

SAUGEEN VALLEY CONSERVATION AUTHORITY

Conservation through Cooperation

MINUTES

MEETING: Authority – Special
DATE: Tuesday, October 18, 2016
TIME: 1:00 pm
LOCATION: Administration Office, Formosa

CHAIR: Luke Charbonneau

MEMBERS PRESENT: Robert Buckle, Maureen Couture, Barbara Dobreen, Kevin Eccles,
Brian Gamble, Wilf Gamble, Dan Gieruszak, Stewart Halliday, Steve McCabe,
Sue Paterson, Mike Smith, Andrew White

MEMBERS ABSENT WITH REGRET: John Bell, Dan Kerr

OTHERS PRESENT: Wayne Brohman, General Manager/Secretary-Treasurer
Erik Downing, Manager, Environmental Planning & Regulations
Candace Hamm, Environmental Planning Coordinator
Janice Hagan, Recording Secretary

Chair Luke Charbonneau called the meeting to order at 1:03 pm.

1. Adoption of the Agenda

MOTION #G16-77

Moved by Steve McCabe

Seconded by Sue Paterson

THAT the agenda be adopted as presented.

Carried

2. Declaration of Pecuniary Interest

No persons declared a pecuniary interest relative to any item on the agenda.

3. Minutes of the Special Authority Meeting – August 23, 2016

MOTION #G16-78

Moved by Maureen Couture

Seconded by Brian Gamble

THAT the minutes of the Authority meeting, held on August 23, 2016 be adopted as circulated.

Carried

Minutes of the Authority Meeting – October 4, 2016

MOTION #G16-79

Moved by Wilf Gamble

Seconded by Robert Buckle

THAT the minutes of the Authority meeting, October 4, 2016 – NO Quorum be accepted as circulated.

Carried

4. Review of Draft Planning and Regulations Policies Manual – Chapter 3, Planning Advisory Services

Erik Downing spoke to the Authority and gave a PowerPoint presentation regarding the issues of commenting on Natural Hazards and Natural Heritage. He explained that SVCA adopted the Policies and Procedures for Conservation Authority Plan Review and Permitting Activities, May 2010 which indicates that Natural Heritage comment is to be implemented in CA Planning review and that SVCA provides this technical advisory role to municipalities as part of its terms of service in Planning Services Agreement. He outlined the reasons that SVCA comments to natural heritage including consistency and integrated watershed management. Should SVCA cease commenting on natural heritage features related to planning matters, municipalities would have to continue to address natural heritage requirements and may need to commit to staff training or hiring. Chair Luke Charbonneau clarified that the motion on the floor doesn't preclude SVCA from commenting on Natural Heritage and SVCA would continue to do so in the regulated area. As well SVCA would consider any request by a Municipality to comment on an EIS. He recommended the following motion to the Authority Members:

MOTION #G16-80

Moved by Mike Smith

Seconded by Stewart Halliday

Whereas, there is a Memorandum of Understanding (MOU) between Conservation Ontario, the Ministry of Municipal Affairs and Housing and the Ministry of Natural Resources that defines the role of a Conservation Authority (CA) in municipal plan input and review.

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And whereas, the roles of a CA in municipal plan review, as defined by this MOU, are as follows:

1. CA represents the Provincial interest by ensuring that municipalities give appropriate regard to section 3.1 of the Provincial Policy Statement (PPS) in their planning activities.
2. CA represents its own interest [*Amended: as described by the Conservation Authorities Act*] by advocating for the intent of CA policies and regulations to be reflected in municipal planning decisions.

And whereas, Ontario Regulation 169/06 encompasses the areas of provincial interest in the Saugeen watershed as described in PPS section 3.1 and is the best encapsulation of the SVCA policies and regulations that are relevant to municipal planning activities.

And whereas, the Saugeen Valley Conservation Authority (SVCA) would fulfill its role in municipal plan input and review, as defined by the MOU with the provincial ministries, by providing review and input on planning activities primarily where those activities intersect with the area regulated under Ontario Regulation 169/06.

And whereas, the SVCA seeks to establish policies to define, describe and regulate its role in municipal plan input and review within the Saugeen watershed.

Now therefore, be it resolved; That the SVCA accepts the delegated role of a CA in municipal plan input and review as it is described in the MOU with the provincial ministries.

And That the SVCA's plan input and review will be focused on determining if policy documents and development proposals are compliant with section 3.1 of the PPS and with SVCA policies and regulations.

And That, to fully execute its role in municipal plan input and review, it shall be the policy of the SVCA to provide review and input on planning activities primarily where those activities intersect with the area regulated under Ont. Reg 169/06.

And That the SVCA hereby directs its staff to integrate this policy into the Authority's Planning and Regulations Policy document and authorizes the Chair to negotiate new planning services agreements with partner municipalities on the basis of this policy.

After discussion by the Authority, Dan Gieruszak moved to amend the motion by adding the words "*as described by the Conservation Authority Act*" [shown in parenthesis above]. This was seconded by Maureen Couture.

Carried

A coffee break was called at 2:29pm. The Chair called the meeting back to order at 2:35pm.

The Authority members continued to discuss Chapter 3 of the Draft Planning & Regulations Policies Manual and indicated that they would like to see more positive wording specifically when a policy describes what SVCA will not recommend or find acceptable. Other minor wording changes and typographical errors were identified by Authority members. Staff were directed to prepare a revised draft of Chapter 3 for review by the Authority members.

Maureen Couture left the meeting at 3:17pm.

5. New Business

a. Proposed addition of Regulations Officer [1 year contract]

Erik Downing informed the Authority that the work load in the Planning & Regulations department had a substantial increase over the past two years, especially with regards to general inquiries. Due to this increase, a proposed addition of a Regulations Officer was being requested and the proposed funding for this new one year contract position would come primarily from the Planning & Regulations reserve fund. After discussion the following motion was passed:

MOTION #G16-81

Moved by Barbara Dobreen

Seconded by Andrew White

THAT the Planning & Regulations department be authorized to hire a Regulations Officer on a one year contract basis, and further;

THAT the position commence November 2016.

Carried

b. Bruce Power partnership initiative

Wayne Brohman informed the Authority that Bruce Power had offered a partnership initiative with SVCA whereby a staff member would be hired and work time would be shared between SVCA and Bruce Power. This initiative would be on a trial basis and would be funded solely by Bruce Power. The purpose of the initiative would be to develop an environmental focus for the employee. Authority members were in favour of this initiative.

6. Other Business

Office Closure during Christmas Holidays

The GM/S-T requested permission from the Members to close the SVCA Administration office over the Christmas break for three days. He told Members that historically the office had been closed and that staff used to receive three paid days off as part of their benefit package. The Personnel Policy had been revised and staff no longer receive the three paid days, however were given one floater holiday to use at their discretion. As a result of these changes the Administration office remained open during the holiday season with the requirement that at least one Administration staff and one Planning & Regulation staff be present during that time. Staff have requested that the office be closed during that period. Wayne indicated that staff would not be paid for the three days, however if they had vacation time available they could use it then. The Members discussed the office closure and gave the GM/S-T discretion to decide which three days the office would be closed.

MOTION #G16-82

Moved by Kevin Eccles

Seconded by Steve McCabe

THAT the SVCA Administration office be closed over the Christmas holidays for a period of three days over and above the statutory holidays at the discretion of the General Manager/Secretary-Treasurer.

Carried

7. Closed Session Violation Matter

MOTION #G16-83

Moved by Barbara Dobreen

Seconded by Sue Paterson

THAT the Authority Members move to Closed Session, In Camera, to discuss a legal matter; and further

THAT Wayne Brohman, Erik Downing, Candace Hamm, and Janice Hagan remain in the meeting.

Carried

MOTION #G16-87

Moved by Barbara Dobreen

Seconded by Sue Paterson

THAT the Authority adjourn from closed Session, In camera, and rise and report.

Carried

Only those items identified on the agenda were discussed in Closed Session. There were no actions to report from the Closed Session, In Camera.

There being no further business, the meeting adjourned at 4:38 pm on motion of Mike Smith.

Luke Charbonneau
Chair

Janice Hagan
Recording Secretary