lions Club disbanded in 2021 and are no longer maintaining the Clinton Conservation Area. This Committee typically meets 1 or 2 times per year. Staff are represented by Nathan Schoelier, Stewardship and Conservation Lands Manager.

It is recommended that the following continue on the Clinton Conservation Area Management Committee for 2022: ***Representatives for Central Huron and Huron East.***

### Conservation Ontario

Each conservation authority is permitted two voting delegates on Conservation Ontario Council. It is recommended that our representatives continue to be the ***Chair and Vice Chair with General Manager as alternate.***

### Drinking Water Source Protection Joint Management Committee

The Joint Management Committee was formed in 2005 with representation from the Ausable Bayfield Conservation Authority and Maitland Valley Conservation Authority to oversee development and implementation of Source Protection Plans for the Ausable Bayfield and Maitland Valley source protection regions. Staff are represented by Co-Program Supervisors Mary Lynn MacDonald and Donna Clarkson, General Manager Brian Horner and Recording Secretary Abigail Gutteridge.

It is recommended the following be representatives from the Ausable Bayfield Conservation Authority continue on the DWSP Joint Management Committee: ***Chair and Vice Chair, (alternate - Adrian Cornelissen).***

### Human Resources Management Committee

A Human Resources Management Committee meets at such times as deemed necessary by the Chair of the Committee. The committee is to ensure employment equity, pay equity, a healthy and safe work environment and maintain a positive workplace environment. Staff are represented by General Manager Brian Horner and Recording Secretary Abigail Gutteridge.

It is recommended that the ***Chair, Vice Chair and Past Chair*** continue as members to the HR

Management Committee for 2022.

### Source Protection Authority

Established in 2007, the role of the Source Protection Authority is one of reviewing and consultation for the Source Protection Committee. Staff are represented by Co-Program Supervisors Mary Lynn MacDonald and Donna Clarkson, General Manager Brian Horner and Recording Secretary Abigail Gutteridge. The Source Protection Authority appointed General Manager Brian Horner as Liaison to the Source Protection Committee.

It is recommended that the **ABCA Board of Directors** continue as the *Source Protection Authority*.

### Striking Committee

The Striking Committee meets to recommend appointments to the Standing Committees and review the schedule of Board meetings for the upcoming year. Staff are represented by General Manager Brian Horner and Secretary Abigail Gutteridge.

It is recommended the following continue on the Striking Committee: **Chair, Vice Chair and Past Chair** for 2022.

### Water Response Team

The ABCA appoints three municipal representatives and a Secretary to the Ausable Bayfield Water Response Team (WRT). An ABCA representative will be Chair of the WRT which addresses low water conditions in the Ausable, Bayfield and Parkhill watersheds by reviewing precipitation, stream flow and groundwater data collected by the ABCA. The Committee meets when deemed necessary under the direction of the Ontario Low Water Response Plan. It is recommended that the following individuals be appointed to the Ausable Bayfield Water Response Team for 2022: **Representatives from Central Huron, Huron East and Lambton Shores. Staff are represented by Davin Heinbuck, Water Resources Coordinator and Abigail Gutteridge as WRT Secretary.**

## RECOMMENDATION

**MOTION #SC 03/22**

**Moved by Dave Jewitt  
Seconded by George Irvin**

**“RESOLVED, THAT the recommendation for appointments to the ABCA Standing Committees be presented to the Board of Directors at the February 17, 2022 Annual Meeting for their consideration and approval.”**

**Carried.**

## 2022 MEETING SCHEDULE

Abigail Gutteridge, Corporate Services Coordinator presented the proposed schedule of dates for the 2022 Board of Directors meetings (attached). A schedule for staff and management team

meetings is also available as the Board is invited to attend any of the meetings. Of note, the March meeting has been moved to 10:00 a.m., as it is unlikely that the Partnership Appreciation and Awards Evening will not go ahead at that time. At present, all meetings will continue to be a hybrid of virtual and in-person.

RECOMMENDATION

**MOTION #SC 04/22**

**Moved by George Irvin  
Seconded by Dave Jewitt**

**RESOLVED, THAT the schedule of Board meetings be recommended for approval to the Board of Directors.”**

**Carried.**

NEW BUSINESS

General Manager, Brian Horner noted that the Human Resources Committee will hold a meeting for the bi-annual General Manager’s performance review. This meeting will take place on a date following the ABCA Annual Meeting in February.

ADJOURNMENT

The meeting was adjourned at 1:50 p.m.

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Doug Cook  
Chair

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Abigail Gutteridge  
Recording Secretary

## **2021-2022 ABCA Standing Committees (updated)**

Appointments recommended by Striking Committee to Board of Directors

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### **Ausable Bayfield Conservation Foundation**

(Board members are appointed by ABCA)

Janet Clarke  
Peter Darbishire  
Roger Lewington  
David McClure  
Anne Melady  
Bob Radtke  
Robert Norris

Dave Frayne, Chair  
Charles Miner, Vice Chair  
*Abigail Gutteridge- Secretary*  
*Tina Crown- Treasurer*  
*Brian Horner - Staff Advisor*  
*Sharon Pavkeje - ABCF Assistant*

### **Huron Tract Land Trust Conservancy**

(HTLTC was established by ABCF and Board members are appointed by ABCA)

Steve Bowers  
Don Farwell  
Alison Lobb  
Kim McCabe  
Paul Spittal  
Peter Twynstra  
Philip Walden

Roger Lewington, Chair  
Max Morden, Vice Chair  
*Abigail Gutteridge - Secretary*  
*Tina Crown- Treasurer*  
*Brian Horner - Staff Advisor*  
*Nathan Schoelier- Property Management*  
*Advisor*

### **Arkona Lions Museum Management Committee**

Municipality of Lambton Shores/Warwick - *Doug Cook*  
Municipality of Adelaide-Metcalf/Middlesex Centre - *Bob Harvey*  
*Staff - Nathan Schoelier, Mike Bax, Denise Iszczuk, Abigail Gutteridge*

### **Clinton Conservation Area Management Committee**

Municipality of Huron East - *Ray Chartrand*  
Municipality of Central Huron - *Dave Jewitt*  
*Staff - Nathan Schoelier*

### **Conservation Ontario**

Chair, Vice Chair, and General Manager as Alternate

### **Human Resources Management Committee**

Chair, Vice Chair, Past Chair  
*Staff - General Manager, Abigail Gutteridge*

## **Source Protection Authority**

ABCA Board of Directors

*Staff - General Manager, Mary Lynn MacDonald/Donna Clarkson-Co-Program Supervisors,  
Abigail Gutteridge -Recording Secretary*

## **Source Protection Committee**

ABCA General Manager, Liaison appointed by the Source Protection Authority

*Staff - Mary Lynn MacDonald/Donna Clarkson Co-Program Supervisors,  
Abigail Gutteridge-Recording Secretary*

## **Joint Management Committee (DWSP)**

Chair & Vice Chair or Adrian Cornelisen-Alternate

*Brian Horner, Mary Lynn MacDonald/Donna Clarkson-Co-Program Supervisors,  
Abigail Gutteridge-Recording Secretary*

## **Striking Committee**

Chair, Vice Chair. Past Chair

*Staff - General Manager, Abigail Gutteridge*

## **Low Water Response Team**

Doug Cook-Chair; Dave Jewitt, Ray Chartrand

*Staff - Davin Heinbuck, Abigail Gutteridge*

(Chair is Ex-officio member on all Standing Committees)

## **2022 Board of Directors Meeting Schedule**

Meeting time will be 10:00 a.m. with the exception of December

February 17, 2022	Annual Meeting at 10:00 a.m.
March 17, 2022	Board of Directors at 10:00 a.m.
April 21, 2022	Board of Directors at 10:00 a.m.
May 19, 2022	Board of Directors at 10:00 a.m.
June 16, 2022	Board of Directors at 10:00 a.m.
July 21, 2022	Board of Directors at 10:00 a.m.
August 18, 2022	Board of Directors (if needed)
September 15, 2022	Board of Directors at 10:00 a.m.
October 13, 2022	Budget Committee Meeting at 9:30 am
October 20, 2022	Board of Directors at 10:00 a.m.
November 17, 2022	Board of Directors at 10:00 a.m.
December 15, 2022	Board of Directors at 2:30 pm followed by Christmas Dinner

NOTE: as per Regulations of the Ausable Bayfield Conservation Authority, December 21, 2000  
*The Chairman shall call regular meetings of the Board of Directors, 4 days written notice, at least ten times each year, including one meeting prior to March 1st and one meeting after November 1st.*

***Office closed ..... Thursday, December 24 at noon and reopen Tuesday, January 3, 2023***

## **2022 Conservation Ontario Meetings and Conferences**

Conservation Ontario Council Meetings....April 11 (AGM), June 20, September 26, December 12  
ROMA Conference .....January 23-25 (*Virtual Conference*)  
Association of Municipalities of Ontario (Ottawa). ....August 14-17 (*In-Person*)