

Maitland Conservation's Shoreline Hazard Mapping Study

Community Liaison Group – Terms of Reference

Project Background

The Maitland Valley Conservation Authority's mandate includes preventing loss of life and property due to flooding and erosion, and the conservation and enhancement of natural resources. To fulfill this mandate, Maitland Conservation uses hazard mapping to plan and regulate development along the shoreline and inform emergency response practices. The Conservation Authority also follows direction from the Provincial Policy Statement (PPS) of the *Planning Act*, recognizing the need to minimize the potential risk to public health and safety, and property damage. The most recent version of the PPS requires planning authorities such as Maitland Conservation to prepare for the impact of a changing climate that may increase the risk associated with natural hazards.

The Lake Huron shoreline is a dynamic system that tends to change sporadically over time. Maitland Conservation's current shoreline hazard mapping was last prepared in 2012 during low water levels and does not include impacts from climate change. Lake Huron is now in a period of high-water levels and in 2020 all previous record high levels were exceeded for 8 of 12 months. These high-water levels have resulted in extensive erosion and inland flooding along the Lake Huron shoreline that is not reflected in current mapping. The mapping also fails to include the impacts climate change will have on future flooding and erosion.

Project Scope

Maitland Conservation's Lake Huron Shoreline Hazard Mapping Project is being undertaken through municipal funding. The purpose of this project is to update Lake Huron shoreline flooding, erosion, and dynamic beach hazard mapping within Maitland Conservation's jurisdiction to better fulfill the organization's mandate and the PPS. More accurate hazard mapping is required to support land use planning and permitting decisions in at-risk communities as well as emergency response for flooding and bluff erosion events.

Note that updates to Maitland Conservation's shoreline policies are outside the scope of this project

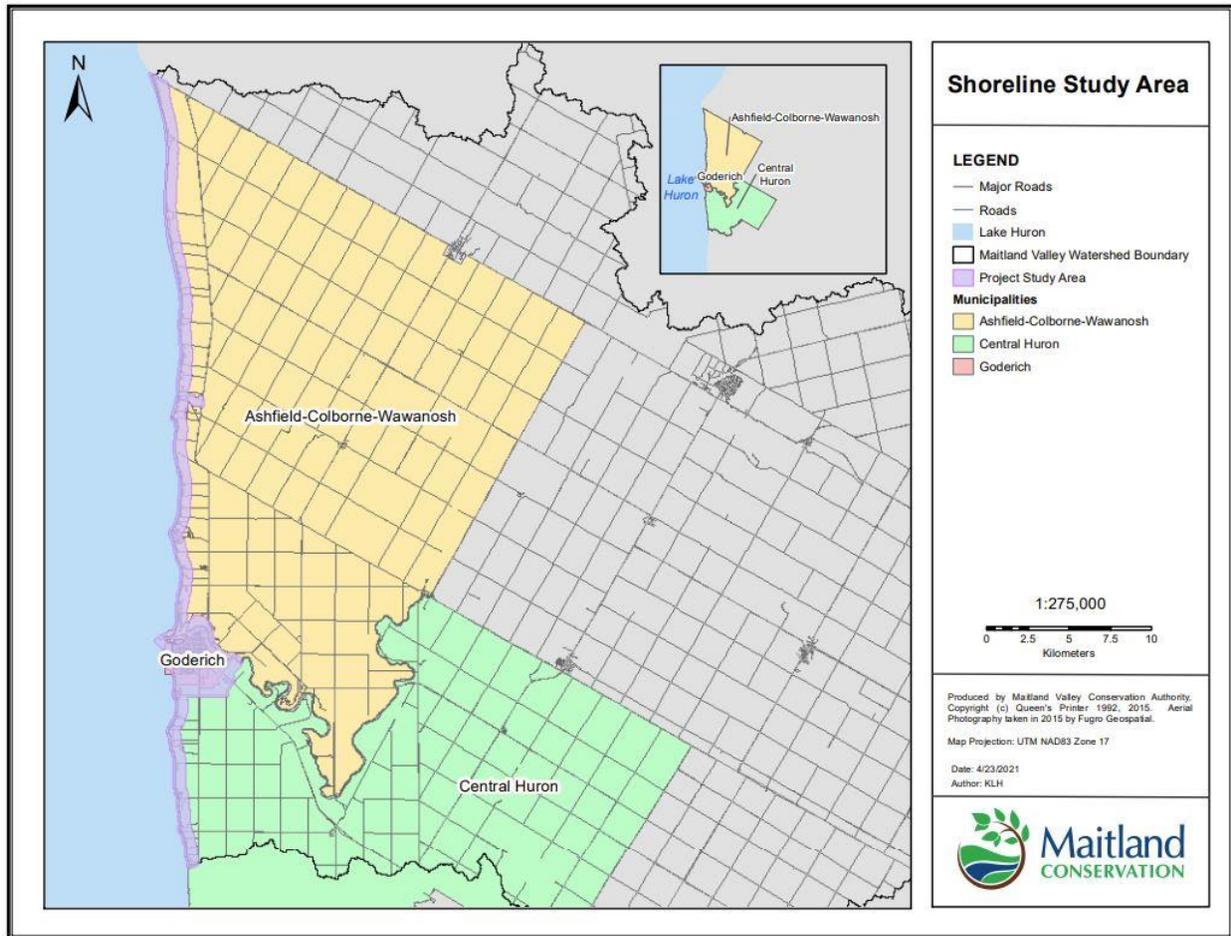


Figure 1: Maitland Valley Conservation Authority's jurisdiction and Project Study Area.

The Project Team leads are responsible for all decisions related to the project. Project leads include representatives from Maitland Conservation and supporting consultants from the chosen tender.

The Project Team will be hosting two Public Education Centres (PECs) to help keep community members informed of the project. The PECs will provide an opportunity for landowners and members of the public to view project updates and mapping, provide comments, learn how to protect their property from flooding and erosion, and speak directly with Conservation Authority staff. The public meetings planned for this project will also serve as the necessary public consultation process for revisions to regulated areas mapping under Ontario Regulations 164/06 of the *Conservation Authorities Act*.

Purpose of the Community Liaison Group

The Community Liaison Group (CLG) will provide a forum for the community to be informed about the project. The CLG will be invited to participate in selected Project Team meetings, to receive project updates, provide input on local conditions, and advise on Public Education Centre planning. The CLG will act in an advisory capacity to the Project Team and will not be responsible for making decisions regarding the project. The CLG will not address specific property ownership issues or concerns outside the scope of the technical study.

Terms of Membership

CLG membership is comprised of representatives from interested and potentially affected communities and organizations, including:

- Business and industry
- Recreation and parks
- Major landowners
- Lakefront associations
- General public

Members will be selected through an application process, whereby letters of interest are sent to stakeholder groups. The Project Team will confirm the actual number of members based on the level of interest among prospective participating organizations.

The CLG is expected to meet up to four times between the winter of 2021 and early 2023. Meetings will take place during weekday business hours (between 9 am and 4 pm) and will last approximately 2 hours in length. Meetings will be held at Maitland Conservation's office in Wroxeter. Agendas and any materials for each meeting will be distributed to members by email the week before to allow for review and preparation. Minutes from each meeting will be produced by the Project Team and distributed to members by email following the meeting.

The following are the key terms and conditions of CLG membership:

- Membership is voluntary and uncompensated.
- Members understand, accept, and agree to abide by these Terms of Reference.
- Members are willing to commit to participate on the CLG throughout the duration of the Project.
- Members agree to attend as many CLG meetings as possible, and identify and brief an alternate from their organization in the event that attendance is not possible.
- Through their participation on the CLG, members agree to ensure a two-way flow of information between the organizations they represent and the Project Team.

CLG members will:

- Advise the Project Team of local conditions and their organization's or community's perspectives relating to this project;
- Provide feedback and perspectives on Public Education Centre planning and display materials;
- Attend CLG meetings or brief alternates if attendance is not possible; and
- Review the results of CLG discussions to ensure the meetings are accurately recorded in the meeting minutes.

Freedom of Information and Protection of Privacy

Please note that all information will be used in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and the *Access to Information Act*. With the exception of personal information, all information provided through the CLG process will form part of the public record including the names of the CLG member organizations.

Contact

The point of contact for all CLG correspondence is:

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