

MEETING AGENDA



MEETING **River Systems Advisory Committee**
 DATE January 19, 2011
 LOCATION Meeting Room “B”
 TIME 4:00 pm – 6:00pm
 CHAIR Jeremy Shute

AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> • Roll call and certification of quorum • Declaration of pecuniary interest or conflict of interest • Review of agenda 	4:00pm – 4:05pm
2	Welcome new Members <ul style="list-style-type: none"> • Brief overview of mandate and goals of the committee • What the committee has been working on • Plans for the upcoming year • Update Action Items • Questions and Answers 	4:05pm – 4:45pm
3	Presentation from the Guelph Hiking Trail Club <ul style="list-style-type: none"> • Trail proposal in Guelph 	4:45-5:30
6	Update on Past items <ul style="list-style-type: none"> • Downtown Secondary Plan Submission • Trans Canada Trail 	5:30 pm – 5:45pm
7	Upcoming items: <ul style="list-style-type: none"> • Trout Unlimited Presentation • Stormwater Management Master Plan – City of Guelph 	5:45pm-5:55pm
8	Adoption of November 17, 2010 Meeting Minutes	5:55pm-6:00pm
9	Adjournment	6:00pm

OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

ACTION ITEMS: TO BE UPDATED

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	On going	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">▪ Information can be inputted, once we have the template.
2.	Erin	On going	<ul style="list-style-type: none">▪ To gather information on Human/Wildlife conflicts as it pertains to the waterways

MEETING MINUTES

MEETING DATE	River Systems Advisory Committee January 19, 2011
LOCATION TIME	City Hall - Meeting Room "B" 4:00 – 6:00 p.m.
MEMBERS PRESENT	Jeremy Shute, Erin Harkins, Stan Kozak, Karen Chisholme, David Beaton, Sarah Ashpole, Michelle Bowman, Eric Wilson
STAFF PRESENT	Jessica McEachren, Vaille Laur, Jyoti Pathak
MEMBERS ABSENT	Nicola Lower

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> ▪ Roll call and certification of quorum ▪ Declaration of pecuniary interest or conflict of interest - None ▪ Review of agenda
2	<p>Welcome New Members: Sarah Ashpole, Michelle Bowman and Eric Wilson were welcomed as new members to the RSAC Committee</p> <ul style="list-style-type: none"> ▪ Brief overview of mandate and goals of the Committee <ul style="list-style-type: none"> ▪ Jessica noted that RSAC needs to ensure annual goals are in line with the Committee Mandate ▪ What the Committee has been working on <ul style="list-style-type: none"> ▪ Jessica distributed the 2010 RSAC Activity Review document outlining a listing of items that RSAC has accomplished for the past year. ▪ Plans for the upcoming year <ol style="list-style-type: none"> 1. Become informed about what other activities groups (or individuals) are engaged on that relate to the rivers and creeks. <ol style="list-style-type: none"> a. Encourage presentations from these groups – Trout Unlimited will attend the next meeting b. Other groups could include: GRCA, local universities, OPIRG 2. Group field trip (April/May) 3. Expand RSAC's role in community engagement and outreach <ol style="list-style-type: none"> a. Jane's walks - Jeremy b. Developer/stakeholder community walk c. Guelph Development Association presentation - Jeremy d. Other? 4. Identify restoration priorities along rivers/creeks

	<ol style="list-style-type: none"> a. Start with natural heritage/public lands map b. Engage City on identifying municipal priorities c. Consider partnerships d. If necessary identify sources of funding <p>5. Explore road signage identifying creeks - Jeremy</p> <p>The following list are activities from last year that are still being completed:</p> <ol style="list-style-type: none"> 1. Formally raise human/wildlife conflict issue with the City <ol style="list-style-type: none"> a. Research and include some alternative mitigation approaches – Erin b. Follow up with Animal Alliance of Canada for information - Jeremy 2. Explore municipal/GRCA water level management protocols – Stan 3. Provide City staff with wording for Trans Canada Trail signage - Stan
3	<p>Presentation: - Bill Mungall, Guelph Hiking Trail Club, Jyoti Pathak, City Park Planner</p> <ul style="list-style-type: none"> ▪ Trail Proposal in Guelph <ul style="list-style-type: none"> ▪ A presentation was made to the Committee for information purposes re: the proposal for the Radial Line Trail ▪ Provide any comments to Bill Mungall on the proposal ▪ Jessica to contact Jyoti (Parks Planning) to ensure RSAC are circulated on the “water trails” or “canoe trail” locations.
4	<p>Update on Past Items:</p> <ul style="list-style-type: none"> ▪ Downtown Secondary Plan Submission <ul style="list-style-type: none"> ▪ Comments on the directions document have been incorporated. The draft policies will be released this spring to the public, and they will get circulated to RSAC and RSAC will have an opportunity to review again and provide any further comments deemed necessary. ▪ Trans Canada Trail <ul style="list-style-type: none"> ▪ Rory Templeton will advise Jessica of the time lines for the educational input into the informative trail heads (including approximate space).
5	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ Trout Unlimited Presentation ▪ Stormwater Management Master Plan – City of Guelph <ul style="list-style-type: none"> ▪ The next SWM Master Plan meeting is an Open House, on Feb. 24, 2011
6	<p>Water Control Schedule - River Systems Guelph with particular reference to Allan’s Mill Pond</p> <ul style="list-style-type: none"> ▪ Stan has drafted and will distribute the water level management inquiry. Please send comments with changes tracked back to Stan and copy Jeremy. Stan and Jeremy will work on finalizing a submission.
9	<p>Adoption of November 17, 2010 Meeting Minutes</p> <p>Moved by Stan Kozak and seconded by Erin Harkins “To amend the minutes to show John Butters as moving the September 15, 2010 minutes for adoption.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>

Adjournment

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	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">▪ Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none">▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input.▪ Jeremy to compile recommendations for subwatershed template.

MEETING AGENDA



MEETING **River Systems Advisory Committee**
 DATE March 16, 2011
 LOCATION Meeting Room “B”
 TIME 4:00 pm – 6:00pm
 CHAIR Jeremy Shute

AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> • Roll call and certification of quorum • Declaration of pecuniary interest or conflict of interest • Review of agenda 	4:00pm – 4:05pm
2	Presentation on the Stormwater Management Master Plan <ul style="list-style-type: none"> • Presentation by the City of Guelph and AMEC 	4:05pm – 4:50pm
3	Presentation on the York Trunk Sewer EA <ul style="list-style-type: none"> • Presentation by the City of Guelph and Genivar 	4:50-5:40
6	Update on Past items <ul style="list-style-type: none"> • Downtown Secondary Plan Submission • Trans Canada Trail 	5:40 pm – 5:50pm
7	Upcoming items: <ul style="list-style-type: none"> • Trout Unlimited Presentation • Janes Walk? 	5:50pm-5:55pm
8	Adoption of November 17, 2010 Meeting Minutes	5:55pm-6:00pm
9	Adjournment	6:00pm

OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

ACTION ITEMS: TO BE UPDATED

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	On going	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"> ▪ Information can be inputted, once we have the template.
2.	Erin	On going	<ul style="list-style-type: none"> ▪ To gather information on Human/Wildlife conflicts as it pertains to the waterways

MEETING MINUTES

MEETING DATE	River Systems Advisory Committee March 16, 2011
LOCATION TIME	City Hall - Meeting Room "B" 4:00 – 6:00 p.m.
MEMBERS PRESENT	Jeremy Shute, Erin Harkins, Stan Kozak, Karen Chisholme, Sarah Aspole, Nicola Lower, Eric Wilson
STAFF PRESENT	Jessica McEachren, Vaille Laur, Colin Baker
MEMBERS ABSENT	Michelle Bowman, David Beaton

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none">▪ Roll call and certification of quorum▪ Declaration of pecuniary interest or conflict of interest - None▪ Review of agenda
2	<p>Presentation on the Stormwater Management Master Plan:</p> <p>C. Baker, Environmental Engineer with the City of Guelph, gave a brief introduction and update on work completed to date on the City of Guelph Stormwater Management Master Plan.</p> <p>Steve Chipps, with AMEC, gave a PowerPoint presentation to the Environmental Advisory Committee and was available to respond to questions.</p> <p>Some highlights noted from the presentation include:</p> <p><u>Presentation Outline:</u></p> <ol style="list-style-type: none">1. Introduction2. Study Process- Status Overview3. Next Steps4. Discussion <p><u>Primary Deliverables:</u></p> <ul style="list-style-type: none">▪ Priority-based Capital Programs<ul style="list-style-type: none">▪ Quantity (flooding)▪ Quality (surface water)▪ Stormwater Quality Management Plan▪ Updated Stormwater Management Policy

	<p><u>Study Phases:</u></p> <ul style="list-style-type: none"> ▪ Phase 1- Study Area Profile ▪ Phase 2- Define Goals and Objectives ▪ Phase 3- Storm Sewer System and Water Quality Models ▪ Phase 4- Alternative Evaluation ▪ Phase 5- Preferred Stormwater Management Strategy ▪ Phase 6- Public Consultation ▪ Phase 7- Implementation Plan ▪ Phase 8- Stormwater Management Master Plan Report <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> ▪ Input from EAC on material presented today ▪ Adjustments and finalizing assessment and upgrade recommendations as well as prioritization ▪ Finalizing alternatives ▪ PIC No. 2 (February 24, 2011) ▪ Completion of Draft Study late Spring, 2011 <p>The PowerPoint presentation is available for viewing at guelph.ca/stormwater. Please forward any comments to Colin Baker.</p>
<p>3</p>	<p>Presentation on the York Trunk Sewer EA: C. Baker, Environmental Engineer with the City of Guelph and James Witherspoon, Project Manager from Genivar Consultants, gave a brief presentation on the York Trunk Sewer EA.</p> <p>Some highlights noted from the presentation include:</p> <p><u>Presentation Outline:</u></p> <ol style="list-style-type: none"> 1. Class EA Process 2. Problem Identification 3. Project Alternatives 4. Evaluation Criteria 5. Additional Studies 6. Next Steps 7. Questions <p><u>Consultation:</u></p> <ul style="list-style-type: none"> ▪ Public Information Centre No. 1 <ul style="list-style-type: none"> ▪ Held Tuesday, October 06, 2010 at City Hall ▪ Ongoing communication with GRCA, Parks Department, Water Department and Project Internal Steering Committee ▪ River Systems Advisory Committee Presentation – March 16, 2011 ▪ Environmental Advisory Committee – Presentation scheduled for April 13, 2011 ▪ Public Information Centre No. 2 is planned for April <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> ▪ Finalization of Class EA Evaluation and Report <ul style="list-style-type: none"> ▪ Spring Natural Heritage Investigation

	<ul style="list-style-type: none"> ▪ Final Public and Agency Consultation ▪ Implementation of the Preferred Solution - Phased <p>The PowerPoint presentation will be made available to RSAC members. Please forward any comments to Colin Baker</p>
4	<p>Update on Past Items:</p> <ul style="list-style-type: none"> ▪ Downtown Secondary Plan Submission <ul style="list-style-type: none"> ▪ Comments on the directions document have been incorporated. The draft policies will be released this spring to the public and they will be circulated to RSAC for an opportunity to review again and provide any further comments. ▪ Trans Canada Trail <ul style="list-style-type: none"> ▪ Stan to circulate the potential Trans Canada Trail panel topics. Please review the topics and add some bullets where they have content. Please send your content suggestions to Jeremy for compilation by next Wednesday, March 23, 2011. ▪ Review of the Subwatershed Studies for the City of Guelph <ul style="list-style-type: none"> ▪ The final draft of the Subwatershed Study Review was distributed for information. There will need to be ongoing discussion with the City regarding implementation of the recommendations. This review was one of the projects undertaken last year. ▪ Place on next RSAC Agenda for discussion/next steps.
5	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ Trout Unlimited Presentation <ul style="list-style-type: none"> ▪ Jessica to schedule a presentation for the next RSAC Meeting and include Mike Emeneau and if necessary Larry Halyk from Wellington County Stewardship Council ▪ Janes Walk <ul style="list-style-type: none"> ▪ The dates are Saturday, May 7 and Sunday, May 8. It was noted that it would be nice if RSAC members could coordinate a number of walks. For complete guidelines, background, leader tips and training - see the Jane's Walk website: www.janewalk.net. ▪ 180 Gordon Street <ul style="list-style-type: none"> ▪ Jessica to circulate the Environmental Implementation Study and Terms of Reference to RSAC. ▪ Municipal/GRCA Water Level Management Protocols <ul style="list-style-type: none"> ▪ Stan advised that there is no protocol as to the raising and lowering of the river. ▪ Place on next RSAC Agenda for discussion.
6	<p>Dates for Upcoming RSAC Meetings</p> <ul style="list-style-type: none"> ▪ Discussion took place for the need of an extra RSAC meeting. It was suggested moving the July meeting to April. Vaille to coordinate/confirm date, time and meeting room.
7	<p>Adoption of January 19, 2011 Meeting Minutes</p> <p>Moved by Karen Chisholme and seconded by Sarah Aspole “To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>
8	<p>Adjournment</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	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">▪ Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none">▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input.▪ Jeremy to compile recommendations for subwatershed template.

MEETING AGENDA



MEETING **River Systems Advisory Committee**
 DATE April 20, 2011
 LOCATION Meeting Room “B”
 TIME 4:00 pm – 6:00pm
 CHAIR Jeremy Shute

AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> • Roll call and certification of quorum • Declaration of pecuniary interest or conflict of interest • Review of agenda 	4:00pm – 4:05pm
2	Presentation: 180 Gordon St. <ul style="list-style-type: none"> • Presentation by MTE Consultants • Question & Answer • Hearing of Delegation(s) • Motion 	4:05pm – 5:00pm
3	Updates on Past Items <ul style="list-style-type: none"> • Trans Canada Trail: Submission by April 22nd • Review of Sub-watershed Studies: update on next steps • Municipal/GRCA Water Level Management Protocol • Update Action Items 	5:00-5:30
7	Upcoming items: <ul style="list-style-type: none"> • Trout Unlimited Presentation - May • Janes Walk: details on walks being done • Update meeting dates 	5:30pm- 5:45pm
8	Adoption of March 16, 2011 Meeting Minutes	5:45pm- 6:00pm
9	Adjournment	6:00pm

OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

ACTION ITEMS: TO BE UPDATED

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	On going	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">Information can be inputted, once we have the template.
2.	Erin	On going	<ul style="list-style-type: none">To gather information on Human/Wildlife conflicts as it pertains to the waterways

MEETING MINUTES



MEETING DATE	River Systems Advisory Committee April 20, 2011
LOCATION TIME	City Hall - Meeting Room "B" 4:00 – 6:00 p.m.
MEMBERS PRESENT	Jeremy Shute, Michelle Bowman, Stan Kozak, Karen Chisholme, Sara Aspole, Nicola Lower, Eric Wilson
STAFF PRESENT	Jessica McEachren, Vaile Laur
MEMBERS ABSENT	Erin Harkins, David Beaton

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> ▪ Roll call and certification of quorum ▪ Declaration of pecuniary interest or conflict of interest - None ▪ Review of agenda
2	<p>Presentation: 180 Gordon Street</p> <p>J. McEachren, Environmental Planner with the City of Guelph, provided a brief overview on the subject property and advised the applicant is proposing a 12 unit townhouse development on the site.</p> <p>B. Hard, from MTE Ecological Services, gave a brief PowerPoint presentation on the proposed Terms of Reference for a Scoped EIS for 180 Gordon Street and was available to respond to questions.</p> <p><u>Presentation Outline</u></p> <ul style="list-style-type: none"> • Site Description • Background • Fish Species noted by the GRCA to occur in the Speed River • Existing Conditions • Impact Assessment <p>Moved by Stan Kozak and seconded by Sara Aspole</p> <p>“The River Systems Advisory Committee support the Terms of Reference for 180 Gordon Street subject to the following:</p> <ul style="list-style-type: none"> ▪ That LID measures be considered for the site; ▪ That quality and quantity control of runoff entering the river be addressed;

	<ul style="list-style-type: none"> ▪ That urban and landscape design address the watercourse; ▪ That a 30 meter riparian setback be established where appropriate, given the constraints on the property; and ▪ That through the site plan process the proponent considers the Goals, Objectives and Principles of the River Systems Management Plan.” <p style="text-align: center;">Motion Carried -Unanimous-</p>
3	<p>Update on Past Items:</p> <ul style="list-style-type: none"> ▪ Trans Canada Trail: Submission by April 22, 2011 <ul style="list-style-type: none"> ▪ Sarah to provide information for panels to add to Stan’s <ul style="list-style-type: none"> ▪ Upstream/downstream ▪ Movement within communities ▪ Jeremy to compile information and send to Jessica by Thursday, April 21, 2011 ▪ Review of the Subwatershed Studies: Update on next steps <ul style="list-style-type: none"> ▪ Jessica to meet with Colin Baker to make a plan for how to implement ▪ Want to make suggestions that are feasible for implementation ▪ Municipal Water Level Management Protocol <ul style="list-style-type: none"> ▪ Stan provided draft information on implementing a protocol as when to lower/raise the water level ▪ An update was provided on the Wellington Road Dam status from the City ▪ Jessica to locate map/inventory of the weirs ▪ Jessica to approach GRCA and Operations on the management of weirs and structures
4	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ Trout Unlimited Presentation <ul style="list-style-type: none"> ▪ Scheduled for the May 18, 2011 meeting ▪ Janes Walk <ul style="list-style-type: none"> ▪ Discussion took place on the details of walks being done by RSAC members ▪ Vice Chair <ul style="list-style-type: none"> ▪ Karen Chisholme was appointed Vice Chair of the River Systems Advisory Committee
5	<p>Adoption of March 13, 2011 Meeting Minutes</p> <p style="text-align: center;">Moved by Stan Kozak and seconded by Karen Chisholme “To accept the minutes as printed.”</p> <p style="text-align: center;">Motion Carried -Unanimous-</p>
6	<p>Adjournment</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. Jeremy to compile recommendations for subwatershed template.
3.	Karen	Next Meeting	<ul style="list-style-type: none"> Design a brief description of the Committee and associated mandate.
4.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
5.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> Field trip along the River Systems in the City.
6.	Jeremy/Karen/Sara/Eric/Erin	Ongoing	<ul style="list-style-type: none"> Identification of restoration priorities along the River System and ideas for restoration within these locations.
7.	Jeremy/Sara/Karen	Ongoing	<ul style="list-style-type: none"> Development of potential road signage for the identification of rivers and tributaries within the City.

MEETING AGENDA

MEETING **River Systems Advisory Committee**
DATE May 18, 2011
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">• Roll call and certification of quorum• Declaration of pecuniary interest or conflict of interest• Review of agenda	4:00pm – 4:05pm
2	Presentation: Trout Unlimited <ul style="list-style-type: none">• Presentation by Mike Emeneau• Question & Answer	4:05pm – 5:00pm
3	Updates <ul style="list-style-type: none">• Update on Action Items from Committee Members• Trans-Canada Trail Submission	5:00-5:30
7	Upcoming items: <ul style="list-style-type: none">• Downtown Secondary Plan Presentation• Update meeting dates	5:30pm- 5:45pm
8	Adoption of April 20, 2011 Meeting Minutes	5:45pm- 6:00pm
9	Adjournment	6:00pm

OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

UPDATED ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	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">Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none">Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input.Jeremy to compile recommendations for subwatershed template.
3.	Karen	Next Meeting	<ul style="list-style-type: none">Design a brief description of the Committee and associated mandate.
4.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none">Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
5.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none">Field trip along the River Systems in the City.
6.	Jeremy/Karen/Sara/Eric	Ongoing	<ul style="list-style-type: none">Identification of restoration priorities along the River System and ideas for restoration within these locations.
7.	Jeremy/Sara	Ongoing	<ul style="list-style-type: none">Development of potential road signage for the identification of rivers and tributaries within the City.

MEETING MINUTES

MEETING DATE	River Systems Advisory Committee May 18, 2011
LOCATION TIME	City Hall - Meeting Room "C" 4:00 – 6:00 p.m.
MEMBERS PRESENT	Michelle Bowman, Stan Kozak, Karen Chisholme, Nicola Lower, , Erin Harkins
STAFF PRESENT	Jessica McEachren, Vaile Laur
MEMBERS ABSENT	Jeremy Shute, David Beaton, Sara Ashpole, Eric Wilson

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> ▪ Roll call and certification of quorum ▪ Declaration of pecuniary interest or conflict of interest - None ▪ Review of agenda
2	<p>Presentation: Trout Unlimited</p> <p>Mike Emeneau, from Trout Unlimited, gave a PowerPoint presentation on the Marden Creek Restoration Work and was available to respond to questions.</p>
3	<p>Update on Past Items:</p> <ul style="list-style-type: none"> ▪ Trans Canada Trail Submission: <ul style="list-style-type: none"> ▪ The submission has been sent to Rory Templeton. Construction has not started yet. ▪ Update on Action Items from Committee Members: <ul style="list-style-type: none"> ▪ Karen has prepared a summary of RSAC and what we do. Karen will circulate to RSAC members for review/comment.
4	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ Downtown Secondary Plan Presentation <ul style="list-style-type: none"> ▪ Draft Plan is complete. Jessica to circulate the document and advise when the open houses are scheduled. ▪ Update Meeting Times <ul style="list-style-type: none"> ▪ The next meeting will be September 21, 2011 at 4 p.m. in meeting room C
5	<p>Adoption of April 20, 2011 Meeting Minutes</p> <p>Moved by Stan Kozak and seconded by Michelle Bowman "To accept the minutes as printed."</p>

	Motion Carried -Unanimous-
6	Adjournment

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> ▪ Information can be inputted, once we have the template. ▪ Jessica to send document to RSAC members for review and ideas on how to implement.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> ▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. ▪ Jeremy to compile recommendations for subwatershed template.
3.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> ▪ Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
4.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> ▪ Field trip along the River Systems in the City.
5.	Jeremy/Karen/Sara/Eric/Erin/Michelle	Ongoing	<ul style="list-style-type: none"> ▪ Identification of restoration priorities along the River System and ideas for restoration within these locations.
6.	Jeremy/Sara/Karen	Ongoing	<ul style="list-style-type: none"> ▪ Development of potential road signage for the identification of rivers and tributaries within the City. ▪ Operations wishes to see examples
7.	RSAC	For Sept. Meeting	<ul style="list-style-type: none"> ▪ Develop framework for Annual Report

MEETING AGENDA



MEETING **River Systems Advisory Committee**
 DATE September 21, 2011
 LOCATION Meeting Room “B”
 TIME 4:00 pm – 6:00pm
 CHAIR Jeremy Shute

AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> • Roll call and certification of quorum • Declaration of pecuniary interest or conflict of interest • Review of agenda 	4:00pm – 4:05pm
2	Notices/Planning Applications <ol style="list-style-type: none"> 1. 148-152 MacDonnell <ul style="list-style-type: none"> • Presentation by Stantec Consulting • Hearing of Delegations • In Committee Decision - Motion 2. 180 Gordon St. <ul style="list-style-type: none"> • Presentation by MTE Consultants • Hearing of Delegations • In Committee Decision - Motion 	4:05pm – 5:30pm
3	Updates <ul style="list-style-type: none"> • Update on Action Items from Committee Members: <ul style="list-style-type: none"> - Update progress on Sub-Watershed Review - Communication Strategy - Water Level Protocol - Relevant Water System research - York Trunk Sewer timeline update - River Signage 	5:30-5:50
7	Upcoming items: <ul style="list-style-type: none"> • 40 Wellington Scoped Environmental Impact Study 	5:50pm- 5:55pm
8	Adoption of May 18, 2011 Meeting Minutes	5:55pm- 6:00pm

9	Adjournment	6:00pm
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OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

UPDATED ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	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"> Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. Jeremy to compile recommendations for subwatershed template.
3.	Karen	Next Meeting	<ul style="list-style-type: none"> Design a brief description of the Committee and associated mandate.
4.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
5.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> Field trip along the River Systems in the City.
6.	Jeremy/Karen/Sara/Eric	Ongoing	<ul style="list-style-type: none"> Identification of restoration priorities along the River System and ideas for restoration within these locations.

7.	Jeremy/Sara	Ongoing	<ul style="list-style-type: none">▪ Development of potential road signage for the identification of rivers and tributaries within the City.
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MEETING MINUTES

MEETING DATE	River Systems Advisory Committee September 21, 2011
LOCATION TIME	City Hall - Meeting Room "B" 4:00 – 6:30 p.m.
MEMBERS PRESENT	Jeremy Shute, Michelle Bowman, Stan Kozak, Karen Chisholme, Erin Harkins, Sara Ashpole, Eric Wilson
STAFF PRESENT	Jessica McEachren, Vaille Laur, Robert Walters, Stacey Laughlin
MEMBERS ABSENT	David Beaton, Nicola Lower

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> ▪ Roll call and certification of quorum ▪ Declaration of pecuniary interest or conflict of interest - None ▪ Review of agenda
2	<p>Notices/Planning Applications:</p> <p>1. 148-152 MacDonnell</p> <p>Jessica advised that the applicant is proposing a 160 suite residential building consisting of 4 floors of above grade parking, ground floor commercial use and 14 storeys of residential condominiums (for a total of 18 storeys) on the subject property.</p> <p>Krista Walkey and Melissa Straus, from Stantec Consulting asked for comments and suggestions on the submitted Terms of Reference and were available to respond to questions from the River Systems Advisory Committee.</p> <p>General discussion took place and the following concerns were noted:</p> <ul style="list-style-type: none"> ▪ Concern for bird movement up and down the river system ▪ Concern for design of building and bird strikes ▪ Concern for corridor and movement effect and impact. <p>The floor was opened to delegations.</p> <p><i>Delegation:</i></p> <p>Hugh Whiteley provided the following comments/concerns on the development proposal:</p> <ul style="list-style-type: none"> ▪ RSAC needs to receive documents as a complete package and not in various pieces at various times.

- Noted it prudent to have a combined EAC and RSAC meeting to review the proposal.

Moved by Erin Harkins and seconded by Karen Chisholme

“That the River Systems Advisory Committee support the Terms of Reference for 148-152 MacDonnell Street subject to the following:

- That the EIS address appropriate flood proofing measures and safe access through the Grand River Conservation Authority for the proposed driveway;
- That appropriate permits be obtained for work within GRCA regulated area;
- That appropriate low impact development measures be considered for the site;
- That the EIS must clarify the quality and quantity control for any runoff potentially entering the river from the site;
- That through the Site Plan process, that the proponent consider the Goals, Objectives and Principles of the River Systems Management Plan;
- That the EIS addresses the movement of birds (i.e. bats) and wildlife along the river corridor;
- That the EIS address the movement of people through multiple modes; and
- That RSAC receive copies of other supporting documents.”

Motion Carried

-Unanimous-

2. 180 Gordon Street

Jessica provided a brief overview on the subject property and advised that the applicant is proposing an 11 unit townhouse development on the subject lands.

Barbara Hard from MTE Ecological Services gave a presentation on the Scoped EIS for 180 Gordon Street and was available to respond to questions from the River Systems Advisory Committee.

General discussion took place and it was noted that alternatives to wood fencing need to be investigated.

The floor was opened to delegations.

Delegation:

Hugh Whiteley provided the following comments/concerns on the development proposal:

- Concerned that more documentation is needed in order for RSAC to make an informed decision.
- Other concerns included good planning objectives are not being met by this proposal, and more specifically that it does not meet set back and angular plain requirements from the public open space

	<p>Moved by Karen Chisholme and seconded by Eric Wilson</p> <p>“That the River Systems Advisory Committee support the Scoped Environmental Impact Assessment for 180 Gordon Street subject to the following:</p> <ul style="list-style-type: none"> ▪ That LID measures be considered for the site when appropriate; ▪ That urban and landscape design address the watercourse; ▪ That a 30m riparian setback be established where appropriate, given the constraints on the property and further detail be provided for the proposed encroachments; ▪ That through the site plan process the proponent considers the Goals, Objectives and Principles of the River Systems Management Plan; and ▪ That an Urban Design brief be submitted prior to zoning approval.” <p><i>1 member abstained</i></p> <p style="text-align: right;">Motion Carried</p>
<p>3</p>	<p>Updates:</p> <ul style="list-style-type: none"> ▪ Update on Action Items from Committee Members: <ul style="list-style-type: none"> ▪ Update progress on Sub-Watershed Review ▪ Communication Strategy ▪ Water Level Protocol ▪ Relevant Water System research ▪ York Trunk Sewer timeline update ▪ River Signage ▪ Activity and Report Tracking <p>The above items were deferred to the next RSAC meeting.</p>
<p>4</p>	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ 40 Wellington Scoped Environmental Impact Study
<p>5</p>	<p>Adoption of May 18, 2011 Meeting Minutes</p> <p>Moved by Stan Kozak and seconded by Michelle Bowman</p> <p>“To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>
<p>6</p>	<p>Adjournment</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> ▪ Information can be inputted, once we have the template. ▪ Jessica to send document to RSAC members for review and ideas on how to implement.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> ▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. ▪ Jeremy to compile recommendations for subwatershed template.
3.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> ▪ Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
4.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> ▪ Field trip along the River Systems in the City.
5.	Jeremy/Karen/Sara/Eric/Erin/Michelle	Ongoing	<ul style="list-style-type: none"> ▪ Identification of restoration priorities along the River System and ideas for restoration within these locations.
6.	Jeremy/Sara/Karen	Ongoing	<ul style="list-style-type: none"> ▪ Development of potential road signage for the identification of rivers and tributaries within the City. ▪ Operations wishes to see examples
7.	RSAC	For Sept. Meeting	<ul style="list-style-type: none"> ▪ Develop framework for Annual Report

MEETING AGENDA

MEETING **River Systems Advisory Committee**
 DATE November 23, 2011
 LOCATION Meeting Room "B"
 TIME 4:00 pm – 6:00pm
 CHAIR Jeremy Shute

AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none"> • Roll call and certification of quorum • Declaration of pecuniary interest or conflict of interest • Review of agenda 	4:00pm – 4:05pm
2	Notices/Planning Applications <ol style="list-style-type: none"> 1. 180 Gordon St. – Urban Design Brief <ul style="list-style-type: none"> • Presentation by &Co Architects/Podium Development • Hearing of Delegations • In Committee Decision - Motion 	4:05pm – 5:30pm
3	Updates <ul style="list-style-type: none"> • Update on Action Items from Committee Members: <ul style="list-style-type: none"> - Communication Strategy - Relevant Water System research - Annual Report to Council - Upcoming Events 	5:30-5:50
7	Upcoming items: <ul style="list-style-type: none"> • 40 Wellington Scoped Environmental Impact Study • 148 – 152 Macdonell St. Scoped Environmental Impact Study 	5:50pm- 5:55pm
8	Adoption of September 21, 2011 Meeting Minutes	5:55pm- 6:00pm
9	Adjournment	6:00pm

OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

UPDATED ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	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">Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none">Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input.Jeremy to compile recommendations for subwatershed template.
3.	Karen	Next Meeting	<ul style="list-style-type: none">Design a brief description of the Committee and associated mandate.
4.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none">Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
5.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none">Field trip along the River Systems in the City.
6.	Jeremy/Karen/Sara/Eric	Ongoing	<ul style="list-style-type: none">Identification of restoration priorities along the River System and ideas for restoration within these locations.
7.	Jeremy/Sara	Ongoing	<ul style="list-style-type: none">Development of potential road signage for the identification of rivers and tributaries within the City.

MEETING MINUTES

MEETING DATE	River Systems Advisory Committee November 23, 2011
LOCATION TIME	City Hall - Meeting Room "B" 4:00 – 6:30 p.m.
MEMBERS PRESENT	Jeremy Shute, Stan Kozak, Karen Chisholme, Erin Harkins, Sara Ashpole, Eric Wilson, Nicola Lower
STAFF PRESENT	Jessica McEachren, Vaille Laur, Robert Walters, Stacey Laughlin
MEMBERS ABSENT	David Beaton, Michelle Bowman

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> ▪ Roll call and certification of quorum ▪ Declaration of pecuniary interest or conflict of interest - None ▪ Review of agenda
2	<p>Notices/Planning Applications:</p> <p>1. 180 Gordon Street – Urban Design Brief Jessica advised that the applicant is proposing an 11 unit townhouse development on the subject lands.</p> <p>Bernard Luttmer, from Podium Developments gave a brief presentation on the above and was available to respond to questions from the River Systems Advisory Committee.</p> <p>The floor was opened to delegations.</p> <p><i>Delegation:</i></p> <p>Hugh Whiteley provided the following comments/concerns on the development proposal:</p> <ul style="list-style-type: none"> ▪ Concerned about the 30 meter buffer. ▪ Concerned about procedures in protocol for the submission of the application to RSAC ▪ Concern regarding the 40 degree angular provision. ▪ Concerned this is a large building for this site. <p>General discussion took place and the following concerns were noted:</p> <ul style="list-style-type: none"> ▪ Concern regarding the 30 metre setback ▪ Procedural concerns around the application submission to RSAC <p>Moved by Erin Harkins and seconded by Nicola Lower</p>

	<p>“That the River Systems Advisory Committee support the Application for 180 Gordon St. subject to the following:</p> <ul style="list-style-type: none"> ▪ That LID measures be considered for the site when appropriate; ▪ That urban and landscape design address the watercourse; ▪ That a 30m riparian setback be established given the constrains on the property and further detail be provided for the proposed encroachments; ▪ That general support be given to the design brief; ▪ That strong support be given for a 30m setback from the River’s edge, and ▪ That the inclusion of a native plant/vegetation corridor be incorporated at the transition from the building to the park.” <p><i>1 member opposed</i></p> <p style="text-align: right;">Motion Carried</p>
<p>3</p>	<p>Updates:</p> <ul style="list-style-type: none"> ▪ Update on Action Items from Committee Members: <ul style="list-style-type: none"> ▪ Communication Strategy ▪ Relevant Water System research ▪ Annual Report to Council ▪ Upcoming Events <p>The above items were deferred to the next RSAC meeting.</p> <p>Jeremy Shute advised he will be taking a leave of absence February 2012. Karen Chisholme will be the Chari of RSAC during his absence.</p>
<p>4</p>	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ 40 Wellington Scoped Environmental Impact Study ▪ 148 – 152 Macdonell Street Scoped Environmental Impact Study
<p>5</p>	<p>Adoption of September 21, 2011 Meeting Minutes</p> <p>Moved by Sara Ashpole and seconded by Nicola Lower “To accept the minutes as printed.”</p> <p style="text-align: right;">Motion Carried -Unanimous-</p>
<p>6</p>	<p>Adjournment</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> ▪ Information can be inputted, once we have the template. ▪ Jessica to send document to RSAC members for review and ideas on how to implement.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> ▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. ▪ Jeremy to compile recommendations for subwatershed template.
3.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> ▪ Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
4.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> ▪ Field trip along the River Systems in the City.
5.	Jeremy/Karen/Sara/Eric/Erin/Michelle	Ongoing	<ul style="list-style-type: none"> ▪ Identification of restoration priorities along the River System and ideas for restoration within these locations.
6.	Jeremy/Sara/Karen	Ongoing	<ul style="list-style-type: none"> ▪ Development of potential road signage for the identification of rivers and tributaries within the City. ▪ Operations wishes to see examples
7.	RSAC	For Sept. Meeting	<ul style="list-style-type: none"> ▪ Develop framework for Annual Report

MEETING AGENDA

MEETING **River Systems Advisory Committee**
DATE December 21, 2011
LOCATION Meeting Room "B"
TIME 4:00 pm – 6:00pm
CHAIR Jeremy Shute

AGENDA ITEMS

ITEM	DESCRIPTION	TIME
1	Welcome: <ul style="list-style-type: none">• Roll call and certification of quorum• Declaration of pecuniary interest or conflict of interest• Review of agenda	4:00pm – 4:05pm
2	Action Items from Committee Members: <ul style="list-style-type: none">- Communication Strategy- Relevant Water System research- Annual Report to Council- Upcoming Events- Mapping of Creeks and other Natural Heritage Features (Jeremy)	4:05pm – 5:45pm
7	Upcoming items: <ul style="list-style-type: none">• 40 Wellington Scoped Environmental Impact Study & Associated Documents• 148 – 152 Macdonell St. Scoped Environmental Impact Study & Associated Documents• New Members for 2012	5:45pm- 5:55pm
8	Adoption of November 23, 2011 Meeting Minutes	5:55pm- 6:00pm
9	Adjournment	6:00pm

OUTSTANDING ACTION ITEMS FROM PREVIOUS MEETINGS

UPDATED ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	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"> ▪ Information can be inputted, once we have the template.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> ▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. ▪ Jeremy to compile recommendations for subwatershed template.
3.	Karen	Next Meeting	<ul style="list-style-type: none"> ▪ Design a brief description of the Committee and associated mandate.
4.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> ▪ Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
5.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> ▪ Field trip along the River Systems in the City.
6.	Jeremy/Karen/Sara/Eric	Ongoing	<ul style="list-style-type: none"> ▪ Identification of restoration priorities along the River System and ideas for restoration within these locations.
7.	Jeremy/Sara	Ongoing	<ul style="list-style-type: none"> ▪ Development of potential road signage for the identification of rivers and tributaries within the City.

MEETING MINUTES

MEETING DATE	River Systems Advisory Committee December 21, 2011
LOCATION TIME	City Hall - Meeting Room "B" 4:00 – 6:0 p.m.
MEMBERS PRESENT	Jeremy Shute, Stan Kozak, Karen Chisholme, Eric Wilson
STAFF PRESENT	Jessica McEachren, Vaille Laur,
MEMBERS ABSENT	Nicola Lower, David Beaton, Erin Harkins, Michelle Bowman, Sara Ashpole

DISCUSSION ITEMS

ITEM #	DESCRIPTION
1	<p>Welcome:</p> <ul style="list-style-type: none"> ▪ Roll call and certification of quorum ▪ Declaration of pecuniary interest or conflict of interest - None ▪ Review of agenda
2	<p>Action Items from Committee Members:</p> <p>Communication Strategy</p> <ul style="list-style-type: none"> • Information to be made public on the City website (i.e. subwatershed studies etc.). • RSAC needs to develop a guideline and have a standard of processes for placing our material on the website. <ul style="list-style-type: none"> ○ Jessica to ask IT if there is space constraints web posting. ○ Jessica to enquire if a listing of members can be posted on the website. • RSAC members to bring a listing of contacts to the next meeting that may be interested in receiving agendas/minutes. <p>Relevant Water System Research</p> <ul style="list-style-type: none"> • It was noted that other groups are doing research and are there opportunities for RSAC to be involved with them. <p>Annual Report to Council</p> <ul style="list-style-type: none"> • A report needs to be written for the New Year. • Jessica will draft a report in January. RSAC to send Jessica an email of activities in the last year to be identified in the report or any other items deemed relevant. <p>Upcoming Events</p> <ul style="list-style-type: none"> • Speedriver Festival – add to January 2012 agenda for discussion

	<p>Mapping of Creeks and other Natural Heritage Features (Jeremy)</p> <ul style="list-style-type: none"> • Jeremy distributed to members for review. <p>Dams</p> <ul style="list-style-type: none"> • Jeremy to contact city staff to ask how to assist them in making recommendations around protocols and management of the dams. <p>Signs</p> <ul style="list-style-type: none"> • Jeremy spoke to John Gaddy about signage for major rivers and tributaries etc. RSAC may need to look for external funding. Jeremy will put together an inventory and circulate to RSAC members.
3	<p>Upcoming Items:</p> <ul style="list-style-type: none"> ▪ 40 Wellington Scoped Environmental Impact Study ▪ 148 – 152 Macdonell Street Scoped Environmental Impact Study & Associated Documents ▪ New Members for 2012 <ul style="list-style-type: none"> ▪ Jessica to schedule an RSAC orientation meeting re: Planning 101 in January.
4	<p>Adoption of November 23, 2011 Meeting Minutes</p> <ul style="list-style-type: none"> • Deferred to the next meeting
5	<p>Adjournment</p>

ACTION ITEMS

ITEM #	ASSIGNED TO	DUE DATE	DESCRIPTION
1.	RSAC	Ongoing	<p>Members to review all the completed Subwatershed Studies (Torrance & Hanlon) within the City and compile a work plan to achieve the recommendations.</p> <ul style="list-style-type: none"> ▪ Information can be inputted, once we have the template. ▪ Jessica to send document to RSAC members for review and ideas on how to implement.
2.	Jeremy	Ongoing	<ul style="list-style-type: none"> ▪ Jeremy to put together tentative conclusions on the study and circulate them to committee members for review and then on to the GRCA for input. ▪ Jeremy to compile recommendations for subwatershed template.
3.	Jeremy/Stan	Ongoing	<ul style="list-style-type: none"> ▪ Municipal Water Level Management: research and creation of a proposed protocol for Municipal Water Level Management for the City of Guelph
4.	RSAC	Before September 2011 Meeting	<ul style="list-style-type: none"> ▪ Field trip along the River Systems in the City.
5.	Jeremy/Karen/Sara/Eric/Erin/Michelle	Ongoing	<ul style="list-style-type: none"> ▪ Identification of restoration priorities along the River System and ideas for restoration within these locations.
6.	Jeremy/Sara/Karen	Ongoing	<ul style="list-style-type: none"> ▪ Development of potential road signage for the identification of rivers and tributaries within the City. ▪ Operations wishes to see examples
7.	RSAC	For Sept. Meeting	<ul style="list-style-type: none"> ▪ Develop framework for Annual Report