



Grey Sauble Conservation Authority

Minutes

Full Authority Board of Directors

Wednesday, January 15th, 2014 – 1:15 p.m.

The Grey Sauble Conservation Authority Board of Directors meeting was held at the Conservation Authority Administration Centre located on Inglis Falls Road.

1. Call to Order

Chair Dick Hibma called the meeting to order.

Directors Present

Dick Hibma, Dave Clarke, Paul Eagleson, Judy Gay, Jan Chamberlain, Bob Lennox, Terry McKay, Michael Martin, Harley Greenfield, Paul McKenzie, and Mike Poetker

Staff Present – John Cottrill, Doreen Robinson, Alison Armstrong, Andy Sorensen, John Bittorf, Krista McKee, and Chris Hachey

Media – Erika Engel, Meaford Express

2. Approval of Agenda

Motion No.:	Moved by:	Terry McKay
FA-14-001	Seconded by:	Bob Lennox

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of January 15th, 2014, with the following changes.

Under Item 12 e) Communications/Public Relations – add The Wild Water Program;

Under Item 13 – In Camera – Add Property Matter;

Under Item 15 add Item d) Staff Vacation Carryovers;

Carried

3. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at this time.

4. Introduction of and comments from Guests

Chair Hibma welcomed the following guests: Shawn Carey, Ministry of Natural Resources, Judy Gay, Chair – Grey Sauble Conservation Foundation, Terry McKay, Deputy Mayor, Township of Chatsworth on behalf of Chatsworth Mayor Bob Pringle, Wayne Brohman – General Manager – Saugeen Valley Conservation Authority, Francis Richardson – Mayor, Municipality of Meaford, Deb Haswell – Mayor, City of Owen Sound, John Close – Mayor of Town of South Bruce Peninsula and Warden – County of Bruce, Al Barfoot – Mayor, Township of Georgian Bluffs on behalf of the Township and the Warden of the County of Grey, Michael Martin on behalf of the Town of The Blue Mountains, Bill Walker – M.P.P. – Bruce-Grey-Owen Sound, and Dave Clarke on behalf of the Municipality of Grey Highlands. Each guest brought greetings from their respective organizations and expressed their appreciation of the work done by, working relationship with, and co-operation of Grey Sauble Conservation Authority.

5. Approval of Minutes

a) Full Authority – December 11th, 2013

Motion No.:	Moved by:	Judy Gay
FA-14-002	Seconded by:	Michael Martin

THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of December 11th, 2013.

Carried

b) Arboretum Alliance – nothing at this time

6. Correspondence

a) Card from Bill Walker, MPP, Bruce-Grey-Owen Sound

A card from Bill Walker, MPP, Bruce-Grey-Owen Sound, was circulated to the Directors.

7. Business Out Of Minutes – nothing at this time

8. Remarks from the Chair

The Chair thanked the Board for their tremendous support and the staff for their continued hard work. He also thanked the municipalities for their support.

Chair Dick Hibma and Vice Chair Dave Clarke vacated their Chairs.

Wayne Fitzgerald, Mayor, Municipality of Grey Highlands, entered the meeting.

9. Election of Officers

a) Appointment of Chair Pro Tem

Motion No.:	Moved by:	Bob Lennox
FA-14-003	Seconded by:	Mike Poetker

THAT Wayne Brohman be appointed Chair Pro Tem.

Carried

b) Review of Voting Procedures

Wayne Brohman reviewed the voting procedures and asked if there were any questions.

All positions are vacant.

c) Motion to Appoint Scrutineers

Motion No.:	Moved by:	Harley Greenfield
FA-14-004	Seconded by:	Michael Martin

THAT Chris Hachey and Alison Armstrong be appointed scrutineers.

Carried

d) Election of 2014 Chair

Terry McKay nominated Dick Hibma for the position of Chair.

Motion No.:	Moved by:	Judy Gay
FA-14-005	Seconded by:	Michael Martin

THAT the nominations for the Election of Chair for 2014 close.

Carried

Dick Hibma accepted the nomination for Chair for 2014.

Wayne Brohman declared Dick Hibma as Chair for 2014.

e) Election of 2014 Vice Chair

Harley Greenfield nominated Dave Clarke for the position of Vice Chair.

Motion No.:	Moved by:	Dick Hibma
FA-14-006	Seconded by:	Mike Poetker

THAT the nominations for the Election of Vice Chair for 2014 close.

Carried

Dave Clarke accepted the nomination for Vice Chair for 2014.

Wayne Brohman declared Dave Clarke Vice Chair for 2014.

f) Motion to Destroy Ballots – No ballots were necessary.

Dick Hibma resumed the Chair.

All guests, excluding Wayne Brohman, Wayne Fitzgerald, Shawn Carey, and Deb Haswell left the meeting.

10. Remarks by 2014 Chair Elect and Vice Chair Elect

Dick Hibma thanked Terry McKay for his nomination and all Board Members for their continued support, and support from staff and municipalities. Some of the issues to be addressed in 2014 are the infrastructure deficit, forest management, coastal issues and issues that bring anxiety to landowners and municipalities, and development issues. Dick also thanked Dave for his support and welcomed him back as Vice Chair.

Dave Clarke thanked Harley for his nomination and thanked Dick for his continued support and leadership. He thanked the Board Members and the staff for doing such a great job and doing it for the betterment of the Authority.

Deb Haswell left the meeting.

11. Appointments of Committees

a) Conservation Foundation

Motion No.: **Moved by:** **Michael Martin**
FA-14-007 **Seconded by:** **Terry McKay**

THAT the following appointments be made to the Grey Sauble Conservation Foundation for 2014: Jan Chamberlain, Dave Clarke, Judy Gay, Harley Greenfield, and Chris Hachey.

Carried

Judy Gay gave many thanks to everyone who helps out with the Foundation.

b) Forestry Committee

Motion No.: **Moved by:** **Harley Greenfield**
FA-14-008 **Seconded by:** **Paul McKenzie**

THAT the following appointments be made to the Grey Sauble Conservation Forestry Committee for 2014: Dick Hibma, Terry McKay, Bob Lennox, Judy Gay, Dave Clarke, Michael Martin, and Jan Chamberlain.

Carried

c) Arboretum Alliance

Motion No.: **Moved by:** **Judy Gay**
FA-14-009 **Seconded by:** **Dave Clarke**

THAT the following appointments be made to the Grey Sauble Conservation Arboretum Alliance for 2014: Bill Moses and Rodney Saunders.

Carried

12. Business Items

- a) Water Management – nothing at this time
- b) Environmental Planning
 - 1) Section 28 Permits – December 1st, 2013, to January 3rd, 2014

Motion No.:	Moved by:	Mike Poetker
FA-14-010	Seconded by:	Dave Clarke

THAT the list of permits under Ontario Regulation 151/06 – “Development, Interference, with Wetlands and Alterations to Shorelines and Watercourses Regulation”, for the period December 1st, 2013, to January 3rd, 2014, be received by the Grey Sauble Conservation Authority Board of Directors.

Carried

Representatives from the Ministry of Natural Resources and Grey Sauble Conservation will be meeting with regards to issuing of permits, dredging, etc.

2) Planning Agreement Fee Schedule

Andy Sorensen reviewed with the Board proposed fee increases to Planning and Permit applications. Grey Sauble Conservation currently has a Planning Agreement with the watershed municipalities and Bruce County. The increase in fees is in conjunction with input from these municipalities as well as input from Maitland and Saugeen Valley Conservation Authorities. The wording for the fee schedule for Pools and Septic Systems will be more clearly worded. Authority staff schedule multiple project reviews for the same day when a field review is required. An analysis will be done on planning and permit application fees for 2015.

Motion No.: **Moved by:** **Mike Poetker**
FA-14-011 **Seconded by:** **Michael Martin**

THAT the 2014 Fee Schedule for Regulation Permits and Planning Applications be adopted, with the wording for Pools and Septic Systems being changed.

Carried

A copy of the 2014 Fee Schedule is attached to this set of minutes.

- c) Lands Update – nothing at this time
- d) Forestry, Fish, and Wildlife – nothing at this time
- e) Communications/Public Relations
 - 1) Wild Water Program

Krista McKee reviewed with the Directors the Wild Water Program – Spring Water and Ice Safety – designed for Grade 4 and 5 students. This is the 28th year for the program. Presentations will be made from February 13th to March 7th for schools who have signed up for the program. All schools in the Watershed were contacted. Ontario Power Generation has donated \$2,500.00 this year toward the program. Several Directors asked Krista to contact them when the school in their municipality is having the presentation so they can participate.

f) Administration

1) Receipts and Expenses – December 2013

Motion No.:	Moved by:	Harley Greenfield
FA-14-012	Seconded by:	Judy Gay

THAT the Grey Sauble Conservation Authority Board of Directors approve the receipts and expenses for December 2013.

Carried

2) 2014 Budget – Discussions

The Municipality of Grey Highlands and the Township of Chatsworth previously indicated their support of the 2014 Grey Sauble Conservation Budget.

Paul McKenzie questioned the continuance of land purchases by Grey Sauble Conservation and looking after the properties with such a small staff. He asked what are these assets doing for the Authority and are there any surplus Authority properties that could be sold so that a source of revenue could be created. Could a cap be put on what properties the Authority would manage. Are all the lands we take on good lands or do we take the lands because they were given to us? Does it meet our purposes?

John Cottrill advised that Authority staff are constantly looking for grants.

Judy Gay said the Authority purchases lands to conserve it so that it will not be developed. The land is usually hazard or swamp and the Authority keeps it in its natural state.

Chris Hachey advised that there are lands out there right now that have no farming potential. The Authority does have active farming leases.

Michael Martin recommended a workshop to look at the properties presently owned by the Authority and review major assets. Due diligence on what the Authority responsibilities are and indicate on a map the property locations. It would be a useful exercise for the Directors to review the properties and why we have them.

Bob Lennox was disappointed when a proposal was presented several years ago to have trailer sites at Hibou. The sites were established and someone had come forward to manage the sites. The Authority turned the proposal down.

Jan Chamberlain asked if a motion could be passed by the Board of Directors asking that the term for the representative from the City of Owen Sound be a four year term. The Chair advised that that was a decision that would be made by the City.

Paul Eagleson informed the Board that there were between fifteen and twenty large dead willow trees on the north side of the river at the Tara Conservation Area. Staff will prepare a cost estimate for removal and cleanup of the trees.

Budget Resolutions

Motion No. 1

Motion No.: **Moved by:** **Mike Poetker**
FA-14-013 **Seconded by:** **Michael Martin**

WHEREAS the Conservation Authorities Act provides that an Authority shall have the power to determine the portion of total benefit afforded to each municipality in establishing the annual levy, the Grey Sauble Conservation Authority resolves as follows, subject to such regulations under the Act as may be approved by the Lieutenant-Governor-in-Council:

- i) That all participating municipalities be designated as benefiting for all projects included in the 2014 Operating Budget including administration and maintenance and the 2014 Capital Budget unless otherwise specified in the budget;**

- ii) That the Authority's share of the cost of the program and projects included in the 2014 Budget shall be raised from all participating municipalities as part of the General Levy, unless otherwise specified in the budget;**

- iii) That the 2014 General Levy be apportioned to the participating municipalities in the proportion that the modified current value assessment of the whole is under the jurisdiction of the Authority, unless otherwise provided in the levy or a project;**

- iv) That the appropriate Authority officials be directed to advise the participating municipalities pursuant to the Conservation Authorities Act and the regulations made thereunder; to levy the said municipalities the amount of General Levy set forth in the 2014 Operating Budget, to levy the said municipalities**

the amount of the General Levy set forth in the 2014 Capital Budget and in the approved projects of the Authority, and any special levy attributable to any project which has been deemed to be of specific benefit to any particular municipality.

Carried

Motion No. 2

Motion No.: Moved by: Harley Greenfield
FA-14-014 Seconded by: Terry McKay

THAT the Grey Sauble Conservation Authority adopt the budget as presented for the year 2014 in the amount of \$2,607,981.

Carried

Bob Lennox was opposed to this motion.

Motion No. 3

Motion No.: Moved by: Dave Clarke
FA-14-015 Seconded by: Mike Poetker

THAT the Grey Sauble Conservation Authority adopt a matching levy for the year 2014 of \$71,799. as required by Ontario Regulations 139/96 and 231/97.

Carried

Motion No. 4

Motion No.: Moved by: Terry McKay
FA-14-016 Seconded by: Mike Poetker

THAT the Grey Sauble Conservation Authority adopt a non-matching levy for the year 2014 of \$1,123,622. as required by Ontario Regulations 139/96 and 231/97.

Carried

Bob Lennox was opposed to this motion.

3) 2014 Borrowing Resolution

Motion No.: **Moved by:** **Paul Eagleson**
FA-14-017 **Seconded by:** **Bob Lennox**

WHEREAS the Grey Sauble Conservation Authority directors may deem it necessary to borrow a sum of money, up to a maximum of \$400,000.00 to meet the current expenditures of the Authority for the current year (2014), until levies and grants are received;

NOW THEREFORE, be it resolved that the signing officers of the Authority are hereby authorized, on behalf of the Authority, to borrow from time to time, by way of promissory note or banker's acceptance, from the Bank of Montreal, a sum or sums not exceeding Four Hundred Thousand Dollars (\$400,000.00) to meet the current expenditures of the Authority for the year, until the levies and grants are collected.

Carried

13. **In Camera Items** – appears at the end of the minutes

14. **Chairman's Report** – see Item 8

15. **Other Business**

a) Staff Meeting Minutes – December 12th, 2013

b) Southern Georgian Bay Shoreline Initiative (SBGSI) Update

A copy of the Stewardship Guide for the Southern Georgian Bay Shoreline Initiative (SGBSI) was presented to the Directors. Included in the Guide was the SGBSI Fact Sheet, The Southern Georgian Bay Shoreline Stewardship Guide, and the Municipal Workshop Summary of Discussions and a Brief Overview. Representatives from 14 municipalities along the shoreline of southern Georgian Bay from Tobermory to Port Severn participated in an afternoon workshop to discuss the development of a strategy to identify and address shoreline management needs. The workshop is a starting point for discussions between

several agencies (EC, DFO, MNR, MOE, GSCA, and NVCA) and their municipal partners about the need for a Southern Georgian Bay Strategy and to determine its scope, focus and to develop a process that engages and involves all interested parties. The Steering Committee will consider dates for public presentations of the Stewardship Guide.

- c) Next Meeting – Wednesday, February 12th, 2014 at 1:15 p.m.
- d) Staff Vacation Credits Carry Over Into 2014

In the Personnel Policy, Regulation #9, Item #6 states that vacation credits in excess of two weeks outstanding at the end of any calendar year may be carried over into the next calendar year only with the approval of the Board of Directors. Four employees are asking permission to do this.

Motion No.:	Moved by:	Terry McKay
FA-14-018	Seconded by:	Paul McKenzie

THAT employees with 2013 vacation credits in excess of two weeks be given permission to carry these vacation days into 2014.

Carried

Wayne Brohman, Wayne Fitzgerald, Shawn Carey, and all staff excluding, John Cottrill, Chris Hachey, and Doreen Robinson left the meeting.

13. In Camera Item

a) Property Matter

Motion No.:	Moved by:	Harley Greenfield
FA-14-019	Seconded by:	Judy Gay

THAT the Grey Sauble Conservation Authority Board of Directors now move In Camera to consider a property matter.

Carried

Motion No:	Moved by:	Michael Martin
FA-14-020	Seconded by:	Terry McKay

THAT the meeting now move to the Regular Full Authority meeting to consider the matters listed on the January 15th, 2014, agenda and any other business that may be lawfully conducted.

Carried

16. Adjournment

On motion by Terry McKay, the meeting adjourned at 3:40 p.m.



Dick Hibma, Chairman



Doreen Robinson
Administrative Assistant

Municipal/County Planning Agreement Fees and Related Planning Fees 2014

TYPE OF APPLICATION Schedule 3(a)	2014 FEE	
Zoning By-law Amendment(Re-zoning)	\$230.00	
Official Plan Amendment	\$230.00	
Consents	\$230.00	
Minor Variance	\$170.00	
Multiple Applications (2 nd application 50%)		
<p>Subdivision /Condominium Draft Approval</p> <p>Conservation Authority Fees:</p> <ul style="list-style-type: none"> • Subdivisions \$60.00 per lot or block, with a minimum flat fee of \$530.00 and a maximum flat fee of \$6,340.00 (for the CA fees) • Condominiums: The lesser of \$60 per unit or \$1,270.00/ha with a minimum flat fee of \$530.00 and a maximum flat fee of \$6,340.00 (for the CA fees) <p>Note: 0.3 metre reserve blocks are not included for calculating applicable fees.</p>	<p>\$530.00 (minimum flat fee)</p> <p>\$6,340.00 (Maximum flat fee)</p> <p>+ Applicable GSCA Technical review fees.</p>	
Site Plan Reviews - Minor - Single lot residential or small scale commercial/Industrial	\$170.00	
Other Planning Related Fees (not subject to agreements)		
Site Plan Reviews - Major - Commercial, Industrial and/or multiple residential	\$550.00	
Niagara Escarpment Development Permit Reviews	\$250.00	

Pre-circulation consultation – Small Development (site Inspection and scoping letter)	\$250.00	
Pre-circulation consultation – Large Development (developed area is greater than 1 hectare) (site Inspection and scoping letter)	\$550.00	
Aggregate Resources Act Licence Application (under 20 hectares/50 acres) (plus applicable Planning Act Application fees and GSCA technical study review fees)	\$550.00	
Aggregate Resources Act Licence Application (over 20 hectares) (plus applicable Planning Act Application fees and GSCA technical study review fees)	\$550.00 + \$20./hectare over 20 hectares.	
Golf Course Review Fee	\$1500.00	
Environmental Assessment Review Fee	\$510.00	

Planning Agreement --Technical Review Fee Schedule Effective January 15, 2014.

APPENDIX A - SCHEDULE 3 (b) in municipal Planning Agreements

Technical Clearance	Flat Fee 2014	Flat Fee 2012-2013
1. <u>Scoped Site</u> Environmental Impact Studies for proposed mitigation measures related	\$510.00	\$500.00
2. Full Site Environmental Impact Studies for proposed mitigation measures related to any natural heritage features (refer to Appendix A, Schedule 2)	\$1,280.00	\$1,250.00
3. Sub-watershed Study/Master Drainage Plan or Tributary Study	\$510.00	\$500.00
4. Storm water management studies and proposed facilities.	\$1,280.00	\$1,250.00
5. <u>Scoped Site</u> Impact studies and proposed mitigation measures for any proposal that is potentially impacted by natural hazards (flooding, slope stability, shorelines)	\$510.00	\$500.00
6. <u>Full Site</u> Impact studies and proposed mitigation measures for any proposal that is potentially impacted by natural hazards (flooding, slope stability, shorelines)	\$1,280.00	\$1,250.00
7. All technical clearance fees are subject to the Supplementary Fee , where applicable, in addition to the flat fee	See Note 5 below	See Note 5 below

Notes and Definitions:

1. For the purpose of this fee schedule, Scoped Site studies are generally recommended in situations where the nature of the natural feature or hazard is well documented, similar development has been previously proposed, modeled and analyzed, impacts are not expected due to the location or nature of a proposed development, and mitigation options have been developed.

2. For the purpose of this fee schedule, Full Site studies are generally recommended in situations which are more complex, where information is lacking, or where the risk or significance of the impact is high.
3. Where the Authority has identified the need for technical clearance through its comments to the Municipality the applicant will obtain the clearance directly from the Authority and will submit the appropriate fee as specified in the schedule of fees directly to the Authority.
4. Where a Conservation Authority development permit approval is required in addition to the planning approval, the fee for the Conservation Authority permit may be discounted at the Authority's discretion.
5. For the purpose of this fee schedule, the Supplementary Fee applies when the Conservation Authority chooses to use specific technical assistance from another source to supplement their review of a technical document, and hereby direct costs are incurred by the Authority. This fee is in addition to the flat rate fee and is to be paid by the proponent directly to the Authority. The Supplementary Fee charged to the proponent is equal to the costs invoiced to the Authority by the other source for that specific review.

Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation

Ontario Regulation 151/06

FEE SCHEDULE 2014

When submitting an application, the appropriate fee must be included; otherwise, applications will not be processed. The fee is nonrefundable regardless of the decision reached by Grey Sauble Conservation Authority on the issuance of a permit.

Cheques to be made payable to: Grey Sauble Conservation Authority

Application for Permission	Single Work Fee	Multiple Work Fee (3 or more)
1. Minor Projects	\$250.00	\$520.00
2. Standard Projects	\$520.00	\$1230.00
3. Major Projects	\$1230.00	N/A
Permit Replacement	\$120.00	N/A
Property Clearance and Inquiry Letters	\$120.00	N/A
Property Clearance and Inquiry Letters with Site Inspection	\$250.00	N/A

Any project commenced prior to the issuance of a permit will be subject to a fee that is double the regular fee.

Definitions: This is a summary for the guidance of all applicants, Grey Sauble Conservation determines the applicable fee.

1. Standard Projects:


- All projects not defined as minor, major or exempt are Standard Projects

2. Minor Projects:


- Buildings and structures with floor area equal to or less than 50 metres² (538 ft²)
- Fill (including placing, removal or re-grading) where the total quantity is equal to or less than 100 metres³ (130.8 yards³)
- Retaining walls where slope stability is not a concern
- Fences within a floodplain or dynamic beach
- Decks and patios that are not enclosed
- Docks
- Pools
- Shore wells and associated site alterations
- Clean-out of existing ponds
- Clean-out of channels less than 100 metres in length completed while the channel is dry, provided the dimensions of the channel do not exceed the original "as constructed" channel
- Watercourse crossing where the existing stream channel width is equal to or less than 3.0 metres (9.8 feet) and the watercourse is dry at the time of construction
- Maintenance and repair to existing on-stream structures provided the use and dimensions remain substantially the same
- Stream bank works that are equal to or less than 20 metres (65.6 feet) in total length
- Site alteration for the installation of a septic system

3. Major Projects:

- All non-residential buildings (commercial, industrial, institutional) greater than 500 metres² (5380 feet²) in floor area

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- Filling (including placing, removal or re-grading) where the total quantity is more than 1500 metres³ (1962 yards³)
 - Ponds, dams, watercourse crossings where the existing stream channel width is greater than 10 metres (33 feet)
 - New stream bank and channel works that exceed 100 metres (328 feet) in length
 - Retaining walls or similar structures where there is potential for slope instability

Exempt Projects:

- Non-habitable buildings or structure equal to or less than 10 metres² (107.6 feet²) in floor area
 - Fill quantities (including placing, removal or re-grading) equal to or less than 10 metres³ (13 yards³) where the work is completed in one calendar year, is not an ongoing project, is not located on a steep slope and will not restrict the flow of water
 - Fences not within a floodplain or dynamic beach
 - Works entirely within the waters of Lake Huron, Georgian Bay or inland lakes that require a permit or exemption from the Ministry of Natural Resources under the Public Lands Act.
 - Septic system replacements as part of a septic re-inspection program being replaced in the same location and not within a hazard area.
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