

Embro Dam EA Community Liaison Committee (CLC) Meeting September 8, 2023 – Virtual Notes

In Attendance

[REDACTED], Zorra Heritage Committee; [REDACTED], Embro Pond Association; [REDACTED], CAO, Township of Zorra; [REDACTED], Ducks Unlimited (by phone); Sarbjit Singh, Project Manager, UTRCA; Jill Smith, UTRCA; Chris Tasker, UTRCA; Vanni Azzano, UTRCA

Introductions

Sarbjit welcomed everyone to the meeting and had committee members introduce themselves.

Terms of Reference Review

Committee reviewed the Terms of Reference: Purpose, Scope, Membership and Tentative Schedule. Meetings may include presentations by UTRCA staff and/or project consultant.

Question regarding clarification about the Notice of Filing. The Notice of Filing will be submitted to the local press, social media, etc. after the draft report has been completed and reviewed. The Notice of Filing notifies the public that the report has been sent to the Ministry of the Environment, Conservation and Parks and will be subject to a 30-day commenting period by the public. Any comments may lead to addendums to the report. At the end of the project, a Notice of Approval will be issued.

Question whether there are any members representing the community of Embro. The important aspect was to have the Embro Pond Association (EPA) on the committee as the local community input. The current committee selection was based on the immediate use of the area, i.e., EPA, Zorra Heritage Committee and the Township of Zorra.

Oneida First Nation has been contacted and is interested in attending CLC meetings. Future meetings will be scheduled so that they can attend.

Meeting Logistics

CLC will continue to meet virtually with the flexibility to change to in-person meetings. When appropriate. Public input sessions will be in-person. Benefit in having a meeting at the pond.

Planned Meetings

Schedule is included below. There might be unplanned meetings scheduled in between any phases of the process.

Question regarding whether the Township of Zorra has any input into the design from a cost perspective. Before the Notice of Filing, a presentation will be made to Zorra council and their input will be incorporated into the final report.

UTRCA is presently in talks with the consultant to finalize the scope of the project. Once this is completed, the project schedule will be devised.

Overview of Next Steps

Finalize scope with the consultant for the next stage and finalize draft report. A CLC meeting will be scheduled for the consultant to present the draft report.

Question regarding how much of the previous work will be utilized in the new process. The consultant will rely heavily on the materials that have already been produced and will incorporate newer input.

Sarbjit will send links to previous reports to the CLC members will include a site history presentation at the next meeting.

Sarbjit will notify the CLC members when the draft report is ready and will set the next meeting date.

Tentative Schedule

Meeting	Description	Timeline	Meeting Agenda/Comments
1	Initial Meeting	September 2023	<ul style="list-style-type: none">• Introductions• Review of Terms of Reference• Meeting logistics (virtual meetings or in-person)• Planned meetings• Provide overview of next steps
2	Draft Report Presentation	September – October 2024	<ul style="list-style-type: none">• Presentation of the draft report• Presentation of the Final

			Report and Project Plan
Notice of Filing		November 2023 – January 2024	<ul style="list-style-type: none"> • 30-day commenting period after the issuance of the notice.
Notice of Approval		February 2024	
Engage consultant		2024	<ul style="list-style-type: none"> • Schedule of this and subsequent items is dependent on funding
3	Preliminary Design Concepts	TBD	<ul style="list-style-type: none"> • Presentation of the Final Report and Project Plan • Review of the preliminary design concepts. • Provide input for the final design
4	Final Design	TBD	<ul style="list-style-type: none"> • Review final design • Review and provide input on final design, Trail, Interpretative signs (cultural heritage, natural heritage, etc.)
Tentative meetings			
Regular Progress meetings		Quarterly or semi-annual	<ul style="list-style-type: none"> • At discretion of facilitator
Project wrap-up Meeting			