

# SAUGEEN VALLEY CONSERVATION AUTHORITY

# MINUTES

Conservation through Cooperation

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**MEETING:** Authority Meeting  
**DATE:** Tuesday July 17, 2018  
**TIME:** 1:00 p.m.  
**LOCATION:** Sulphur Spring Conservation Area, Hanover, Ontario

**CHAIR:** Luke Charbonneau

**MEMBERS PRESENT:** John Bell, Robert Buckle, Mark Davis, Barbara Dobreen, Kevin Eccles, Dan Gieruszak, Stewart Halliday, Sue Paterson, Andrew White

**ABSENT WITH REGRETS:** Maureen Couture, Brian Gamble, Wilf Gamble, Steve McCabe, Mike Smith

**OTHERS PRESENT:** Heather Porter, Delegate  
Wayne Brohman, General Manager/Secretary-Treasurer  
Erik Downing, Manager, Environmental Planning & Regulations  
Jim Penner, Manager, Forestry  
Gary Senior, Sr. Manager, Flood Warning & Land Management  
Janice Hagan, Recording Secretary

Chair Luke Charbonneau called the meeting to order at 1:00 p.m. He welcomed the Members, staff and delegates and thanked the Saugeen Valley Children's Safety Village for hosting the Authority meeting in their facility.

## 1. Adoption of Agenda

### **MOTION #G18-67**

Moved by Sue Paterson

Seconded by Kevin Eccles

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 Authority Meeting – May 15, 2018

### **MOTION #G18-68**

Moved by Barbara Dobreen

Seconded by Stewart Halliday

THAT the minutes of the Authority meeting held on May 15, 2018, be approved as circulated.

**CARRIED**

#### **4. Presentations**

- **Delegation – Heather Porter**

Heather Porter addressed the Authority regarding her application for a building permit and gave a presentation regarding mapping concerns on her property. She told the Authority that in order to build a garage at the end of her house she was required to pay SVCA fees to obtain a site visit as it was deemed necessary when viewing the mapping. After the site visit it was determined that she does not need a permit to construct the garage. She told the Authority that she believes the mapping seems excessive since the area where she wanted to build is 900' from the creek and 45' above it. The Chair clarified that the maps being presented were screening maps, not regulation maps, and that they are not always accurate, particularly in rural areas which is why site visits are often needed to verify the location of the hazard. The screening maps are used to determine if SVCA needs to do a review when an application is submitted. Erik acknowledged that there may be an issue but SVCA does regulate slopes and a site review was necessary in order to refine the hazard mapping and screening areas.

Heather Porter left the meeting at 1:35 p.m.

#### **5. Matters Arising from the Minutes**

**a. Executive Committee meeting with Township of Southgate**

The GM/S-T updated the Authority on the meeting held with the Township of Southgate on June 19, 2018. He summarized the issues raised by Southgate as follows:

- Consider changing the wording of "Notice of Violation"
- Tile drainage and municipal drains – Erik Downing will prepare a report and present it to the Agricultural Advisory Committee
- Comments are different than Grand River Conservation Authority – it was requested that SVCA staff connect with GRCA staff
- Inquiry letters sent from SVCA are vague – could they be more specific and include maps
- One window approach – would it be possible to combine the building and planning departments with SVCA so that applicants only deal with one step
- Empower staff to have a more common sense approach and more flexibility.

Barbara Dobreen thanked SVCA staff for working with the Town of Southgate and for their efforts in effecting positive change.

**b. Grey Bruce Forestry Services – notification to Grey Sauble CA**

The GM/S-T reported that he had informed GSCA of SVCA's intention to refrain from further use of the term Grey Bruce Forestry Services.

**c. Grey County and Southgate MOU**

The GM/S-T reviewed the key requests in the agreements by Grey County and the Township of Southgate:

1. Pre-consultation process involvement by SVCA prior to formal application
2. Communications & issues resolution protocol
3. Agreement of SVCA suggested fee increases as this would be less expensive than hiring a consultant or training staff.

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- 4. Continue to send planning files to SVCA whether or not they are in the regulated area.

Since the Authority had discussed the pre-consultation process and communication and issues resolution protocol at the previous meeting, the discussion was focused on SVCA staff comments regarding natural heritage in the planning process. Some members suggested that SVCA should agree to the Municipal council’s requests for continuing Natural Hazard planning services. Members were reminded by the Chair of the Authority’s 2016 motion that focused SVCA’s role on its core mandate to follow section 3.1 of the Provincial Policy Statement.

After discussion the following motion was passed:

**MOTION #G18-69**

Moved by Kevin Eccles

Seconded by Mark Davis

THAT in response to Grey County and the Township of Southgate the SVCA asserts its current position on its role and mandate with regards to municipal planning comments; and further

THAT the Chair, be directed to negotiate with watershed municipalities on that basis.

**CARRIED**

**d. Bluffs Hunting**

Authority member, Mark Davis, brought forward a motion to ban hunting at the Bluffs completely. After further discussion the following motion was passed:

**MOTION #G18-70**

Moved by Mark Davis

Seconded by John Bell

Whereas letters and comments from our constituents over the last couple of months clearly indicate that this lovely facility is used by people and their families and pets on a year round basis;

And whereas we, the Board of Directors of the Authority must at all times govern in a manner which protects the health, safety and well-being of the people we serve;

And whereas we as a Board willingly allow hunting on many thousands of acres of our lands;

Therefore, be it resolved that from this day forward no hunting of any kind will be allowed on the Saugeen Bluffs property.

**CARRIED**

**6. Correspondence**

There was no correspondence.

**7. New Business**

**a. Regulations Staff Badges**

Erik presented samples of ID badges used by other Conservation Authorities for Regulations officers. The Authority members directed staff to produce similar cards for SVCA Regulations officers. After discussion the following motion was passed:

**MOTION #G18-71**

Moved by Kevin Eccles

Seconded by Dan Gieruszak

THAT the Authority direct staff to design and produce ID badges for SVCA Regulations officers.

**CARRIED**

**b. Kincardine Mapping Update**

Erik reviewed the timeline for completion of the Kincardine Regulation mapping and that it is scheduled for completion by December 2018. There was no further discussion.

**c. Planning & Regulations Specific Property Inquiry Fee**

Erik updated the Authority on the new Initial Review fee of \$100 that had been introduced in January 2017. He explained that the person who initially calls in is directed to the SVCA website and mapping. If the person requires further information i.e. a historical review of the file, then the Initial Review fee of \$100 is charged. If the file needs to be re-assigned to a Planner, then applicable fees are charged less the \$100 fee. The Chair would like to evaluate this fee at the next Authority meeting (Budget Review).

**d. Administrative Resolutions [By-laws]**

The GM/S-T told the members that according to recent amendments to the Conservation Authorities Act, there is a requirement for the Authority to have by-laws in place by December 2018. He noted that staff have produced a draft document for review by Authority members that combines the current Administrative Resolutions with the draft Administrative By-law model prepared by a Conservation Ontario committee. The GM/S-T was directed to submit the draft document with his recommendations to the members for review, by email, and to bring it back to the full Authority at the October meeting for approval.

**e. 2018 Goals Review**

The 2018 Goals Review was discussed by the members and there were questions regarding the Walkerton Floodplain mapping. Dan Gieruszak explained that attendance at the public consultation meeting was poor and that another meeting was scheduled to discuss the proposed changes. This topic is regarded as top priority for completion in 2018.

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The members directed staff to present information regarding the purchase of the drone, regulations, and the purpose of its usage at the October meeting.

There was no further discussion.

**8. Reports**

**a. Finance Report**

The GM/S-T presented the Finance report to May 31, 2018 and noted several items. The Planning & Regulations department has collected revenues of \$24,000 more than in the same period as last year. Flood control expenditures were higher due to the Paisley flood. Water Quality expenses are up due to training of new staff. Seasonal revenues at the campgrounds are up at all of the parks, although the surplus shown will decrease in future months. Forestry revenues are up due to an earlier than expected harvest payment.

**MOTION #G18-72**

Moved by John Bell

Seconded by Barbara Dobreen

THAT the Financial Report to May 31, 2018 be accepted as distributed and further;

THAT the Accounts Payable, totaling \$646,724.60 be approved as distributed.

**CARRIED**

**b. Program Report**

The GM/S-T noted that a WIFI tower has been installed at Durham CA and campers will have free access to internet at the Activity Centre. Monthly WIFI fees will be suspended over the winter months. He noted that property assessment for a parcel of land at the Saugeen Bluffs CA has been re-assessed and lowered from \$111,000 to \$5,900.

**MOTION #G18-73**

Moved by Sue Paterson

Seconded by Barbara Dobreen

THAT the Program Report be received as information.

**CARRIED**

**c. Municipal Drains & Tile Drainage**

Eric reviewed the report on municipal drains and tile drainage clarifying the CA's role associated with the Drainage Act. The Chair indicated that more communication is needed with the watershed agricultural community as there is a lack of understanding on the Authority's role and interest. He directed staff to create more printed materials and to update information on the SVCA website.

**d. Planning & Regulations Action Items**

There was no discussion.

e. Draft Agricultural Advisory Committee Minutes

These Minutes were provided to the Authority for information purposes only. There was no discussion.

9. Other Business

a. Memorandum of Understanding update

The GM-S/T updated the Authority on the status of the MoU agreements. He noted that a signed agreement with Huron County has been completed.

b. Planning & Regulations Customer Service Survey update

The GM-S/T reviewed the responses of the Planning & Regulations Customer Survey. He noted that when analyzing the responses, the trends indicated no negative responses in 2018, showing an over-all positive improvement.

c. News Articles

The GM/S-T submitted articles from local newspapers regarding the SVCA for the purpose of keeping the Authority members up to date on current events.

There being no further business, the meeting adjourned at 4:40 p.m. on motion of John Bell.

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Luke Charbonneau  
Chair

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Janice Hagan  
Recording Secretary