

# MEETING AGENDA

MEETING	<b>River Systems Advisory Committee</b>
DATE	Wednesday April 16, 2008
LOCATION	Council Committee Room 'C' – City Hall
TIME	4:00 pm – 6:00pm
CHAIR	To be determined

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• selection of RSAC chair (suggested delay until full membership is present)</li> </ul>	4:00pm – 4:10pm
2	Update on the revised mandate, responsibility, and structure of the Committee	4:10pm – 4:20pm
3	Request from the Hanlon Creek Business Park (HCBP) – Public Liaison Committee (PLC) <ul style="list-style-type: none"> <li>• That the RSAC undertake education, monitoring and restoration within the HCBP.</li> </ul>	4:20pm – 4:40pm
4	Request from Council for the RSAC to review the planning application for 120 Westmount	4:40pm – 5:00pm
5	Correspondence: <ul style="list-style-type: none"> <li>• <b>Notice of Public Meeting</b> - Proposed Amendment to the Brownfield Redevelopment Community Improvement Area - Monday May 5, 2008 at 7:00pm in Council Chambers (comments due April 30, 2008) - public comments are invited to <a href="mailto:clerks@guelph.ca">clerks@guelph.ca</a></li> <li>• <b>Class Environmental Assessment</b> for Victoria Road North (Ferndale Ave- South of the Speed River) - public input and comments are invited to <a href="mailto:geoffrey.keyworth@guelph.ca">geoffrey.keyworth@guelph.ca</a> or <a href="mailto:tauseef.shamsi@stantec.com">tauseef.shamsi@stantec.com</a></li> <li>• <b>Class Environmental Assessment</b> for Southwest Quadrant Water Supply - Open House and Public Meeting Tuesday April 15, 2008, Open House 6:00pm, Presentation 7:00pm, Discussion 8:00pm - public input and comments are invited to <a href="mailto:dave.belanger@guelph.ca">dave.belanger@guelph.ca</a> or <a href="mailto:patty.quackenbush@earthtech.ca">patty.quackenbush@earthtech.ca</a></li> <li>• <b>Class Environmental Assessment</b> for Water Distribution/Storage and Wastewater Conveyance - public input and comments are invited to <a href="mailto:don.kudo@guelph.ca">don.kudo@guelph.ca</a> or <a href="mailto:patty.quackenbush@earthtech.ca">patty.quackenbush@earthtech.ca</a></li> </ul>	5:00pm - 5:10pm
6	Other Business <ul style="list-style-type: none"> <li>• May 2, 2008 is the deadline to apply for funding for <b>GRCA Community Conservation Grants</b> of up to \$2,000 for registered charities and up to \$500 for elementary schools undertaking conservation projects in communities throughout the Grand River.</li> </ul>	5:10pm – 5:55pm
7	Adjournment	5:55pm – 6:00pm

# MEETING MINUTES

MEETING	<b>River Systems Advisory Committee</b>
DATE	April 16, 2008
LOCATION	Council Committee Room “C” – City Hall
TIME	4:00 – 6:00 p.m.
MEMBERS PRESENT	David Beaton, Hugh Whiteley, Jeremy Shute, Karen Landman, Councillor Mike Salisbury,
STAFF PRESENT	Carrie Musselman, Vaille Laur
PRESENT	Erin Harkins
REGRETS	

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	Welcome: <ul style="list-style-type: none"> <li>▪ Selection of RSAC chair (suggested delay until full membership is present)</li> </ul>
2	Update on the revised mandate, responsibility, and structure of the Committee
3	Request from the Hanlon Creek Business Park (HCBP) – Public Liaison Committee (PLC) <ul style="list-style-type: none"> <li>▪ That the RSAC undertake education, monitoring and restoration within the HCBP.</li> </ul>
4	General Discussion on the following: <ul style="list-style-type: none"> <li>▪ Dam on Wellington Street</li> <li>▪ Status of the GRCA Waterfowl Park</li> <li>▪ Subwatershed Studies within the City</li> <li>▪ Funding/education models of Conservation Authorities</li> <li>▪ Laurel Creek Subwatershed Study</li> </ul>
5	Request from Council for the RSAC to review the planning application for 120 Westmount <ul style="list-style-type: none"> <li>▪ General discussion took place and the following items were noted:               <ul style="list-style-type: none"> <li>○ The development most likely will not affect the creek/wetlands</li> <li>○ Headwaters of Pond creek are on the property</li> <li>○ West side of the development slated for Phase III of the development may impact the headwaters</li> <li>○ The berm runs along the east side of the property</li> </ul> </li> </ul>

	<p>Moved by Hugh Whiteley and seconded by Mike Salisbury</p> <p>“That the following comments from the RSAC be forwarded to City staff for consideration during tier review of any future Site Plans or development on the subject property:</p> <ul style="list-style-type: none"> <li>▪ The River Systems Advisory Committee flag that the protection and enhancement of the headwaters of Pond creek is a significant environmental concern.</li> <li>▪ The building footprint should not move closer to Edinburgh Road than the extent of the existing parking lot.</li> <li>▪ Site development should consider downstream restoration efforts along Pond Creek.</li> <li>▪ Recreational rails following the stream corridor would be an asset.</li> <li>▪ Ensure additional site measures including Storm water management are in place for the parking lot to protect water quality in the Creek.</li> <li>▪ Hydrologic functions of the wetland pocket for water quality and quantity purposes should be maintained or improved through the development.</li> <li>▪ Development of the western portion of the development should provide some aspect (orientation) to the creek.”</li> </ul> <p style="text-align: right;">Motion Carried -Unanimous-</p>
<p><b>6</b></p>	<p>Correspondence</p> <ul style="list-style-type: none"> <li>▪ <b>Notice of Public Meeting</b> - Proposed Amendment to the Brownfield Redevelopment Community Improvement Area - Monday May 5, 2008 at 7:00pm in Council Chambers (comments due April 30, 2008) - public comments are invited to <a href="mailto:clerks@guelph.ca">clerks@guelph.ca</a></li> <li>▪ <b>Class Environmental Assessment</b> for Victoria Road North (Ferndale Ave- South of the Speed River) - public input and comments are invited to <a href="mailto:geoffrey.keyworth@guelph.ca">geoffrey.keyworth@guelph.ca</a> or <a href="mailto:tauseef.shamsi@stantec.com">tauseef.shamsi@stantec.com</a></li> <li>▪ <b>Class Environmental Assessment</b> for Southwest Quadrant Water Supply - Open House and Public Meeting Tuesday April 15, 2008, Open House 6:00pm, Presentation 7:00pm, Discussion 8:00pm - public input and comments are invited to <a href="mailto:dave.belanger@guelph.ca">dave.belanger@guelph.ca</a> or <a href="mailto:patty.quackenbush@earthtech.ca">patty.quackenbush@earthtech.ca</a></li> <li>▪ <b>Class Environmental Assessment</b> for Water Distribution/Storage and Wastewater Conveyance - public input and comments are invited to <a href="mailto:don.kudo@guelph.ca">don.kudo@guelph.ca</a> or <a href="mailto:patty.quackenbush@earthtech.ca">patty.quackenbush@earthtech.ca</a></li> </ul>
<p><b>7</b></p>	<p>Other Business</p> <ul style="list-style-type: none"> <li>▪ May 2, 2008 is the deadline to apply for funding for <b>GRCA Community Conservation Grants</b> of up to \$2,000 for registered charities and up to \$500 for elementary schools undertaking conservation projects in communities throughout the Grand River. <ul style="list-style-type: none"> <li>○ Erin Harkins with OPIRG formally requested a letter of support in regards to applying for funding for a GRCA Community Conservation Grant to undertake conservation projects in the community.</li> </ul> </li> <li>▪ Greenbelt – Carrie advised that the City has publically noted its support of the extension of the greenbelt and especially the support of the protection of the moraine. She also noted that staff has prepared a report to council on these topics.</li> </ul>

<b>8</b>	Adjournment <ul style="list-style-type: none"> <li>▪ Meeting adjourned at 6:05 p.m.</li> </ul> Next meeting: <b>TBD</b>
----------	---

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	All	N/A	Delay selection of chair until full membership
2	All	By next RSAC Meeting	Review the <i>draft</i> RSAC handbook guide and provide comments to Carrie. Carrie will email an electronic copy of the document to RSAC members.
3	Carrie	By next RSAC Meeting	Carrie to contact the Hanlon Creek Business Park – Public Liaison Committee to request a letter detailing their expectations/requirements of the RSAC in relation to their request that the RSAC undertake education, monitoring and restoration within the HCBP.
4	David Beaton Carrie	ASAP ASAP	<ul style="list-style-type: none"> <li>▪ David Beaton will draft a letter of support from RSAC</li> <li>▪ Carrie will distribute a copy of the ‘Growing the Greenbelt’ report to RSAC members</li> </ul>
5	RSAC	ASAP	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.
6	Carrie	ASAP	Obtain and distribute a copy of the Laurel Creek Subwatershed Study from the Region Waterloo.
7	Dave	ASAP	Investigate the funding/education models of Conservation Authorities related to environmental monitoring/education.
8	Carrie	ASAP	Distribute copies of the Subwatershed Studies within the City.
9	Carrie	ASAP	Look into the status of the GRCA Waterfowl Park located on Kortright Rd.

---

<b>10</b>	RSAC	ASAP	Contact the MNR regarding a management plan for the dam on Wellington Street and requirements for taking the dam off-line.
-----------	------	------	--

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
DATE Wednesday May 21, 2008  
LOCATION Council Committee Room 'B' – City Hall  
TIME 4:00 pm – 6:00pm  
CHAIR To be determined

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"><li>• Roll call and certification of quorum</li><li>• Declaration of pecuniary interest or conflict of interest</li><li>• Review of agenda</li><li>• Selection of RSAC chair (suggested delay until full membership is present)</li></ul>	4:00pm – 4:20pm
2	Update on the revised mandate, responsibility, and structure of the Committee	4:20pm – 5:00m
3	Review of the watershed including area, tributaries and communities covered	5:00pm – 5:20pm
4	Update on the Speed River project – Erin Harkins	5:20pm – 5:35pm
5	Correspondence: <ul style="list-style-type: none"><li>•</li></ul>	5:35pm - 5:45pm
6	Other Business <ul style="list-style-type: none"><li>•</li></ul>	5:45pm – 5:55pm
7	Adjournment	5:55pm – 6:00pm

# MEETING MINUTES



MEETING **River Systems Advisory Committee**

DATE May 21, 2008

LOCATION Council Committee Room “B” – City Hall  
TIME 4:00 – 6:00 p.m.

MEMBERS PRESENT David Beaton, Hugh Whiteley, Jeremy Shute, Mike Emeneau, Erin Harkins  
MEMBERS ABSENT Karen Landman, John Buttars, Stan Kozak  
STAFF PRESENT Carrie Musselman, Vaile Laur  
ALSO PRESENT Councillor Mike Salisbury

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<ul style="list-style-type: none"> <li>▪ New members Mike Emeneau and Erin Harkins were welcomed to the committee.</li> </ul>
	<ul style="list-style-type: none"> <li>▪ It was decided that the selection of RSAC chair would be delayed until full membership is present.</li> </ul>
2	<ul style="list-style-type: none"> <li>▪ Staff provided RSAC members with a copy of the ‘CITY OF GUELPH RIVER SYSTEMS ADVISORY COMMITTEE GUIDEBOOK -Version 1.0’. In addition to the Guidebook new members received a map and list of Subwatershed studies within the City and OP Schedule 1 and Schedule 2.</li> </ul>
	<ul style="list-style-type: none"> <li>▪ Discussion around a work plan and how the Committee wanted to proceed took place. The committee decided that:               <ul style="list-style-type: none"> <li>○ They would prepare and present a semi-annual/annual report(s) to Council aligned with the City’s Strategic Plan.</li> <li>○ The semi-annual/annual report(s) will report on the status of Subwatershed studies including orphaned studies as well as the status of Subwatershed recommendations.</li> </ul> </li> </ul>
3	Review of the watershed including area, tributaries and communities covered <ul style="list-style-type: none"> <li>▪ Deferred to next meeting</li> </ul>
4	Update on the Speed River project – Erin Harkins <ul style="list-style-type: none"> <li>▪ Deferred to next meeting</li> </ul>
6	Other Business <ul style="list-style-type: none"> <li>▪ None</li> </ul>
7	Adjournment  Next meeting: <b>June 25, 2008</b>

---

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	All	N/A	Delay selection of chair until full membership.
2	Erin Harkins	Next RSAC meeting	Erin to collect any information available on the Speed River Watershed.
3	Carrie Musselman	Next RSAC meeting	Carrie to send out Council Report templates to RSAC members.
4	Mike Salisbury	Next RSAC meeting	Note what/how RSAC activities fit into the Strategic Plan for the City.
5	Mike Salisbury	Ongoing	Review/assess the status of the Eramosa Blue Springs Subwatershed Study.
6	Mike Emeneau	Ongoing	Review/assess the status of the Clythe Creek Subwatershed Study.
7	Erin Harkins	Ongoing	Review/assess the status of the Hanlon Creek Subwatershed Study.
8	Jeremy Shute	Ongoing	Review/assess the status of the Mill Creek Subwatershed Study.
9	David Beaton	Ongoing	Review/assess the status of the Ellis Chillico Subwatershed Study.
10	Hugh Whiteley	Next RSAC meeting	Review/compare the Torrance Creek Subwatershed Study with the Hanlon Creek Subwatershed Study to develop a matrix to aid in the review of other Subwatershed studies within the City.



# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE Wednesday June 25, 2008  
 LOCATION Council Committee Room 'C' – City Hall  
 TIME 4:00 pm – 6:00pm  
 CHAIR To be determined

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Roll call and certification of quorum</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> <li>• Selection of RSAC chair</li> </ul>	4:00pm – 4:10pm
2	Review of the mandate, responsibility, and structure of the Committee	4:10pm – 4:20pm
3	Update on various City Subwatershed Study recommendations – All RSAC Members	4:20pm – 4:40pm
4	Discuss review/comparison matrix for City Subwatershed studies – Hugh Whiteley	4:40pm – 5:00pm
5	Update on the Speed River project – Erin Harkins	5:00pm – 5:15pm
6	What/how RSAC activities fit into the Strategic Plan for the City - Councillor Salisbury	5:15pm - 5:45pm
7	Correspondence and Other Business <ul style="list-style-type: none"> <li>•</li> </ul>	5:45pm – 5:55pm
8	Adjournment	5:55pm – 6:00pm

# MEETING MINUTES



MEETING **River Systems Advisory Committee**

DATE June 25, 2008

LOCATION Council Committee Room “C” – City Hall  
TIME 4:00 – 6:00 p.m.

MEMBERS PRESENT David Beaton, Hugh Whiteley, Jeremy Shute, Mike Emeneau, Erin Harkins, John Buttars, Stan Kozak

STAFF PRESENT Carrie Musselman

ALSO PRESENT Councillor Mike Salisbury

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<ul style="list-style-type: none"> <li>No changes to Agenda</li> </ul>
2	<ul style="list-style-type: none"> <li>May 21, 2008 Minutes Approved.</li> </ul>
3	<ul style="list-style-type: none"> <li>Jeremy Shute for Chair nominated by Hugh Whiteley and seconded by David Beaton closed by John Buttars.</li> <li>It was decided that Jeremy will select a chair in his absence</li> </ul>
4	<ul style="list-style-type: none"> <li>New members, John Buttars and Stan Kozak were welcomed to the committee.</li> <li>Jeremy provided a brief background/role of RSAC to the new members</li> </ul>
5	<ul style="list-style-type: none"> <li>Hugh distributed the Torrance creek monitoring program table of contents to members</li> <li>It was suggested by Hugh that heading 3.4, 3.5 and 3.6 be used for the Subwatershed study recommendations comparison matrix.</li> </ul>
6	<ul style="list-style-type: none"> <li>David noted that Beth Brown, Subwatershed Planning Coordinator with the GRCA, identified that Chillico Creek is part of the East Side Subwatershed Study (ESSS). The ESSS Steering Committee is still working on completing a draft of the Phase 1 Characterization Report. After June 30, 2008 the contact for the project will be Drew Cherry with assistance from Gus Rungis.</li> <li>David noted that the Alder Creek Subwatershed is the most recent Subwatershed Study completed by the GRCA.</li> </ul>
7	<ul style="list-style-type: none"> <li>Mike noted the recommendations from the Clythe Creek Subwatershed Study.</li> </ul>
8	<ul style="list-style-type: none"> <li>Erin noted the recommendations from the Hanlon Creek State of the Subwatershed Study.</li> </ul>
9	<ul style="list-style-type: none"> <li>Councillor Salisbury regretted not being able to note the status of the Eramosa Blue Springs Subwatershed Study recommendations.</li> </ul>

<b>10</b>	<ul style="list-style-type: none"> <li>▪ Jeremy noted the recommendations from the Mill Creek Subwatershed Study.</li> <li>▪ Jeremy noted that the GRCA has slated an update to the Mill Creek Subwatershed Study for 2010.</li> </ul>
<b>11</b>	<ul style="list-style-type: none"> <li>▪ Erin provided an update on the Speed River Project... Eco Action grant has been completed and Erin is working on a package to continue the project at OPIRG.</li> <li>▪ Exiting community park stewards from neighbourhoods are being encouraged to continue their relationship with the City to keep the projects going.</li> </ul>
<b>12</b>	<ul style="list-style-type: none"> <li>▪ Councillor Salisbury noted what and how RSAC activities fit into the Strategic Plan for the City.</li> </ul>
<b>13</b>	Update on the Speed River project – Erin Harkins
<b>14</b>	Other Business <ul style="list-style-type: none"> <li>▪ None</li> </ul>
<b>15</b>	Adjournment  Next meeting: <b>September 17, 2008</b>

#### **ACTION ITEMS**

<b>ITEM #</b>	<b>ASSIGNED TO</b>	<b>DUE DATE</b>	<b>DESCRIPTION</b>
<b>1</b>	Hugh Whiteley	Before next meeting	Distribute via e-mail matrix (to aid in the review of other Subwatershed studies within the City) in chart format for RSAC member review/approval.
<b>2</b>	All RSAC members	Before next meeting	Complete all applicable sections of matrix related to assigned Subwatershed studies.
<b>3</b>	All RSAC members	On going	Compile a list of organisations and groups undertaking environmental projects noting specific projects.
<b>4</b>	John Buttars	Next RSAC meeting	Provide update on Trans Canada Trail from Eramosa to Speedvale
<b>5</b>	Staff	Next RSAC meeting	Provide update on implementation of the wastewater/Hanlon Trail
<b>6</b>	Staff	Next RSAC meeting	Provide key deadlines and/or dates related to the City budget.
<b>7</b>	Erin Harkins	Next RSAC meeting	Erin to compile information available on the watershed of the main Speed River within the City of Guelph (not currently covered by a subwatershed study).

---

<b>8</b>	Staff	Next RSAC meeting	Provide City dam and weir management plans
<b>9</b>	Hugh Whiteley	Next RSAC meeting	Provide Allan's Mill/Riverside dam and weir management plans
<b>10</b>	David Beaton	Next RSAC meeting	Provide GRCA information regarding dam and weir management plans within the City.
<b>11</b>	Mike Salisbury	Next RSAC meeting	Review/assess the status of the Eramosa Blue Springs Subwatershed Study recommendations.
<b>12</b>	Jeremy Shute	Next RSAC meeting	Provide map of historic rivers and creeks within the City.

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE October 29, 2008  
 LOCATION Council Committee Room 'C' – City Hall  
 TIME 4:00 pm – 6:00pm  
 CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Roll call and certification of quorum</li> <li>• Introductions</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:15pm
2	Update - April 16, 2008 Action Items	4:15pm – 4:25pm
3	Information Request – Erin Harkins <ul style="list-style-type: none"> <li>- Stream ecology, quality, quantity – update from Sandra Cooke- GRCA – request into Gerard Wheeler (Water and Wastewater)</li> <li>- Trails, recreation access to streams and valley lands – Trans Canada Trail design- The proposed trail will complete the pedestrian connection from Speedvale Avenue to Eramosa Road, along the Guelph Junction Railroad</li> <li>- Education, engagement and awareness – article on the Speed - Watershed Report - Fall 2008 – City Information collected.</li> </ul>	4:25pm – 4:35pm
4	Ongoing Environmental Assessments within the City <b>Highway 6 (Hanlon Expressway) Improvements from South of Maltby Road to the Speed River-</b> 4 <sup>th</sup> PIC was held October 23, 2008. MTO is proposing several interchanges along the Hanlon. They have prepared several iterations and now have a Preferred Plan. Information related to the project can be accessed at <a href="http://www.hanlonimprovements.ca">www.hanlonimprovements.ca</a> . <b>City of Guelph Water and Wastewater Servicing – Master Plan Draft Report</b> Draft Report was released for comment and was scheduled to be presented at the July 28, 2008 City Council Meeting. Draft Report is available at <a href="http://www.guelph.ca">www.guelph.ca</a> >living>planning&building>masterplans> click on Master Plan Draft Report PDF. The contact for this project is Patty Quackenbush. She can be reached at (519) 570-1479 or via email at <a href="mailto:patty.quackenbush@earthtech.ca">patty.quackenbush@earthtech.ca</a> . City contact is Don Kudo (519) 822-1260 ext. 2490 or via email at <a href="mailto:don.kudo@guelph.ca">don.kudo@guelph.ca</a>	4:35pm – 4:40pm
5	Creek Mapping	5:00pm – 5:20pm

---

6	Template for Sub-watershed Studies	5:15pm - 5:45pm
7	Action Items	5:45pm – 5:55pm
8	Adjournment	5:55pm – 6:00pm

# MEETING MINUTES



MEETING **River Systems Advisory Committee**

DATE October 29, 2008

LOCATION Council Committee Room “C” – City Hall  
TIME 4:00 – 6:00 p.m.

MEMBERS PRESENT Jeremy Shute, Mike Emeneau, Erin Harkins, John Buttars, Stan Kozak

STAFF PRESENT Suzanne Young, Vaille Laur

MEMBERS ABSENT David Beaton, Hugh Whiteley,

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<ul style="list-style-type: none"> <li>▪ Suzanne Young was introduced to the Committee as the New Environmental Planner</li> <li>▪ No changes to Agenda</li> </ul>
2	<ul style="list-style-type: none"> <li>▪ Action items from the April 16, 2008 meeting were reviewed</li> </ul>
3	<p>Information Request – Erin Harkins</p> <ul style="list-style-type: none"> <li>- Stream ecology, quality, quantity – update from Sandra Cooke- GRCA – request into Gerard Wheeler (Water and Wastewater)               <ul style="list-style-type: none"> <li>▪ Suzanne advised that the City has monitoring in place for the Speed River</li> <li>▪ It was asked if Sandra Cook could come to a meeting to provide an update on what they are doing and the monitoring taking place.</li> </ul> </li> <li>- Trails, recreation access to streams and valley lands – Trans Canada Trail design- The proposed trail will complete the pedestrian connection from Speedvale Avenue to Eramosa Road, along the Guelph Junction Railroad               <ul style="list-style-type: none"> <li>▪ Trans Canada Trials Design – there was a public open house on Oct. 23/08</li> </ul> </li> <li>- Education, engagement and awareness – article on the Speed - Watershed Report - Fall 2008 – City Information collected.               <ul style="list-style-type: none"> <li>▪ Suzanne showed various pieces of educational material that the city is distributing to residents.</li> <li>▪ It was discussed if RSAC could get a “blurb” into the 2009 Conservation Calendar put out by Environmental Services.</li> </ul> </li> </ul>
4	<p>Ongoing Environmental Assessments within the City</p> <p><i>Highway 6 (Hanlon Expressway) Improvements from South of Maltby Road to the Speed River- 4th</i></p> <ul style="list-style-type: none"> <li>▪ PIC was held October 23, 2008. MTO is proposing several interchanges along the Hanlon. They have prepared several iterations and now have a Preferred Plan. Information related to the project can be accessed at <a href="http://www.hanlonimprovements.ca">www.hanlonimprovements.ca</a>.</li> </ul>

	<p><i>City of Guelph Water and Wastewater Servicing – Master Plan Draft Report</i></p> <ul style="list-style-type: none"> <li>Draft Report was released for comment and was scheduled to be presented at the July 28, 2008 City Council Meeting. Draft Report is available at <a href="http://www.guelph.ca&gt;living&gt;planning&amp;building&gt;masterplans">www.guelph.ca&gt;living&gt;planning&amp;building&gt;masterplans</a>&gt; click on Master Plan Draft Report PDF. The contact for this project is Patty Quackenbush. She can be reached at (519) 570-1479 or via email at <a href="mailto:patty.quackenbush@earthtech.ca">patty.quackenbush@earthtech.ca</a>. City contact is Don Kudo (519) 822-1260 ext. 2490 or via email at <a href="mailto:don.kudo@guelph.ca">don.kudo@guelph.ca</a> <ul style="list-style-type: none"> <li>Jeremy advised that RSAC will probably be asked to provide input in the new year.</li> </ul> </li> </ul>
5	<ul style="list-style-type: none"> <li>Creek Mapping <ul style="list-style-type: none"> <li>Jeremy brought a map “Natural Heritage Features of Guelph and Surround” which showed various creek systems. Jeremy asked RSAC to review and comment on the map. Jeremy will circulate the map through the Committee so each member can identify what is important and make edits as appropriate.</li> <li>It was asked if there was a budget in the Torrance Creek Subwatershed Committee to update the map and print for distribution.</li> </ul> </li> </ul>
6	<ul style="list-style-type: none"> <li>Template for Sub-watershed Studies <ul style="list-style-type: none"> <li>It was suggested to create a list of generic recommendations from existing subwatershed studies apply to areas of the City who don’t have subwatershed studies. Hugh was going to create a template for RSAC’s review. Hugh will update Committee at the next meeting.</li> </ul> </li> </ul>
7	<ul style="list-style-type: none"> <li>Action Items – See Below</li> </ul>
8	<p>Adjournment</p> <p>Next meeting: <b>November 19, 2008</b></p>

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	Suzanne Young	On going	Speak to Sandra Cook at the GRCA to see if she can speak to RSAC to provide an overview on what they are doing and what monitoring is taking place
2	Suzanne Young	Next RSAC Meeting (sent with Agenda)	Distribute Speed River map of assessment location to RSAC members
3	Suzanne Young	Next RSAC Meeting	To speak to Wastewater/Waterworks to see if RSAC can put a “blurb” into the 2009 City of Guelph Conservation Calendar
4	Suzanne Young	Next RSAC meeting	Send link to the Natural Heritage Strategy Mapping



<b>5</b>	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate
<b>6</b>	Suzanne Young	Next RSAC meeting	Investigate if there is a budget in the Torrance Creek Subwatershed Committee to update the Creek Mapping and print copies for distribution.
<b>7</b>	Suzanne Young	On going	Obtain policy/rationale on the water control water tables within/controlled by the City
<b>8</b>	Suzanne Young	On going	Obtain map of each dam/weirs in the City and who owns it.
<b>9</b>	Jeremy Shute	Next RSAC meeting	Provide a list of the Environmental Groups in the City
<b>10</b>	Erin Harkins, John Buttars	Next RSAC meeting	Develop list of educational opportunities and what has happened
<b>11</b>	Hugh Whiteley	Next RSAC meeting	Develop template for Subwatershed studies for RSAC's review

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
DATE November 19, 2008  
LOCATION Council Committee Room 'C' – City Hall  
TIME 4:00 pm – 6:00pm  
CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"><li>• Roll call and certification of quorum</li><li>• Declaration of pecuniary interest or conflict of interest</li><li>• Review of agenda</li></ul>	4:00pm – 4:10pm
2	Presentation by Mark Anderson – Water Quality Engineer – Grand River Conservation Authority Water Quality Monitoring on the Speed River	4:10pm – 5:10pm
3	Update – October 29, 2008 and April 16, 2008 Action Items	5: 10pm – 5:40pm
4	Update - Creek Mapping	5:40pm – 5:50pm
5	Adoption of Meeting Minutes from October 29, 2008 Meeting	5:50pm – 5:55pm
6	New Action Items	5:55pm – 6:00pm
7	Adjournment	6:00pm

# MEETING MINUTES



MEETING **River Systems Advisory Committee**

DATE November 19, 2008

LOCATION Council Committee Room “C” – City Hall  
TIME 4:00 – 6:00 p.m.

MEMBERS PRESENT Jeremy Shute, Mike Emeneau, John Buttars, Stan Kozak

STAFF PRESENT Suzanne Young, Vaille Laur

MEMBERS ABSENT David Beaton, Hugh Whiteley, Erin Harkins

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> <li>▪ Roll call and certification of quorum</li> <li>▪ Declaration of pecuniary interest or conflict of interest</li> <li>▪ Review of agenda</li> </ul>
2	<p>Presentation by Mark Anderson – Water Quality Engineer – Grand River Conservation Authority Water Quality Monitoring on the Speed River.</p> <ul style="list-style-type: none"> <li>▪ Mark Anderson from the Grand River Conservation Authority gave a presentation on the “2008 Speed River Monitoring Program”. Mark will forward a copy of the presentation to Suzanne to distribute to Committee members.</li> </ul>
3	<ul style="list-style-type: none"> <li>▪ Update – October 29, 2008 and April 16, 2008 Action Items               <ul style="list-style-type: none"> <li>▪ RSAC reviewed the action items from April and October 2008. See below list of outstanding items.</li> </ul> </li> </ul>
4	<ul style="list-style-type: none"> <li>▪ Update - Creek Mapping               <ul style="list-style-type: none"> <li>▪ Jeremy circulated the “Natural Heritage Features of Guelph and Surround” map to Suzanne. Suzanne will update the map to include location of dams/weirs in the City and will forward to Stan when completed.</li> </ul> </li> </ul>
5	<ul style="list-style-type: none"> <li>▪ Adoption of Meeting Minutes from October 29, 2008 Meeting</li> </ul> <p>Moved by John Buttars and seconded by Mike Emeneau</p> <p>“To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>

6	<ul style="list-style-type: none"> <li>▪ New Action Items – See Below</li> </ul>
7	<ul style="list-style-type: none"> <li>▪ Action Items – See Below</li> </ul>
8	<p>Adjournment</p> <p>Next meeting: <b>January 21, 2009</b></p>

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	David Beaton	ASAP	<ul style="list-style-type: none"> <li>▪ David Beaton will draft a letter of support from RSAC</li> </ul>
2	RSAC	ASAP	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.
3	David Beaton	ASAP	Investigate the funding/education models of Conservation Authorities related to environmental monitoring/education.
4	RSAC	ASAP (See highlight in red)	<p>Contact the MNR regarding a management plan for the dam on Wellington Street and requirements for taking the dam off-line.</p> <ul style="list-style-type: none"> <li>▪ Suzanne contacted the GRCA. Discussions are ongoing with the City regarding ownership and operations.</li> </ul>
5	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate
6	RSAC	On going (See highlight in red)	<p>Investigate if there is a budget in the Torrance Creek Subwatershed Committee to update the Creek Mapping and print copies for distribution.</p> <ul style="list-style-type: none"> <li>▪ Suzanne advised that there is budget money available and RSAC will need to prepare a proposal to forward to the Torrance Creek Subwatershed Committee for review.</li> </ul>
7	Jeremy Shute	On going (See highlight in red)	<p>Provide a list of the Environmental Groups in the City</p> <ul style="list-style-type: none"> <li>▪ Jeremy will continue to update list with additions/deletions as required. This will be a working document</li> </ul>

---

8	RSAC	On going (See highlight in red)	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"><li>▪ RSAC Members to keep an inventory for future reference. This will be a working document.</li></ul>
9	Hugh Whiteley	Next RSAC meeting	Develop template for Subwatershed studies for RSAC's review

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE January 21, 2009  
 LOCATION Council Committee Room 'C' – City Hall  
 TIME 4:00 pm – 6:00pm  
 CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Roll call and certification of quorum</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:15pm
2	Update – October 29, 2008 and April 16, 2008 Action Items	4:15pm – 4:30pm
3	Update - Creek Mapping and Application for Funding	4:30pm – 5: 15pm
4	Template for Sub-watershed Studies	5:15pm – 5:45pm
5	Action Items	5:45pm – 5:55pm
6	Stormwater Management Master Plan - Class Environmental Assessment – Request for a Member to sit on the Technical Advisory Committee	5:55pm-6:00pm
6	Adjournment	6:00pm

## OUTSTANDING ACTION ITEMS FROM APRIL 16, 2008 OCTOBER 29, 2008 RSAC MEETINGS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate
2	Suzanne Young	Funding is Available – RSAC to prepare a proposal	Investigate if there is a budget in the Torrance Creek Subwatershed Committee to update the Creek Mapping and print copies for distribution.

<b>3</b>	Suzanne Young	Completed (on going)	Obtain policy/rationale on the water control water tables within/controlled by the City
<b>4</b>	Suzanne Young/ Stank Kozak	Completed (on going)	Obtain map of each dam/weirs in the City and who owns it.
<b>5</b>	Jeremy Shute	Completed (on going)	Provide a list of the Environmental Groups in the City
<b>6</b>	Erin Harkins, John Buttars	Partially Completed	Develop list of educational opportunities and what has happened
<b>7</b>	Hugh Whiteley	Next RSAC meeting	Develop a template for Subwatershed studies for RSAC's review
<b>8</b>	David Beaton	Update Needed	Draft a Letter of Support from RSAC
<b>9</b>	All RSAC Members	ASAP	Members to review all of the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.
<b>10</b>	David Beaton	Update Needed	Investigate the funding/education models of Conservation Authorities related to environmental monitoring/education.

# MEETING MINUTES

MEETING DATE **River Systems Advisory Committee**  
January 21, 2009

LOCATION Council Committee Room “C” – City Hall  
TIME 4:00 – 6:00 p.m.

MEMBERS PRESENT David Beaton, Mike Emeneau, John Buttars, Stan Kozak, Hugh Whiteley, Erin Harkins

STAFF PRESENT Suzanne Young, Vaille Laur

MEMBERS ABSENT Jeremy Shute, Mike Salisbury

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> <li>▪ Roll call and certification of quorum</li> <li>▪ Declaration of pecuniary interest or conflict of interest</li> </ul>
2	<ul style="list-style-type: none"> <li>▪ Update – October 29, 2008 and April 16, 2008 Action Items</li> </ul>
3	<ul style="list-style-type: none"> <li>▪ Update - Creek Mapping and Application for Funding                             <ul style="list-style-type: none"> <li>▪ Hugh advised there are funds available but nothing has been done so far</li> <li>▪ Creek Mapping and opportunities for use was discussed. The group recommended Susan Ratcliffe may be able to use map as well as possible use at the Children’s Water Festival.</li> </ul> </li> <li>▪ Suzanne to follow up with Waterworks</li> <li>▪ Laurel Creek – Suzanne to follow up on monitoring</li> </ul>
4	<ul style="list-style-type: none"> <li>▪ Template for Sub-Watershed Studies                             <ul style="list-style-type: none"> <li>▪ Hugh to complete for distribution with minutes</li> </ul> </li> </ul>
5	<ul style="list-style-type: none"> <li>▪ Action Items – See Below</li> </ul>
6	<ul style="list-style-type: none"> <li>▪ Stormwater Management Master Plan - Class Environmental Assessment – Request for a Member to sit on the Technical Advisory Committee                             <ul style="list-style-type: none"> <li>▪ Jeremy will represent RSAC</li> </ul> </li> </ul>
7	<ul style="list-style-type: none"> <li>▪ Adoption of Meeting Minutes from November 19, 2008 Meeting Moved by Stan Kozak and seconded by Mike Emeneau</li> </ul> <p style="text-align: center;">“To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>



8	Other Business: <ul style="list-style-type: none"> <li>▪ Hugh provided an update regarding the pedestrian bridge over the Eramosa River.</li> </ul>
9	Adjournment  Next meeting: <b>March 25, 2009</b>

**ACTION ITEMS**

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate.
2.	Suzanne Young	On going  Funding is Available – RSAC to prepare a proposal	Investigate if there is a budget in the Torrance Creek Subwatershed Committee to update the Creek Mapping and print copies for distribution. <ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal.</li> </ul>
3.	Suzanne Young	Completed (on going)	Obtain policy/rationale on the water control water tables within/controlled by the City <ul style="list-style-type: none"> <li>▪ Suzanne to ask Engineering if there are any written operating/management procedures for operation of the dams.</li> </ul>
4.	Jeremy Shute	On going (See highlight in red)	Provide a list of the Environmental Groups in the City <ul style="list-style-type: none"> <li>▪ Vaille to attach list to minutes for RSAC's review.</li> </ul>
5.	RSAC	On going (See highlight in red)	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"> <li>▪ Suzanne to follow up with Wastewater re: funding proposals for children's water festivals.</li> <li>▪ Vaille to attach list to minutes for RSAC's review.</li> </ul>
6.	Hugh Whiteley	Next RSAC meeting	Develop template for Subwatershed studies for RSAC's review <ul style="list-style-type: none"> <li>▪ Hugh to forward draft to be attached to the minutes for RSAC's review.</li> </ul>
7.	RSAC	Ongoing	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations. <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>

# MEETING AGENDA



**MEETING** River Systems Advisory Committee  
**DATE** March 25, 2009  
**LOCATION** Council Committee Room 'C' – **NEW City Hall**  
**TIME** 4:00 pm – 6:00pm  
**CHAIR** Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Welcome to New Members</li> <li>• Roll call and certification of quorum</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:05pm
2	Guelph Natural Heritage Strategy Mapping and Policy Update – Marion Plaunt	4:05pm – 5:00pm
3	Update – October 29, 2008 and January 29, 2008 Action Items	5:00pm – 5:15pm
4	Marden Creek Open House – Review and Update	5:15pm – 5:25pm
5	Wellington Street Dam – Update	5:25 pm – 5:45pm
6	Action Items – Set 2009 Priorities for the Committee	5:45pm – 5:55pm
7	Adoption of January 21, 2009 Meeting Minutes	5:55pm-6:00pm
8	Adjournment	6:00pm

## OUTSTANDING ACTION ITEMS FROM APRIL 16, 2008 OCTOBER 29, 2008 RSAC MEETINGS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate.

2.	Suzanne Young	On going Funding is Available – RSAC to prepare a proposal	Investigate if there is a budget in the Torrance Creek Subwatershed Committee to update the Creek Mapping and print copies for distribution. <ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal.</li> </ul>
3.	Suzanne Young	Completed (on going)	Obtain policy/rationale on the water control water tables within/controlled by the City <ul style="list-style-type: none"> <li>▪ Suzanne to ask Engineering if there are any written operating/management procedures for operation of the dams.</li> </ul>
4.	Jeremy Shute	On going (See highlight in red)	Provide a list of the Environmental Groups in the City <ul style="list-style-type: none"> <li>▪ Vaille to attach list to minutes for RSAC’s review.</li> </ul>
5.	RSAC	On going (See highlight in red)	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"> <li>▪ Suzanne to follow up with Wastewater re: funding proposals for children’s water festivals.</li> <li>▪ Vaille to attach list to minutes for RSAC’s review.</li> </ul>
6.	Hugh Whiteley	Next RSAC meeting	Develop template for Subwatershed studies for RSAC’s review <ul style="list-style-type: none"> <li>▪ Hugh to forward draft to be attached to the minutes for RSAC’s review.</li> </ul>
7.	RSAC	Ongoing	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations. <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>

# MEETING MINUTES

MEETING DATE	<b>River Systems Advisory Committee</b> March 25, 2009
LOCATION TIME	Council Committee Room “C” – City Hall 4:00 – 6:00 p.m.
MEMBERS PRESENT	David Beaton, Mike Emeneau, John Buttars, Stan Kozak, Hugh Whiteley, Karen Chisholme, Mike Salisbury
STAFF PRESENT	Suzanne Young, Vaille Laur
MEMBERS ABSENT	Jeremy Shute, Erin Harkins

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> <li>▪ Welcome to New Members               <ul style="list-style-type: none"> <li>▪ Karen Chisholme was welcomed to the Committee</li> </ul> </li> <li>▪ Roll call and certification of quorum</li> <li>▪ Declaration of pecuniary interest or conflict of interest</li> <li>▪ Review of agenda</li> </ul>
2	<ul style="list-style-type: none"> <li>▪ Guelph Natural Heritage Strategy Mapping and Policy Update – Marion Plaunt</li> </ul> <p>M. Plaunt, Manager of Policy Planning and Urban Design with the City of Guelph, gave a presentation on the Guelph Natural Heritage Strategy Phase 2 Update. Through the presentation, the changes to the criteria and the revised mapping were presented. Draft Policy direction to be implemented through Phase 3 was outlined and discussed.</p> <p>The Natural Heritage Strategy aims to identify Guelph’s significant natural areas and to ensure their long term protection and enhancement.</p> <p>M. Plaunt advised that the City of Guelph is offering two opportunities for members of the community and stakeholders, to provide input into the City’s Natural Heritage Strategy. The Community Forums are scheduled for March 24 and March 25, 2009. The agenda involves a roundtable workshop component. These community forums will provide an opportunity to review Phase 2 changes and provide input into the policy direction for Phase 3.</p> <p>M. Plaunt also informed Committee members that Phase 2 of the Natural Heritage Strategy is due for completion in the spring of 2009 and that the final report will be circulated to the Committee. Phase 3 was initiated in November of 2008 and will be completed in 2009. It will involve the development of natural heritage mapping and the integration of these policies and the mapping into the current Official Plan Update.</p>

	Hugh Whiteley commented on the closed depression areas and significant land forms rational of 15% vs. 20% slopes. He advised that the Provincial Policy and GRCA use 15% for their significant valley land calculations.
3	<ul style="list-style-type: none"> <li>▪ Update – October 29, 2008 and January 29, 2008 Action Items</li> </ul>
4	<ul style="list-style-type: none"> <li>▪ Marden Creek Open House – Review and Update <ul style="list-style-type: none"> <li>▪ It was advised that Brook Trout has been found in the stream.</li> </ul> </li> </ul>
5	<ul style="list-style-type: none"> <li>▪ Wellington Street Dam – Update <ul style="list-style-type: none"> <li>▪ Suzanne met with GRCA Staff and City Staff. The 50 year lease agreement has expired and GRCA would like to transfer ownership to the City. The City will eventually take ownership and maintain the Dam. Suzanne wanted to know what RSAC envisioned for the Dam and how to best address the River Systems Management Plan with this opportunity.</li> </ul> </li> </ul>
6	<ul style="list-style-type: none"> <li>▪ Action Items – Set 2009 Priorities for the Committee <ul style="list-style-type: none"> <li>▪ Wellington Street Dam - Exploring implications to changes in the operations of the Dam</li> <li>▪ Development and printing of the Creek Mapping</li> <li>▪ Report to Council of Committee on segments/networks</li> </ul> </li> </ul>
7	<ul style="list-style-type: none"> <li>▪ Adoption of January 21, 2009 Meeting Minutes  Moved by Hugh Whiteley and seconded by David Beaton  “To accept the minutes as printed.”  Motion Carried -Unanimous-</li> </ul>
8	Adjournment

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate.
2.	Suzanne Young	On going  Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</li> <li>▪ Prepare a monitoring plan.</li> </ul>
3.	Suzanne Young	Completed (on going)	Obtain policy/rationale on the water control water

			<p>tables within/controlled by the City</p> <ul style="list-style-type: none"> <li>▪ Item to be deleted from Action Items.</li> </ul>
4.	Jeremy Shute	On going	<p>Provide a list of the Environmental Groups in the City</p> <ul style="list-style-type: none"> <li>▪ Item to be deleted from Action Items.</li> </ul>
5.	RSAC	On going (See highlight in red)	<p>Develop list of educational opportunities and what has happened</p> <ul style="list-style-type: none"> <li>▪ Suzanne spoke to Wastewater re: funding proposals for children’s water festivals and advised there is no allocated funding.</li> <li>▪ Dave to send revised list to Vaille to attach to minutes.</li> </ul>
6.	Hugh Whiteley	Next RSAC meeting	<p>Develop template for Subwatershed studies for RSAC’s review</p> <ul style="list-style-type: none"> <li>▪ Hugh to forward draft once completed for RSAC’s review.</li> <li>▪ Hugh has GRCA’s Terms of Reference for subwatershed studies and will distribute to RSAC to review.</li> </ul>
7.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance &amp; Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE April 15, 2009  
 LOCATION Meeting Room “C” – **NEW City Hall**  
 TIME 4:00 pm – 6:00pm  
 CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Welcome to New Member – Dan McDonell</li> <li>• Roll call and certification of quorum</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:05pm
2	Vision for the Wellington Street Dam – Moving Forward	4:05pm – 4:35pm
3	Mapping – Completion and Distribution	4:35pm – 5:05pm
4	Update - Outstanding Action Items from Previous Meetings	5:05pm – 5:25pm
5	Identify Work to be Completed for June Meeting	5:25 pm – 5:45pm
6	Strategic Urban Forest Management Plan Stakeholder and Public Workshops	5:45pm- 5:50pm
7	Adoption of March 25, 2009 Meeting Minutes	5:50pm – 5:55pm
8	Meeting Time Discussion	5:55pm- 6:00pm
9	Adjournment	6:00pm

## OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to

			RSAC members and provide comments/edits to the map as appropriate.
2.	Hugh and Jeremy	Funding is Available – RSAC to prepare a proposal	Investigate if there is a budget in the Torrance Creek Subwatershed Committee to update the Creek Mapping and print copies for distribution. <ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal.</li> </ul>
3.	RSAC	On going (See highlight in red)	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"> <li>▪ Vaille to attach list to minutes for RSAC’s review.</li> </ul>
4.	Hugh Whiteley	Next RSAC meeting	Develop template for Subwatershed studies for RSAC’s review <ul style="list-style-type: none"> <li>▪ Hugh to forward draft to be attached to the minutes for RSAC’s review.</li> </ul>
5.	RSAC – Hugh to Provide the Template	Ongoing	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations. <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>



# MEETING MINUTES

MEETING DATE	<b>River Systems Advisory Committee</b> April 15, 2009
LOCATION TIME	Meeting Room “C” – New City Hall 4:00 – 6:00 p.m.
MEMBERS PRESENT	Jeremy Shute, John Buttars, Stan Kozak, Hugh Whiteley, Karen Chisholme, Dan McDonell
STAFF PRESENT	Suzanne Young, Vaille Laur
MEMBERS ABSENT	David Beaton, Erin Harkins, Mike Salisbury, Mike Emeneau,

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> <li>▪ Welcome to New Member – Dan McDonell</li> <li>▪ Roll call and certification of quorum</li> <li>▪ Declaration of pecuniary interest or conflict of interest</li> <li>▪ Review of agenda</li> </ul>
2	<ul style="list-style-type: none"> <li>▪ Vision for the Wellington Street Dam – Moving Forward               <ul style="list-style-type: none"> <li>▪ Suzanne provided a brief overview on the background on where we are now. It was noted that students can do some design work on the dam. Karen Landman sent Suzanne a form to fill out if this request was to be initiated.</li> <li>▪ We need to figure out what the objective is (fish passage, ponding etc.) and proceed from there.</li> <li>▪ Start with the inspection of the dam and RSAC needs to make a report to Council on the status and action items of the project.</li> <li>▪ Jeremy/Suzanne to work on a brief and circulate to the Committee for comment.</li> </ul> </li> </ul>
3	<ul style="list-style-type: none"> <li>▪ Mapping – Completion and Distribution               <ul style="list-style-type: none"> <li>▪ Jeremy to send our an email to ask for volunteers to sit on a sub committee to continue working on the map.</li> <li>▪ Need to identify locations and correlate to critical fish habitat</li> </ul> </li> </ul>
4	<ul style="list-style-type: none"> <li>▪ Update - Outstanding Action Items from Previous Meetings               <ul style="list-style-type: none"> <li>▪ See below</li> </ul> </li> </ul>
5	<ul style="list-style-type: none"> <li>▪ Identify Work to be Completed for June Meeting               <ul style="list-style-type: none"> <li>▪ Assessment of the Dam/timing</li> <li>▪ Start draft for brief on the Wellington Street Dam (Jeremy/Suzanne)</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▪ Consideration of completing a fishery management plan within the Speed River for stakeholders. Suzanne to follow up.</li> </ul>
6	<ul style="list-style-type: none"> <li>▪ Strategic Urban Forest Management Plan Stakeholder and Public Workshops <ul style="list-style-type: none"> <li>▪ Stakeholder Meeting - April 21<sup>st</sup> @ 1-4 p.m.</li> <li>▪ Public Workshop - April 29<sup>th</sup> @ 7-9 p.m.</li> </ul> </li> </ul>
7	<ul style="list-style-type: none"> <li>▪ Adoption of March 25, 2009 Meeting Minutes</li> </ul> <p>Moved by Hugh Whiteley and seconded by <b>Karen Chisholme</b>  “To accept the minutes with the addition of breaking action item # 2 into two parts.”</p> <p style="text-align: right;">Motion Carried  -Unanimous-</p>
8	Meeting Time Discussion <ul style="list-style-type: none"> <li>▪ Meetings will continue to be at 4 p.m. – 6.p.m. We will continue to meet the third Wed. of the scheduled month</li> </ul>
9	Adjournment

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	All RSAC members	On going	Review Creek mapping that Jeremy is circulating to RSAC members and provide comments/edits to the map as appropriate. <ul style="list-style-type: none"> <li>▪ <b>Item to be deleted from Action Items.</b></li> </ul>
2.	Hugh/Jeremy	On going  Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>▪ <b>Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</b></li> <li>▪ <b>Prepare a monitoring plan to be submitted to the GRCA for approval.</b></li> </ul>
3.	Dave	On going	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"> <li>▪ <b>Dave to send revised list to Vaille to attach to minutes.</b></li> </ul>
4.	Hugh Whiteley	Next RSAC meeting	Develop template for Subwatershed studies for RSAC’s review <ul style="list-style-type: none"> <li>▪ <b>Item to be deleted from list.</b></li> </ul>

---

5.	RSAC	Ongoing	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations. <ul style="list-style-type: none"><li>▪ Information can be inputted, once we have the template.</li></ul>
----	------	---------	--

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE June 17, 2009  
 LOCATION Meeting Room “C”  
 TIME 4:00 pm – 6:00pm  
 CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Roll call and certification of quorum</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:05pm
2	Wellington Street Dam Update <ul style="list-style-type: none"> <li>• Resolution from the Committee would be helpful (i.e. That the River Systems Advisory Committee recommend City staff continue to work with the GRCA to resolve the issues associated with the expired agreement. AND THAT staff investigate the feasibility of removing the Wellington Street Dam as recommended by the River Systems Management Study (1993).)</li> </ul>	4:05pm – 4:25pm
3	Mapping – Completion and Distribution <ul style="list-style-type: none"> <li>• Meeting required with City GIS staff</li> </ul>	4:25pm – 4:35pm
4	Notices/Planning Applications <ul style="list-style-type: none"> <li>• Loblaws – Zoning By-Law Amendment – A public meeting was held June 1, 2009 to re-introduce the development. The revised application proposes to enlarge the total gross floor area.</li> <li>• Notice of Completion – Waterwater Master Plan - A 50-year Wastewater Treatment Master Plan has now been completed. This study examined the City’s current treatment infrastructure and analyzed alternative solutions to accommodate future wastewater treatment needs. The report is available on-line at <a href="http://www.guelph.ca/wastewater">www.guelph.ca/wastewater</a></li> <li>• Highway 6 (Hanlon Expressway) Improvements from North of Maltby Road to Speed River – Notice of Transportation Environmental Study Report (TESR) Public Review Period – Available for 60- day review period June 5, 2009 to August 4, 2009</li> </ul>	4:35pm – 4:45pm
5	Subwatershed Study Template – Provided a Generic Terms of Reference and a Watershed Report for Torrance Creek <ul style="list-style-type: none"> <li>• Compile a list of outstanding items from completed subwatershed studies</li> <li>• Identify key items and funding requirements</li> <li>• Develop a template for future subwatershed studies</li> </ul>	4:45 pm – 5:00pm
6	Strategic Urban Forest Management Plan – Workbooks will be provided	5:00pm- 5:50pm

7	Adoption of April 15, 2009 Meeting Minutes	5:50pm – 5:55pm
8	Identify Work to be Completed for September Meeting	5:55pm-6:00pm
9	Adjournment	6:00pm

**OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS**

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	Hugh and Jeremy	On going Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</li> <li>▪ Prepare a monitoring plan.</li> </ul>
2.	Dave	On going	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"> <li>▪ Dave to send revised list to Vaille to attach to minutes.</li> </ul>
3.	RSAC	Ongoing	Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations. <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>

# MEETING MINUTES



MEETING DATE	<b>River Systems Advisory Committee</b> June 17, 2009
LOCATION TIME	City Hall - Meeting Room "C" 4:00 – 6:00 p.m.
MEMBERS PRESENT	Jeremy Shute, John Buttars, Stan Kozak, Hugh Whiteley, Karen Chisholme, Dan McDonell, David Beaton, Erin Harkins, Mike Emeneau
STAFF PRESENT	Suzanne Young, Vaille Laur
MEMBERS ABSENT	Mike Salisbury

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> <li>▪ Roll call and certification of quorum</li> <li>▪ Declaration of pecuniary interest or conflict of interest</li> <li>▪ Review of agenda</li> </ul>
2	<p>Wellington Street Dam Update</p> <ul style="list-style-type: none"> <li>▪ Suzanne advised that she is preparing a report to go to the July 20<sup>th</sup> CDES Committee. General discussion took place and the following items were noted:               <ul style="list-style-type: none"> <li>▪ RSAC would like to participate in the public process</li> <li>▪ Decommissioning of the dam needs to be identified</li> <li>▪ Technical operation of the dam needs to be investigated</li> <li>▪ Balance the interests of social, recreational, heritage etc.</li> <li>▪ <b>Jeremy will draft a letter including the recommendations discussed at the RSAC meeting and circulate for review. The letter will be attached to the report.</b></li> </ul> </li> </ul> <p>Moved by Dan McDonell and seconded by David Beaton</p> <p style="text-align: center;">“That the River Systems Advisory Committee recommends City staff continue to work with the GRCA to resolve the issues associated with the expired agreement. AND THAT staff investigate the full range of options including the feasibility of removing the Wellington Street Dam and downstream weir structures.”</p> <p style="text-align: center;">Motion Carried -Unanimous-</p>
3	<p>Mapping – Completion and Distribution</p> <ul style="list-style-type: none"> <li>▪ <b>Suzanne to schedule a meeting with the GIS Department to see if the mapping can be incorporated.</b></li> </ul>

<p><b>4</b></p>	<p>Notices/Planning Applications – Items for Information</p> <ul style="list-style-type: none"> <li>▪ Loblaws – Zoning By-Law Amendment – A public meeting was held June 1, 2009 to re-introduce the development. The revised application proposes to enlarge the total gross floor area. <ul style="list-style-type: none"> <li>▪ General discussion took place and the buffers were noted as a concern.</li> <li>▪ <b>Hugh to draft a resolution and submit to Suzanne</b></li> </ul> </li> <li>▪ Notice of Completion – Waterwater Master Plan - A 50-year Wastewater Treatment Master Plan has now been completed. This study examined the City’s current treatment infrastructure and analyzed alternative solutions to accommodate future wastewater treatment needs. The report is available on-line at <a href="http://www.guelph.ca/wastewater">www.guelph.ca/wastewater</a>.</li> <li>▪ Highway 6 (Hanlon Expressway) Improvements from North of Maltby Road to Speed River – Notice of Transportation Environmental Study Report (TESR) Public Review Period – Available for 60- day review period June 5, 2009 to August 4, 2009</li> <li>▪ Guelph Innovation District (York District Lands) – There is a Community Meeting Thursday, June 18, 2009 @ 6:30 p.m. at John McCrae Memorial Branch 234 legion.</li> <li>▪ Hydro One – Guelph Area Transmission Infrastructure Refurbishment Class EA – If you are interested in providing input regarding this study please email <a href="mailto:jc.martin@HydroOne.com">jc.martin@HydroOne.com</a></li> <li>▪ Royal City Park Plant Material Management Plan – The Plan will provide a long-term vision for trees and ground level plants in the park. There is a Public Meeting June 23, 2009 @ 7. p.m. in Council Chambers, City Hall</li> <li>▪ Stormwater Management Master Plan Class EA – A public information centre is being held Wed. June 17, 2009 @ 6:30 p.m. at City Hall.</li> </ul> <p>To aid in information sharing, it was asked when RSAC members attend any public meetings/open houses, etc. they email the other members and provide a brief synopsis of the meeting.</p>
<p><b>5</b></p>	<p>Subwatershed Study Template – Provided a Generic Terms of Reference and a Watershed Report for Torrance Creek</p> <ul style="list-style-type: none"> <li>▪ Compile a list of outstanding items from completed subwatershed studies <ul style="list-style-type: none"> <li>▪ A subcommittee was formed to review the subwatershed template and prioritize the list of subwatershed studies. Members include: Don, David, Karen and Erin. <b>A draft to come forward at the next RSAC meeting in September.</b></li> </ul> </li> <li>▪ Identify key items and funding requirements</li> <li>▪ Develop a template for future subwatershed studies</li> <li>▪ Monitoring Report <ul style="list-style-type: none"> <li>▪ <b>Please review the Interim Report submitted by Hugh and Jeremy</b></li> </ul> </li> </ul>
<p><b>6</b></p>	<p>Strategic Urban Forest Management Plan – Workbooks will be provided</p> <ul style="list-style-type: none"> <li>▪ <b>Please send comments to Suzanne by end of day Thursday, June 19, 2009.</b></li> </ul>
<p><b>7</b></p>	<ul style="list-style-type: none"> <li>▪ Adoption of April 15, 2009 Meeting Minutes</li> </ul> <p style="text-align: center;">Moved by Hugh Whiteley and seconded by Erin Harkins “To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>
<p><b>8</b></p>	<p>Identify Work to be Completed for the September Meeting</p>

	<ul style="list-style-type: none"> <li>▪ Review of subwatershed studies (Subcommittee)</li> <li>▪ Schedule mapping meeting (Suzanne)</li> <li>▪ Schedule monitoring meeting</li> </ul>
9	Adjournment

## ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	Hugh/Jeremy	On going  Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</li> <li>▪ Prepare a monitoring plan to be submitted to the GRCA for approval.</li> </ul>
2.	Dave	On going	Develop list of educational opportunities and what has happened <ul style="list-style-type: none"> <li>▪ Dave to send revised list to Vaille to attach to minutes.</li> </ul>
3.	Dan, David, Erin, Karen	Next RSAC Meeting	Subcommittee Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations. <ul style="list-style-type: none"> <li>▪ Input information into the template.</li> </ul>
4.	Jeremy	ASAP	Wellington Street Dam – <ul style="list-style-type: none"> <li>▪ Jeremy will draft a letter including the recommendations discussed at the RSAC meeting and circulate for review. The letter will be attached to the report</li> </ul>
5.	Suzanne	ASAP	Mapping – Completion and Distribution <ul style="list-style-type: none"> <li>▪ Schedule a meeting with the GIS Department to see if the mapping can be incorporated.</li> </ul>
6.	Hugh	ASAP	Loblaws – Zoning By-Law Amendment <ul style="list-style-type: none"> <li>▪ Draft a resolution and submit to Suzanne</li> </ul>



# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE September 16, 2009  
 LOCATION Meeting Room “C”  
 TIME 4:00 pm – 6:00pm  
 CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Roll call and certification of quorum</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:05pm
2	Mapping – Completion and Distribution <ul style="list-style-type: none"> <li>• Meeting held with City staff</li> <li>• Jeremy to provide an update</li> </ul>	4:05pm – 4:15pm
3	Notices/Planning Applications <ul style="list-style-type: none"> <li>• Goldie Mills Park - Music Centre</li> <li>• 71 Wyndham Street</li> <li>• 60 Woodlawn Road East -Riverside Glen Expansion</li> </ul>	4:15pm – 4:45pm
4	Process for Providing Input to Notices/Planning Act Applications <ul style="list-style-type: none"> <li>• Circulation - timing</li> <li>• Protocol for commenting</li> <li>• Getting consensus for a motion</li> <li>• Template for staff presentation</li> </ul>	4:45pm – 5:10 pm
5	Update - Subwatershed Study Template <ul style="list-style-type: none"> <li>• Compile a list of outstanding items from completed subwatershed studies</li> <li>• Identify key items and funding requirements</li> <li>• Develop a template for future subwatershed studies</li> </ul>	5:10 pm – 5:35pm
6	Environmental Monitoring Requirements <ul style="list-style-type: none"> <li>• Update - meeting GRCA and various City departments</li> <li>• Internal staff meetings/discussions</li> </ul>	5:35pm- 5:45pm
7	Reporting Back to Council	5:45pm – 5:50pm
8	Identify Dates for Upcoming Meetings	5:50pm- 5:55pm

9	Adoption of June 17, 2009 Meeting Minutes	5:55pm – 6:00pm
10	Adjournment	6:00pm

**OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS**

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	Hugh and Jeremy	On going  Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</li> <li>▪ Prepare a monitoring plan.</li> </ul>
2.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance &amp; Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>

# MEETING AGENDA



MEETING **River Systems Advisory Committee**  
 DATE November 25, 2009  
 LOCATION Meeting Room "C"  
 TIME 4:00 pm – 6:00pm  
 CHAIR Jeremy Shute

## AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> <li>• Roll call and certification of quorum</li> <li>• Introductions – Jessica McEachren (New Environmental Planner – Development)</li> <li>• Declaration of pecuniary interest or conflict of interest</li> <li>• Review of agenda</li> </ul>	4:00pm – 4:05pm
2	Mapping Update (Jeremy)	4:05pm – 4:15pm
3	Process for Providing Input to Notices/Planning Act Applications <ul style="list-style-type: none"> <li>• Circulation - timing</li> <li>• Protocol for commenting</li> <li>• Getting consensus for a motion</li> <li>• Template</li> </ul>	4:15pm – 4:45pm
4	Notices/Planning Applications <ul style="list-style-type: none"> <li>• 146 Downey Road</li> <li>• Hydro One Guelph Area Transmission Infrastructure Refurbishment PIC #2</li> </ul>	4:45pm – 5:10 pm
5	Update - Subwatershed Study Template <ul style="list-style-type: none"> <li>• Presentation by sub-committee of the subwatershed template</li> </ul>	5:10 pm – 5:35pm
6	Annual Report to Council <ul style="list-style-type: none"> <li>• List of items discussed/reviewed/actions proposed</li> <li>• Moving forward - 2010</li> </ul>	5:35pm- 5:45pm
7	Term Appointments	5:45pm – 5:50pm
8	Identify Dates for Upcoming Meetings <ul style="list-style-type: none"> <li>• Recommend the Committee set all 2010 meeting dates</li> </ul>	5:50pm- 5:55pm
9	Adoption of September 16, 2009 Meeting Minutes	5:55pm – 6:00pm

10	Adjournment	6:00pm
----	-------------	--------

**OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS**

**ACTION ITEMS**

<b>ITEM #</b>	<b>ASSIGNED TO</b>	<b>DUE DATE</b>	<b>DESCRIPTION</b>
1.	Hugh/Jeremy	On going Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>▪ Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</li> <li>▪ Prepare a monitoring plan.</li> </ul>
2.	RSAC	On going	<p>Members to review all the completed Subwatershed Studies (Torrance &amp; Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> <li>▪ Information can be inputted, once we have the template.</li> </ul>
3.	Suzanne	Next meeting	<ul style="list-style-type: none"> <li>▪ Suzanne will prepare a draft proposal for review regarding Planning Act/development applications. To be presented at the next RSAC meeting.</li> </ul>
4.	Erin	On going	<ul style="list-style-type: none"> <li>▪ Erin to compile recommendations for subwatershed template.</li> </ul>

# MEETING MINUTES

MEETING DATE	<b>River Systems Advisory Committee</b> November 25, 2009
LOCATION TIME	City Hall - Meeting Room "C" 4:00 – 6:00 p.m.
MEMBERS PRESENT	Jeremy Shute, John Buttars, Hugh Whiteley, Erin Harkins, Mike Emeneau, Dan McDonell
STAFF PRESENT	Suzanne Young, Jessica McEachren, Vaille Laur, Scott Hannah
MEMBERS ABSENT	Karen Chisholme, David Beaton, Stan Kozak

## DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> <li>▪ Roll call and certification of quorum</li> <li>▪ Introductions – Jessica McEachren (New Environmental Planner – Development)</li> <li>▪ Declaration of pecuniary interest or conflict of interest</li> <li>▪ Review of agenda</li> </ul>
2	<p>Mapping Update:</p> <ul style="list-style-type: none"> <li>▪ <b>Deferred to next meeting.</b></li> </ul>
3	<p>Process for Providing Input to Notices/Planning Act Applications:</p> <ul style="list-style-type: none"> <li>▪ Circulation – timing</li> <li>▪ Protocol for commenting               <ul style="list-style-type: none"> <li>▪ <b>Please review the 'Protocols for Circulation Report' prepared by Suzanne Young and discuss at the next RSAC Meeting.</b></li> </ul> </li> <li>▪ Getting consensus for a motion</li> <li>▪ Template for staff presentation               <ul style="list-style-type: none"> <li>▪ Suzanne Young reviewed a draft template currently used for EAC and advised the same could be used for RSAC. <b>Mike requested that a flow chart be prepared to go along with the document.</b></li> <li>▪ Criteria for circulation must be clearly identified.</li> <li>▪ Scott Hannah suggested a 'Planning 101' be scheduled apart from an RSAC meeting in the New Year.</li> </ul> </li> </ul>
4	<p>Notices/Planning Applications:</p> <ul style="list-style-type: none"> <li>▪ 146 Downey Road – Suzanne Young provided a brief overview on the application and responded to questions from the River Systems Advisory Committee.</li> </ul>

The floor was opened to delegations.

***Delegation:***

Carl Keller, on behalf of the Kortright Hills Community Association, expressed the following concerns:

- Height/density concerns
- Encroachment to the non-core greenlands
- Buffers need to be properly considered
- Heritage landscape considerations (i.e. Trees need to be looked at)
- Negative impacts of stormwater runoff
- Views
- Dust/noise impacts
- Maintenance of ground water
- Water quality
- Concerns about fish kills at Teal Drive culvert
- Lack of stewardship for the maintenance of the ecosystem/stream in the area
- Concern for the stream and the possibility of additional silting occurring

***Delegation:***

Shirley Greenwood, a concerned citizen, expressed concern that the viewscape will be destroyed if the development is an apartment building versus single detached dwellings or town homes.

Moved by Hugh Whiteley and seconded by John Buttars

“That no development occurs east of the slope providing that the developer demonstrate the proposal will not damage the viewscape.”

VOTING IN FAVOUR: John Buttars, Hugh Whiteley, Erin Harkins, Mike Emeneau (4)

VOTING AGAINST: Dan McDonell, Jeremy Shute (2)

“Staff recommends that the River Systems Advisory Committee support the rezoning application for 146 Downey Road subject to the following:

- That public access and views be considered and enhanced on area 4;
- That urban and landscape design address the watercourse;
- That a 30 meter riparian buffer be established; and
- That through the site plan process the proponent consider the Goals, Objectives and Principles of the River Systems Management Plan.”

Motion Carried  
-Unanimous-

	<ul style="list-style-type: none"> <li>Hydro One Guelph Area Transmission Infrastructure Refurbishment PIC #2 – Suzanne Young advised that a Public Information Session is scheduled for November 25/09.</li> </ul>
5	<p>Update - Subwatershed Study Template:</p> <ul style="list-style-type: none"> <li>Deferred to next meeting.</li> </ul>
6	<p>Annual Report to Council:</p> <ul style="list-style-type: none"> <li>List of items discussed/reviewed/actions proposed.</li> <li>Moving Forward – 2010 <ul style="list-style-type: none"> <li>Suzanne Young reviewed a list of items that RSAC have completed/worked on this year and will prepare a report to Council.</li> </ul> </li> </ul>
7	<p>Term Appointments:</p> <ul style="list-style-type: none"> <li>Suzanne advised that two RSAC members will need to reapply to stay on the Committee.</li> </ul>
8	<p>Identify Dates For Upcoming Meeting:</p> <ul style="list-style-type: none"> <li>Recommend the Committee set all 2010 meeting dates <ul style="list-style-type: none"> <li>Vaille Laur to prepare a meeting schedule for 2010 to be discussed/approved at the next RSAC meeting.</li> </ul> </li> </ul>
9	<ul style="list-style-type: none"> <li>Adoption of September 16, 2009 Meeting Minutes</li> </ul> <p>Moved by Erin Harkins and seconded by John Buttar  “To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried  -Unanimous-</p>
10	Adjournment

**ACTION ITEMS**

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	Hugh/Jeremy	On going  Funding is Available – RSAC to prepare a proposal	<ul style="list-style-type: none"> <li>Hugh and Jeremy to prepare proposal to the Torrance Creek Subwatershed Committee for funding.</li> <li>Prepare a monitoring plan.</li> </ul>
2.	RSAC	On going	<p>Members to review all the completed Subwatershed Studies (Torrance &amp; Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> <li>Information can be inputted, once we have the template.</li> </ul>
3.	Suzanne	Next meeting	<ul style="list-style-type: none"> <li>Suzanne to revise Protocols for Circulation Report</li> </ul>

---

			for review and discussion regarding Planning Act/development applications.
4.	Vaille	Next meeting	<ul style="list-style-type: none"> <li>▪ Vaille to prepare 2010 RSAC Meeting schedule.</li> </ul>
5.	Erin	On going	<ul style="list-style-type: none"> <li>▪ Erin to compile recommendations for subwatershed template.</li> </ul>
6.	Suzanne	Next meeting	<ul style="list-style-type: none"> <li>▪ Identify dates for “Planning 101”.</li> <li>▪ Identify dates for review o the Management Plan.</li> </ul>