

1. Welcome, Introductions, Approval of Agenda

Meeting Chair, Jon Gee, called the meeting to order at 1:43 pm and welcomed all in attendance. Roundtable introductions followed. The November 29th Meeting Agenda was approved by consensus. (Meeting attendance is attached in *Appendix A*.)

2. Overview of new DRCC structure

Jon reminded the Committee of the changes to the DRCC structure. In particular, he drew attention to the meeting section (page 4 of the DRCC Framework and Terms of Reference). He noted that the purpose of the current meeting was to review and discuss annual work plans, discuss and decide on priority projects for the upcoming fiscal year, review funding/resource allocation, provide feedback to work groups on work plans, and to obtain project progress reports.

3. Review of Action Items and Approval of July 15, 2010 Meeting Record

Jon reviewed the action items. Natalie reported that all action items were completed.

4. Update on draft Stage 2 RAP Reports

Jon reported that the draft Stage 2 RAP Report was submitted to the COA Co-Chairs for review and approval by the COA Management Committee. He noted that the Federal Government has given their support but the Co-Chairs were waiting to receive comments by the Provincial Government. He added that the COA Management Committee is due to meet in December. Next, the Report will be forwarded to the International Joint Commission (IJC) for review. He assured the committee that the Stage 2 Report would be released in 2011.

Jon noted that Dr. Saad Jasim, Director of the IJC, was in attendance as an observer. Dr. Jasim provided an overview of local IJC activities, the negotiations between Canada and the United States for a new Great Lakes Water Quality Agreement, and public education initiatives.

5. Presentation of 2011-2012 Work Plan

Natalie provided background information and an overview of the Work Plans developed by each of the Work Groups. Natalie explained that the work plans are meant to change each year and will eventually be available electronically through the *Detroit River Delisting and Information System*. The Committee discussed and decided upon the content of the annual work plan with a focus on projects that were noted as requiring funding. Natalie (or a work group lead) gave an overview of each project. For more details regarding the projects, contact the RAP Coordinator for a copy of the work plans.

Specific comments:

- Mike Parker suggested adding a column for the lead funder if it is different from the project lead.
- Jon Gee noted that RAP Governance funding will increase from an annual commitment to a multi-year commitment.
- RE: DRDIS - Mike suggested sending letters to the agencies to request funding assistance
- RE: Brown bullhead study – It was noted that sampling can be done through existing programs but funding may be required for lab analysis.
- RE: GIS Shoreline Inventory – Matthew suggested that this project may be a good project to bring to GLSF. Mario noted that the municipalities can provide their GIS data as in-kind support.

- RE: Canard River Shoreline Project (innovative bioengineering) – Mario noted that the Committee may want to mark this for future funding regarding public engagement like signage, etc.
- RE: ERCA’s Biodiversity Conservation Strategy - Matthew was asked to elaborate on the total cost of the project. He noted that the cost includes landowner (in-kind) contributions and that they normally request \$120K from other funding sources (e.g., GLSF).
- RE: Brock Street Property Shoreline Restoration - Mario asked if anyone has done an evaluation of risk regarding future development of adjacent sites or any conflict of use. Matthew noted that Natalie worked with others to draft a Memorandum of Understanding to ensure that all three landowners are on-board and committed to the project long-term.
- Mike suggested added a preamble at the beginning of the annual work plan document to explain that funding is from multiples sources and that member organizations apply/obtain funding for implementation.
- Luca suggested changing the wording in the funding column to “confirmed”, “anticipated”, and “pending” or “seeking”.

Jon asked the committee if there is anything missing from the work plan that has not been suggested for next year. Giovanni asked about public transparency, specifically where can the information be obtained regarding these projects, funds spent, projects implemented, etc. Natalie explained the reporting process required by the funding agencies and public access. She also noted the communication of these projects through the DRCC’s Annual Review document. Dr. Jasim asked when the confirmation of funding is anticipated. Jon noted that federally it is early April, for other agencies April/May.

ACTIONS:

- Luca agreed to review the GLSF files for the cost of the St. Clair River AOC Shoreline Inventory in order to obtain a more accurate cost estimate.
- Matthew offered to provide a brief presentation at the next Steering and Implementation Committee meeting regarding ERCA’s Habitat Restoration Program (Biodiversity Conservation Strategy) and Rural Non-Point Source Pollution Reduction Program.

DECISION: The annual work plan was endorsed by consensus and approved to go forward for funding requests next year.

6. Presentation on Detroit River Delisting and Information System (DRDIS)

Natalie provided an overview of the DRDIS (www.delistingdetroitriver.com) and its key features in a presentation and brief visual tour of the site. The DRDIS has the potential to be expanded to accommodate the St. Clair River AOC as well as bi-nationally. She explained that the site was completed in 2009 and was set to be launched with the Stage 2 RAP Report but has become out-of-date. Currently, the DRCC pays for the web domain and the site is hosted through in-kind support at the Indiana-Illinois Sea Grant (U.S.). She noted that funding support is required to hire someone to update the system.

After the presentation, a discussion ensued about updating the DRDIS.

Topics discussed included:

- Linking the DRDIS to a GIS map to allow the public to see the locations of projects that have been implemented. However, it was noted that this feature was planned but was beyond the developer’s ability, scope, timeframe, and our budget (additional funds would be required).

- Hiring a summer student, for example, a student studying computer science. However, the practicality of a hiring a student was questioned due to a short turnover time and a large learning curve. The group discussed an alternative for staffing (not a student), for example, seconding an employee from a member organization such as, the City of Windsor or ERCA. Another suggestion was to hire a professional service provider and build it into the “annual operating budget” (could be a simple fee for service arrangement).

ACTION: Giovanni will provide Natalie/Kris with the contact information of his contact person at the University of Windsor.

- If a student was hired, the location of this person was discussed. The group noted that this type of work can be done from home with payments based on milestones achieved.
- Funding options were discussed and Jon noted that he could explore the option of funding the DRDIS through the RAP Governance aspect. The Supervisory Group should look at options for, once it is current, keeping it current.
- The amount of updating required (e.g., technical skills, requirements, time needed, etc.) was discussed.

ACTION: Mario offered to contact staff at the City to review the DRDIS and determine what skills are needed by a person to update the system. Mario and the staff person will contact Natalie with the information noted.

In conclusion, Jon noted that the Steering and Implementation Committee should invest in optimizing and improving the system next year.

7. Roundtable Updates

Due to a lack of time, only the PAC and the RAP Coordinator provided brief updates.

Public Advisory Council

- Tom Henderson reported that the PAC has been trying to work with the different Ministries to acquire compensatory lands in the DRIC development area adjacent to the Detroit River. The PAC (and other groups) has proposed a series of lands that could be used for the compensation (e.g., Ojibway Shores property). The PAC is also pursuing the joining of two Provincially-Significant Wetlands (PSWs) on Windsor Airport property. He noted that the PAC offered (at a recent Windsor-Essex County Environment Committee) to find funding and volunteer labour to naturalize the area and join the PSWs with native tree materials. Tom noted that joining the PSWs will improve the Little River’s water quality, and hence the Detroit River’s. Gord asked the Committee for feedback on what the PAC can do to protect and enhance the Airport PSWs and Ojibway Shores property. Jon asked if the Airport PSWs were featured in the Stage 2 Report. Luca noted that the Habitat Work Group has identified the PSWs and Ojibway Shores as priority areas in the Detroit River watershed. Matthew added that the City of Windsor is working on developing a Master Plan for the Airport which included the PSWs. The Master Plan should be available within the next few months.

ACTION: Jon requested that Natalie follow-up with Peter Berry for an update on the status of the Ojibway Shores property (which the Committee toured last April).

Work Groups

- RAP Governance: Natalie announced her pregnancy and upcoming maternity leave during 2011. She noted that the Supervisory Group prefers to fill the RAP Coordinator position with someone who already knows the RAP Program (internally [member organization] with a secondment from another position) instead of an external search. She added that the Group has a short list of names and hopefully will have someone in place before Natalie's leave. Natalie explained that Kris Ives agreed to continue in her role as RAP Assistant to ease the transition and help to fill the gap. She directed any questions to the Supervisory Group members who were present at the meeting (Matthew, Tom, Luca, and Ted). Also, since it has been her first priority since being hired in 2008, Natalie offered to volunteer for the release the Stage 2 RAP Report.
- Work Groups: Natalie noted that all Work Groups have worked diligently on developing their work plans. She highlighted a few important projects:
 - Report on the *Added Costs to Agriculture or Industry* BUI (redesignated to NOT IMPAIRED).
 - Angler surveys completed in the summer for a Report on Tainting of Fish and Wildlife Flavour BUI. She noted that the Monitoring and Research Work Group will have a report for review by the PAC and S&IC in early 2011. The report will offer a recommendation for the status of this BUI.
 - Peche Island Day 2010 attracted over 340 people.
 - Several community cleanups and tree plantings were conducted.
 - A DRCC student video ad contest was launched in October. The Work Group hopes that the videos will be used for DRCC public service announcements in the future.
 - A Drink Tap Water group was formed under the EPI Work Group. They've purchased and distributed stainless steel DRCC water bottles, kids' tattoos, a film screening, and are finalizing the production of brochures.
 - DRCC interpretive signage on bald eagles in the Detroit River region was installed in Amherstburg (by the Town) at Toddy Jones Park. Others to be installed at other locations near the AOC next year. Natalie added that the Turkey Creek Native Plant Demonstration Garden signage will be installed later this week.

8. Other Business

None

9. Closing Remarks

10. Next Meeting:

Tuesday January 25th beginning at 1:30 pm (Location TBD)

Kevin Miller offered to have the June meeting at the new Riverdance facility in LaSalle.

The meeting was adjourned by the Chair at 4:12 pm.

Appendix A **Meeting Attendance**

Steering and Implementation Committee Members

Jon Gee	Environment Canada, Steering and Implementation Committee Co-Chair
Mike Parker	Ontario Ministry of the Environment, Steering and Implementation Committee Co-Chair
Rich Drouin	Ontario Ministry of Natural Resources (by teleconference)
Giovanni Grande	Honeywell
Tom Henderson	Public Advisory Council (Chair)
Kevin Miller	Town of LaSalle
Mario Sonogo	City of Windsor
Matthew Child	(<i>on behalf of Richard Wyma</i>) Essex Region Conservation Authority

Resource/Support Staff

Ted Briggs	Ontario Ministry of the Environment
Luca Cagnelli	Environment Canada
Natalie Green	RAP Coordinator (DRCC)
Gord Harding	Public Advisory Council (Vice Chair)
Kris Ives	Assistant (DRCC)
Dr. Saad Jasim	International Joint Commission (Director)
Dave Munro	Public Advisory Council
Karina Richters	City of Windsor

Regrets

Peter Berry	Windsor Port Authority
Paul Drca	City of Windsor
Dr. Doug Haffner	University of Windsor – Great Lakes Institute for Environmental Research
Pamela Malott	Town of Amherstburg
Marcia Valiante	Education and Public Involvement Work Group
Richard Wyma	Essex Region Conservation Authority