

DRAINAGE SUPERINTENDENTS ASSOCIATION of ONTARIO
BOARD OF DIRECTORS MEETING
Elmhirst's Resort
R. R. # 1, Keene, Ontario; K0L 2G0
June 6, 7, 8, 2007

The meeting commenced with a working lunch at Elmhirst's Resort at 12:30 EDST on Wednesday June 6, 2007.

Present were: Brett Ruck, Andy McBride, Wray Wilson, Rene Landry, Sid Vander Veen, Marc Gagne, Eric Chamberlain, Rob Johnson, and Secretary Ralph Clayton.

1. Opening Remarks

President Eric Chamberlain called the meeting to order and welcomed new Directors Brett Ruck and Rob Johnson to the meeting.

2. Regrets

- a) From Sid Vander Veen noting that can only be present on Wednesday p.m., June 6.
- b) Wray Ramsay was unable to be present due to previous commitments.

3. Review and Approval of:

- a) The agenda was reviewed and items were added from the addendum received the previous day and as requested by the Directors.

Moved by Wray Wilson: "That we accept the agenda as presented and updated". Seconded by Rene Landry. Carried.

- b) DSAO Directors Minutes of January 23, 24, 25, 2007 meeting as circulated.
The minutes had been previously forwarded and reviewed by the Directors.

Moved by Andy McBride: "That the January minutes be accepted as circulated". Seconded by Marc Gagne. Carried.

4. Treasurer's Report

Treasurer Rene Landry presented a comparative budget statement, a bursary account statement, a ledger statement showing all financial activity for 2007 up to May 16, 2007 and a membership by Chapter for 2007.

- a) Current financial statement
 - 125 members for 2007 to date plus 8 memberships received at the meeting from Chapter IV to give a total of 133. (Budget was based on 149 members in 2007) so it is doubtful that will meet the 2006 membership figure.
 - Flex GIC has not been cashed yet but will be used this year if necessary to cover the DSAO 25th anniversary needs.
 - A map showing Chapter boundaries was reviewed. It was noted that Northern Ontario municipalities are not included. An updated map was proposed and Brett Ruck undertook to have a map prepared by the October meeting.
- b) Bursary report
 - Almost \$1700 in bursary fund but requests for bursary funds in the coming months are anticipated from five Chapters.
- c) Approval of financial statement and bursary report by motion.

Moved by Marc Gagne: "That we accept the financial report". Seconded by Andy McBride. Carried.

5. Promotion Coordinator's Report

Eric Chamberlain noted that the display was updated with new pictures of several sizes in time for the Annual Convention in January. No further action since. Pictures of Drainage Superintendent activities are always welcomed. The display is stored by Eric Chamberlain and can be obtained by the membership for use at local functions by calling.

6. Secretary's Report

Ralph Clayton reviewed a printed report noting activities, inventory and costs for the January to June 2007 period.

The Secretary was asked to update the Director's contact information list to include the Chapter represented.

Moved by Marc Gagne: "That the Secretary's report be received". Seconded by Brett Ruck. Carried.

7. Information Coordinator's Report

Directors expressed a concern that the "FAQ" section should be expanded to have a list of FAQ and a further password protected discussion area that would be for members only.

Moved by Andy McBride: "That the Information Coordinator be approached to establish a policy for the FAQ section and establish a forum for the drainage superintendents only".

Seconded by Wray Wilson. Carried.

8. Correspondence – Directors are to review and note items which should be discussed. Each item of correspondence was not reviewed unless a Director requested discussion.

- a/ January 2007 issue of Environmental Science Engineering
- b/ Official letter of resignation from Shawn Vanacker addressed to all Directors
- c/ Agenda for the LICO Standards & Specifications Committee Meeting (January 24, 2007) and a copy of the 2006 "Standard Specification for Corrugated Plastic Drainage Tubing 2006"
- d/ Reply to Vanacker resignation from Matt Stephenson copied to all Directors – also noting Brett Ruck has accepted Director's position as representative for Chapter IV.
- e/ Note from new Director Brett Ruck to all Directors providing contact information.
- f/ Minutes of LICO Directors' meetings on January 23, 25, 26, 2007. Of interest: a) Ag in the Classroom drainage module is moving forward, b) the Clean Water Act, c) LICO Webmaster is Dave Johnson, d) Ontario Pork are interested in the "Yellow Fish project", e) a training manual for controlled drainage and/or sub irrigation is being prepared and an application has been put forward to obtain funding for identification of areas in Ontario where the concept can be undertaken, f) GRCA has determined that there should be no drainage activity within 100 metres of significant wetland (2 hectares+)!
- g/ Copy of submission from LICO Environmental Advocate - Don Lobb – re: Clean Water Act 2006. General comments and Specific comments are given.
- h/ From Rene Landry circulated to all following concern about acceptable meeting dates
- i/ From Wray Wilson circulated to all Directors – a copy of message noting the forwarding of DSAO comments on the Source Water Protection Committee Discussion Paper. Landry forwarded a DSAO letterhead logo for Wray's use on the submission.
- j/ Copy of DSAO submission commenting on Source Water Protection Committee development under the Clean Water Act circulated to all Directors.
- k/ Program for the IAPA Conference and Trade Show, April 16-18 at the Metro Toronto Convention Ctr.
- l/ From Sid Vander Veen copied to all Directors – a news report on a "Clean Water Act" meeting held by MOE staff in Alexandria.
- m/ An article copied by the Secretary from the Environmental Science Engineering – January 2007 issue – describing the planning procedures being followed by MOE for the Clean Water Act preparation.
- n/ From President Eric Chamberlain copied to all Directors regarding the initial meeting of group replacing the Fish Habitat Advisory Group and the number of representatives from DSAO with the invitation from Dana Boyter of DFO included.
- o/ From Sid Vander Veen copied to all Directors – a suggestion for the 2008 Convention program. Title has been included at item 12(e)(1).

- p/ From Sid Vander Veen copied to all Directors and others – definition of “lands used for agriculture” in the Drainage Act as applied under the ADIP now related to the farm Property Tax Class Rate.
- q/ From Matt Stephenson copied to all Directors – a quote on shirts from Kyis Embroidery in Strathroy. Refer to 11(c) for discussion.
- r/ From Rene Landry copied to all Directors regarding funds for the bursary program. Discussion at item 12(i).
- s/ From Sid Vander Veen circulated to all Directors – a copy of the CFFO commentary on “farm capitalism” and our social conscience!
- t/ From President Eric Chamberlain to all Directors – a copy of a message received by Wray Ramsay regarding the Federal Government progress on changes to the Fisheries Act – going to be referred to Committee for discussion. Copy of suggestions submitted were attached.
- u/ To the Secretary from Rob Johnson – contact information
- v/ From Jeff McKee of Better Farming – reply to our denial of January – asking if there is “any potential for public service information to be disseminated from your level?”. Consider at 13(a).
- w/ Copy of Don Lobb comments on LICO behalf regarding “Renewal of the Canada-Ontario Agreement Respecting the Great Lakes Basin Ecosystem (COA)”. LICO supports renewal and encourages to direct funds to research on soil moisture management, strategies to control wildlife populations, cropland management to control sediment delivery, and obtaining baseline water quality data which separates agricultural inputs from natural inputs.
- x/ From R.P. Stone of OMAFRA giving the course outline for an Erosion Control Structures Refresher Course.
- y/ From Don Lobb (LICO) comments on the Federal Fisheries Act noting that agricultural production should be accommodated for inland fisheries, that there are “normal farming practices” and “normal drainage practices .
- z/ From the Secretary to all Directors and replies regarding the draft January minutes. Clarification undertaken as required/suggested.
- Aa/ From matt Stephenson circulated to all Directors – a copy of the press release from the Provincial Government noting funding for local municipalities for Source Water Protection plans consideration utilizing the local Conservation Authorities.
- Ab/ From Rene Landry copied to all Directors – a copy of the 2006 Treasurer’s report, bursary fund report, and membership summary ready to be forwarded to the Chapter Secretaries along with the minutes of the January meeting.
- Ac/ From Wray Wilson copied to all Directors – requesting comments on putting the DSAO comments to MOE re : Source Water Protection regulations on the DSAO website and circulating a message to Drainage Superintendents to engage the local Source Water Protection Committee with the DSAO comments.
- Ad/ Copy of the 2007 “Spotlight” from AORS – our ad appears on page 88.
- Ae/ From Rene Landry and sent to DSAO Chapter secretaries and to DSAO Directors – note that annual fees are now welcome and attaching a membership application form.
- Af/ From Rene Landry addressed to al Directors – a resume of the activities of the recipient of the bursary from Chapter V – Graham Longley.
- Ag/ From LICO – minutes of the February 22 , 2007 meeting including a list of LICO Directors and an analysis of the Lamplighter account for the Convention.
- Ah/ Copy of the “Bluestem Banner”.
- Ai/ From President Eric Chamberlain copied to all Directors – report of the first meeting of DFO/Drainage stakeholders attended by Chamberlain and McBride. Also enclosed a background paper on the steps being taken to review the “Delivery of the Class Authorization and Drain Classification Process” being undertaken by Jane Sadler Richards of Cordner Science on behalf of DFO. For discussion go to 11(f).
- Aj/ From Eric Chamberlain and Andy McBride copied to all Directors – a copy of the minutes of the “Drains Action Working Group”. See 11(b) for discussion.
- Ak/ From the “sararegistry” (Species at Risk) – noting endangered species and suggested remedies – For More detail go to : http://www.sararegistry.gc.ca/plans/default_e.cfm
- Al/ From President Eric Chamberlain addressed to all Directors – a memo noting the March 21 meeting of LICO and discussion of the 2008 Anniversary recognition.

- Am/ From Marc Gagne and Eric Chamberlain addressed to all – further comments on mementos for 2008.
- An/ From LTRCA – copy of the “Lower Thames Beacon” – a newsletter outlining 2006-7 programs/activities.
- Ao/ From Sid Vander Veen attaching a recent tribunal decision regarding subdivision grading and use of the Drainage Act to supercede the Planning Act. (Arose from the City of Welland and Frank Nicholson of the AMCTO.
- Ap/ From Eric Chamberlain addressed to all Directors – further comments on mementos for the 2008 Anniversary. Discussion at 12(d).
- Aq/ From Minister Of OMAFRA – Leona Dombrowsky – a description of changes to OMAFRA “structure” and program delivery.
- Ar/ From Eric Chamberlain and Wray Ramsay – discussion on the Drainage Superintendent’s Course attendance and contacting of potential members.
- As/ From Ralph Campbell of Chapter III noting that Gary Pipe is new Secretary for the Chapter. The Secretary has updated in various address lists.
- At/ From President Eric Chamberlain and Wray Wilson regarding Anniversary mementos – addressed to all Directors. See 12 (d) for discussion.
- Au/ From Sid Vander Veen – copied to all Directors and others – a memo indicating that new information materials are available from the OMAFRA website.
(<http://www.omafra.gov.on.ca/english/products/newpubs.html>)
- Av/ From President Eric Chamberlain – copied to all Directors – concern expressed about the DSAO membership not receiving information about the annual Convention. See 12(g) for discussion.
- Ax/ From Marc Gagne copied to all Directors – a message and reply from DFO regarding Operational Statements updates. (-minor wording clarification – Sara Eddy , DFO)
- Ay/ Copies of the draft DFO “Operational Statements” for a/ Temporary Stream Crossing and b/ Isolated or Dry Open-Cut Stream Crossings.
- Az/ Copy of “Turf and Recreation” – March 2007.
- Ba/ From LICO – the minutes of the March 21, 2007 Directors meeting – items included “anniversary gifts for LICO and DSAO.
- Bb/ From Frank Nicholson , Manager of Legislative Services of AMCTO – thanking everyone for information provided. (reference to 8(Ao) above).
- Bc/ From Ken Rule of Engineering Dimensions regarding placement of “career ads” in publication. Refer to item 13(b) for discussion.
- Bd/ From Rene Landry to all Directors regarding meeting dates that would accommodate all Directors.
- Be/ From Environmental Science & Engineering – request to update information for free copy of magazine.
Secretary completed and forwarded requesting a free copy subject to conditions – no delivery guarantee.
- Bf/ From Sid Vander Veen addressed to all – memo that new publications from OMAFRA re: ground water are available.
- Bg/ From Cornelia Henning – Secretary for Art Janse – advising that Art’s contact information is now 597 Canal Road, R. R. # 4, Bradford, On; L3Z 2A6.
- Bh/ From Cornelia Henning of Bradford West Gwillimbury in reply to the Secretary’s request for information – since Art has officially retired previously and there was an event recognizing his service there will not be a further event. Further, the replacement is Frank Jonkman, Jr. and he is a member of DSAO.
- Bi/ From Cornelia Henning – an envelope with all memberships of DSAO for Chapter IV and a covering cheque. (April 24, 2007). First reading of the enclosure letter noted was addressed to Rene with a copy to the Secretary – so did not open envelope until a discussion on May 25 with Frank Jonkman! (It contained the membership forms and the cheque to cover)!!!
- Bj/ From Turf and Recreation – a subscription offer – noting that the DSAO have received complimentary copies in past but costs now dictate a change. No action taken. For discussion go to item 13(c).
- Bk/ From Wray Wilson and Don Lobb with copies to all Directors – comments on the “Source Water Protection” regulations. See 11(e) for discussion.

- Bl/ From Marc Gagne addressed to all Directors – a link to a “Inter-Jurisdictional Compliance Protocol for Fish Habitat and Associated Water Quality”. Concerns were expressed by Directors – see item 11(g) for discussion.
- Bm/ From Sid Vander Veen addressed to all Directors – information on the “Infrastructure Ontario’s OSIFA Loan program” . The program outlines, loan rates and regulations can be reviewed at internet sites. For discussion see item 13(d).
- Bn/ From President Eric Chamberlain and Dana Boyter of DFO concerning a SARA (Species at Risk) information meeting in London on June 6. E-mail discussion centred on who could participate (Matt Stephenson/ Jim Reeve suggested) . Discussion at item 13(e).
- Bo/ From President Eric Chamberlain – dates of the Ontario Road Supervisors Municipal Trade Show (June 6, 7at Fergus).
- Bp/ Other correspondence as may appear prior to the meeting
- (1) April/May issue of “Turf and Recreation”
 - (2) From Marc Gagne – request to have discussion of a OMAFRA survey course in the future – see item 13(f)(1).
 - (3) From Marc Gagne – concerns re: demands from DFO for extensive fish habitat review – see item 11(h) for discussion.
 - (4) To and from Rene Landry regarding Chapter IV membership fees
 - (5) From Sid Vander Veen advising that cannot be present on Thursday
- 8(Bp)(6) From Agri-Drain – a brochure of drainage products available.
- 8(Bp)(7) From PPFDF (a group providing office services – “fulfillment and distribution”).
- 8(Bp)(8) From Marsh Canada Limited – a message containing updates for the new policy year and the cost for 2007-8 for the DSAO. Message has been forwarded to Treasurer Rene Landry by Fax for review. Policy will be handed to Landry at meetings. Item will be discussed at item 12(h)(1) of the agenda.
- 8(Bp)(9) From Environmental Science & Engineering Magazine – invitation to submit an article on water , waste water and environmental protection subjects for June /July issue.
- 8(Bp)(10) From John Johnston (LICO) – information on a “Soil Management Workshop” to be held June 26, 2007 in the London area. (registration required - \$60.00).
- 8(Bp)(11) From John Johnston (LICO) – an invitation to Lambton drainage contractors to review a study project being undertaken by LICO in the Lambton area – Sunday June 10
- 8(Bp)(12) From Ontario Seed Company – a catalogue giving suitable seed mixtures for various applications.

Moved by Andy McBride : “That the correspondence be received”. Seconded by Wray Wilson. Carried.

9. Chapter Minutes

a/ Minutes of Chapter III – January 24, 2007

Wray Wilson noted that the transition to new executive members is a concern so the Chapter has adopted a maximum of three years for serving on the Chapter Executive to help limit the time commitment.

b/ Minutes of Chapter VI – December 12, 2006 - no comments

c/ Minutes of Chapter VI – March 1, 2007

Marc Gagne reviewed the minutes noting the suggestion for a bursary fund increase. See 12(i) for discussion. The suggestion of an “informal” discussion period at the Annual General Meeting and “plans/goals” for the DSAO Directors activities for the coming year were noted.

d/ Other minutes as may be received prior to June 6, 2007

(1) Draft minutes of Chapter III meeting held April 5, 2007

Wray Wilson noted the discussion of GPS system changes/improvements. Also the ADIP policies are being reviewed by the Chapter.

Moved by Andy McBride: “That the minutes be received”. Seconded by Brett Ruck. Carried.

10. Drainage Coordinator’s Report - Sid Vander Veen

a) Some structural reorganization of OMAFRA recently took place. Drainage now reports to Manager Len Senyshyn and is part of the Environmental Management Branch, headed by Director Peter Meerveld.

b) The ADIP Review will not take place until after the fall election. However, if any drainage superintendents have comments, the Drainage Coordinator is prepared to accept them before the review formally begins. Once the review begins, the target is to complete and implement the revised policies before the next fiscal year. Collective comments from the DSAO Chapters or from the Provincial Directors are very welcome.

Discussion. It was agreed that the DSAO Directors will carry the discussion at the Chapter level and submit results to the Secretary for discussion in October 2007. The Chapter or a member may also submit directly to the Drainage Coordinator.

c) The following drainage courses were offered this past winter/spring:.

COURSE NAME	LOCATION	DATES	ATTENDANCE
Primary Drainage Course	Marden	Feb. 6-16, 2007	18
Drainage Superintendents Course	Guelph	Mar. 5- 9, 2007	32
Rural Municipal Drainage Course	Fort Frances	Apr. 11, 2007	26
Calculating Drainage Assessments	Fort Frances	Apr. 12, 2007	9
Rural Municipal Drainage Course	Brockville	Apr. 18, 2007	13
Calculating Drainage Assessments	Brockville	Apr. 19, 2007	7
Rural Municipal Drainage Course	New Liskeard	Apr. 24, 2007	17
Calculating Drainage Assessments	New Liskeard	Apr. 25, 2007	13
Rural Municipal Drainage Course	London	May 1, 2007	41
Calculating Drainage Assessments	London	May 2, 2007	22

d) Allocation Letter – was sent to municipalities on May 30, 2007. The last paragraph of this letter provides information on the OSIFA Loan Program which is administered by Infrastructure Ontario. Municipalities can now access loan funds for all their infrastructure expenditures (including municipal drains). Longer term loans are available at very reasonable interest rates. More information can be found on their website: www.infrastructureontario/en/loan/index.asp

e) COWSEP - Canada-Ontario Water Supply Environmental Program – LICO has received funding through this program to develop a GIS layer to show areas in Ontario where conservation drainage (controlled drainage) and subirrigation could be practiced. Through this project , a manual will also be developed as well as an internet site where data can be accessed.

- f) Ground Water Fact Sheets – Titles are:
 1. “Managing The Quantity of Groundwater Supplies”
 2. “Understanding Groundwater”
 3. “Protecting the Quality of Groundwater Supplies”
 4. “Private Rural Water Supplies”

Each Director received a copy of each. Copies can be obtained from ag.info.omafra@ontario.ca or by calling 1-877-424-1300.

- g) Sid Vander Veen will be presenting to Chapter VI on the Tile Loan Program and the role of the Tile Drain Inspector at their Chapter meeting on June 14.
- h) The Drainage Engineers Conference will be held on October 26 in Guelph. Gary Fischer is to speak on Wildlife Control. Other possible topics include Holland Marsh reconstruction, Railways and the Drainage Act, Definition of “Public Utility”, On –Site meetings and the role of the drainage superintendent in new engineer’s reports. More information will be forwarded at a later date.

11. Old Business

- a) Report on Drainage Superintendents Course / Information Session

Eric Chamberlain and Rene Landry attended the Drainage Superintendents Course during the presentation on the “Practical Application of the Drainage Act by the Drainage Superintendent”. Wray Ramsay and Brian Anderson gave an excellent presentation. They recommended that Brian Anderson and Wray Ramsay continue to present the practical aspects as long as they are willing to participate.

The Drainage Coordinator suggested a mature Superintendent should consider a critique of the entire course.

New members may be invited if permission has been obtained to circulate the names. The DSAO Directors requested the names of the successful participants so contact can be made by the Chapter. (26 names of participants from municipalities have been obtained.)

- b) Drains/Biology Committee of DFO known as the “Drain Action Working Group”. (DAWG)

A report of activity to date was given by Eric Chamberlain and Andy McBride – DSAO representatives to the Committee. The third meeting was just completed before the DSAO Director’s meeting. July 31 is the next scheduled meeting. Committee has representation from DSAO (Chamberlain and McBride), OMAFRA (Vander Veen), Land Drainage Committee (Mike DeVos), Conservation Ontario (Heinbuck of the Ausable-Bayfield Conservation Authority), DFO (Boyer and deLaronde), ROMA (White, Chair of ROMA), OFA (Jeffery).

The “Policies” / “Terms of Reference” are being prepared by DAWG using the reference “Agricultural Drain Maintenance in Southern Ontario – a Guide to Meet the Requirements of the Fisheries Act” – 2002 draft. This reference is primarily for maintenance but there is a basis for procedures under Section 4 and 78.

Reclassification is possible under the reference. It is anticipated that DAWG will give recommendations to resolve issues brought forward. Attention was drawn to 2 forms that should be completed for submission to the Conservation Authority / DFO (“Drain Improvement Request or New Drain Construction Request” form and “Drain Construction/Improvement Proposal Project” form). These forms should be placed on the DSAO website for easy access by the membership. Both members commented on the apparent sincerity of resolving issues brought to the group .

- c) Quotations for shirts and embroidery

Matt Stephenson by correspondence (from 8(q)) gave a quotation from Kyis Embroidery of Strathroy. It was noted that LICO is setting up a system where ordering can be done at the Annual Convention , paid for, and shipped directly to the client. It was noted that shipping would be extra with Kyis Embroidery quotation. It was agreed that the DSAO should wait until more information available in October. Item is be included on the October agenda.

- d) A form for “land severances” (separation of land parcels to meet the requirements of the Drainage Act) is to be prepared for the DSAO website. (from the January 2007 minutes).
Rene Landry reported one comment had been received. However no other policies from other municipalities had been received for comparison. It was agreed that the form be circulated to the Directors for comments and the matter addressed at the October meeting..
- e) Report on the comments on Clean Water Act regulations requesting that an “agricultural drainage oriented person” be appointed to the local Source Water Protection Committees.
Wray Wilson reported that he forwarded responses on behalf of DSAO to MOE after consultation with Don Lobb. No confirmation from MOE has been received. Source Protection Committee Chairs have not been appointed but the resumes have been submitted. He urged the local Drainage Superintendents to maintain an interest in the “working group” at the local level recognizing that there will be a time commitment – but that the participation is needed! The Directors agreed to carry the information back to the respective Chapters.
- f) DFO Drain Classification Process and comments on the improvement to the Delivery – from 8(Ai)
A study supported by DFO and undertaken by Jane Richards-Sadler to review the Drain Classification Process is underway. A questionnaire will be forwarded to municipalities (still to be circulated). A discussion with stake holders such as the Drainage Engineers is envisaged after the original contacts have been completed. The DAWG group will be reviewing the completed report and likely make recommendations.
- g) DFO “Inter-Jurisdictional Compliance Protocol for Fish Habitat and Associated Water Quality”.
Andy McBride noted that the DAWG group discussed the matter and that there is little of interest for Drainage Superintendents.
- h) Conservation Authority demands for extensive study on the Dowdall Municipal Drain
Marc Gagne discussed issues. The Dowdall is an existing Municipal drain with about 11 branches. The Raisin River Conservation Authority requested an extensive biological study citing the Fisheries Act requirements. The Department of National Defence has purchased property within the watershed of the Dowdall and has destroyed the drainage pattern on the property and influenced adjacent properties. A drainage report has been prepared including a biologist’s statement. The Board of Directors suggested that Marc Gagne continue to send information to mark Ferguson and Dana Boyter of DFO regarding the lack of progress on the Dowdall Municipal Drain project with a carbon copy to Eric Chamberlain and Andy McBride as members of DAWG.

12. On-Going items

- a/ Logo copyright protection - further information if any (possible meeting with copyright staff)
 - 1/ Use of logo by membership – e.g for tour letterhead. Directors agreed that it is acceptable to use the logo for DSAO related activities.
 - 2/ No new information from Don Lewis on logo copyright proceedings. It was suggested that past minutes be reviewed for the original rationale for obtaining the copyright for the logo. The Secretary offered to review minutes for earlier discussions.
- b/ McNeely-Taillon-Stantec Award
Discussion of increasing the interest of the DSAO membership (and thus nominations for the annual award). The Secretary will draw attention to the award and note that the nomination form is available on the website in the letter to Chapter Secretaries attaching the minutes of this meeting. The matter will be reviewed at the Directors’ October meeting.

c/ DSAO History - Update

The Secretary noted that the 2004 to 2007 information has not been compiled to date. Discussion on distribution: 1/ Place on the website; 2/ Available on the DSAO display table; 3/ Glossy printed (at least the cover) copy of entire history including pictures of activities, 4/ Photos must be collected, 5/ Current Chapter photos; 6/ consider business card ads to assist with cost. 7/ Eric Chamberlain and Rob Johnson will check with print shops to get costs to print. 8/ include membership in 2007, 9/ Involve Wray Ramsay in preparation since he recorded the first 10 years of DSAO history. A draft schedule was proposed:

- 1/ By June 21 information prepared and E-mailed to all Directors for review – Secretary must complete the history.
- 2/ By July 1, Prices obtained for 10/15 pages and for 20/30 pages.
- 3/ Decision on advertising – by July 15
- 4/ Decision on number to be printed – August 1
- 5/ Selection of printer
- 6/ Use E-mail to make decisions

d/ DSAO 25th Anniversary 2008

1/ Report of discussion with LICO

Eric Chamberlain and Wray Wilson representing DSAO have met with LICO and the joint group is suggesting a briefcase memento for all members, wine glasses for the banquet with etched “DSAO/LICO anniversary dates” (only banquet attendees). Costs to DSAO with estimates for glasses \$15.00; briefcase 15.00 each (estimate 150 briefcases for DSAO) will be about \$5250.00 in total.

Directors noted that the budget has \$1400 from the 2006 budget, promotion is \$500 for 2007 and some of the costs can be recovered in the 2008 budget year. Flexible GIC can be cashed at any time.

Decision: Brief case and wine glasses are approved.

Moved by Marc Gagne: “That the recommendation of the Committee be accepted and the Committee be empowered to purchase the mementos in cooperation with LICO at an estimated cost of \$5250.00.” Seconded by Andy McBride. Carried.

Other: Wallace Work wear will be offering specials on shirts in the exhibit area at the 2008 Convention.

Photos of people involved with DSAO now and in the past must be sent to Frank Kains for preparation - Dennis Shand should be contacted for pictures. This material will be put into a photo format(Power Point).

2/ Discussion of other ideas – if any

LICO Directors discussed the purchase of an “Anniversary shirt” to wear during the Convention. A long sleeve shirt at a price of about \$35 was proposed and the Directors agreed to purchase from personal funds.

3/ Distribution of the DSAO History update

See 12(c) for discussion.

e/ Program topics for Drainage Convention - January 23, 24, 2008

1/ Suggestion from Sid Vander Veen – “Tracking and Comparing Expenditures for Drain Maintenance/Repair projects and Tactical Improvements” (from 8(o))

2/ Case Studies - Recent Drainage Tribunal Decisions e.g. Welland vs. Tribunal (subdivision agreement and The Drainage Act). Rene Landry and Brett Ruck agreed to make a presentation.

3/ Drain 19 and The Steenstra Drain – Central Huron: Andy McBride will make presentation.

4/ Sarnia case involving “navigable water and vesture of the “bed” of the navigable stream in MNR”: Rob Johnson agreed to make presentation.

Thursday a.m. is usually the LICO Annual Meeting so a separate session for DSAO is suggested. Rob Johnson suggested the topic: "Public Sector Accounting Board ---- Compliance" and agreed to forward information to the Directors.

Concern was expressed that Thursday p.m. is somewhat free for Drainage Superintendents – depending on program plans. An afternoon program might hold members for the evening banquet. Some/all of the topics above could be joint sessions or concurrent sessions. Results of the study on "bio-regeneration" of recently constructed open drains with Belinda Ward –Campbell was proposed. Andy McBride will contact Belinda Ward–Campbell for an update.

The Secretary will advise the Convention Coordinator of the titles and suggestions and that DSAO would like approximately 1 hour per topic.

f/ All-Chapters meeting

1/ The Directors agreed to hold an All Chapters meeting on Thursday afternoon, October 25, 2007 in Guelph.

Use of the meeting room under the Land Improvement Committee rental and increasing available time for the meeting were discussed. Rene Landry will contact Melanie Prosser, Drainage Conference Coordinator at U of G to review arrangements and meeting length that is possible.

2/ 2007 program for the All Chapters Meeting

Proposed topics include:

- a/ "ADIP Policies" Review Update – Andy McBride
- b/ "Source Water Protection Update" - Wray Wilson
- c/ "DAWG – an Update" - Eric Chamberlain and Andy McBride
- d/ PSAB – review of program (Infrastructure Program) - Rob Johnson
- e/ Promote 25th Anniversary Convention; McNeely-Taillon Award – Eric Chamberlain
- f/ Open Questions from Floor

3/ Action to circulate program for All Chapters meeting

- 1/ Directors agreed that Dennis Shand be asked to place the program information on website. Chapter Secretaries are to be made aware in memo attaching the minutes of this meeting.

g/ Drainage Convention Program 2008 – Registration information

Circulation of program information to membership. (from 8(Av))

Registration material for the LICO/DSAO Drainage Convention is sent to the LICO membership and to previous attendees by the LICO Secretary. Concern appears to be that some DSAO members are not being made aware of the Convention dates and registration information. The Secretary was asked to request of the LICO Secretary that registration information be forwarded to the DSAO Secretary and to Dennis Shand for inclusion on the DSAO website. The DSAO Directors and the Chapter Secretaries will also receive the information for distribution as discussed at the January 2007 Directors meeting.

h/ Officers Liability Insurance

1/ Question of persons covered - from the 2007 Annual meeting

Rene Landry reported that only the Directors and Officers are covered by the Policy.

a/ (Secretary and Information Coordinator are included.)

b/ Member(s) offering opinion(s) on the Question and Answer section of the DSAO website.

Discussion. It was recognized that Drainage Superintendents offering opinions on legal issues on the Q & A section of the website could be held liable on occasion. Previous discussion at this meeting has decided to try and make the Q & A section available for members only.

c/ Continuation of the DSAO Officers Liability Insurance (From the AGM of January 2007 – Motion by Tony DiCiocco “That if the Directors feel it appropriate to abandon the officers liability that appropriate action be taken”. Seconded by John Kuntze. Recorded vote: In favour of motion – 21; Nay 19).

Discussion: Annual fee for the Officers Liability Insurance is coming down – the recent invoice was \$ 735 for 2007-8 while the initial invoice was over \$900.00

2/ Decision: The Board reviewed the reasons to carry the policy and came to the conclusion that the policy is worthwhile. Item to be included in the Annual meeting agenda.

i/ Bursary Funding increase proposed by Chapter VI – Gagne – from 9(c).

Discussion: Only five of seven Chapters have applied for bursary funding. (Chapter 4 and 7 do not apply for funds). The DSAO Treasurer receives about \$1300 per year from memberships. Could increase the bursary amount as have a surplus of about \$1300 in the fund at the present time. Current bursary is limited to \$250.00 per Chapter. 2007 budget is based on the \$250 amount.

Decision: Proposal for 2008 - move \$14.00 per member to bursary fund and \$6.00 / member for insurance and raise bursary amount to \$ 350 for 2008. The proposal will be taken to the AGM in January 2008 for discussion and a decision. The Secretary was asked to review previous minutes for bursary discussion.

j/ Honourary membership nomination form

1/ Present status? From January minutes it was noted that a draft was to be sent to Directors by the Secretary for comment. Did we review this form for placement on the website? Clarification required.

Discussion. The Secretary will review computer information for the latest form. Rene Landry will also review correspondence for the form and compare to the criteria in the DSAO Constitution 3(b)(3). The October 2006 DSAO Directors’ minutes also has information.

k/ Other on-going items that may arise – no other items

13. New Business

- a) “Better Farming” and “Special Report on Farm Drainage” for September issue in 2007. (From 8(v))
Discussion: Noted circulation (40,000 in Ontario). Agreed that if an information article is warranted that Andy McBride would provide that information. The Secretary will reply to the correspondence accordingly with a copy to Andy McBride.
- b) Career Ad placement in “Engineering Dimensions”. (from 8(Bc))
Agreed that no need to advertise in the Engineering journal.
- c) Subscription to “Turf and Recreation” – from item 8(Bj).
Invoice indicated that there would be no further free issues. Agreed that DSAO is not interested in subscribing to the magazine.
- d) Infrastructure Ontario’s OSIFA Loan Program (from item 8(Bm))
Matter has been reviewed at item 10 (d) above.
- e) SARA Information meeting on June 6 – attendee(s) and report if any. (From 8(Bn))
It was suggested that two members in Chapter II be invited to attend. No report has been received to date. It was noted that the LICO Environmental Advocate has replied on LICO behalf.

f) Other items as may arise from discussion.

(1) OMAFRA Survey Course (from 8(Bp)(2) as requested from Chapter VI

There is some interest from municipalities in a survey course. However, the Course has been offered three times with declining interest. OGRA offers a Course. Community Colleges may offer a survey course. For Drainage Superintendents supporting evidence of practical experience in surveying is suggested. OMAFRA staff is not interested in offering the course unless the interest increases.

(2) From EcoServices of Waterloo

The principal of EcoServices expressed an interest in contacting the members of the DSAO. The Secretary recommended review of the DSAO membership on the website and forwarding of information to the Secretary. It was suggested that a membership could be solicited.

(3) Renewal of the Canada-Ontario Agreement respecting the Great Lakes Basin Ecosystem” (Item 8(w)).

Wray Wilson offered to check on the EBR for the above comment period.

(4) Ron Symington name proposed as honorary member.

Moved by Marc Gagne : “That we accept the nomination of Ronald Symington as an Honorary Member with the formal presentation to be made at the AGM in January 2008”.
Seconded by Andy McBride. The Secretary will add this item to the January agenda.

(5) Tour of the Niagara Falls area sponsored by Chapter V

Brett Ruck stated that the tour is being offered on June 22, 23, 2007. The registration details are on the DSAO website.

14. Payment of Accounts

Moved by Wray Wilson: “That all outstanding accounts to date be paid”. Seconded by Marc Gagne. Carried.

15. Next meeting

Date, time, location

Noted that October 24 and 25 are possible dates with the October 26, Drainage Engineers Conference following. The All Chapters meeting could follow the Directors’ meeting on the afternoon of October 25.

Moved by Marc Gagne: “That the October Directors meeting be held on October 10, 11, 12, 2007 at the Elmhirst Resort.” Seconded by Andy McBride.

Discussion:

Moved by Wray Wilson: “That we table the motion until Brett Ruck returns this evening for discussion”. Seconded by Andy McBride. Carried.

Motion removed from the table.

Discussion.

Motion defeated.

Moved by Rene Landry: “That the Directors meeting be held on October 24, 25, 2007 in Guelph followed by the All Chapters Meeting”. Seconded by Wray Wilson.

Discussion.

Motion defeated.

Concern expressed that time constraints on the Drainage Superintendent (part time) are such that meeting time both for Chapter meetings and Directors’ meeting is becoming a real issue. The secretary was asked to place this item on the October agenda.

Moved by Rene Landry : “That the Director’s meeting be held October 24, 25, 2007 in Guelph and that DSAO compensate any Director who has to travel more than 4 hours to the meeting”. Seconded by Brett Ruck. Carried.

Agenda to show a 10:00 a.m. start in Guelph.

16. Adjournment

Moved by Marc Gagne: “That this meeting be adjourned”. Seconded by Brett Ruck. Carried.