

Saugeen Valley Conservation Authority

Authority Meeting

Thursday, November 30, 2023, 1:00 p.m.

Agenda - Amended

1. Land Acknowledgement

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nation, Métis, and Inuit peoples.

2. Adoption of agenda

THAT the agenda for the Saugeen Valley Conservation Authority meeting, November 30, 2023, be adopted as circulated.

3. Declaration of pecuniary interest

4. Adoption of minutes

4.1 Authority meeting – October 19, 2023

THAT the minutes of the Saugeen Valley Conservation Authority meeting, October 19, 2023, be adopted as presented.

5. Section 28 Hearing

5.1 34 Bell Drive, Kincardine, Ontario – Darren Kenny

THAT this meeting of the Saugeen Valley Conservation Authority is convened as a Hearing under Section 28 (7) of the Conservation Authorities Act, R.S.O. 1990, Chapter C.27 and amendments thereto, to consider an application for a permit under the Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses published by the province of Ontario as Ontario Regulation 169/06, as amended.

6. Presentation: Staff recognition

7. Reports for information

7.1 General Manager's report

7.2 Finance report

7.3 Violation Statistics report

7.4 Program report

7.5 Stewardship Business Case

7.6 Approved Committee minutes

7.6.1 Agricultural Advisory Committee – June 6, 2023

7.6.2 Executive Committee – October 5, 2023

7.7 Correspondence

7.8 News report

8. Matters arising from the minutes

8.1 2023 Proposed budget – L. Molson – attached

i. THAT the apportionment amount of \$2,287,471 for Category 1 operating expenses and capital costs be approved in accordance with Ontario Regulation 401/22, Section 27(4) of the Conservation Authorities Act.

ii. THAT the Saugeen Valley Conservation Authority adopt the 2024 Budget in the amount of \$5,993,275 as approved in principle at the October 2023 meeting; and further

THAT the General Manager/Secretary-Treasurer is hereby authorized to notify the member municipalities of the cost apportioning amounts owing; and further

THAT cost apportioning payments shall be due from member municipalities in two equal instalments on March 31 and June 30, 2024, and that late payments shall be subject to the Authority's standard late payment charge of 1.50% per month thereafter.

8.2 Category 2 agreements – Ashley Richards

THAT the Board of Directors authorizes staff to proceed with the execution of Category 2 Agreements on behalf of the Authority.

8.3 Category 3 agreements – Ashley Richards

THAT the SVCA Board of Directors authorizes staff to proceed with execution of all fifteen Category 3 Agreements pertaining to the Water Quality Program and associated communications, on behalf of the Authority.

8.4 Violation Approach Change update– Matt Armstrong

THAT staff be directed to indicate to those accused of committing a violation where legal action will not be pursued, about the opportunity to dispute a violation to the SVCA General Manager/Secretary-Treasurer, and if not satisfied, to request a delegation to the Board of Directors.

9. New business

9.1 2024 Fee Schedule – Erik Downing

THAT the Board approve the following fee schedules to take effect on January 1, 2024: - Schedule A – Environmental Planning and Permitting Services - Schedule C – Forestry Services - Schedule D – Corporate Services.

9.2 2024 Meeting Schedule – Erik Downing

THAT the 2024 SVCA Authority meeting and Section 28 Hearing schedules be adopted as presented.

9.3 Permits issued for endorsement – Matt Armstrong

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (#23-263 to 23-287), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

10. Closed Session – to discuss personal matters relating to identifiable individuals, and to discuss negotiations carried on or to be carried on by the Authority.

THAT the Authority moves to Closed Session, In Camera to discuss matters relating to identifiable individual, and discuss contract negotiations by the Authority; and further

THAT Erik Downing, Laura Molson, Nicole Gibson, and Janice Hagan remain in the meeting as required.

11. Adjournment

THAT the meeting be adjourned.



Saugeen Valley Conservation Authority

Minutes – Board of Directors Meeting

Date: Thursday October 19, 2023, 1:00 p.m.

Location: Administration Office, Formosa, ON

Chair: Barbara Dobreen

Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Steve McCabe (virtual), Greg McLean, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner (virtual), Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Tom Hutchinson

Staff present: Matt Armstrong, Erik Downing, Janice Hagan, Donna Lacey, Laura Molson, Ashley Richards

1. Land Acknowledgement

The Land Acknowledgement was read by Mike Niesen:

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

The agenda for the Authority was amended to remove the Section 28 Hearing as the proponent has requested an adjournment.

2. Adoption of Agenda

Motion #G23-94

Moved by Bill Stewart

Seconded by Sue Paterson

THAT the agenda for the Saugeen Valley Conservation Authority meeting, September 21, 2023, be adopted as amended.

Carried

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

4. Adoption of minutes

4.1 Authority Special meeting – September 21, 2023

Motion #G23-95

Moved by Bud Halpin

Seconded by Bill Stewart

THAT the minutes of the Saugeen Valley Conservation Authority Special meeting, September 21, 2023, be adopted as presented.

Carried

4.2 Authority meeting – September 21, 2023

Motion #G23-96

Moved by Paul Allen

Seconded by Greg McLean

THAT the minutes of the Saugeen Valley Conservation Authority meeting, September 21, 2023, be adopted as presented.

Carried

5. Reports for information

5.1 General Manager's report

There was no discussion.

5.2 Program report

There was no discussion.

5.3 Approved Committee minutes

5.3.1 Executive Committee –September 6, 2023

There was no discussion.

5.4 Correspondence

Correspondence from Nottawasaga Valley Conservation Authority regarding support for the Right to Repair concept, was noted and filed.

6. Matters arising from the minutes

6.1 2024 Draft Budget Update

The revised 2024 draft Budget was presented with a proposed decrease in the general levy from 9.07% to 7.42%. The budget was approved for circulation to the member municipalities for 30 days.

Motion #G23-97

Moved by Bill Stewart

Seconded by Dave Myette

THAT the SVCA Board of Directors endorse the 2024 SVCA draft budget in principle; and further

THAT staff be directed to circulate the draft budget to the Authority’s member municipalities for a 30-day review period and accommodate the provision for a delegation if solicited.

Carried

6.2 SVCA Programs and Services

Ashley Richards reported that Category 2 packages have been circulated to affected municipalities and correspondence packages are being compiled related to additional structures requiring agreements. Staff have engaged with all fifteen watershed municipalities for discussion regarding Category 3 cost apportioning agreements are in process for endorsement by municipalities. Staff will present a report at the November Board meeting indicating willingness of municipal participation and execution of agreements.

7. New business

7.1 Forest products tender results Fall 2023

Forestry staff have marked trees for removal in the Township of Proton as part of the SVCA Forest management program. Three areas have been identified for the tree removal and tenders were created with 2 bids received for each one. The Authority directed staff to award the following tenders.

Motion #G23-98

Moved by Paul Allen

Seconded by Bill Stewart

THAT SVCA Tender SVCA_01_2023, submitted by Moggie Valley of Holland Centre in the amount of \$32,000 be accepted; and further

THAT all remaining tender deposit cheques be returned immediately upon said acceptance.

Carried

Motion #G23-99

Moved by Larry Allison

Seconded by Sue Paterson

THAT SVCA Tender SVCA_02_2023, submitted by Moggie Valley of Holland Centre in the amount of \$8,500 be accepted, and further

THAT all remaining tender deposit cheques be returned immediately upon said acceptance.

Carried

Motion #G23-100

Moved by Bill Stewart

Seconded by Peter Whitten

THAT SVCA Tender SVCA_03_2023, submitted by Moggie Valley of Holland Centre in the amount of \$8,000 be accepted; and further

THAT all remaining tender deposit cheques be returned immediately upon said acceptance.

Carried

7.2 Violation Approach report

Staff recommend process improvements to management of violations. The Directors discussed the staff report and noted concerns regarding the Section 28 Hearing appeal process. Staff were directed to implement the proposed violation approach and to return to the next meeting with a refined process for consideration around applicant's recourse in the event of a dispute.

Motion #G23-101

Moved by Greg McLean

Seconded by Bill Stewart

THAT Environmental Planning and Regulations (EPR) staff manage violation files in accordance with the proposed compliance approval process.

Amendment:

Moved by Jennifer Prenger

Seconded by Kevin Eccles

THAT Environmental Planning and Regulations (EPR) staff manage violation files in accordance with the proposed compliance approval process in principle; and further

THAT staff will bring back a report to the next meeting with a refined process.

Carried

7.3 Permits issued for endorsement

Motion #G23-102

Moved by Larry Allison

Seconded by Bill Stewart

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (#23-180 to 23-262), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Carried

8. Adjournment

There being no further business, the meeting adjourned at 2:30 p.m. on the motion of Kevin Eccles and Mike Niesen.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary



Section 28 Hearing

Thursday November 30, 2023
(Conducted during Authority meeting)

Agenda

Hearing under Section 28 (12) of the *Conservation Authorities Act*, R.S.O. 1990 Chapter C.27

Application to Alter a Regulated Area

To demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading.

Applicant:

Rajan and Cecilia Puri

Location of Property:

34 Bell Drive Part Lot 9, Plan 2A

Geographic Township of Huron

Township of Huron-Kinloss

1. Motion to convene as a Hearing Board
2. Opening remarks by Chair
3. Introductions
4. Staff report and presentation
5. Applicant presentation
6. Additional information sharing
 - 6.1 Comments or questions from Staff
 - 6.2 Comments or questions from the Applicant
 - 6.3 Additional questions from the Hearing Board
7. Deliberation (In-Camera if required)
8. Motion on Hearing Board decision
9. Motion to adjourn Hearing Board and resume regular meeting.

Staff Report: Section 28 Hearing

To: Chair and Directors, Saugeen Valley Conservation Authority

From: Darren Kenny, Regulations Coordinator (Acting)

Date: November 30, 2023

Subject: Hearing under Section 28(12) of the *Conservation Authorities Act*, R.S.O. 1990, Chap. C.27, as amended. Application to Alter a Regulated Area

Applicant: Rajan and Cecilia Puri

Location: 34 Bell Drive
Part Lot 9, Plan 2A
Geographic Township of Huron
Township of Huron-Kinloss

Proposal: To demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading.

Application

The applicant has applied for permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading. A copy of the Application is attached to this report. The fill pad for the proposed house is to include 115 m³ of fill and be set at an elevation approximately 0.25 metres above the Regulatory Flood Elevation.

Site Description

The property is situated on the west side of 34 Bell Drive along the Lake Huron shoreline in the Township of Huron-Kinloss (Figure 1). The property currently contains an existing 1,480 square foot one-story cottage, a 219 square foot bunkie/shed, and septic system (Figure 2).

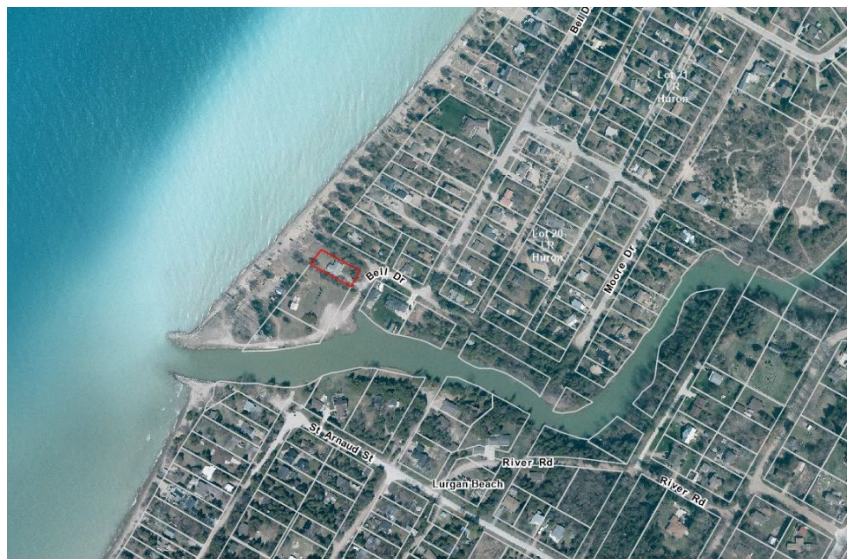


Figure 1. 34 Bell Drive, Huron – Location relative to Pine River



Figure 2. 34 Bell Drive, Township of Huron-Kinloss (zoom)

The existing buildings are located outside of the flood and erosion hazards associated with the Lake Huron shoreline. However, floodplain hazard assessment work completed by Tatham Engineering for a nearby property on Bell Drive on September 1, 2022, showed that a portion of the property at 34 Bell Drive was located within the Regulatory Floodplain of the Pine River. Additional flood hazard assessment work completed by Tatham Engineering for 34 Bell Drive on September 8, 2023, showed that the property is located entirely within the floodplain, with flood depths under Regulatory Storm conditions of 0.2-0.4 metres. This rural floodplain is considered a one-zone floodplain.



Figure 3. Existing Cottage and Bunkie/Shed (2023)

Development Proposal

The applicant proposes to demolish the existing 1,480 square foot one-story cottage and bunkie/shed and construct a new 3,812 square foot detached 2-story house with basement and attached garage (Figure 3) on a fill pad (Figure 4), with septic system installation and related excavation, filling, and grading. The fill pad is proposed to raise the footprint of the house above the Regulatory Flood Elevation by approximately 0.25 metres (9.5 inches). The fill pad was initially proposed to span the majority of the property but was reduced to the footprint noted in Figure 4. The smaller pad was evaluated in the most recent version of the Tatham Hazard Assessment Report (November 8, 2023) as having no impact on flood elevations on this or neighbouring properties under Regulatory Flood conditions. However, the construction of the fill pad would effectively result in the creation of an “island” within the floodplain.

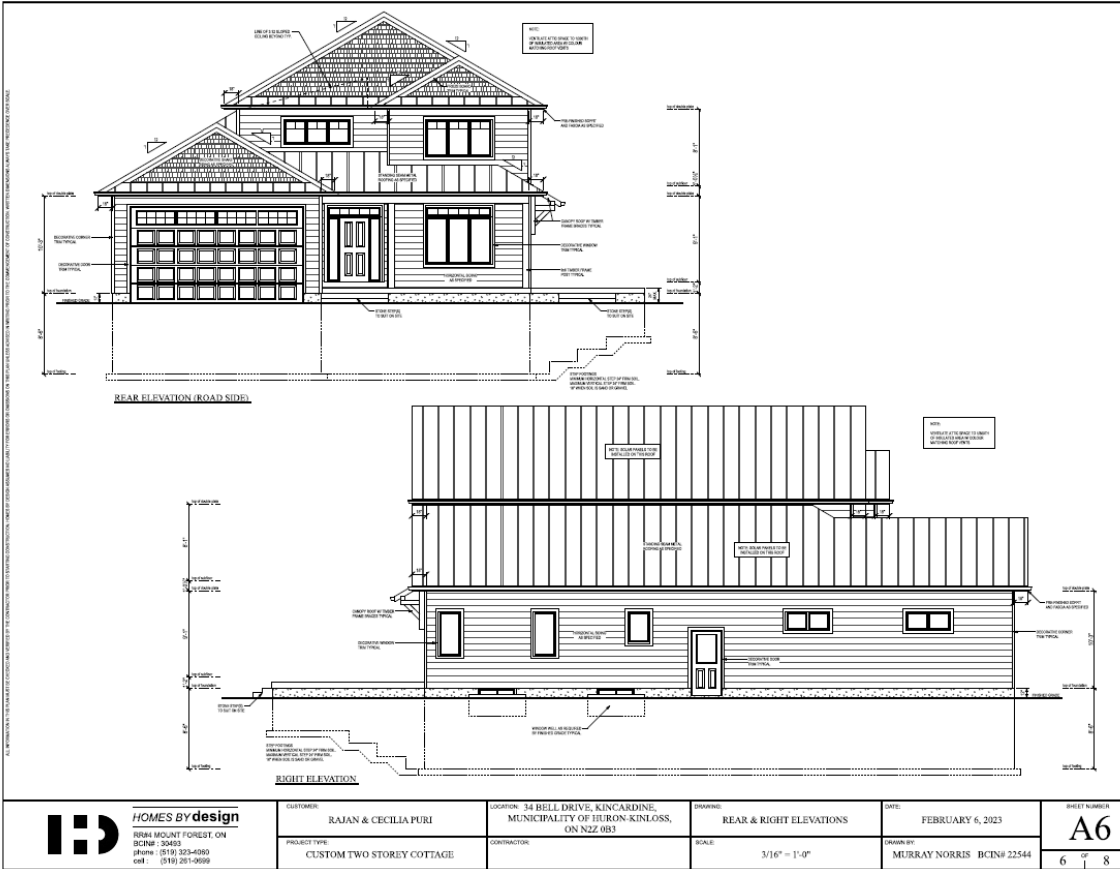


Figure 4. Proposed Two-Story House – Elevation Plans (2023)

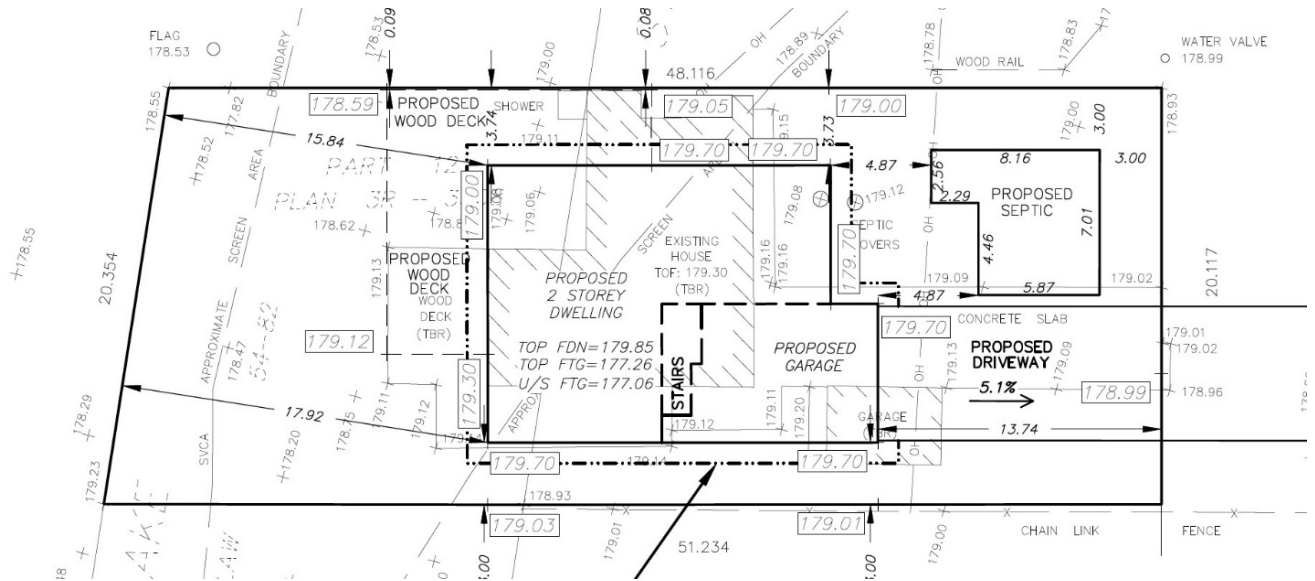


Figure 4. Proposed Site and Grading Plan showing proposed fill pad in dashed/dotted line.

SVCA Regulation Overview

Ontario Regulation 169/06, as amended, is entitled 'Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation' and is made pursuant to the Conservation Authorities Act.

The goals of the Regulation include:

- Protecting against loss of life, property damage and social disruption from flood and erosion processes; and,
- The conservation of local ecosystems.

The Regulation applies to:

- Hazardous Lands
- River or Stream Valleys
- Shoreline of Lake Huron
- Watercourses
- Wetlands
- 'Areas of Interference' next to wetlands

The Regulation requires that a person obtain the written permission of the SVCA prior to any "development" in a Regulated Area, and / or alteration of a watercourse or wetland.

Subsection 28(25) of the Conservation Authorities Act, defines "development" as:

- the construction, reconstruction, erection or placing of a building or structure of any kind,
- any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- site grading, or
- the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

Policy Considerations

The property is located entirely within the One-Zone floodplain associated with the Pine River. The site of the proposed house construction would see up to approximately 0.3 metres (12 inches) of flooding under a Regulatory Flood Event, according to the September 8, 2023 flood hazard assessment.

Section 4.7.1 of SVCA's Environmental Planning and Regulations Policies Manual (2018), addresses development in One-Zone floodplain policy areas.

Generally, development is not permitted within One-Zone floodplain policy areas (Policy 4.7.1-3). The exceptions to this policy are listed in Policy 4.7.1-2, and include the following types of development, subject to conditions:

1. Public Infrastructure (e.g. roads, sanitary sewers, utilities, water supply wells, well houses, and pipelines)
2. Development associated with public parks (e.g. passive or low intensity outdoor recreation and education, trail systems)
3. Recreational Infrastructure which by its nature must locate in river valleys such as fencing, stairways, and access points, and other recreational uses deemed appropriate by the SVCA
4. Stream bank, slope, and valley stabilization work to protect existing development
5. Conservation or restoration projects
6. In-ground pools, landscape retaining walls, grading, decks
7. Reconstruction or relocation of a building that has not been damaged or destroyed by flooding
8. Replacement of sewage disposal systems
9. Minor removal or placement of fill and site grading
10. Development associated with the construction of a driveway or access to provide access to lands outside of the apparent river or stream valley
11. Above ground parking lots

With regard to policy item 7) above, the policy conditions of approval are:

- a. cannot be relocated to an area outside the flooding hazard and that there is no feasible alternative site, that it is located in an area of least (and acceptable) risk;
- b. will be protected from the flood hazard through the incorporation of appropriate building design parameters; and
- c. will not exceed original habitable floor area nor the original footprint of the previous structure.

The present application addresses condition a) as there is no alternative location for the residence outside of flood and erosion hazards. Condition b) can be addressed provided the proposed fill pad is properly engineer-designed and constructed as noted on the submitted site and grading plan. However, Condition c) is not addressed, as the footprint of the building would be enlarged by 1,080 square feet and the total square footage by 2,330 square feet. SVCA staff are unable to approve the application for this reason.

Staff note that although it exceeds the threshold for **minor fill placement** within the floodplain, the fill pad component of the present application is acceptable in accordance with Item 9) above, as it meets the Policy's conditions for approval that the control of flooding will not be negatively affected.

Procedural Role of the Authority

SVCA staff are authorized to issue permits, however staff cannot deny granting a permit. If an application is received that staff is not able to approve, such as the proposal presently before the Authority, then the matter must be referred to the Authority for a decision. Under Section 28(12)

of the *Conservation Authorities Act (CAA)*, the Authority must hold a hearing, to which the applicant is invited, before the Authority may refuse permission.

During a hearing the Authority is operating as a tribunal in accordance with the *Statutory Powers Procedure Act*, R.S.O. 1990. Chap. S.22, and the procedures followed are based on that Act. In essence, the procedures are intended to ensure fairness to the applicant while still allowing the tribunal to function effectively and with appropriate authority.

Section 28(13) of the CAA indicates that after holding a hearing under subsection (12), the Authority or the Executive Committee, as the case may be, shall,

- a. refuse the permission; or
- b. grant the permission, with or without conditions.

In accordance with Section 28(14/15) of the CAA, if the Authority or its Executive Committee, after holding a hearing, refuses permission or grants permission subject to conditions, the Authority or Executive Committee, as the case may be, shall give the person who requested permission written reasons for the decision. The applicant may, within 30 days of receiving notice of a refusal, or of a permission with conditions, by the Authority, appeal to the Ontario Land Tribunal.

Recommendation

Should the Authority decide to approve the Application with conditions, staff recommend the following Motion:

THAT Application to Alter a Regulated Area, seeking permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading at 34 Bell Drive, Part Lot 9, Plan 2A in the Township of Huron-Kinloss, is approved with the following specific conditions:

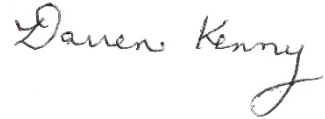
1. The Applicant shall hire a qualified geotechnical engineer to design the fill pad to withstand the hydrostatic and hydrodynamic forces from the Regulatory Storm to prevent erosion. A copy of the design shall be provided to SVCA staff for review and approval prior to construction; and
2. The Applicant shall hire a certified Ontario Land Surveyor or qualified engineer to complete an elevation survey to verify that the as-built grades and elevations proposed in the Application have been achieved.

Should the Authority decide to deny the Application, staff recommend the following Motion:

THAT Application to Alter a Regulated Area, seeking permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading at 34 Bell Drive, Part Lot 9, Plan 2A in the Township of Huron-Kinloss, is denied for the following reason:

The square footage and footprint of the proposed residence significantly exceeds that of the existing structure and therefore the proposal does not comply with the policies under Section 4.7.1-2 of the SVCA's Environmental Planning and Regulations Policies Manual (2018).

Written By:



Darren Kenny, Regulations Coordinator (Acting)

Approved By:



Erik Downing, General Manager/Secretary-Treasurer (Acting)

Encl. Raj and Cecilia Puri Application form



1078 Bruce Road 12
Box 150
Formosa, ON N0G 1W0

SAUGEEN VALLEY CONSERVATION AUTHORITY (SVCA)
APPLICATION TO ALTER A REGULATED AREA

Ontario Regulation No. 169/06, and amendments thereto,
Conservation Authorities Act, R.S.O., 1990, Chap. C.27, as amended.

Application No.
For Office Use

The SVCA will consider your proposal based upon the information that you provide in this application.

Please ensure that your proposal is clearly described and that all relevant information is included. Additional pages may be submitted as needed.

LANDOWNER INFORMATION

Name(s) Rajan and Cecilia Puri	Phone [REDACTED]
Mailing Address [REDACTED]	City/Town [REDACTED]
Email [REDACTED]	Postal Code [REDACTED]

APPLICANT INFORMATION

<input checked="" type="checkbox"/> Applicant is the Landowner or one of the Landowners; or	
<input type="checkbox"/> Applicant is acting on behalf of the Landowner(s) and has submitted written authorization from the Landowner(s) to SVCA.	
Applicant Name	Company Name
Email	Phone

LOCATION OF PROPOSED PROJECT

Street Address 34 Bell Drive	Municipality/Town Kincardine
Lot(s) and Concession(s)	Lot and Plan No.
Other Location Information	Roll No. [REDACTED]

PROJECT DATES

Proposed Start Date Oct 2023	Proposed Finish Date July 2024
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COMPLETE IF CONSTRUCTION PROPOSED

Type of Project or Work Proposed Remove existing cottage and build new home.	
Intended Use of Building/Structure Residential	Present Use of Building/Structure 3 season cottage
Square Footage (All Floors) of Existing 1,750 inc. bunkie/garage	Square Footage (Footprint Only) of Existing 1750 sq ft inc. garage
Square Footage (All Floors) of Proposed 3,800	Square Footage (Footprint Only) of Proposed 2560 sq ft
What is the height difference between the ground & the proposed building's lowest exterior opening (e.g. door, window, vent)?	
Basement/Cellar Proposed Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Crawlspace Proposed Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Deck/Porch Proposed Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Equipment to be Used (e.g. excavator, bulldozer, etc.)	
Any Other Relevant Information We are proposing to create a fill pad to floodproof the proposed development as indicated on the grading plan. Fill pad to extend to the minimum extent required for floodproofing.	

COMPLETE IF FILLING, GRADING OR EXCAVATION ARE PROPOSED

Purpose of Filling/Grading/Excavation Creating a pad on which the new home will be built.	
Intended Use of Land When Finished Residential	
Volume of Fill to Add to Site 115m ³	Type of Fill and Source Fill will be from the excavation of the basement.
Volume of Fill to Remove from Site	Excess Fill or Spoil Relocated To
How much higher or lower will the proposed ground elevation be compared to existing? -0.25m above the flood plain	

(See Other Side)

EROSION AND SEDIMENT CONTROL

Proposed Method(s) of Erosion and Sediment Control During and After Construction

Silt fence per OPSD 219.130 to installed around construction areas as required during construction.

Top soil and sod/seed to reinstate areas after construction.

PLANS

A site plan must be included with your application. Check each box to confirm it is on the plans:

(One copy of each plan or drawing is to be submitted. Additional copies must be provided if requested by the SVCA).

- 1. Property dimensions.
- 2. Nearest streets, roadways, laneways etc.
- 3. Watercourses on or near the property.
- 4. Existing buildings and structures and distance to lot lines, centre of road, watercourse etc.
- 5. Proposed building or structure and dimensions including decks or porches.
- 6. Proposed location of filling, area of excavation, dimensions and depths (if applicable).
- 7. Elevation of finished floor, basement/crawlspace, any windows, doors, vents, or other exterior openings in relation to finished grade
- 8. Septic bed including mantle (if applicable).
- 9. North arrow.
- 10. Other relevant site features.

Additional plans or drawings should be included showing side views, cross-section, building foundation (if applicable) and details.

IMPORTANT INFORMATION

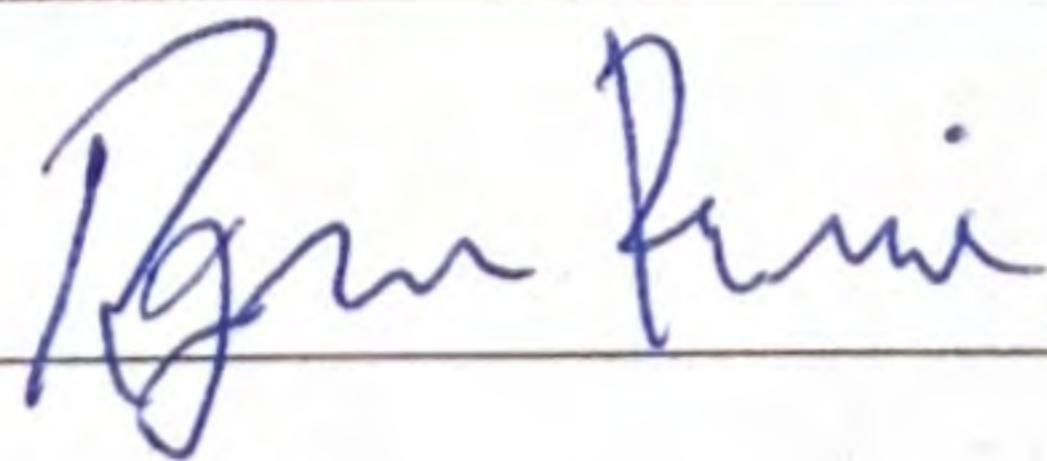
- No work can be carried out until a permit is issued by the SVCA and all other necessary approvals are obtained.
- A non-refundable Application Review Fee must be paid when the application is submitted to the SVCA office. Several methods of payment are accepted. Cheques may be made payable to "Saugeen Valley Conservation Authority".
- The applicant is responsible for obtaining any other agency, government or municipal approvals as may be required.
- The information obtained on this application is a public record collected under the authority of the *Conservation Authorities Act* and is accessible upon request in accordance with the *Freedom of Information and Protection of Privacy Act*.

DECLARATION

Read Carefully Before Signing

- I declare the information in this application to be true;
- I agree to allow authorized representatives of the SVCA to enter onto the property to review this application;
- I recognize and accept that the information in this application is a public record and some or all of it may be released; and
- I understand that the payment of the fee does not guarantee permission from the SVCA.

Applicant Name (Print) X Rajan Puri

Applicant Signature* X 

Date Nov 8, 2023

** Typed name will indicate a signature on digital applications.*

DO NOT WRITE IN THIS SPACE

Fee Amount Received

Date Application Received

SVCA Board of Directors Meeting

34 Bell Drive - Raising the Property Elevation

Nov 30th, 2023

Request for SVCA BoD

- **Request** – Approval to increase the elevation of ~2,750 ft² on our property at 34 Bell Drive so that it stands above the flood plain, allowing us to build a 4 season home with reduced risk of flooding
- **Impact** – Based on Tatham engineering study, increasing the elevation of our property will have virtually no impact (<1 cm) on the adjacent peripheral water levels in the event of Hurricane Hazel like flooding

Current Lot

- Located north of the Pine River Boat Club (PRBC)
- There is a “drainage channel” on the south edge of our property designed to direct any Pine River overflow to Lake Huron, away from the properties north of the PRBC
- On the north side of our property is a ~67’ empty space with a public “right of way” separating us from our neighbour to the north

Google Earth - 34 Bell Drive, Kincardine



Current Cottage

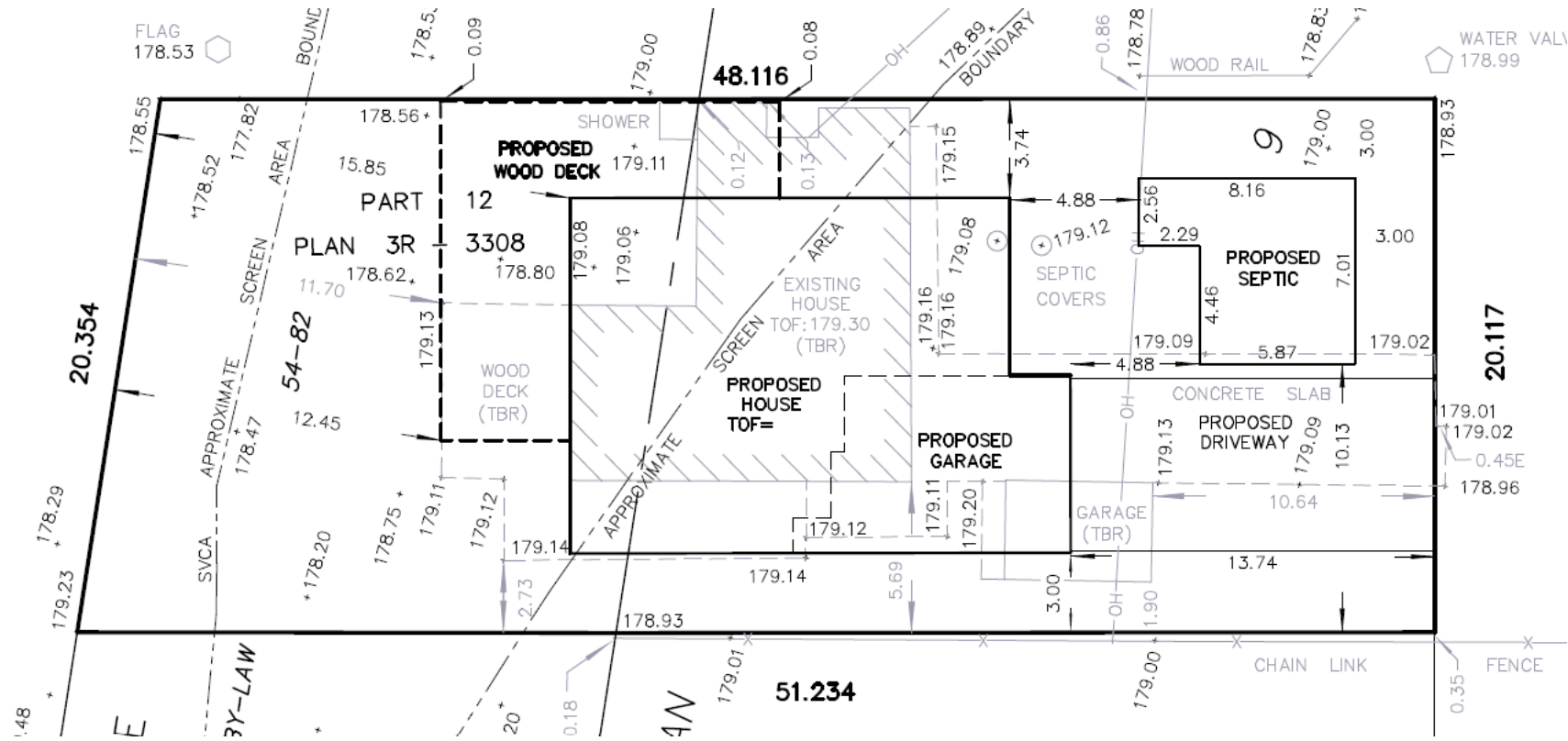
- A single story 3 season cottage (~1,500 ft²) plus a bunkie / work-shop (~250 ft²) – both are “slab on grade”
- The cottage elevation (179.30 m) is slightly above the recently established flood plain (179.29 m) while our bunkie is slightly below the flood plain



Proposed Home

- We hope to build a 4 season home which will serve as our primary residence when my wife and I retire in the next few years
- The proposed footprint is $\sim 2,500 \text{ ft}^2$; total size including the basement and 2nd story is $\sim 3,800 \text{ ft}^2$
- We hope to modify our lot elevation to have $\sim 2,750 \text{ ft}^2$ of our property above the flood plain

Proposed Home – 34 Bell Drive, Kincardine



Key Discussions with SVCA

- We spoke with the SVCA re our strategy for increasing the elevation of our property above the flood plain and were given written confirmation May 30th that “provided the assessment demonstrates that any filling of the property does not negatively impact flooding on neighbouring properties, the SVCA would be able to issue approval for the proposal. However, please be advised that the threshold for any change in flood elevations will be quite small.”
- In the original engineering report, we raised our entire lot above the flood plain and it was determined that this would increase the peripheral water levels around our property by 1-3 cm in a Hurricane Hazel type event. We were told Sept 28th that this increased water level was not acceptable so we reduced the footprint of our property which was above the flood plain such that the increase in peripheral water levels around our property would be <1 cm
- On Oct 2 we were told that increasing the elevation of our property has the risk of creating an “island” in the event of severe weather event

Summary

- The proposed build does not change the situation from what it is today – there is the possibility of an “island” should we see Hurricane Hazel like flooding
- Based on the report produced by Tatham Engineering, there is a less than 1 cm increase in peripheral water levels. This negligible change does not pose any increased risk for our neighbours to the north or south.
- Given this, we request the Board’s approval of our proposed build

Timeline Review – Part 1

Date	Summary	Cost
19-Apr-22	Email from Alyssa Gowing stating that part of our cottage is within the "SVCA's approximate screening area " which is based on distance from the Pine River.	N/A
29-Oct-22	We engaged Homes by Design to design our new home	\$ 7,057.98
14-Nov-22	We engaged D. Culbert Ltd to perform a detailed survey of our property	\$ 2,100.00
12-Apr-23	We engaged Brad Lubbers at Stonecraft to build our new home	\$ 20,000.00
15-May-23	We received a letter from Darren Kenny (SVCA Regulations Officer) that " <i>We visited the property on May 11, 2023</i> " and that " <i>based on recent floodplain mapping completed near the mouth of the Pine River, the property does lie within the flood hazard (Regulatory Floodplain) of the river.</i> "	
25-May-23	I had a call with Darren K to understand the changes in the SVCA flood plain analysis methodology (i.e. changing from distance to the Pine River to elevation from sea level), the SVCA concerns and what we could do to address them. Following this call, I sent a summary email to Darren to verify my understanding. Specifically: " <i>I spoke with the engineering firm who performed the flood plain study for my neighbour and whose data was subsequently used by the SVCA to set the flood plain elevation. Using the same model previously established, they are going to run another set of simulations to verify whether increasing the elevation on our property impacts the flow of water in case of flooding from the Pine River. Assuming the data is positive (i.e. there is no additional risk of flooding to our neighbours), can you please confirm that this would satisfy the SVCA's concerns and we would receive a permit to modify the lot elevation and build our new cottage as previously submitted.</i> "	N/A
30-May-23	Received email from Darren stating that " <i>Provided the assessment demonstrates that any filling of the property does not negatively impact flooding on neighbouring properties, the SVCA would be able to issue approval for the proposal. However, please be advised that the threshold for any change in flood elevations will be quite small.</i> "	N/A

Timeline Review – Part 2

Date	Summary	Cost
3-Jun-23	Engaged Tatham Engineering to perform a flood plain analysis to determine whether raising our lot elevation would negatively impact our neighbours.	\$ 6,000.00
15-Sep-23	Teleconference with Darren, Tatham Engineering and Brad L re results of engineering study which showed that raising our entire lot above the flood plain would have a nominal (1-3 cm) increase in peripheral water levels.	N/A
28-Sep-23	Received email from Darren Kenny stating that <i>"Although relatively small this increase does pose a concern, and in your particular case, would effectively create an island entirely surrounded by flood waters during a significant flooding event which poses a concern for staff."</i>	N/A
29-Sep-23	We had Tatham reperform the analysis by raising only ~2,750 square feet above the floodplain and this change reduced the potential increase in peripheral water levels to <1cm. Based on a conversation with Darren and Brad we were informed that even this nominal change will not be acceptable to the SVCA.	N/A
2-Oct-23	<p>We had a call with Matt Armstrong (SVCA Manager, Environmental Planning and Regulations (Acting)) and he confirmed that</p> <ol style="list-style-type: none"> <i>1. Our property is unique in that it has the potential to create an "island" in the flood plain – the SVCA staff are not able to approve our plans based on the current policy and therefore board approval is required</i> <i>2. In order to secure approval for our build, we need to demonstrate that there will be a negligible (<1cm) impact on our neighbours in the event of Hurricane Hazel like flood</i> <i>3. Once we submit our official application and fee including the updated report from Tatham indicating a <1cm impact, the SVCA will attempt to have us added to the Oct 19th board of directors (BoD) meeting but if the agenda is full, we may be pushed to Nov 30th"</i> 	N/A

\$ 35,157.98

GM Report

Report To: SVCA Chair and Board of Directors
From: Erik Downing, General Manager/Secretary Treasurer (Acting)
Date: November 14, 2023
Subject: General update

Inventory of Programs and Services

All member municipalities have passed motions or bylaws supporting the continuation of the Water Quality Category 3 Program at SVCA. Once the SVCA budget (and associated cost apportionment table) and a motion to execute has been passed, the agreements will be signed and returned to member municipalities in early December.

Two Category 2 agreements have support through motion from member municipalities. It is expected that more will follow, and it is also acknowledged that some may choose not to sign.

The business case for the Category 3 Stewardship proposal is complete. It is the recommendation of staff to consider reintroduction of the program in 2025. Pending board approval, apportionment agreements would be circulated to member municipalities, and program costs would be reflected in the 2025 draft budget.

2024 Budget

At the direction of the Board, staff have circulated the proposed 2024 budget to member municipalities. At the request of two member municipalities, staff have been present during council meetings to support discussion.

SVCA Staff Complement

The Environmental Planning Coordinator has been seconded to Conservation Ontario for a 12-month period. During this tenure an Environmental Planning Technician has been promoted to the role of Environmental Planning Coordinator. This arrangement has resulted in a vacancy in the Environmental Planning Technician position in the Environmental Planning and Regulations Department. To fill this gap, temporary contract staff will be hired for the role of the position previously held by the newly promoted coordinator. The Resources Information Technician position created by the temporary promotions will be filled through temporary contact hiring.

All Departments

Item	Progress	Completion Date
Performance evaluations	Available to Staff	December 2023

Item	Progress	Completion Date
Staff training	Available to Staff	December 2023
Content management system	In progress – with CLOCA	December 2023
Mapping Working Group	Mapping project in progress in 3 communities	March 2024
Annual report	In progress	April 2024
Job descriptions	In circulation to Managers	June 2024

Health and Safety

Item	Progress	Completion Date
Workplace Inspection policy	In progress	January 2024
WHMIS policy	In progress	February 2024
Job Hazard Analysis	In progress	February 2024
Durham Emergency plan	In progress	April 2024

Corporate Services

Item	Progress	Completion Date
Strategic plan	Complete	September 2023
Budget 2024	In progress – presented to Authority	November 2023
Fee schedule 2024	Campground fees approved; Water, Lands, Corporate Services in progress; EPR in progress	September 2023 November 2023 January 2024
Category 2 and 3 Programs and Services agreements	In progress – extension requested	January 2024
Volatile client plan	In progress	March 2024
Accessibility and accommodation policy	In progress	March 2024
Conflict resolution policy	In progress	April 2024
Personnel policy	In progress	June 2024
Document retention policy	In progress	June 2024

Environmental Planning and Regulations

Item	Progress	Completion Date
Bill 23 update for member municipalities – Planning and Natural Heritage	Complete	Summer 2023
Freedom of information procedure	In progress	November 2023
Administrative review guidelines and complete application guidelines	Ongoing, Complete	February 2023
Municipal zoning survey	Meeting executed, formal correspondence to follow up	November 2023
Expert resources	In progress	December 2023
Board of Director Section 28 Hearing training	In progress	February 2024
2024 Fee Schedule Implementation	In Progress	January 2024

Forestry and Lands

Item	Progress	Completion Date
Kincardine Cross Country Ski Club agreement	In circulation	December 2023
Land Acquisition and Disposition policy	In progress	First Quarter 2024
Stewardship Business Case	In Progress	November 2023
Varney Pond Applications	In Progress	March 2024

Water Management

Item	Progress	Completion Date
Confirmation of infrastructure ownership/easements	In progress	Ongoing
Varney Pond	In circulation with appropriate agencies. Historic use/operation agency review	Ongoing
Transfer payment agreements	Complete	July 2023
Pine River Watershed Report summary	In progress	December 2023

Item	Progress	Completion Date
Working in and around water policy	In progress	March 2024
Flood training; WRC, internal, external	In progress: WRC complete; internal ½ complete; external dates tbd	April 2024

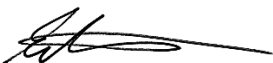
NWMO

Item	Progress	Completion Date
Invoicing	Complete	2022 and 2023
Permissions to terrestrial soil sample on select SVCA properties	Complete	September 2023
Develop Year 3 scope of work and budget	Prepared for BoD approval	November 2023
Finalize NRSI	With Program Coordinator	December 2023
Channel characterization scope of work	With Water Resources Manager and NWMO	June 2024

Drinking Water Source Protection

- No Items

Approved by:



Erik Downing
General Manager / Secretary-Treasurer, (Acting)

Finance Report

General Levy Programs

For YTD and month ended September 30, 2023, with the % actual budgeted funds.

Table 1 – Consolidated statement of revenues compared to budgeted amounts.

Revenues	Approved Budget	YTD Budget	YTD Actual	YTD % Actual/Budget
Corporate Services	1,121,050	820,981	763,284	92.97%
Environmental Planning and Regulations	1,184,300	914,969	829,476	90.66%
Water Resources	681,600	511,153	494,517	96.75%
Forestry and Lands	463,900	330,437	294,000	88.97%
Total Revenues	3,450,850	2,577,540	2,381,277	92.39%

Table 2 – Consolidated statement of expenses compared to budgeted amounts.

Expenses	Approved Budget	YTD Budget	YTD Actual	YTD % Actual/Budget
Corporate Services	1,121,050	838,365	786,996	93.87%
Environmental Planning and Regulations	1,184,300	886,692	807,708	91.09%
Water Resources	681,600	509,346	449,259	88.20%
Forestry and Lands	463,900	351,260	287,452	81.83%
Total Expenses	3,450,850	2,585,663	2,331,415	90.17%



Non-General Levy Programs

For YTD and month ended September 30, 2023, with the % actual budgeted funds.

Table 3 – Consolidated statement of revenues compared to budgeted amounts.

Revenues	Approved Budget	YTD Budget	YTD Actual	YTD % Actual/Budget
Forestry and Lands	705,150	436,283	460,136	105.47%
Campgrounds	1,266,600	1,114,100	865,370	77.67%
Capital Projects	670,000	448,750	8,000	1.78%
Total Revenues	2,641,750	1,999,133	1,333,506	66.70%

Table 4 – Consolidated statement of expenses compared to budgeted amounts.

Expenses	Approved Budget	YTD Budget	YTD Actual	YTD % Actual/Budget
Forestry and Lands	686,750	577,339	524,476	90.84%
Campgrounds	1,199,480	966,105	630,015	65.21%
Capital Projects	670,000	360,000	94,782	26.33%
Total Expenses	2,556,230	1,903,444	1,249,273	65.63%

Staff Report: Violations Statistics

To: Chair and Members, Saugeen Valley Conservation Authority

From: Darren Kenny, Regulations Coordinator (Acting)

Date: November 10, 2023

Subject: Violations Report

Purpose: To provide an update on the status of violations under Saugeen Valley Conservation Authority’s Regulation 169/06: Development, Interference with Wetlands and Alterations to Shorelines and Watercourses, as amended

Background

By Board Motion #G21-84, staff are directed to provide updates to the Board on the number of active violation files.

Analysis

SVCA staff are presently managing 78 violation files and have rated them in accordance with the categories in the table below:

Violation Rating and Description	Total
<p>(1) Trivial and not worth pursuing beyond initial contact.</p> <p>e.g., inconsequential site alteration; certain types of vegetation removal etc.</p> <p>Typical staff action: Send letter to offender describing the violation, SVCA’s Regulation, and any suggested remediation if applicable. Staff is very unlikely to bring the matter before the SVCA Board to consider pursuing legal action.</p>	1
<p>(2) Unlikely to pose a significant risk to life, or property, or the conservation of land.</p> <p>e.g., watercourse cleanouts; development located outside a hazard, etc.</p> <p>Typical staff action: Seek to resolve matter via cooperation with offender on site remediation and/or obtaining SVCA approval after the fact. If a resolution cannot be reached, staff will send a final letter explaining that the violation will remain with the property and all future owners until it is resolved. Staff is unlikely to bring the matter before the SVCA Board to consider pursuing legal action.</p>	30

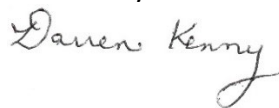
Violation Rating and Description	Total
<p>(3) Likely to pose a significant risk to life, or property, or the conservation of land. e.g., most wetland or watercourse alterations; development located in a hazard, etc. Typical staff action: Seek to resolve as described in #2. If a resolution cannot be reached, staff is likely to bring the matter before the SVCA Board to consider pursuing legal action.</p>	47
<p>(4) A violation that poses imminent and significant risk to life, property, or the conservation of land. e.g., major alterations to wetlands or watercourses; development located in a hazard, etc. Typical staff action: Seek to resolve in a timely manner. If offender refuses to comply, staff will bring the matter before the SVCA Board to consider pursuing legal action.</p>	0
TOTAL	78

Next Steps

Staff are working diligently to resolve violations through compliance approvals and site remediation where possible.


Two violation files are presently in Provincial Offences Court and could proceed to trial.

Written By:



Darren Kenny, Regulations Coordinator (Acting)

Approved By:



Matt Armstrong, Manager, Environmental Planning and Regulations (Acting)

Approved By:



Erik Downing, General Manager/Secretary-Treasurer (Acting)

Report – Programs

Corporate Services

Conservation Education

Wrapping up the last of the education programs as retirement looms at the end of the month and going over some statistics. This year has been a record breaker for the number of students participating in our conservation education programs in a single year ...15,471.

Flood Waters and You Student Safety Program

This flood safety program has been the longest running program presented by Saugeen Conservation (since 1984) and is still very important with its message about how floods happen, and the dangers associated with them. This year's programming included 114 presentations to 159 classes, resulting in a record **3,508** students learning about floods and flood safety this year.

Earth Week Program

Enbridge has sponsored this program for the past five years allowing conservation education staff to visit schools with our popular programming for free during the earth week. The past three years, in response to COVID-19 have been presented virtually, allowing more access to more classes while reducing our carbon footprint at the same time. This year we were able to reach **5,786** students with 250 presentations of our five themes (Forests, Water, Wetlands, Species at Risk, and Invasive Species).

WREN Program (Watershed Resources Education Network)

The WREN Program is a user-pay program where classes and community youth groups can book hands-on, curriculum-based programs at a conservation area or another site of their choice. This year has been a particularly busy year with 65 presentations to **1,557** youth. Programming ranged from kindergarten to grade 12 and took place in school yards, conservation areas, local parks, and recreation facilities across Grey Bruce.

Four PD days and one March Break day this year were all filled to capacity with **82** youth aged 5 to 12 years participating this year. These program days are spent exploring many seasonal themes, learning about the importance of nature while having fun and trying new outdoor recreational skills at Sulphur Spring CA.

DEER Program (Discover Energized Environmental Resources)

The DEER Program came to a close at the end of June this year after a 25-year run in partnership with Bruce Power. This spring 50 programs were presented with over 75 classes (representing **1,500** students) participating in the final 25 days of programming. All of these programs took place in the school yard or nearby (walking distance) parks.

Grey Bruce Children’s Water Festival

The Grey Bruce Children’s Water Festival took place at the Chesley Community Centre complex mid-May this year, returning to an in-person event. This year 1,623 grade 4 students, parents, and teachers from across Grey and Bruce Counties learned about the importance of clean water in our lives and the environment. Education staff from Saugeen Conservation have been involved with this program since its inception in 1999.

Wild Encounters Summer Nature Day Camps

Two weeks of week-long camps were offered this summer partnered with the Town of Hanover, July 17 to 21 and August 21 to 25. Both camps were filled with youth aged 8 to 12 and introduced many to the importance of our natural resources and taught several recreational skills all while having fun in the outdoors at Sulphur Spring CA.

One single-day and one two-day camp were also offered to youth aged 5 to 8 through Saugeen Conservation. Both camps were again filled and included outdoor adventure and learning about our resources.

All camps were designed to suit the ages and abilities of the participants, offering challenging and fun opportunities to learn about and gain respect for our natural environment while making new friends and learning new outdoor skills. In all, the camps involved 265 youth this summer.

Bruce Grey Forest Festival

Over 900 Grade 7 students from across Grey and Bruce Counties came to Allan Park the first week of October to participate in the 10th [Bruce Grey Forest Festival](http://www.forestfestival.ca) (www.forestfestival.ca). Over 250 secondary school students and industry representatives hosted the 28 activity centres focused on climate change, stewardship and conservation, forest ecosystems and interactions, biodiversity and species at risk, forest resource management and sustainability. Evaluation results from some of the teachers and parents included these comments: “The students were really able to connect their classroom learning to the stations. They also were able to discuss their learning on site within the classroom lessons afterwards. The Forest Festival is a must go for every Grade 7 student. It is very good at connecting the curriculum to hands-on learning.” And, “This was a great day once again. I have attended the Forest Festival 4 times and have always been impressed with its connections to the curriculum and the overall organization.”

Saugeen Conservation is a founding member of this event that is driven by like-minded organizations and sponsors. This is the second festival of its kind in Ontario.

Meetings: Grey Bruce Children’s Water Festival, Bruce Grey Forest Festival, Saugeen Nature, Rekindle the Spark Conservation Ontario Annual Conservation Education Workshop.

Communications

The Communications Coordinator at Saugeen Valley Conservation Authority has been working to enhance both internal and external communications and managing and disseminating information on behalf of the Authority. October and November 2023 have had significant focus on the management of Category 2 and Category 3 Agreements, crucial for the Authority's operations and stakeholder engagement.

Communications related to Corporate Services

Managing and overseeing social media platforms to ensure a consistent and engaging online presence. Developing strategic plan reporting templates and establishing key performance indicator (KPI) structures. Handling the management of Category 2 and Category 3 Agreements, ensuring compliance and effective execution. Conducting grant reviews to align funding with organizational goals and projects. Facilitating reporting and communication with Conservation Ontario and the Ministry of Natural Resources and Forestry.

Communications related to Water Resources

Coordinating communications and maintaining a presence at the Flood Hazard Mapping Public Information Centre in the Town of Saugeen Shores. Gathering and disseminating information pertinent to Category 2 water and erosion control structures. Reviewing and drafting letters intended for the public, ensuring clarity and accuracy of information. Drafting and designing signage that effectively communicates relevant information about water resources and conservation efforts. Conducting grant reviews to ensure alignment with water resource management goals and regulatory compliance.

Communications related to Forestry and Lands

Facilitating communication regarding ash tree removal, ensuring the public is informed about the reasons, methods, and impacts of these activities. Disseminating information about forest improvement harvesting within the watershed, emphasizing sustainable practices and ecological benefits. Communicating about hunting and wildlife management, providing clear guidelines and information to stakeholders and the general public. Designing and creating signage relevant to forestry and land management.

Communications related to Environmental Planning and Regulations

Managing employment-related communications, ensuring clear and consistent messaging. Conducting graphic and document reviews of presentation materials to ensure all materials align with the Authority's branding, visual standards and AODA standards. Overseeing the amalgamation of permit schedules, streamlining processes for efficiency and clarity. Beta testing of the new permit, processing feedback and insights to enhance functionality and user experience.

Communications metrics

Google MyBusiness indicates that from October through November 2023, 439 individuals landed on the SVCA business profile. 77 calls were made through the platform. 256 individuals proceeded to land on the website.

Social Media Followers

Over the past 30 days, there has been a 1% increase in social media followers, bringing the total to 11,000 across all platforms.

Brand Awareness, Page, and Profile Reach

There was a notable 14.4% increase in post reach, engaging 39,000 users, which underscores the effectiveness of the content strategy in capturing audience attention. The most successful paid post

highlighted the RIT career opportunity, reaching 33,898 users, demonstrating the high engagement potential of employment-related content.

Organic posts that gained significant traction included those featuring the Town of Saugeen Shores PIC, hunting updates, closure alerts for Allan Park and Saugeen Bluffs, and guidance on proper pumpkin disposal. Their popularity indicates a strong audience interest in local community and environmental updates.

Facebook page and profile reach saw a 9.5% increase, reaching 71,000 users, with total impressions amounting to 84,000. Instagram reach witnessed a substantial increase of 348%.

Website

In the period from October to November, the SVCA website attracted 3,000 users and logged 28,000 events. The most viewed pages, in order of popularity, were the main landing page, hunting, careers, GIS mapping, Sulphur Spring, the Authority meeting calendar, Saugeen Bluffs, and Denny's Dam. The majority of the website traffic originated from Toronto, with users predominantly browsing on iPhones. Other significant user bases were from London, Hanover, Port Elgin, Kincardine, Ashburn, Durham, Listowel, and Kitchener.

Forestry and Lands

Forestry and Lands staff were proud to assist with the Bruce Grey Forest Festival. Staff are involved in the event planning and running, as well as some site preparation and equipment loans.

The Ash removal at Brucedale was completed in October. The company completed the removal with only damage to the internal roadways occurring. Minor grading and a few loads of gravel will occur in the Spring. The Saugeen Bluffs Ash removal is to begin on the first of November.

Staff were proud to provide a space and support for the Forest History Society of Ontario tour. Staff also provided a tour of Sulphur Spring CA and a short talk on the property's history.

Project work has been ongoing with Healthy Lake Huron.

The campgrounds have been closed for the season. Staff have been working on migrating our reservation system into a new program. Staff in our parks should be commended for their hard work and enthusiasm.

Many staff attended the Conservation Area's Workshop in Orillia which provided excellent training sessions and networking opportunities. All staff were very appreciative of the opportunity to attend and found it worthwhile.

Water Resources

SVCA Flood and Erosion Control Project Activity

SVCA staff have continued to meet with member municipalities regarding the offering of Category 2 agreements. Extensive review has been completed in the preparation of these agreements.

Neustadt – Meux Creek Gabion Basket Repairs

The Meux Creek Gabion Basket Repairs project was completed in late October 2023, on schedule and under budget. SVCA staff will continue to monitor the site closely within the next year while under warranty.

Federal Hazard and Identification Mapping Program (FHIMP)

On November 7th, a public information session was held in the Town of Saugeen Shores. There were approximately 20 people in attendance at the event, with generally positive feedback about the project. The public information session for the Township of Huron-Kinloss is scheduled for November 27th. All flood hazard mapping projects are currently in the final stages of hydraulic and hydrologic model creation. Once completed, these models will be sent to Greenland Consulting for extensive peer review.

Flood Forecasting and Warning (FFW)

SVCA's Flood Forecasting and Warning Coordinator is preparing an annual Flood Watch training session for internal staff; this training is tentatively scheduled for December 2023.

No flood statements have been issued since the October Board meeting.

Station Maintenance and Improvements

New equipment was received for the Paisley Saugeen stream gauge station. Upgrades are underway (as of November 14th) which will bring this station back into operation following a lightning strike in April 2023.

New equipment for the Beatty Saugeen Hanover stream gauge station is scheduled to arrive shortly. Staff are aiming to have this equipment installed by the end of November.

SVCA staff completed various surveying and rating curve work at the Mount Forest stream gauge station, which is critical to maintaining the long-term dataset.

Staff Training

On November 7th, SVCA's Flood Forecasting and Warning Coordinator and Water Resources Manager attended a Southwestern Ontario Flood Forecasting Alliance (SWOFFA) meeting. This meeting provided an opportunity to network with conservation authorities local to southwestern Ontario and discuss innovations and challenges within each CA's flood forecasting and warning program.

At the time of writing, SVCA's Flood Forecasting and Warning Coordinator is scheduled to meet with retired SVCA staff to discuss flood prone areas associated with frazil ice. SVCA staff will also be meeting with a specialized river ice engineer to discuss ice formation, break up, and jamming issues within the watershed. This information will be used to inform SVCA's Ice Management Plan, a deliverable required under the *Conservation Authorities Act*.

Water Quality (WQ)

SVCA staff have completed all surface water sampling for the 2023 season. Staff are in the process of developing a Quality Assurance and Quality Control Plan to assist with management of our water

quality data. An extensive QA/QC process of our files is underway to support the release of this data publicly on SVCA's website.

Staff continue to work diligently on the 2022 Annual Water Quality Report.

Groundwater Sampling

SVCA staff have completed fall groundwater sampling and maintenance, which involves pumping and purging all wells within our watershed. Staff are now preparing for the winter maintenance program.

Environmental Planning & Regulations (EPR)

Department News

EPR staff participated in Ontario Land Tribunal Process Training for Section 28 Permit Appeals.

EPR hosted a Zoom meeting with Municipal and County staff regarding Zoning comments in SVCA's Regulation letters.

EPR staff participated in the regional Utilities Communications Forum in Walkerton.

EPR staff met with the Lake Rosalind Property Owners Association in Formosa.

EPR staff continue to work with CLOCA staff on the new content management system. Data entry is ongoing.

EPR staff commented on a list of SOPs prepared by the CA Regulatory Compliance Committee related to our work under Section 28 Regulations.

EPR staff attended and presented at the annual Regulatory Compliance Committee meeting in Newmarket.

Report: Stewardship Business Case

Report To: Chair and Directors, Saugeen Valley Conservation Authority
From: Erik Downing, General Manager/Secretary-Treasurer (Acting)
Date: November 15, 2023
Subject: Stewardship Business Case

Background

Category 3 agreements enable conservation authorities to continue non-mandatory programs and services that further the conservation, restoration, development, and management of natural resources. The SVCA Board of Directors Motion G23-69 directed staff to bring back a Stewardship Business Case and associated budget.


Analysis

Stewardship programming has been a cornerstone of SVCA's activities, offering varied and influential environmental initiatives. Key projects include the Water Well Improvement Program, Pine River Watershed Initiative, Shoreline Clean Up, Phragmites Removal, and the Cover Crop Incentive Program. These programs have significantly enhanced the ecological health of our watershed.

The collective value of these stewardship programs to SVCA watershed is immense. The absence of such initiatives would not only lead to a tangible loss in the watershed's ecological health but would also adversely affect local and supporting stewardship groups.

There is a notable correlation between robust stewardship activities and the reduced reliance on mandatory Conservation Authority programming, such as environmental planning and regulations, and flood and erosion control structures. Effective stewardship emphasizes proactive, community-involved environmental management, reducing the reliance on more restrictive and costly interventions. This shift towards stewardship not only benefits SVCA but also positively impacts the broader community by fostering a sustainable approach to environmental care.

Approved by:

A handwritten signature in black ink, appearing to be "Erik Downing", written over a horizontal line.

Erik Downing
General Manager / Secretary-Treasurer, (Acting)

Encl. Stewardship Business Case



Business Case

Stewardship Program

The Stewardship Business Case outlines the need for a stewardship program and a full-time dedicated staff position to join the team in the future. This document underscores how municipal support and investment in a structured and dedicated stewardship program could yield significant environmental and community benefits.

Issued Date: Thursday, November 16th, 2023

Stewardship Program

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Executive Summary

Saugeen Valley Conservation Authority (SVCA) is one of the 36 conservation authorities in Ontario dedicated to protecting, restoring, and managing our natural resources.

The Saugeen watershed encompasses 4,675 km² in the counties of Bruce, Dufferin, Grey, Huron, and Wellington. SVCA's jurisdiction includes the Saugeen, Penetangore, Teeswater, and Pine Rivers, as well as the adjoining Lake Huron shoreline.

The proposed Stewardship Program is an amalgamation of projects designed to enhance the health and resilience of the Saugeen Watershed. These projects would tackle soil health, water quality, drainage, well decommissioning, stream health, livestock management, environmental education, and more. Key benefits include improved agricultural productivity, enhanced biodiversity, improved water quality, robust community engagement, and better watershed health.

SVCA's Stewardship Programs have historically been sustained through individual project-specific grants and partnerships, not through consistent municipal funding. SVCA's dedicated wages for stewardship were \$50,000 annually in the past. However, for the 2022 and 2023 budget years, actual staff time invested has diminished substantially. Diminished staff time has contributed to in the lack of grant funding in these years.

Recommended Solution

It is recommended that municipalities reassess the current funding approach, as it is inadequate for maintaining a robust and effective stewardship program.

To better support the essential stewardship activities, municipalities should consider dedicating funds for a full-time stewardship position at SVCA in the future. Such a position would ensure continuity, expertise, and a dedicated focus on stewardship efforts, thereby contributing positively to the preservation and enhancement of our natural resources. This investment represents not only a commitment to environmental stewardship but also a stake in the future health and sustainability of our communities.

1. Introduction

1.1 Purpose of the Business Case

To outline the SVCA's Stewardship Program and advocate for consideration of a long-term change in program delivery for discussion in the future.

1.2 Scope and Limitations

The business case does not consider alternate funding models.

2. Current Situation

SVCA's Stewardship Program has struggled to function consistently, as funding has historically been sustained through project specific opportunities. Stewardship is considered a Category 3 Program; therefore, beyond January 1, 2024, sustaining activity would require a cost

apportioning agreement with member municipalities as permitted under the *Conservation Authorities Act*.

2.1 Background Relationship with Municipalities

Conservation authorities provide vital services that support and enhance the quality of life within municipalities. In turn, municipalities provide vital support to conservation authorities, primarily in the form of funding and policy endorsement. Thus, the relationship between conservation authorities and municipalities is not merely functional but is a critical partnership towards achieving our shared sustainability goals.

2.2 Background Information Regarding Category 3 Programs and Services

In 2021, *Conservation Authorities Act* amendments required conservation authorities to complete an inventory of programs and services by February 2022. The inventory has categorized our programs and services as follows:

Category 1: those prescribed as mandatory by the province;

Category 2: those delivered on behalf of a municipality; and

Category 3: those that further conservation, restoration, development, and management of natural resources.

Effective January 1, 2024, the continuation of Category 3 programs and services will necessitate the formalization of cost apportioning agreements between SVCA and each member municipality. This requirement ensures that municipal funding continues to support the effective delivery and implementation of our programs and services.

2.3 Program History

Stewardship programming at Saugeen Conservation represents a diverse array of initiatives, each tailored to address specific environmental and community needs. The program's nature and objectives vary widely, encompassing soil health projects, educational workshops with landowners, cover crop activities, water quality improvement projects, and habitat restoration projects, among others. The implementation and success of these initiatives depended heavily on the acquisition of funds from various sources, including local municipalities, but centred around corporate partnerships, federal grants, and community contributions. Each initiative also relies on specific projects that align with its overarching goals.

Examples of past and current Stewardship Programs:

2.3.1 Watershed-based Stewardship Programs

Water Well Improvement Program – Last ran in 2022, no current funding

The Water Well Improvement Program, funded by the Nuclear Waste Management Organization (excepting the investment of staff time), was a stewardship initiative by Saugeen Conservation to support landowners with improving the condition of their private wells, ensuring water safety and sustainability. The program provided financial assistance for well decommissioning, upgrading, and replacement, promoting environmental health and public safety in the watershed.

Pine River Watershed Initiative Support – Current involvement

The Pine River Watershed Initiative Network has carried out essential work on the Pine River Watershed, a priority region for the Healthy Lake Huron Initiative due to its impaired surface water quality and recurring algal blooms at its Lake Huron outlet. SVCA staff time is estimated to be approximately \$700 per annum.

Penetangore Watershed Group Support - Current involvement

The Penetangore Watershed Group has completed tree planting projects, a storm water pond naturalization, and continues to offer an annual tree sale. Work has largely been within the Municipality of Kincardine. SVCA staff time is estimated to be approximately \$700 per annum.

Healthy Lake Huron - Current involvement

A collaborative program involving Ausable Bayfield, St. Clair, Grey Sauble, Maitland Valley and Saugeen Conservation Authorities, working towards improving the stewardship activities on both residential and agricultural properties for the benefit of a healthy Lake Huron. Staff time and project dollars are funded through this program. The Healthy Lake Huron program has provided financial support towards other stewardship opportunities run by the aforementioned authorities.

Shoreline Clean Up

A volunteer-driven event dedicated to cleaning local shorelines to prevent water pollution and preserve aquatic ecosystems. This program was run in partnership with the Lake Huron Coastal Centre and the Canadian Conservation Corps.

Phragmites Removal- Current involvement

The Phragmites Removal Program was a collaborative effort between the Saugeen Valley Conservation Authority, Lake Huron Coastal Centre, Invasive Phragmites Control Centre, Municipality of Kincardine, and Enbridge, executed from 2015-2020 to eradicate the invasive phragmites. This initiative not only improved wetland habitats and minimized human influence on wetland health, but also served as a learning platform for residents and school groups. Staff continue to work with the Phragmites Control Centre to assist with their efforts. SVCA staff time is estimated to be approximately \$500 per annum.

Dam Removal

Initiatives funded by Bruce Power to improve conditions for local aquatic life by restoring natural water flows through the removal of dams.

Redside Dace Habitat Improvement

A conservation project aimed at improving habitat conditions for the native redside dace fish species through tree planting and cover crop efforts, funded by the Department of Fisheries and Oceans and Stewardship Grey Bruce.

Saugeen River Access Improvement

This project, in partnership with Municipality of Brockton, aimed to prevent erosion and protect the Saugeen River from pollutants by providing responsible river access infrastructure.

TD Tree Days

A community-driven tree planting initiative promoting reforestation and environmental conservation, with funding from TD Bank.

2.3.2 Agricultural Stewardship Programs

Soil Compaction Project

This project focused on academic and applied research to combat soil compaction in crop farming, enhancing soil health, and agricultural yield.

Coffee, Crops, and Donuts

This workshop series promoted conservation farming practices through knowledge-sharing sessions among farmers.

Stream & Livestock Exclusion Projects

These projects, performed with Alternative Land Use Services (ALUS) and with funding from Bruce Power, protected water bodies from livestock intrusion through alternative watering systems and pasture management fencing.

Stewardship Grey Bruce

An initiative which creates a healthy, vibrant, and sustainable community through empowered citizens, natural resources stewardship, and partner collaboration.

The Dirt on Phosphorous

The SVCA and Maitland Valley Conservation Authority co-hosted "The Dirt on Phosphorus", an all-day conference dedicated to nutrient management and phosphorus research in Ontario.

Cover Crop Incentive Program

SVCA provided the Cover Crop Incentive Program, delivering essential support to farmers interested in adopting cover crop practices.

2.4 Risks and Issues with the Current State

Without establishing a SVCA Stewardship Program to sustain a full-time staff member, SVCA would be significantly constrained in its capacity to proactively engage in many of these stewardship initiatives. This approach is inherently reactive and limits the scope of stewardship activities to what external funding sources dictate, rather than being driven by the community's needs and priorities. This could result in missed opportunities for local environmental conservation, reduced ability to respond to emerging issues, and diminished credibility and effectiveness of SVCA in fulfilling its environmental goals.

3. Business Needs and Requirements

3.1 Objectives and Outcomes

The long-term objective is to secure sustained funding, enhance environmental stewardship, foster community engagement, and promote sustainable local economic development.

The objectives and outcomes of our Stewardship Program are interdependent, reflecting our shared vision of a sustainable Authority. Foremost among these objectives is securing sustained funding. Through SVCA's Stewardship Program, we would champion the ecological health of our region, nurturing biodiversity and assuring the endurance of our natural resources.

Tied to this is our commitment to fostering community engagement. Through projects we can

involve the community in meaningful conservation practices, promoting an environmentally conscious ethos among our residents.

Additionally, this program aims to advance sustainable local economic development. Through these initiatives, we could safeguard and enrich the region's natural assets, such as healthy soils, healthy watercourses, and diverse ecosystems, which support various economic activities, from agriculture to ecotourism.

4. Recommended Solution

It is recommended that municipalities consider supporting the revitalization of a Stewardship Program at SVCA by allocating funds for a dedicated full-time stewardship position in the future.

4.1 Alternative Solutions Considered and Why They Were Not Chosen

Program support from grassroots organizations often proves unreliable due to the changing nature of their membership, varying degrees of experience and education, administrative issues (such as insurance), and their ability to access land (particularly private).

Alternate funding streams, while supplementary, do not possess the capacity to replace the substantial monetary commitment provided by municipal funding.

5. Benefits and Risks

5.1 Tangible and Intangible Benefits

Stewardship programming would offer tangible benefits that contribute to the overall well-being of the community and environment. Through habitat restoration and conservation efforts, this program would lead to the enhancement of local biodiversity and ecosystem services. Improved water quality and soil health would be direct outcomes, which in turn would support agricultural productivity and reduce the risks of flooding and erosion. This program would enhance the quality of life for residents and make the area more attractive for tourism, thereby potentially contributing to local economic development.

As for intangible benefits, this Stewardship Program would bolster public trust and community well-being, cultivate an ethos of environmental stewardship, and fortify the social contract between municipalities and their residents by ensuring the safeguarding of our precious natural resources for present and future generations.

6. Implementation Plan

6.1 Timeline

Subject to SVCA Board of Directors' endorsement on November 30th, 2023, SVCA staff will draft a cost apportionment agreement and associated schedules for the consideration of member municipalities, facilitating the implementation of SVCA's proposed stewardship program. Following indication of intent to commit from member municipalities, SVCA staff would allocate funds within the budget, targeting the launch of the stewardship program in 2025.

6.2 Stakeholders and their Roles and Responsibilities

Saugen Valley Conservation Authority (SVCA)

SVCA bears the primary responsibility for executing the Stewardship Program. This includes

planning, administration, approvals, labour, communication, and reporting. Additionally, SVCA will continue to seek out and apply for additional revenue streams, such as environmental grants and partnerships, to supplement the funding received through municipalities.

Municipal Governments

Municipal governments play a critical role in providing the bulk of the funding through cost apportioning agreements, which is essential for the continuation and effectiveness of SVCA's Stewardship Program. Municipal governments can also contribute by promoting the program's objectives within their jurisdictions and supporting initiatives that align with environmental stewardship, such as agricultural best management practices. Municipalities may also be able to assist in obtaining funding for specific grants related to stewardship activities.

6.3 Potential Barriers to Implementation

The complexity of watershed management across municipal boundaries, will be addressed through effective coordination and collaboration.

7. Financial Analysis

Staffing for the stewardship program would be one full-time staff member, a Stewardship Technician. The estimated cost for the salary and basic operational expenses for the position is projected to be approximately \$165,000 per annum. The complete financial requirements for SVCA's proposed Stewardship Program depend on the scope of individual projects. However, the return on investment is potentially significant, including improved ecological health, agricultural productivity, and community engagement. Staff from the Forestry and Lands department will assist the stewardship technician as required.

7.1 Cost of Proposed Solution

Fees supporting the Stewardship Program would be apportioned to municipalities using the modified current value assessment method as this is a watershed-wide program that benefits all municipalities and residents.

7.2 Return on Investment (ROI) Analysis

Benefits of a healthy watershed significantly outweigh the investment; there is a high Return on Investment (ROI) in terms of environmental, health, maintenance of natural assets, and economic benefits.

8. Critical Assumptions and Dependencies

8.1 List of Assumptions Made in the Business Case

One of the crucial assumptions of this business case is that municipal funding will continue through cost apportioning agreements. Funding apportionment would increase annually as it would with the levy. This funding would allow the proposed Stewardship Program to be maintained consistently over the long term.

The second assumption that is made is that project funding will be successfully acquired to allow for the completion of proposed projects.

8.2 Key Dependencies for Successful Execution

The effective execution of stewardship programs depends on initial sustained support and funding from municipalities as well as key partners, demonstrating the crucial role of shared

understanding and commitment. Equally important is the proficient implementation by SVCA, whose technical expertise and effective management play a pivotal role in achieving the desired outcomes.

9. Conclusion

In conclusion, SVCA's proposed Stewardship Program seeks the understanding and financial support of our municipal partners. It is important to note that while the program shows promise in fostering environmental stewardship and community engagement, it still has room for improvement and growth. Commitment from municipalities is vital for enhancing the program's overall efficacy and reach. It is through this collaborative endeavour that we can sustainably manage our shared natural assets/ resources and work towards the common goal of preserving our environment for future generations.



Saugeen Valley Conservation Authority

Minutes – Agricultural Advisory Committee

Date: Tuesday June 6, 2023, 1:30 p.m.
Location: Electronic via Zoom
Chair: Dave Myette
Members present: Chris Cossitt, Bruce Federation of Agriculture
Les Nichols, Bruce Federation of Agriculture
Paul Wettlaufer, Grey Federation of Agriculture
Allan Willits, Huron Federation of Agriculture
Meg Roberts, National Farmers Union
Katie Normet, Wellington Federation of Agriculture
Kevin Eccles, SVCA Authority Member
Steve McCabe, SVCA Authority Member
Mike Niesen SVCA Authority Member
Absent: Karen Gorman, Grey County Federation of Agriculture
Others present: Jennifer Stephens, General Manager/Secretary Treasurer
Janice Hagan, Recording Secretary

Jennifer Stephens called the meeting to order at 1:30 p.m.

1.0 Opening remarks and introductions

Jennifer welcomed the members of the new Agriculture Advisory Committee, and each member was given the opportunity to introduce themselves.

2.0 Appointment of Chair for 2023

Motion #AAC23-01

Moved by Steve McCabe

Seconded by Kevin Eccles

THAT Dave Myette be appointed Chair of the Agricultural Advisory Committee for 2023.

Carried

3.0 Adoption of agenda

Motion #AAC23-02

Moved by Les Nichols

Seconded by Paul Wettlaufer

THAT the agenda for the Agricultural Advisory Committee, June 6, 2023, be adopted as circulated.

Carried

4.0 Declaration of pecuniary interest

There were no declarations of pecuniary interest relative to any item on the agenda.

5.0 New business

5.1 Terms of Reference

The committee reviewed the Terms of Reference and there were no recommended changes. The committee requested that the SVCA Administrative Bylaws be circulated to the members. It was noted that per the Terms of Reference, a Vice-Chair should be appointed. Katie Normet was nominated by Steve McCabe, and she agreed to accept the position.

Motion # AAC23-03

Moved by Mike Niesen

Seconded by Steve McCabe

THAT the Terms of Reference for the Agricultural Advisory Committee be approved as circulated.

Carried

5.2 Agricultural Advisory Committee Member-at-Large appointment

There were two (2) applicants for the position of Member-at-Large, and their expressions of interest were circulated without identifying the individuals. Applicant #1 was selected by a majority vote. Jennifer Stephens will circulate the name of Applicant #1 to the committee.

6.0 2023 Meeting dates

As per the Terms of Reference, meetings are to be scheduled in March, June, September, and December. The committee will schedule the following dates:

- September 8, 2023
- December 8, 2023
- March 8, 2024
- June 7, 2024
- September 6, 2024
- December 6, 2024

The Recording Secretary will circulate a calendar invitation to hold those dates for 2023 and 2024.

7.0 Other business

The Committee proposed various topics for discussion at future meetings including:

- Drainage
- Environmental hazard lands
- Agricultural environment and challenges
- Areas prone to soil erosion
- Policy development
- Impacts of population growth and development on agricultural lands
- Impacts of Bill 23
- Discussion of Bill 97 regarding severences
- Phosphorous leaching
- Water monitoring information

There being no further business, the meeting was adjourned at 2:56 p.m. by a motion from Les Nichols and Paul Wettlaufer.

Dave Myette
Chair

Janice Hagan
Recording Secretary



Saugeen Valley Conservation Authority

Executive Committee

Minutes

Date: Thursday October 5, 2023, 9:00 a.m.
Location: Electronic via Zoom
Chair: Barbara Dobreen
Members present: Paul Allen, Steve McCabe, Dave Myette
Members absent: Tom Hutchinson
Staff present: Matt Armstrong, Erik Downing, Janice Hagan, Laura Molson

Chair Dobreen called the meeting to order at 9:05 a.m.

1. Adoption of agenda

Motion #EC23-48

Moved by Paul Allen

Seconded by Dave Myette

That the agenda for the Executive Committee meeting be adopted as circulated.

Carried

2. Declaration of pecuniary interest

There were no declarations of pecuniary interest relative to any item on the agenda.

3. Adoption of minutes – September 5, 2023

Motion #EC23-49

Moved by Paul Allen

Seconded by Barbara Dobreen

That the minutes of the Executive Committee meeting, September 5, 2023, be adopted as circulated.

Carried

4. Matters arising from the minutes

4.1 Outstanding department initiatives

Erik Downing reviewed the updated list of outstanding projects and initiatives as presented. The Committee discussed various priority items and gave staff direction to continue addressing priorities and report to the Executive Committee as items are completed.

Motion #EC23-50

Moved by Dave Myette

Seconded by Paul Allen

THAT the General Manager/Secretary Treasurer (Acting) continue to work with Managers and Coordinators to address priority items for each department and for SVCA.

Carried

5. New business

5.1 Draft Budget communication

Staff presented comments for standard language that Directors could use at council meetings when discussing the SVCA draft budget and explanations for levy increases. The committee directed staff to simplify the wording and circulate to the Executive committee for review in advance of the Authority meeting. Wording should emphasize provincial funding and potential freezing of fees.

Steve McCabe joined the meeting at 9:55 a.m.

6. Closed session In Camera – to discuss personal matters about identifiable individuals

Motion #EC23-51

Moved by Dave Myette

Seconded by Steve McCabe

THAT the Executive Committee move into Closed Session, In Camera to discuss matters related to personal matters about identifiable individuals; and further

THAT Erik Downing, Matt Armstrong, Laura Molson, and Janice Hagan remain in the meeting as required.

Carried

Motion #EC23-54

Moved by Paul Allen

Seconded by Dave Myette

THAT the Executive Committee adjourn from Closed Session, In Camera and rise and report.

Carried

Chair Dobreen reported that the Executive Committee only discussed those items as declared and that Staff will proceed as directed in the Closed Session.

7. Next meeting and adjournment

The next Executive Committee meeting will be rescheduled to Monday November 6, 2023, 9:00 a.m.

There being no further business, the meeting was adjourned at 9:55 a.m. by motion from Steve McCabe and Paul Allen.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary

November 17, 2023

Please be advised that during the regular Council meeting of November 14, 2023 the following motion regarding support for the Province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, storm water management systems, and certain water taking activities was carried:

RESOLUTION NO. 2023-569

DATE: November 14, 2023

MOVED BY: Councillor Maynard

SECONDED BY: Councillor Roberts

WHEREAS the Municipality, in support of the Quinte Conservation Authority, actively supports the Source Water Protection Program, as part of local efforts to implement the Clean Water Act, 2006 and its regulations to protect local municipal drinking water sources;

AND WHEREAS the Ministry of the Environment, Conservation and Parks (MECP) is proposing to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities;

AND WHEREAS In 2018, Bill 68, the Open for Business Act was passed, whereby it legislated that less complex activities that pose low-risk to the environment should not be required to go through the approval process and instead, should self-register on the Environmental Activity and Sector Registry (EASR);

AND WHEREAS Quinte Conservation Authority has outlined in their October 24, 2023 report to their Board, that the activities proposed to move to the EASR may pose too much risk to drinking water, and can pose threats to human health and the environment;

AND WHEREAS Quinte Conservation Authority noted the source water protection concern generally lies in the fact the Ministry will no longer undertake an up-front detailed review of applications related to the specified activities, thereby potentially weakening regulatory oversight;

AND WHEREAS the specified activities, which have the potential to cause significant adverse impacts to the natural environment and human health will no

longer be subject to public and site-specific scrutiny prior to commencing operation in Ontario;

THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Prince Edward County supports the concerns outlined by Quinte Conservation Authority and urges the Provincial government to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, stormwater management systems, and certain water taking activities; and

THAT this resolution be sent to Premier Doug Ford, Todd Smith, Bay of Quinte M.P.P. and Andrea Khanjin, Minister of the Environment, Conservation and Parks; and

THAT this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), The Eastern Ontario Wardens' Caucus (EOWC) and all Ontario Conservation Authorities.

CARRIED

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Roberts, Councillor Maynard and Marcia Wallace, CAO



Report 7.6 – News Articles for Members’ Information

[SVCA board approves draft 2024 budget in principle](https://midwesternnewspapers.com/svca-board-approves-draft-2024-budget-in-principle)

(<https://midwesternnewspapers.com/svca-board-approves-draft-2024-budget-in-principle>)

Midwestern Newspapers, October 25, 2023

[SVCA to hold public information session on Floodplain Mapping study](https://cknxnewstoday.ca/news/2023/11/02/svca-to-hold-public-information-session-on-floodplain-mapping-study)

(<https://cknxnewstoday.ca/news/2023/11/02/svca-to-hold-public-information-session-on-floodplain-mapping-study>)

CKNX News Today, Nov 2, 2023

2024 Corporate Services Budget

Program Area	Provision	Description	Legislation	Category	2023	2024	Agreement
Administration, Finance, HR	Corporate services	Administrative, human resources, employee health and safety, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of the CA.	Enabling Service	1	\$708,500	\$841,800	No
	Financial services	Accounting and payroll.	Enabling Service	1			No
	Legal expenses	Costs related to agreements/contracts, administrative by-law updates or other similar legal expenses.	Enabling Service	1			No
	Governance	Supporting CA Board of Directors, Advisory Committees, and the office of the GM/S-T.	Enabling Service	1			No
	Asset management	Asset management planning, facilities, fleet, and property management.	Enabling Service	1			No
Communications	Natural hazards communications, outreach, and education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Inclusive of public events, materials, social media services, and general media relations.	Reg. 686/21 s.1(2) Reg. 686/21 s.1(3)3,4	1	\$125,000	\$127,200	No
	Communications and marketing	General communications and marketing support for the CA.	Enabling Service	1			No
	Education and community events	Public education, community event development, execution, and support.	Reg. 686/21 s.1(2) Reg. 686/21 s.1(3)3,4	1			No
	Public awareness and communications	General communications, marketing and awareness campaigns for non-mandatory programs and services (support for private forestry/planting, education, stewardship).	CAA s.21(1)(q)	3	\$7,100	\$7,100	Yes
Environmental Education	Curriculum delivery	Program development and delivery.	CAA s.21(1)(a) & (q)	3	\$94,550	\$0	Yes
	Day camp programming	Program development and execution for summer and PA Day camp programs.	CAA s.21(1)(a) & (q)	3			Yes
	Day camp programming	Program development and execution for summer day camp programs with the Town of Hanover.	CAA s.21(1)(a) & (q)	2	\$6,300	\$0	Yes
GIS/IT/IM	Information technology & management / GIS	Data management, records retention. Development and use of systems to collect and store data and to provide geospatial representations of data.	Reg. 686/21 s.1(3)	1	\$179,600	\$199,800	No
	Natural hazards technical Studies and information management	Data collection and study of designs to mitigate natural hazards. Development and use of systems to collect and store data and to provide geospatial representations of data.	Reg. 686/21 s.5(1)1 Reg. 686/21 s.9(1)2	1			No
				TOTAL	\$1,121,050	\$1,175,900	

Category of Program or Service – Corporate Services	2024 Levy Cost
Category 1: Mandatory Programs and Services	\$928,800
Category 2: Non-mandated program or service delivered to municipality as requested through an agreement or Memorandum of Understanding	\$0
Category 3: Programs and services that are either not receiving any municipal funding or services that are cost-apportioned with municipalities – other than Category 1 or 2 services	\$0
TOTAL	\$928,800

2024 Environmental Planning and Regulations Budget

Program Area	Provision	Description	Legislation	Category	2023	2024	Agreement
Environmental Planning	Section 28.1 - permit administration and compliance activities	Reviewing and processing permit applications, associated technical reports, conducting site inspections, communication with applicants, agents, and consultants. Investigation and enforcement of regulatory compliance.	Reg. 686/21 s.8	1	\$1,184,300	\$1,132,300	No
	Review under other legislation	Input to the review and approval processes under other applicable law, with comments principally related to natural hazards, wetlands, watercourses, and Section 28 permit requirements.	Reg. 686/21 s.6	1			No
	Municipal plan input and review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Condominium, Site Plan Approvals, Consents, Minor Variances, etc.) and input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of MNDMNRF.	Reg. 686/21 s.7	1			No
	Technical studies and policy review	Studies and projects to inform natural hazards management programs including floodplain management, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, floodplain policy, and Lake Huron shoreline management.	Reg. 686/21 s.1	1			No
				TOTAL	\$1,184,300	\$1,132,300	

Category of Program or Service – Environmental Planning & Regulations	2024 Levy Cost
Category 1: Mandatory Programs and Services	\$31,800
Category 2: Non-mandated program or service delivered to municipality as requested through an agreement or Memorandum of Understanding	\$0
Category 3: Programs and services that are either not receiving any municipal funding or services that are cost-apportioned with municipalities – other than Category 1 or 2 services	\$0
TOTAL	\$31,800

2024 Forestry and Lands Budget

Program Area	Provision	Description	Legislation	Category	2023	2024	Agreement
Conservation Lands	Strategy for CA owned or controlled lands and management plans	Guiding principles, objectives, including for an authority's land acquisition and disposition strategy, land use categories on conservation authority owned land, recommended management principles for different land categories.	Reg. 686/21 s.9(1)1	1	\$43,500	\$43,500	No
	Development and maintenance of a land inventory	Development and maintenance of an inventory of every parcel of land that the Authority owns or controls including, location, surveys, site plans, maps, acquisition date, and how the parcel was acquired.	Reg. 686/21 s.9(1)3	1	\$43,500	\$43,500	No
	Section 29 Minister's regulation for CAs	Conservation areas enforcement and compliance.	Reg. 686/21 s.9(1)4	1	\$501,900	\$564,925	No
	Management, operation, and maintenance of CA owned lands	Management and maintenance of CA owned lands including stewardship, restoration, and ecological monitoring.	Reg. 686/21 s.9(1)2	1			No
	Passive recreation use, infrastructure and management planning	Management and maintenance of CA owned recreational assets including trails, parking, washroom facilities, pavilions, and other capital assets.	Reg. 686/21 s.9(1)1	1			No
	Land acquisition and disposition policy	The development of one or more policies governing land acquisitions and land dispositions.	Reg. 686/21 s.9(1)1	1			No
	Forestry – hazard tree and biodiversity management	Management of hazard/diseased trees and the management of biodiversity and invasive species on CA owned lands.	Reg. 686/21 s.9(1)2	1			No
	Campgrounds on CA owned land	Management, operation, and maintenance of campgrounds on CA owned land.	CAA s. 21(1)(m)	3	\$1,199,480	\$979,600	No
	Land acquisition and disposition	Acquisition and management of lands containing important natural heritage features or strategically aligned with existing CA land holdings. Disposition of lands considered surplus to the vision, mandate, and strategic goals of the CA.	CAA s.21(1)(c)	3	Variable	Variable	Yes
	Land lease and agreement management	Management of current and future land leases and property agreements. These leases and agreements help drive land-based revenues to offset the costs associated with management and maintenance of CA land holdings.	CAA s.21(1)(c) & (d)	3	\$20,300	\$25,100	No
Forestry	Forestry – forest management operations on CA owned lands	Forestry services, planting and/or woodlot management on CA owned land.	Reg. 686/21 s.9(1)2	1	\$214,580	\$303,600	No
	Forestry – for private landowners	Forestry services and/or woodlot management for private landowners. Reforestation, tree sales, management planning, MFTIP, advice, tree marking.	CAA s.21(1)(g) & (o)	3	\$194,000	\$225,000	No
Stewardship	Watershed stewardship and restoration	Apply for and manage external funding, promote private land stewardship, outreach, provide advice and design assistance to property owners.	CAA s.21(1)(g) & (o)	3	\$1,870	\$0	Yes
Fleet	Fleet	Management and maintenance of CA fleet.	Enabling service	1	\$181,000	\$285,500	No
				TOTAL	\$2,400,130	\$2,470,725	

Category of Program or Service – Forestry and Lands	2024 Levy Cost
Category 1: Mandatory Programs and Services	\$885,825
Category 2: Non-mandated program or service delivered to municipality as requested through an agreement or Memorandum of Understanding	\$0
Category 3: Programs and services that are either not receiving any municipal funding or services that are cost-apportioned with municipalities – other than Category 1 or 2 services	\$0
TOTAL	\$885,825

2024 Water Resources Budget

Program Area	Provision	Description	Legislation	Category	2023	2024	Agreement
Core Watershed Based Resource Management Strategy	Develop and implement a strategy for the CA	Collate/compile existing resource management plans, watershed plans, studies, and data. Strategy development. Implementation and reporting.	Reg. 686/21 s.8, Reg. 686/21 s.12(1)3, Reg. 686/21 s.12(4)	1	-	-	No
Water Management	Ice management plan	Determine how ice within the jurisdiction may increase the risk of natural hazards. Outline risk mitigation. Develop and implement plan.	Reg. 686/21 s. 4	1	-	-	No
	Water and erosion infrastructure asset management plan	Develop and implementation of plan. Annual reporting.	Reg. 686/21 s.5	1	-	-	No
	Flood forecasting and warning	Daily data collection and monitoring of weather forecasts, provincial & local water level forecasts and watershed conditions; including flood event forecasting. Flood warning and communications. Maintenance of equipment.	Reg. 686/21 s.2	1	\$275,800	\$271,050	No
	Low water response	Conditions monitoring/analysis. Technical & administrative support to the Water Response Team.	Reg. 686/21 s.3	1	\$926,750	\$743,900	No
	Water and erosion infrastructure operational plan	Develop and implementation of plan. Annual reporting.	Reg. 686/21 s.5	1			No
	Flood and erosion control infrastructure	Maintenance and inspection on flood and erosion control structures, as required. Including projects dependent on Water and Erosion Control Infrastructure (WECI) funding from the province and from municipal partners.	Reg. 686/21 s.5	1			No
	Technical studies and policy review	Studies and projects to inform natural hazards management programs including floodplain management, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, floodplain policy, and Lake Huron shoreline management.	Reg. 686/21 s.1	1			No
	Category 2 programs and services	Programs and services provided by a CA on behalf of a municipality.	Reg. 687/21	2			\$0
Drinking Water Source Protection	Source protection authority role as set out in the <i>Clean Water Act</i>	Source Protection Area and Region liaison, technical support, support to the source protection committee, preparation of reports and attendance at meetings, activities required by the <i>Clean Water Act, 2006</i> and its regulations.	Reg. 686/21 s.13	1	\$6,450	\$6,450	No
Watershed Monitoring	Provincial Water Quality Monitoring Network (PWQMN)	50+ year CA/MECP partnership for stream water quality monitoring. CA takes water samples; MECP does lab analysis and data management.	Reg. 686/21 s.12(1)2, Reg. 686/21 s.12(3)	1	\$30,000	\$30,240	No
	Provincial Groundwater Monitoring Network (PGMN)	20+ year CA/MECP partnership for groundwater level and quality monitoring. CA maintains equipment, data transfer to MECP, water sampling; MECP provides equipment, standards, data management.	Reg. 686/21 s.12(1)1 Reg. 686/21 s.12(2)	1			No
	SVCA Water Quality Monitoring Network – chemistry	Surface water quality sampling and reporting over 15 sites.	CAA s.21(1)(a)	3	\$119,050	\$93,310	Yes
	SVCA Water Quality Monitoring Network - benthic	Benthic collection and reporting at 20 sites. 20+ year CA/MECP partnership in the Ontario Benthos Biomonitoring Network.	CAA s.21(1)(a)	3			Yes
	Conservation Ontario Watershed Report Cards	A plain language, data driven reporting document released every 5 years describing watershed conditions in a CA.	CAA s.21(1)(a)	3			Yes
TOTAL					\$1,358,050	\$1,172,740	

Category of Program or Service – Water Resources	2024 Levy Cost
Category 1: Mandatory Programs and Services	\$441,046
Category 2: Non-mandated program or service delivered to municipality as requested through an agreement or Memorandum of Understanding	\$0
Category 3: Programs and services that are either not receiving any municipal funding or services that are cost-apportioned with municipalities – other than Category 1 or 2 services	\$0
TOTAL	\$441,046

2024 Saugeen Valley Conservation Authority Budget

Category of Program or Service – Summary	Levy	Self Generated	Reserves	Cost Apportioning	Special Levy	Other
Category 1: Mandatory Programs and Services	\$2,287,471	\$1,561,910	\$221,586	\$0	\$302,948	\$219,850
Category 2: Non-mandated program or service delivered to municipality through an agreement	\$0	\$0	\$0	\$0	\$43,100	\$0
Category 3: Programs and services are cost-apportioned with municipalities	\$0	\$1,187,400	\$68,600	\$100,410	\$0	\$0
TOTAL	\$2,287,471	\$2,749,310	\$290,186	\$100,410	\$346,048	\$219,850
TOTAL 2024 BUDGET		\$5,993,275				

2024 Budget by Municipality

Municipality	2023 Levy	2024 Levy	Levy \$ Change	2024 Cost Apportioning
Municipality of Arran-Elderslie	\$51,937	\$56,962	\$5,025	\$2,500
Municipality of Brockton	\$178,827	\$196,379	\$17,552	\$8,620
Township of Chatsworth	\$62,008	\$67,958	\$5,950	\$2,983
Municipality of Grey Highlands	\$89,868	\$98,630	\$8,762	\$4,329
Town of Hanover	\$135,498	\$148,386	\$12,888	\$6,514
Township of Howick	\$5,565	\$6,124	\$559	\$269
Township of Huron-Kinloss	\$114,758	\$126,807	\$12,049	\$5,566
Municipality of Kincardine	\$362,257	\$398,215	\$35,958	\$17,480
Town of Minto	\$56,271	\$62,218	\$5,947	\$2,731
Municipality of Morris-Turnberry	\$4,184	\$4,359	\$175	\$191
Town of Saugeen Shores	\$435,734	\$483,041	\$47,307	\$21,203
Municipality of South Bruce	\$100,286	\$111,578	\$11,292	\$4,898
Township of Southgate	\$141,332	\$162,742	\$21,410	\$7,144
Township of Wellington North	\$81,626	\$89,834	\$8,208	\$3,943
Municipality of West Grey	\$251,064	\$274,237	\$23,173	\$12,038
TOTAL	\$2,071,215	\$2,287,471	\$216,256	\$100,410

Staff Report: Category 2 Agreements

Report To: Chair and Directors, Saugeen Valley Conservation Authority
From: Ashley Richards, Communications Coordinator, Corporate Services
Date: November 30th, 2023
Subject: Saugeen Valley Conservation Authority Programs and Services
Purpose: To seek resolution to execute Category 2 agreements.

Recommendation

THAT the Board of Directors authorizes staff to proceed with the execution of Category 2 Agreements on behalf of the Authority.

Background

Category 2 agreements are formed if any project (e.g., water and erosion control infrastructure) that SVCA has historically partnered in the inspection and maintenance of are: owned in whole or in part by the municipality, have a license to operated held by the municipality, or cross a municipal roadway.

The SVCA Executive Committee directed staff to propose agreements to respective municipalities concerning the Hanover Dam, Penetangore River Diversion, Port Elgin Erosion Control, Mount Forest Dam, and Neustadt Dam. These Category 2 agreements pertain to the maintenance and inspection of the infrastructure for a duration of five years, with the intent to hand over full responsibility to municipality at the end of the agreement term, with a clause noting that capital projects will not be undertaken by SVCA staff unless requested and approved by the SVCA Board of Directors. (SVCA Executive Committee Motion EC23-43).

The Executive Committee endorsed the Category 2 agreement and release agreement. (SVCA Executive Committee Motion EC23-47).

Packages were circulated to the affected municipalities, and meetings held with all five. Two municipalities have had their councils approve motions to execute the agreements. It is expected that more will follow, and it is also acknowledged that some may not choose to sign.

Staff were further directed to offer agreements related to Paisley Flood Control Works, Walkerton Flood Control Project, Inverhuron Flood Control Project, Riggins Erosion Control, Southampton Erosion Control Project, and the Neustadt Flood Control Works – Neustadt Creek, for a duration of 5 or more years. An extended duration was proposed to acknowledge existing SVCA responsibilities through registered easements. Saugeen Conservation staff are currently engaging with the municipalities involved in these projects to discuss the agreements.

Analysis

A resolution of the SVCA Board of Directors is required to execute and bind Category 2 Agreements. Feedback regarding these agreements has been favorable so far. Category 2 Agreements are expected to be finalized and operational by the end of the first quarter in 2024. This timing aligns with SVCA's billing cycle and corresponds with the period when inspection and maintenance of these structures typically begin. Confirmation of SVCA's request for an extension to the Ministry of Natural Resources and Forestry has yet to occur.

Financial Implications

There will be legal fees associated with the preparation and execution of these individual agreements. The legal fees are unknown at this time.

Legal fees related to these projects were approved to an upset limit of \$20,000 to come from Working Capital Reserves. (SVCA Board Motion G23-58).

All costs identified in the Category 2 agreements would be borne by the signing municipality.

Prepared by:

< [Original signed by:]>

Ashley Richards, Communications Coordinator

Approved by:

< [Original signed by:]>

Erik Downing, General Manager / Secretary-Treasurer (Acting)

Staff Report: Category 3 Agreements update

Report To: Chair and Directors, Saugeen Valley Conservation Authority
From: Ashley Richards, Communications Coordinator, Corporate Services
Date: November 30th, 2023
Subject: Saugeen Valley Conservation Authority Programs and Services
Purpose: To seek resolution to execute Category 3 agreements pertaining to the Water Quality Program and associated communications.

Recommendation

THAT the SVCA Board of Directors authorizes staff to proceed with execution of all fifteen Category 3 Agreements pertaining to the Water Quality Program and associated communications, on behalf of the Authority.

Background

Category 3 agreements enable conservation authorities to continue non-mandatory programs and services that further the conservation, restoration, development, and management of natural resources.

The SVCA Board of Directors Motion G23-42 indicated that all member municipalities participate in order for all or any Category 3 programs or services to continue. Staff were directed to commence negotiations with watershed municipal councils (Motion G23-69). Through motions and bylaws, all fifteen member municipalities have agreed to participate in SVCA's Water Quality Program and associated communications offered through Category 3 Cost Apportioning Agreements.

Analysis

An SVCA Board of Directors resolution is required to execute and bind Category 3 Agreements.

Financial Implications

All costs identified in the Category 3 Agreements pertaining to Water Quality and associated communications, would be borne by the signing municipalities.

Prepared by:

< [Original signed by:] >

Ashley Richards, Communications Coordinator

Approved by:

< [Original signed by:] >

Erik Downing, General Manager / Secretary-Treasurer (Acting)

Staff Report: Dispute of Violations

To: Chair and Members, Saugeen Valley Conservation Authority
From: Matt Armstrong, Manager, Environmental Planning and Regulations (Acting)
Date: November 30, 2023
Subject: Dispute of violations
Purpose: To outline how a violation may be disputed where SVCA is not pursuing legal action.

Recommendation

THAT staff be directed to indicate to those accused of committing a violation where legal action will not be pursued, about the opportunity to dispute a violation to the SVCA General Manager/Secretary-Treasurer, and if not satisfied, to request a delegation to the Board of Directors.

Analysis

Violations of SVCA's Regulation (Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation) are managed by SVCA staff in accordance with the Environmental Planning and Regulations Policies Manual and Violations Strategy. At the October 19, 2023, SVCA Board Meeting, Amended Motion #G23-101 directed staff to outline the process by which a violation could be disputed by the accused where legal action is not being pursued by SVCA. The need for a defined approach is the result of violations not being eligible for Section 28 Hearings.

Proposed Approach

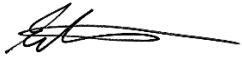
SVCA's Violations Strategy outlines when staff will bring a violation to the Board to consider pursuing legal action. The majority of violations are not brought to the Board and are left to staff to work with the accused towards resolution. If the accused refuses to resolve a violation and staff do not recommend legal action, SVCA will attempt to 'close' the matter by sending the accused a letter indicating that the violation will not be pursued further and can be resolved in the future via voluntary compliance. If the accused is not satisfied with this approach they may request to speak with management, and if still not satisfied, they would be informed of the option to request a delegation to the SVCA Board of Directors. In this latter scenario, the General Manager/Secretary-Treasurer would confirm the meeting date with all parties and ensure EPR staff are available to discuss the file when the delegation takes place.

Written By:

A handwritten signature in black ink, appearing to be 'MA', written on a light gray rectangular background.

Matt Armstrong, Manager, Environmental Planning and Regulations (Acting)

Approved By:

A handwritten signature in black ink, appearing to be 'ED', written on a light gray rectangular background.

Erik Downing, General Manager/Secretary-Treasurer (Acting)



2024 Proposed Fee Schedule

Schedule A – Planning and Regulations Fees

Planning and Regulations (HST not applicable)	2023 \$ Rates	2024 \$ Rates
Application to alter a watercourse:		
Minor Works	493	535
Standard Works	850	1080
Major Works	2,000	2,425
Complex Works	4007	4850
Application to alter a regulated area:		
Minor Works	493	535
Standard Works	850	1080
Major Works	2,000	2,425
Complex Works	4,007	4,850
Other Works		
Accessory Building	280	305
Secondary Building or Structure	280	305
Exempt Works	No permit or fee required	No permit or fee required
Other permit related fees		
Permit renewals (one year extension) and amendments	130	210
Municipal Projects (including Counties)	Regular applicable fee	Regular applicable fee
Works commenced without permission (violation)	2 times applicable fee	2 times applicable fee
Property clearance fee	160	220
Rush property clearance fee	275	380

Planning and Regulations (HST not applicable)	2023 \$ Rates	2024 \$ Rates
Stormwater Management Plan Review Fee per lot or large block (surcharge)	135	140
Specific Property Inquiry (fees apply to all consultant requests for information)		
Verbal general response	No fee	No fee
File initiation and specific response	116	135
Letter specific response	280	325
Letter specific response and site inspection	493	535
Large development area proposal (greater than 1 ha)	920	1070
Verification of hazard boundary (including request by CBO)	Same fee as property inquiries	Same fee as property inquiries
Municipal and county inquiries	Same fee as property inquiries	Same fee as property inquiries
Aggregate proposal	4,678	5,195
Environmental Assessment Review		
Class A (Minor)	440	720
Class B (Major)	795	1,450
Class C		2,385
New Municipal Drain Review		
New Municipal Drain Review	920	1,310
Maintenance Review (no site review)	280	300
Maintenance Review (site review required)	493	550
Engineering Report Review		
Geotechnical, Coastal Study, Environmental Impact Study, or Floodplain Analysis, per report when not accompanied by a planning application or a Complex Application review fee.	594	760
Other Projects		
Commercial Renewable Energy Project	2 times applicable permit application review fee	2 times applicable permit application review fee
Conservation project (intended to protect or enhance the natural environment and is proposed by a recognized conservation or environmental organization)	One-half of applicable permit application review fee	One-half of applicable permit application review fee

Planning and Regulations (HST not applicable)	2023 \$ Rates	2024 \$ Rates
Floodplain Mapping Review Fee	SVCA engineering consultant fee plus 20%	SVCA engineering consultant fee plus 20%
Professional Services or Expert Witness Fee	Rate per hour = Payroll costs x 2 (plus disbursements)	Rate per hour = Payroll costs x 2 (plus disbursements)
Planning Fees		
Zoning By-Law Amendment	181	560
Official Plan Amendment	196	565
Severances	269	600
Minor Variance	198	315
Subdivision/Condominium within a Regulated area	1758	2585
Subdivision/Condominium outside a Regulated area	1758	2335
Plan Review Fee/ lot or large block (Multi Lot Development)	139	140
Site Plans		
Site Plan – Single Lot Residential/Minor Non-Residential	211	575
Site Plan – Multi Lot Residential/Major Non-Residential	211	1730
Technical Reviews		
Scoped Site	205	570
Full Site	205	915
Pre-consultation Fee		
Pre-consultation	118	135
Map and Air Photo Products		
Photocopies maps/air photos	18	35
Emailed Air Photos & Other Map Products	41	40
Bulk Orders for Air Photos, Photo base, Maps, Related Map Products, Large Format Copies	1-9 items - standard fee (no reduction) over 9 items - standard fee reduced by 10%	1-9 items - standard fee (no reduction) over 9 items - standard fee reduced by 10%

Schedule B – Camping and Park Fees (2024 Rates approved September 21, 2023)

Camping and Park Fees (Including HST)	2023 \$ Rates	2024 \$ Rates
Serviced Campsites		
Daily (overnight) serviced sites	50	55
Weekly serviced site	300	330
Monthly full serviced site**	970	1230
Full serviced seasonal*	2716	2942
Full serviced prime seasonal*	3089	3315
Prime transient (overnight)	-	60
Non-Serviced Campsite		
Daily (overnight) non-serviced site	41	46
Weekly non-serviced site	246	276
Monthly non-serviced site	745	1045
Non-serviced seasonal	1863	2030
Other Campground Fees		
Additional overnight guest (over 12 years of age)	7	7
Additional overnight vehicle	13.50	14
Cancellation/change fee (longer bookings will be charged additional fee)	15	15
Control Card	25	25
Dumping Fee	20	25
Firewood (/bag)	10	10
Group camping per night (includes one vehicle)	110 site fee plus 7/person	125 site fee plus 8/person
Ice	3.50	4
Overdue accounts/late payment fee	75 flat fee plus 25/week late	75 flat fee plus 25/week late
Campsite clean up or late payment fee	150	150
Off Season daily camping-serviced or non-serviced site	41	46
Reservation fee	16.20	16
Seasonal visitor/vehicle fee	95	95
Trailer storage	250	275

Camping and Park Fees (Including HST)	2023 \$ Rates	2024 \$ Rates
Youth Group camping (person/night)	7	8
Canoe Rentals		
Deposit	50	50
Daily (Saugeen Bluffs)	42	42
Horse Camping		
Daily - No Corrals	48	52
Daily - 2 Corrals	64	69
Daily - Bunkie, 2 Corrals	91	98
Weekly - No Corrals	288	311
Weekly - 2 Corrals	384	415
Weekly - Bunkie, 2 Corrals	546	590
Seasonal - No Corrals	2355	2544
Day Use Horse Trail Pass - Individual	10	12
Seasonal Equestrian Membership Pass (Allan Park, Kinghurst, & Saugeen Bluffs) includes non-equestrian use of all other SVCA properties		95
Damage/Cleaning Fee	150	150
Extra guest with horse	32	35
Event Ring – full day	110	120
Day Use Fees		
Adult	5	5
Child 5-12 years	3	3
Child under 5	Free	Fee
Maximum per vehicle	13.50	13.50
Seasonal membership (All parks, non-equestrian)	55	55
Day use per bus	87.25	Determined on per case basis
Cross country runs per person	3	Determined on per case basis
Shelter Fees		
Pavilion rental includes hydro & daily admission Durham CA/Saugeen Bluffs CA	150	150

Camping and Park Fees (<i>Including HST</i>)	2023 \$ Rates	2024 \$ Rates
Sutherland Centre - Saugeen Bluffs CA full day	170	170
Sulphur Spring picnic shelter	105	150
Cancellation Fee	30	30
Conservation Areas (non-camping revenue)		
Non-profit groups using parks for fundraising activities	Negotiable with permit	Negotiable with permit
Community sponsored celebrations	Voluntary donation/with permit	Voluntary donation/with permit

Schedule C – Forestry Services Fees

Forestry fees (<i>HST extra</i>)	2023 \$ Rates	2024 \$ Rates
Professional advice fee - all services - non-refundable	150	150
Forest management planning (MFTIP standards)		
Full plan preparation first 100 acres - price per acre	16	17
Full plan preparation acres after 100 - price per acre	8	9
Full plan preparation minimum fee	600	600
Plan upgrade and approval - call for estimate - per hour	90	90
Other services		
Marking per acre (includes tendering) minimum	65	65
Contract management (per visit) minimum \$300	165	165
Tree prices (per tree)		
Handling - Seedlings (per order)	130	210
Handling - Landscape (per tree)	2	2
Red Pine, White Pine, White or Norway Spruce, European Larch, Tamarack, White Cedar, hardwoods, speciality orders and landscape stock prices are all subject to availability, variation of price, and size between suppliers	To be determined	To be determined
Tree planting services		
Machine planting	0.60 (Minimum fee \$1,200)	0.65 (Minimum fee \$1,300)
Hand planting per tree - \$1,000.00 minimum fee	1 (Minimum fee \$1,000)	1.05 (Minimum fee \$1,050)
Vegetation control services		
Simazine spraying - per tree	0.40 (Minimum fee \$400)	0.45 (Minimum fee \$450)
Roundup spraying - per tree - \$600.00 minimum fee	0.60 (Minimum fee \$600)	0.65 (Minimum fee \$650)

Schedule D – Corporate Services

Corporate Services (<i>HST extra</i>)	2023 \$ Rates	2024 \$ Rates
GIS Services		
Pre-made maps (Minimum 3 copies)	19.50	20
Pre-made maps (24 x 36)	48	49.50
Custom made maps – PDF only, all available sizes (minimum 1 hour)	86/hr	88.75/hr
Custom made map 24 x 36 – printed copy (plus \$10 for orthophotography if required)	14.25	15.50
Custom made map 36 x 48 – printed copy (plus \$10 for orthophotography if required)	28.50	31
Custom made map - other size – printed copy (plus \$10 for orthophotography if required)	2.40/sq ft	2.60/sq ft
Shipping		
Folded maps	9.75	10
Rolled maps	12	12.50
Digital data requests		
Minimum fee	66	68
Tile (20 km x 20 km)	100	103
>20 tiles	1728	1783
Digital Orthophotography (Colour, 20 cm, or 30 cm resolution)		
1 km x 1 km tile	12	12.50
20 km x 20 km tile	92	95
Entire watershed	370	382
Water management data services (minimum 1 hour)		
Streamflow and weather data	86/hr	88.75/hr
Water quality data	86/hr	88.75/hr

Staff Report 2024 Meeting Schedules

Report To: Chair and Directors, Saugeen Valley Conservation Authority
From: Janice Hagan, Executive Assistant, Corporate Services
Date: November 30, 2023
Subject: 2024 Authority Meeting and Hearing Schedule

Recommendation

THAT the 2024 SVCA Authority meeting and Section 28 Hearing schedules be adopted as presented.

Background

Historically the Board of Directors for the Saugeen Valley Conservation Authority has held eight (8) regularly scheduled meetings per year on the third Thursday of the month as per the Administrative Bylaws, with Special meetings called as required. There has not been a practice of scheduling Section 28 Hearings ahead of time.

Analysis

Authority Meetings

The 2024 draft Authority Meeting Schedule is attached to this report. Meetings are scheduled for the 3rd Thursday of February, March, May, July, September, October, and November. The Annual Meeting in January is scheduled for the third Friday to allow invited guests to attend who normally are unavailable on Thursday.

Section 28 Hearings

In May 2023, the Authority Bylaws were amended to return Section 28 Hearings to full Board responsibility (Sec. B1-xv). Due to the potential length of time required to convene a Hearing, staff recommend that they be held separate from Authority meetings and that dates be scheduled at the beginning of the year to arrange specific times for the Hearings. Due to busy schedules predetermined Hearing dates and times will benefit SVCA Directors, Staff, landowners, and legal councils.

Staff recommend that 2024 Section 28 Hearing dates be scheduled for the same day as the Authority meeting beginning at 10:00 a.m. It is not anticipated that all dates will be required.

Prepared by:

[Original signed by:]

Janice Hagan, Executive Assistant, Corporate Services

Approved by:

[Original signed by:]

Erik Downing, General Manager / Secretary-Treasurer (Acting)

2024 Authority Meeting Schedule

Date	Time
Friday January 19 – Annual Meeting	1:00 p.m.
Thursday February 15	1:00 p.m.
Thursday March 21	1:00 p.m.
Thursday May 16	1:00 p.m.
Thursday July 18	1:00 p.m.
Thursday September 19 – Budget Review	1:00 p.m.
Thursday October 17	1:00 p.m.
Thursday November 21	1:00 p.m.

2024 Section 28 Hearing Schedule (if required)

Date	Time
Thursday February 15	10:00 a.m.
Thursday March 21	10:00 a.m.
Thursday May 16	10:00 a.m.
Thursday July 18	10:00 a.m.
Thursday September 19	10:00 a.m..
Thursday October 17	10:00 a.m.
Thursday November 21	10:00 a.m.

Report: Request for Endorsement

Report To: Chair and Directors, Saugeen Valley Conservation Authority
From: Matt Armstrong, Manager, Environmental Planning and Regulations (Acting)
Date: November 14, 2023
Subject: Request for Endorsement: Permits Issued
Purpose: To seek endorsement for permits issued pursuant to Ontario Regulation 169/06, as amended

Recommendation

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (#23-263 to 23-287), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Background

Saugeen Valley Conservation Authority (SVCA) staff issue permits in accordance with SVCA policies and then present them to the Board for endorsement at each Authority meeting.

The list below indicates the permits issued between October 11, 2023 and November 13, 2023.

Permit #	Location	Address	Proposed Works	Permit Type
23-287	Southampton	45 Island Street	The construction of a 300 square foot addition to the existing shed and associated entrance.	Regulated Area
23-286	Proton	Proton Con 2 SWTSR PT Lots; 224 and 225	Construction of an access route from 752331 Ida Street Dundalk Ontario to the adjacent property known as Southgate Meadows Phase 2 subdivision, including related filling and grading, all within the adjacent lands to a wetland.	Regulated Area
23-285	Holland	395681 Concession 2, Lot 53, Con 3 EGR	The construction of a 1664 square foot detached garage and associated entrance with related grading, filling, and excavation.	Regulated Area
23-284	Artemesia	465265 12th Concession A and 465215 12th Concession A	Installation of new systematic farm drainage tile, out-letting to the watercourse on Lot 18, Con 13 at two points.	Regulated Area

Permit #	Location	Address	Proposed Works	Permit Type
23-283	Sullivan	Concession 12 (Snake Creek Bridge)	Replacement of the Snake Creek Bridge along Concession 12	Regulated Area
23-282	Sullivan	15233 Grey-Bruce Line	The construction of a 1080 square foot detached garage and associated entrance with related grading, filling, and excavation.	Regulated Area
23-281	Elderslie	Sideroad 25 Elderslie near Concession 8	Installation of fibre optic cable by directional bore	Watercourse
23-280	Egremont	No Civic Address, Grey Road 23, Pt Lot 15, Con 16	Alteration of a watercourse for farm drainage improvements and related filling and grading.	Watercourse
23-279	Southampton	102 Turner Street	To construct a dwelling with an attached garage, and driveway, with related excavation, filling, and grading, within the adjacent lands to wetland and floodplain.	Regulated Area
23-278	Huron	1109 Sideroad 25	Construction of a 60-foot by 70-foot shop, with associated excavation and grading.	Regulated Area
23-277	Hanover	Hanover Community Rail Trail	To repair or replace four rail trail bridges, with related filling, excavation and grading.	Watercourse
23-276	Artemesia	773521 Highway 10	To elevate and widen a driveway and to install three culverts, with related excavation, filling and grading.	Regulated Area; Watercourse
23-275	Artemesia	733680 West Back Line	Construction of a 197 sq. m. shop on a concrete pad and related excavation and grading.	Regulated Area
23-274	Paisley	604 Queen St S	To construct a four-storey mixed residential/commercial building, associated parking lot and landscaping, and related excavation, filling and grading.	Regulated Area
23-273	Kincardine Town	Two locations on Goderich Street.	To replace a 508 mm diameter, 18 metre long concrete pipe, with a 508 mm diameter, 18 m long HDPE pipe and duckbill, and remove rock debris from a catch basin, with related excavation and grading.	Regulated Area
23-272	Culross	Bruce Road 6 near Sideroad 25	Installation of fibre optic cable by directional bore on Alps Creek	Watercourse

Permit #	Location	Address	Proposed Works	Permit Type
23-271	Culross	Concession 4, Sideroad 20 to 25	Installation of fibre optic cable by directional bore and plow with related excavation and grading	Regulated Area
23-270	Artemesia	795236 East Bak Line	Clearing out and enlarging an existing pond, and related site alteration, all within the adjacent lands to a watercourse and wetlands swamps	Regulated Area
23-269	Saugeen	239 Miramichi Bay Rd	To demolish a dwelling and accessory building and to construct a dwelling with basement, attached garage, deck and porch, with related excavation, filling and grading	Regulated Area
23-268	Normanby	413 Mary Street	Construction of a dwelling, installation of sewage disposal system, and related excavation, filling, and grading, all within the adjacent lands to part of the South Saugeen River Valley	Regulated Area
23-267	Glenelg	Near 494485 Traverston Road	Removal of the steel superstructure from the Traverston Road Bridge (Structure G-033)	Watercourse
23-266	Egremont	43393 Huron Bruce Road,	Replacement of a 450 mm culvert	Watercourse
23-265	Proton	265777 Southgate Road 26	Clearing out the pond on your property in the wetland/swamp area	Regulated Area
23-264	Proton	106116 Southgate Road 10, Lot 25, Con 6	Fill in the existing pond and install new systematic farm drainage tile	Regulated Area

Prepared by:
 [Original Signed by:]
 Matt Armstrong
 Manager, Environmental Planning and Regulations (Acting)

Approved by:
 [Original Signed by:]
 Erik Downing
 General Manager/Secretary-Treasurer (Acting)