

# **INTERNATIONAL ST. LAWRENCE RIVER BOARD OF CONTROL**

**Board Meeting/Teleconference  
23 September 2015 1:00 to 17:02  
André Robert Conference Room, Place Bonaventure  
Montréal PQ**

The meeting began at 1:00 p.m. (ET) with the following participants:

United States		Canada
	Board Members	
Mr. S. Durrett, Alt. Chair Mr. T. Brown Mr. R. Company		Mr. P. Morel, Chair Ms. P. Clavet Ms. J. Frain Mr. M. Hudon Mr. J. Aubry-Morin
	Secretaries	
Mr. A. Heer		Ms. G. Faveri
	Regulation Representatives	
LTC K. Jansen Mr. K. Koralewski (Alt., ph)		Mr. R. Caldwell Mr. J. Bruxer (Alt.)
	Commissioners	
Ms. D. Glance		Mr. G. Walker
	Commission Advisors	
Mr. M. Colosimo Ms. S. Runyon		Mr. D. Fay
	Associates	
Mr. A. Grodsky Mr. T. Lavigne (ph) Mr. K. McCune Mr. J. Oyler Ms. S. Wagner		Ms. M. Beaumont Ms. J. Dickhout Mr. D. Ferko Mr. M. Gagnon (ph) Ms. W. Leger Mr. M. McNiven Mr. P.-M. Rondeau Mr. S. Villeneuve (ph)

## **1 Welcome and introductions**

Canadian Chair Morel opened the meeting with a roll-call and introductory remarks, welcoming all to the Montreal Board meeting.

## **2 Approval of agenda**

The agenda was adopted with the addition of one item under Other Business (attached).

## **3 Status of Prior Action Items**

Action items from the previous meeting were complete save for items on the agenda for today's meeting.

## **4 Approval of April and July Minutes**

The April minutes and summary of the July teleconference were adopted with the revisions as circulated prior to today's meeting.

**Action item:** The Canadian Secretary will send the approved minutes to the Commission for translation before posting on the website.

## **5 Current Conditions and Regulation Strategy**

The Canadian Regulation Representative presented a report on current conditions as of 23 September 2015 that included:

- ▶ the above average levels of all the Great Lakes
- ▶ the well below average levels of Lake St. Lawrence and the difficulties of its marinas
- ▶ the average Ottawa River flows and above-average levels of the St. Lawrence River in the Montreal area,
- ▶ the minor NYPA bank outages tentatively planned for three weeks in early November
- ▶ the forecasted Plan 1958-D flows and levels on Lake Ontario and the St. Lawrence River,
- ▶ the uncertainty regarding the Lake Ontario basin supplies, and the Ottawa River outflows,
- ▶ the current general aim to maintain Plan-prescribed outflows and lake level as much as possible, and
- ▶ the low risk of violating any of the regulation criteria in the next several months

The Regulation Representatives therefore recommended:

- ▶ Lake Ontario outflows generally follow those specified by Plan 1958-D,
- ▶ Lake Ontario outflows be reduced by up to 1000 m<sup>3</sup>/s to increase levels of Lake St. Lawrence starting 3 October 2015 for up to 48 hours. The current conditions would allow this reduction to have minimal impacts downstream and the increase of water level on Lake Ontario would be limited to less than 1cm.
- ▶ Any opportunity to release the stored water from August and the proposed October reduction would be taken before the risk of November gales and definitely by December ice operations, and
- ▶ The Board continue to permit additional under- or over-discharges that may be necessary to address unforeseen critical conditions.

Board members in attendance agreed to the recommendations, providing absent members concurred. A media release would mention the expected increase in water levels close to the dam on Lake St. Lawrence, emphasizing the negligible impacts up and downstream.

**Action item:** Board members to confirm strategy and media release before  
28 September 2015.

## **6 Communications Committee Activities**

### **a. Communications Plan**

The Board approved the draft strategic communications plan.

### **b. Standard Slide Show**

The Board approved the standard slide show providing the title on Slide 11 was improved. They congratulated the efforts of those involved in its production, and confirmed their use when individual Board members would be addressing interest groups within the basin.

**Action item:** Secretaries to fix slide 11 of generic slide show for October meeting

**Action item:** Secretaries to track members' use of the generic slides at stakeholder gatherings; modifications required; interest and questions generated from the audience

### **c. 15 September Public Meeting**

The Board discussed the public meeting held by teleconference and webinar the previous week. Ten people were on the French and English lines and four people asked questions of the Board. Problems with the public lines occurred at the beginning of the call due to translator error.

**Action item:** Secretaries to ensure updated graphs on French version of the slides is posted on website by 25 September 2015.

### **d. Public presentation participation and shared responsibilities**

The Board discussed how to engage more people than in the public meeting held by teleconference and webinar.

**Action item:** The Communications Committee will explore other means of public outreach besides the webinar/teleconference at a set time, such as you-tube presentation, or interviews available at the public's convenience on the website for discussion at the October meeting.

#### **e. Website/Facebook updates**

The Board's website undergoes continuous improvements and the Facebook page has almost 500 likes on the English page and 29 on the French.

#### **f. Permission to post/release in one language only in critical situations**

The Board approved posting information and releasing items to media in only one language in critical situations providing a brief notice was also given in the other official language until a full translation was available.

### **7 Gauging Committee Activities**

The 2013 Gauging Report is ready for review by Board members on the SharePoint site; the 2014 water level gauge audit is currently under review by NOAA and EC. The Water Level Gauging Procedural Guidelines will contain a section describing the roles and responsibilities of the various agencies. Since the legal role of NOAA within the Gauging Committee is under discussion with USACE and NOAA, the final version of this document is still pending. The IJC is funding the participation of NOAA in this year's audit until the USACE and NOAA establish a longer term arrangement.

**Action item:** Board members to review the 2013 annual gauging report for Board approval at October meeting.

**Action item:** The Gauging Committee will target the completion of the 2014 annual gauging report for the end of the year

**Action item:** The Water Level Gauging Procedural Guidelines will include the roles and responsibilities as outlined in an MOA between USACE and NOAA to be reported on at April 2016 meeting.

### **8 Great Lake St. Lawrence River Adaptive Management Committee Update**

Ms. Leger presented the workplan of the Great Lakes St. Lawrence River Adaptive Management (GLAM) Committee. Ms. Leger mentioned the preparation for establishment of the GLAM Committee's effective partnerships, reporting and studies and the need to align the communications plans of the Board and the Committee. She then proceeded to present the current plan for the GLAM Committee strategic workplan.

**Action item:** Members and associates are to provide feedback to Ms. Leger and Mr. McCune on the workplan and communications plan by 7 October 2015

**Action item:** Members and associates are to provide contacts to the GLAM Committee

Circles of Influence Co-Chairs at a later date.

## **9 Review of Fall SAR**

Errors in Table 6 were noted.

**Action item:** Members and associates are to provide Canadian secretary with any other corrections to Fall Semi Annual Report by 29 September 2015

## **10 Other Business**

### **a. Tug salvage report/wrap-up**

The Board thanked the Canadian Regulation Representatives for the report and for their actions during this critical time.

### **b. Canadian Regulation Representative On-call requirements**

The history and reasons for the 24 hour support of the Cornwall office to the decisions of the Board was presented:

- ▶ Board established Canadian Regulation Representative office in project area in 1960 to provide 24/7/365 support and knowledgeable advice on flow deviations in emergency situations
- ▶ Canadian Board members agreed in 1990 to reduce support to critical period from December to May when ice formation occurs
- ▶ The Canadian Seaway Corporation is extending its personnel on call to address increased variability and unpredictably observed in recent years
- ▶ Responses within minutes and not days are necessary to address unforeseen circumstances that may adversely impact the Canadian environment and economy downstream
- ▶ The total annual cost of less than \$20,000 for on-call salary pales in comparison to the cost of potential damages from an unavailable Canadian Regulation Representative.

**Action item:** Canadian Chair, Secretary and Regulation Representative to prepare justification for 24 hour seven day on-call support from December to May for NHS management by October meeting

### **c. IWI Workshop**

The Commission is holding a workshop in Ottawa on Tuesday afternoon, 27 October. The US Chair will be in attendance as will a number of Board associates as part of their participation with other boards, however there is room for two more Board members to attend as representatives of the St. Lawrence Board.

**Action item:** Mr. M. Hudon will go from Canadian section. U.S. secretary to poll US members to determine if a U.S. member is available to go to the IWI

Workshop, otherwise Mr. J. Aubry-Morin will go.

**d. Plan 2014 Update**

Commissioner Glance informed the Board that the governments are in active consideration of the implementation of Plan 2014.

**11 Appearances and Upcoming Events**

In addition to the IWI workshop, to which Board members and associates may participate by WebEx, on Tuesday afternoon, 27 October, the Board will hold its pre-appearance meeting on Wednesday afternoon, 28 October. The reception will be Wednesday evening. The Board will appear in front of the Commissioners Thursday morning, 29 October 2015 at 8:30 am. The next public webinar/teleconference will be Tuesday evening, 15 March 2016, should the Board decide to hold one. The following in-person meeting will be 30 March 2016, in Detroit.

**Action item:** Canadian Chair and Secretary to find a Board room for afternoon of 28 October in Ottawa near IJC offices and hotel.

**12 Action Item Review**

- i. The Canadian Secretary will send the approved April and July minutes to the Commission for translation before posting on the website.
- ii. Board members to confirm strategy and media release before 28 September 2015.
- iii. Secretaries to fix slide 11 of generic slide show for October meeting
- iv. Secretaries to track members' use of the generic slides at stakeholder gatherings; modifications required; interest and questions generated from the audience
- v. Secretaries to ensure updated graphs on French version of the slides is posted on website by 25 September 2015
- vi. The Communications Committee will explore other means of public outreach besides the webinar/teleconference at a set time, such as you-tube presentation, or interviews available at the public's convenience on the website for October meeting
- vii. Board members to review the 2013 annual gauging report for Board approval at October meeting

- viii. The Water Level Gauging Procedural Guidelines will include the roles and responsibilities as outlined in an MOA between USACE and NOAA to be reported on at April 2016 meeting.
- ix. The Gauging Committee will target the completion of the 2014 annual gauging report for the end of the year.
- x. Members and associates are to provide feedback to Ms. Leger and Mr. McCune on the workplan and communications plan by 7 October 2015
- xi. Members and associates are to provide contacts to the GLAM Committee Circles of Influence Co-Chairs at a later date
- xii. Members and associates to provide Canadian secretary with corrections to Fall Semi Annual Report by 29 September 2015
- xiii. Canadian Chair, Secretary and Regulation Representative to prepare justification for 24 hour seven day on-call support from December to May for NHS management by October meeting
- xiv. Mr. M. Hudon will go from Canadian section. U.S. secretary to poll US members to determine if a U.S. member is available to go to the IWI Workshop, otherwise Mr. J. Aubry-Morin will go.
- xv. Canadian Chair and Secretary to find a Board room for afternoon of 28 October in Ottawa near IJC offices and hotel.

### **13 Closing Remarks and Adjournment**

There being no other business, the Board meeting adjourned at 5:02 pm.

**INTERNATIONAL ST. LAWRENCE RIVER BOARD OF CONTROL  
Board Meeting held on September 23, 2015**

**1:00 pm to 4:30 pm**

**André-Robert Conference Room, 7th floor  
Place Bonaventure, North-East Portal  
800 de la Gauchetière Street West, Suite 7810  
Montreal, QC H5A 1L9**

**DRAFT AGENDA**

1. Welcome and Introductions [Morel] 1:00 pm
2. Approval of agenda [Morel] 1:05 pm
3. Status of Prior Action Items [Faveri] 1:10 pm
4. Approval of April and July 2015 Minutes [Faveri] 1:20 pm
5. Current conditions & regulation strategy [Caldwell] 1:30 pm
  - a) Deviation to restore water
  - b) Deviation to assist with Boat haul out
6. Communications Committee activities [Hudon] 2:00 pm
  - a) Communications Plan
  - b) Standard slide-show
  - c) September 15 Public Meeting
  - d) Public presentation participation and shared responsibilities
  - e) Website/Facebook updates
  - f) Permission to post/release in one language only in critical situations
7. Gauging Committee activities [McNiven, Oyler] 2:30 pm
  - a) Gauging Guide
  - b) Agency support for gauge inspections
8. GLAM Committee Updates [Leger] 2:45 pm
9. Review of Fall SAR [Morel] 3:15 pm
10. Other Business 3:30 pm
  - a) Tug Salvage Report/Wrap-up [Caldwell]
  - b) Canadian Reg Rep On-Call Requirements [Caldwell]
  - c) IWI Workshop [Faveri]
  - d) Plan 2014 update
11. Appearance and upcoming Board events [Faveri] 4:00 PM
  - a) IWI Workshop: 1300 Tuesday, 27 October 2015
  - b) October Board Meeting: 1300 Wednesday, 28 October 2015
  - c) Reception: 1830 Wednesday, 28 October 2015
  - d) Appearance: 0830 Thursday, 29 October 2015
  - e) Spring meeting: TBD
  - f) Spring webinar/teleconference: 15 March 2016
12. Action Item Review [Faveri] 4:15 PM
13. Closing remarks and adjourn [Morel] 4:25 PM