

**THE CORPORATION OF THE TOWNSHIP OF ESSA
COMMITTEE OF THE WHOLE MEETING
WEDNESDAY, JANUARY 17, 2024
6:00 p.m.**

AGENDA

Members of the public wishing to attend can do so by attending in person to the Council Chambers in the Administration Centre located at 5786 County Road 21, Utopia.

1. OPENING OF MEETING BY THE MAYOR

The Township of Essa acknowledges that we are situated on land within the area of Treaty 18, also known as the Lake Simcoe-Nottawasaga Treaty, signed on October 17, 1818 between the Government of Upper Canada and the Anishinaabe Indigenous peoples. The Anishinaabe include the Ojibwe, Odawa and Pottawatomi Nations collectively known as the Three Fires Confederacy. We are dedicated to honouring Indigenous history and culture and committed to moving forward in the spirit of reconciliation and respect with all First nation, Metis and Inuit People.

2. DISCLOSURE OF PECUNIARY INTEREST

3. DELEGATIONS / PRESENTATIONS / PUBLIC MEETINGS

- p. 1 **a. Public Meeting**
 14 and 18 Margaret Street Zoning By-law Amendment (Z4-20)

STAFF REPORTS

4. PLANNING AND DEVELOPMENT

- p.24 **a. Staff Report PD001-24 submitted by the Manager of Planning, re: Simcoe County Age-Friendly Municipal Grant.**

*Recommendation: **BE IT RESOLVED THAT** Staff Report PD001-24 be received; and **THAT** Council direct staff to apply for funding through the Simcoe County Age-Friendly Municipal Grant Program by the deadline of January 20, 2024, to be utilized for the preparation of an Age-Friendly Additional Residential Units Guide by a Planning Consultant..*

5. PARKS AND RECREATION / COMMUNITY SERVICES

6. FIRE AND EMERGENCY SERVICES

7. PUBLIC WORKS

8. FINANCE

9. CLERKS / BY-LAW ENFORCEMENT / IT

10. CHIEF ADMINISTRATIVE OFFICER (C.A.O.)

- p. 41 a. **Staff Report CAO001-24 submitted by the Chief Administrative Officer, re: NVCA.**

Recommendation: **BE IT RESOLVED THAT** Staff Report CAO001-24 be received;
and

THAT Council authorize staff to purchase enhanced programming offered by the NVCA which includes reforestation, healthy waters monitoring, management of the Utopia Conservation Areas, environmental education and Tiffin operations, at a cost of \$24,002.90, by way of entering into an MOU for one (1) year on the premise that the NVCA will return to Essa with its budget on an annual basis.

11. OTHER BUSINESS

12. ADJOURNMENT

Recommendation: **BE IT RESOLVED THAT** this meeting of Committee of the Whole of the Township of Essa adjourn at _____ p.m., to meet again on the 7th day of February, 2024 at 6:00 p.m.



Corporation of the Township of Essa
 5786 Simcoe County Road #21
 Utopia, Essa Township, Ontario
 L0M 1T0

**NOTICE OF A PUBLIC MEETING pursuant to the PLANNING ACT
 concerning
 AN OFFICIAL PLAN & ZONING BY-LAW AMENDMENT (Z4-20)
 (14 & 18 Margaret Street, PLAN 160A LOT 2 TO 4 & 5)**

TAKE NOTICE that the Council of the Corporation of the Township of Essa will hold a **Public Meeting on Wednesday the 17th Day of January 2024 at 6:00 p.m.** at the Township of Essa Administration Centre, 5786 County Road No. 21, located three (3) kilometres east of Baxter, to consider a Zoning By-law Amendment under the Planning Act, R.S.O. 1990, c.P.13.

THE PURPOSE OF THE MEETING is to provide an update to members of the public regarding the applications for an Official Plan Amendment and Zoning By-law Amendment at 14 & 18 Margaret Street. A Public Meeting was previously held on December 16th, 2020, and the applicant has made changes to the application to address comments and concerns identified by the Public. The applicant is proposing 37 residential units, which includes the preservation and repurposing of the existing church for residential uses.

ADDITIONAL INFORMATION relating to the Official Plan Amendment and Zoning By-law Amendment is available for inspection during regular office hours at the Township of Essa Administration Centre, Planning or through email correspondence directed to Owen Curnew, Development Planner at ocurnew@essatownship.on.ca.

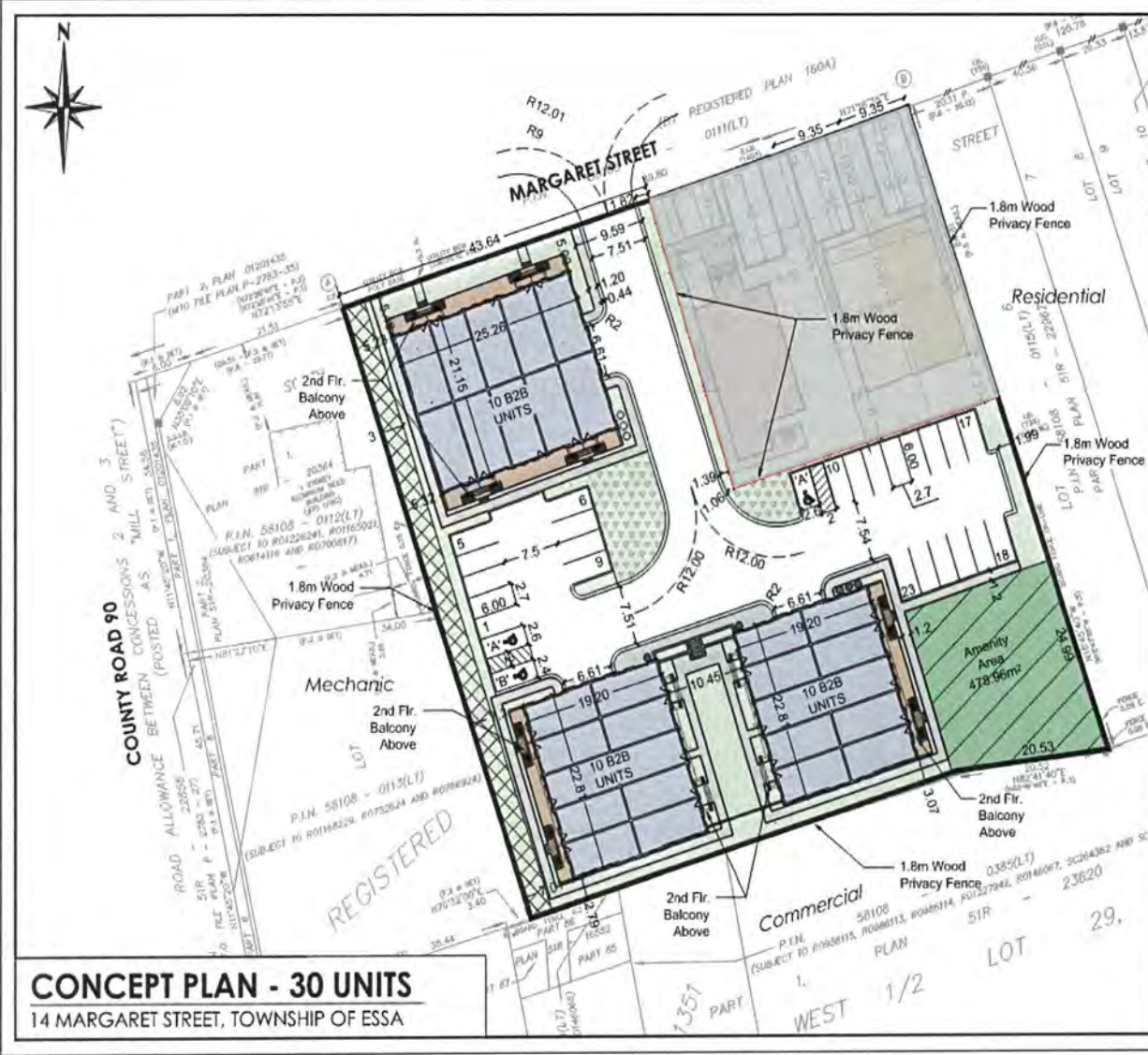
ANY PERSON may attend the meeting and make representation or present submissions respecting these matters. If a person or public body that files an appeal of a decision of the Township of Essa in respect of the proposed Amendment(s) does not make oral submissions at the public meeting or make written submissions to the Township of Essa before the proposal is approved or refused, the Ontario Land Tribunal may dismiss all or part of the appeal.

If you wish to be notified of the decision of the Township of Essa in respect of the proposed Amendment(s), you must make a written request to the Clerk, Township of Essa, Administration Centre, 5786 County Road #21, Utopia, ON, L0M 1T0 (llehr@essatownship.on.ca).

DATED at the Township of Essa this 22nd day of December 2023.

Yours truly,
 Owen Curnew
 Development Planner
 Phone : 705 424 9917 ext.104

Concept Plan #1 – 14 Margaret Street



LEGEND

- Subject Site: Area: 6,540.11m²
- Developable Area: Area: 5,133.25m², No. of Units: 30, Density: 58.82 u/ha
- Back-to-Back Townhomes
- Amenity Area (478.96m²)
- Malok Biru
- Servicing Easement
- Snow Storage (158.48m²)

ZONING TABLE - R3 ZONE

	Required	Provided
Lot Area (min.)	175.0m ² (primary)	5,133.25m ²
Lot Frontage (min.)	6.0m (interior)	43.64m
Setbacks (min.)		
Front Yard	7.3m	5.07m
Interior Side Yard	1.5m	5.23m
Exterior Side Yard	4.5m	N/A
Rear Yard	6.0m	2.79m
G.F.A. (max.)	84.0m ² / unit	> 84.0m ²
Building Height (max.)	10.5 (max)	14.30m
Lot Coverage (max.)	45% (interior)	37.32% (1,452.72m ²)
Parking Spaces	60 (2 / unit)	66 spaces + 3 B.F.
Home Free Parking	3 B.F. spaces	3 B.F. spaces

Source: 2014 Aerial Photo from the County of Simcoe Interactive Map.
Note: This drawing is for discussion purposes only. The information shown is approximate and subject to change.

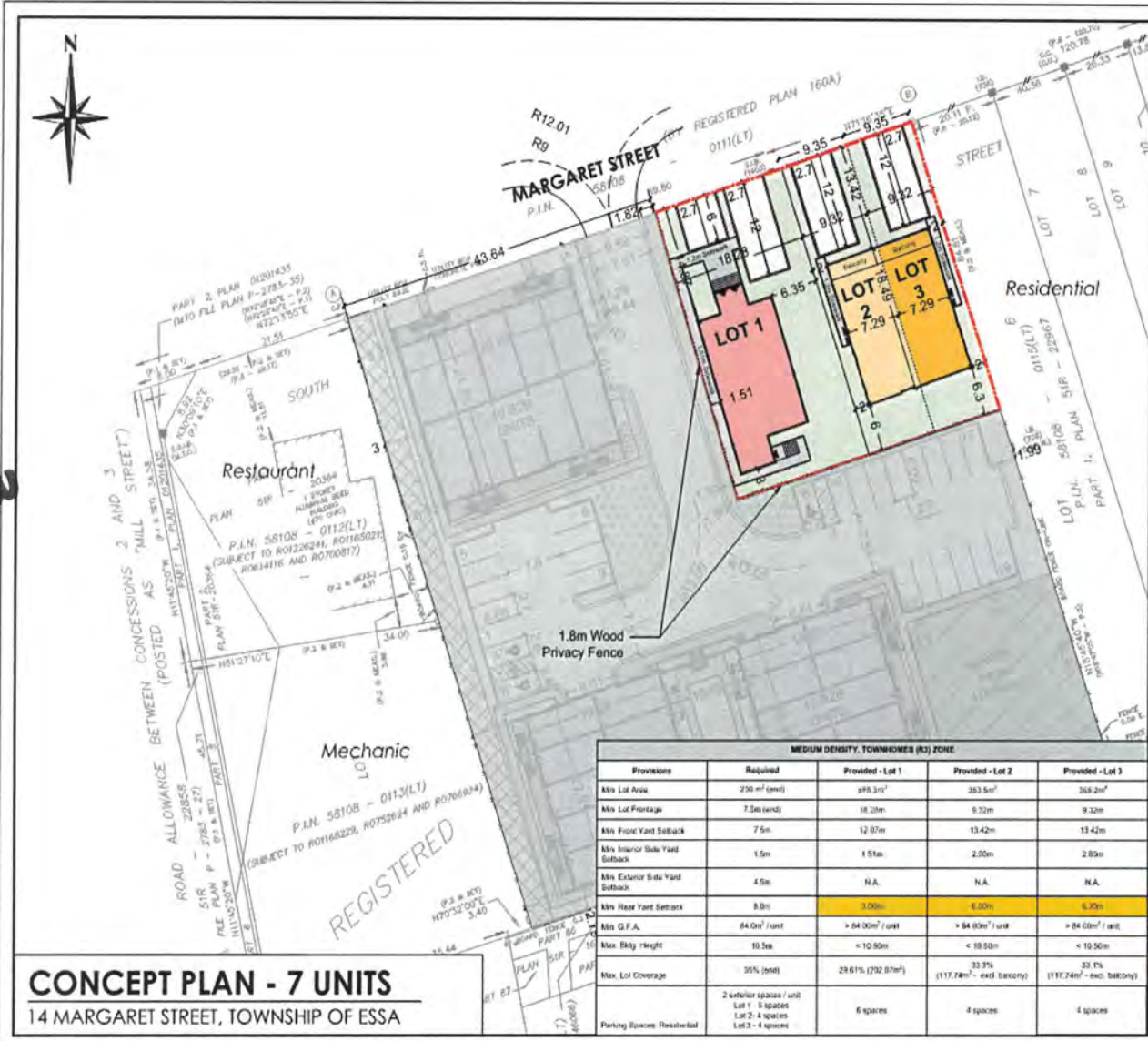
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Date: Nov. 14, 2023 Drawn By: A.S.
File: 19-817 Checked By: G.B.

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Concept Plan #2 – 18 Margaret Street



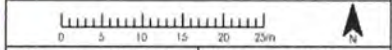
LEGEND

- Subject Site:
 - Area: 6,540.11m²
- Developable Area:
 - Area: 1,406.86m²
- Lot 1: Tri-plex (3 units)
 - Lot Area: 698.3m²
 - Bldg. Area: 202.07m²
 - Frontage: 18.28m
- Lot 2: Stacked Townhouse (2 units)
 - Lot Area: 355.5m²
 - Frontage: 9.32m
 - Bldg. Area: 134.6m² (incl. balcony)
- Lot 3: Stacked Townhouse (2 units)
 - Lot Area: 355.2m²
 - Frontage: 9.32m
 - Bldg. Area: 134.6m² (incl. balcony)
- Unit Entrance

MEDIUM DENSITY, TOWNHOMES (R2) ZONE

Provisions	Required	Provided - Lot 1	Provided - Lot 2	Provided - Lot 3
Min Lot Area	250 m ² (min)	≥98.3m ²	353.5m ²	355.2m ²
Min Lot Frontage	7.5m (min)	18.28m	9.32m	9.32m
Min Front Yard Setback	7.5m	12.87m	13.42m	13.42m
Min Interior Side Yard Setback	1.5m	1.51m	2.00m	2.80m
Min Exterior Side Yard Setback	4.5m	N.A.	N.A.	N.A.
Min Rear Yard Setback	8.0m	3.00m	6.00m	6.00m
Min G.F.A.	64.0m ² / unit	> 84.00m ² / unit	> 84.00m ² / unit	> 84.00m ² / unit
Max. Bldg. Height	10.5m	< 10.50m	< 10.50m	< 10.50m
Max. Lot Coverage	35% (max)	29.61% (292.87m ²)	33.3% (117.74m ² - excl. balcony)	33.3% (117.74m ² - excl. balcony)
Parking Spaces: Restricted	2 exterior spaces / unit Lot 1: 6 spaces Lot 2: 4 spaces Lot 3: 4 spaces	6 spaces	4 spaces	4 spaces

Source: 2016 Air Photo from the County of Simcoe Interactive Map.
Note: This drawing is for discussion purposes only. The information shown is approximate and subject to change.



Date: November 14, 2023 Drawn By: A.S. / B.H.
File: 19.617 Checked By: C.R.
IPS INNOVATIVE PLANNING SOLUTIONS
PLANNERS • PROJECT MANAGERS • LAND DEVELOPERS
107 McNICOLL AVE. SUITE 207/210, LEV. 20
W. 705-937-2281 OR 705-937-3488 #innovativeips.com www.ips.com

APPLICATIONS FOR
OFFICIAL PLAN &
ZONING BY-LAW AMENDMENTS
14 & 18 MARGARET ST
TOWNSHIP OF ESSA

PUBLIC MEETING # 2

January 17, 2024



INNOVATIVE PLANNING SOLUTIONS
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SUBJECT SITE



- Address: 14 & 18 Margaret St
- Frontage: Combined 80.3 m
- Lot Area: 0.65 ha (1.62 acres)

Existing Site Conditions:

- One-storey vacant building, (former church)
- Limited vegetation, along the boundaries of the lands.
- Two (2) points of access.
- Relatively flat in topography.
- Backs onto parking associated with Rainbow Mall.
- Adjacent existing commercial lands to north, west and south.

SURROUNDING USES



COMMERCIAL PLAZA



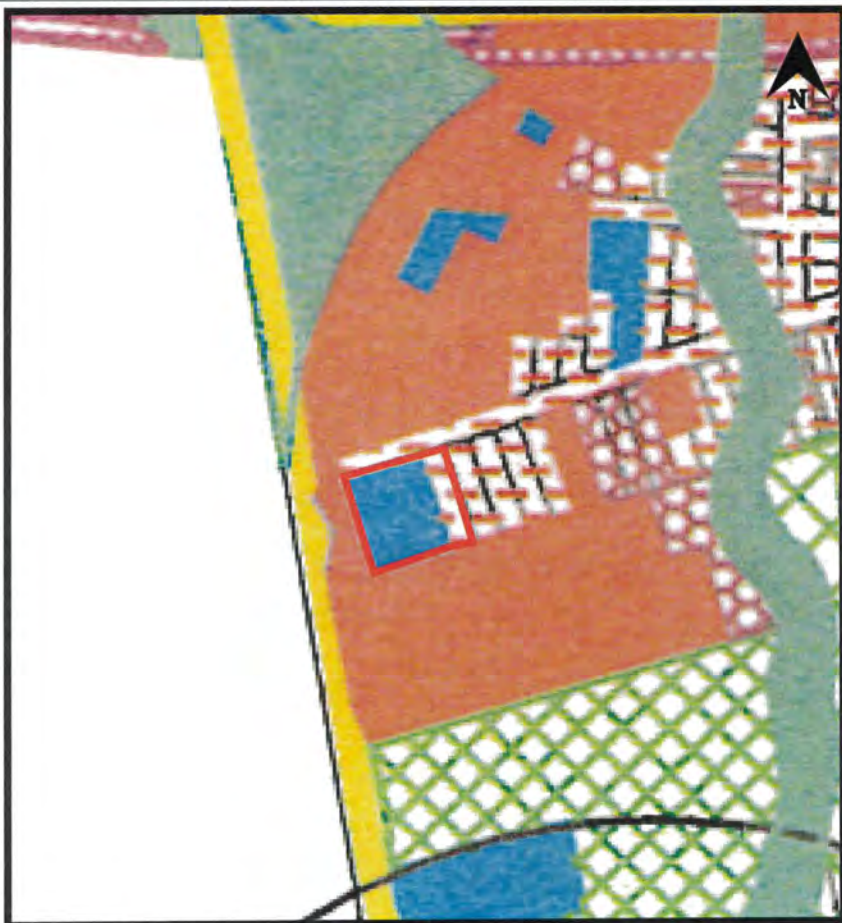
EXISTING HOUSING TYPES



ANGUS RECREATIONAL CENTRE, LIBRARY & SCHOOL



LAND USE DESIGNINATION & ZONING



Legend

- Site Boundary
- Institutional
- Residential
- Residential - Multiple
- Environmental
- Commercial
- Open Space



Legend

- Subject Lands
- I - Institutional
- R1 - Residential (Low Density - Detached)
- R3 - Residential (Medium Density, Townhome)
- R5 - Residential (High Density, Apartments)
- C2 - Commercial (Core Commercial)

BACKGROUND & HISTORY

- Original Application (26 units, removal of existing building)
 - Submitted - September 2020,
 - Deemed complete - October 2020
 - Public meeting - December 2020
- Various comments received through internal circulation and public consultation on previous concept and applications.
- Primary concerns from public related to proposed demolition of existing building & parking
- Additional concerns relating to traffic, privacy, property values
- Various technical comments from internal circulation have been addressed
- Applicant has revised applications and concept plans in an effort to address concerns, including retention of existing building.

BACKGROUND & HISTORY



DEVELOPMENT CONCEPT



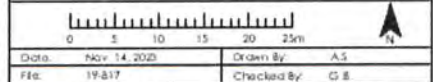
LEGEND

- Subject Site: Area: 6,540.11m²
- Developable Area: Area: 5,133.25m², No. of Units: 30, Density: 58.82 u/ha
- Back-to-Back Townhomes
- Amenity Area (478.96m²)
- Mail Boxes
- Servicing Easement
- Snow Storage (158.48m²)

ZONING TABLE - R3 ZONE

	Required	Provided
Lot Area (min.)	1750m ² (interior)	5,133.25m ²
Lot Frontage (inter.)	6.0m (interior)	43.44m
setbacks (min.)		
Front Yard	7.5m	3.00m
Interior Side Yard	1.5m	2.17m
Extension Side Yard	4.5m	N/A
Rear Yard	6.0m	2.79m
G.F.A. (max.)	840m ² / unit	> 840m ²
Building Height (max.)	10.5 (max.)	14.30m
Lot Coverage (max.)	43% (interior)	27.33% (1,403.35m ²)
Parking Spaces	60 (2 / unit)	67 spaces + 3 B.F.
Basement Parking	38.7 spaces	3.87 spaces

Source: 2016 Air Photo from the County of Simcoe Interactive Map
Note: This drawing is for discussion purposes only. The information shown is approximate and subject to change.



Date: Nov. 14, 2020 Drawn By: A.S.
File: 19.817 Checked By: G.B.

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DEVELOPMENT CONCEPT

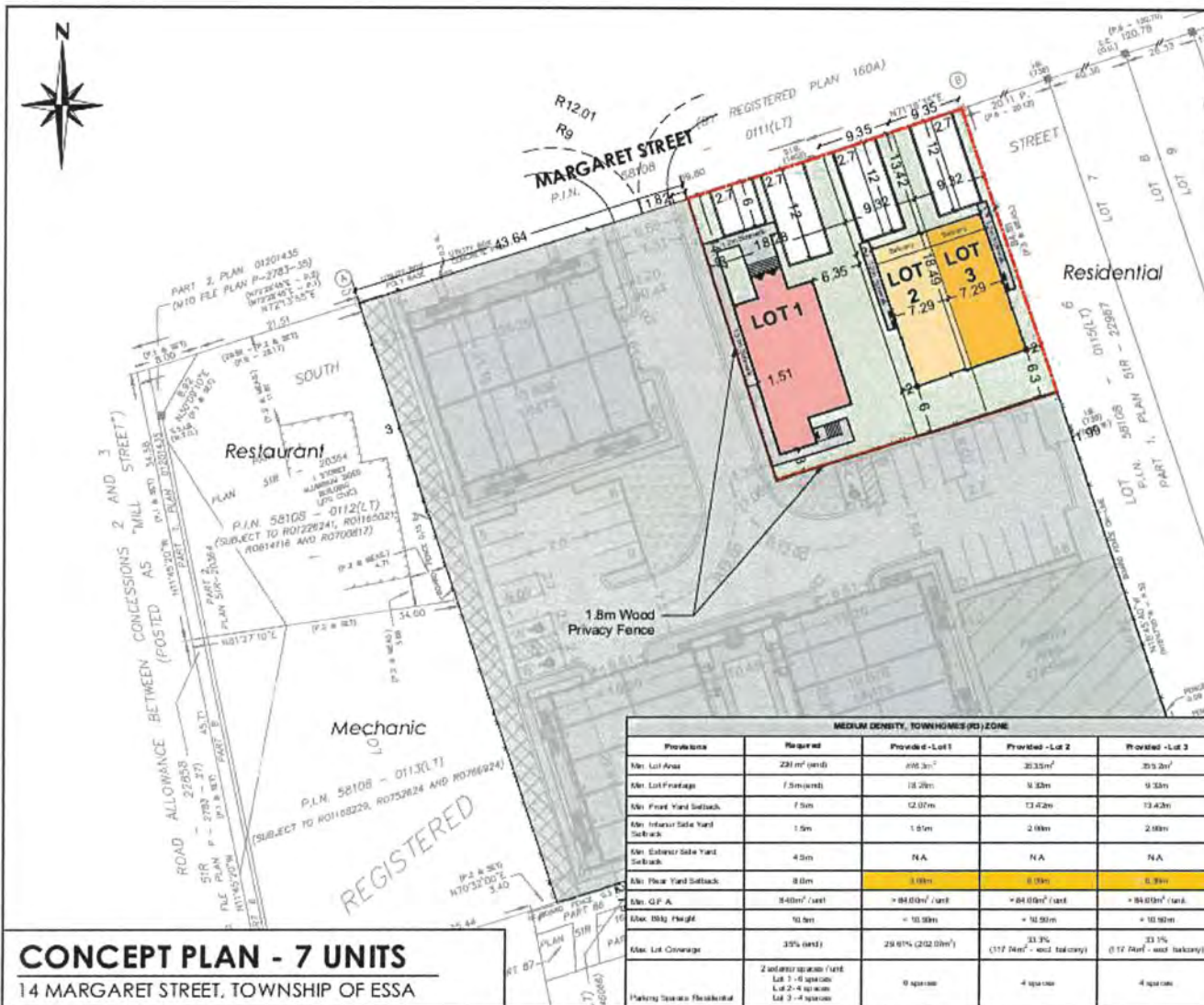
IPS
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- 30 back-to-back townhomes
- Single access from Margaret St onto private internal condo road.
- Outdoor common amenity area (15m² per unit)
- 70 total parking spaces (3 BF) where 60 is required

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DEVELOPMENT CONCEPT



LEGEND

- Subject Site
 - Area: 6,540.11m²
- Developable Area:
 - Area: 1,406.86m²
- Lot 1: Tri-plex (3 units)
 - Lot Area: 698.3m²
 - Bldg Area: 202.07m²
 - Frontage: 18.28m
- Lot 2: Stacked Townhouse (2 units)
 - Lot Area: 353.5m²
 - Frontage: 9.32m
 - Bldg Area: 134.6m² (incl. balcony)
- Lot 3: Stacked Townhouse (2 units)
 - Lot Area: 355.2m²
 - Frontage: 9.32m
 - Bldg Area: 134.6m² (incl. balcony)
- Unit Entrance

MEDIUM DENSITY, TOWNHOMES (M-D) ZONE

Provisions	Required	Provided - Lot 1	Provided - Lot 2	Provided - Lot 3
Min. Lot Area	221 m ² (min)	698.3m ²	353.5m ²	355.2m ²
Min. Lot Frontage (5.0m wide)	18.28m	18.28m	9.32m	9.32m
Min. Front Yard Setback	7.5m	12.07m	13.42m	13.42m
Min. Interior Side Yard Setback	1.5m	1.5m	2.0m	2.0m
Min. Exterior Side Yard Setback	4.5m	N/A	N/A	N/A
Min. Rear Yard Setback	9.0m	3.0m	9.32m	9.32m
Min. G.P. A.	84.0m ² / unit	> 84.0m ² / unit	> 84.0m ² / unit	> 84.0m ² / unit
Max. Bldg. Height	10.5m	< 10.50m	< 10.50m	< 10.50m
Max. Lot Coverage	35% (max)	29.61% (202.07m ²)	31.3% (134.6m ² - incl. balcony)	31.3% (134.6m ² - incl. balcony)
Parking Spaces (Residential)	2 outdoor spaces / unit Lot 1 - 6 spaces Lot 2 - 4 spaces Lot 3 - 4 spaces	6 spaces	4 spaces	4 spaces

Source: 2016 Air Photo from the County of Simcoe Interactive Map. This drawing is for discussion purposes only. The information shown is approximate and subject to change.

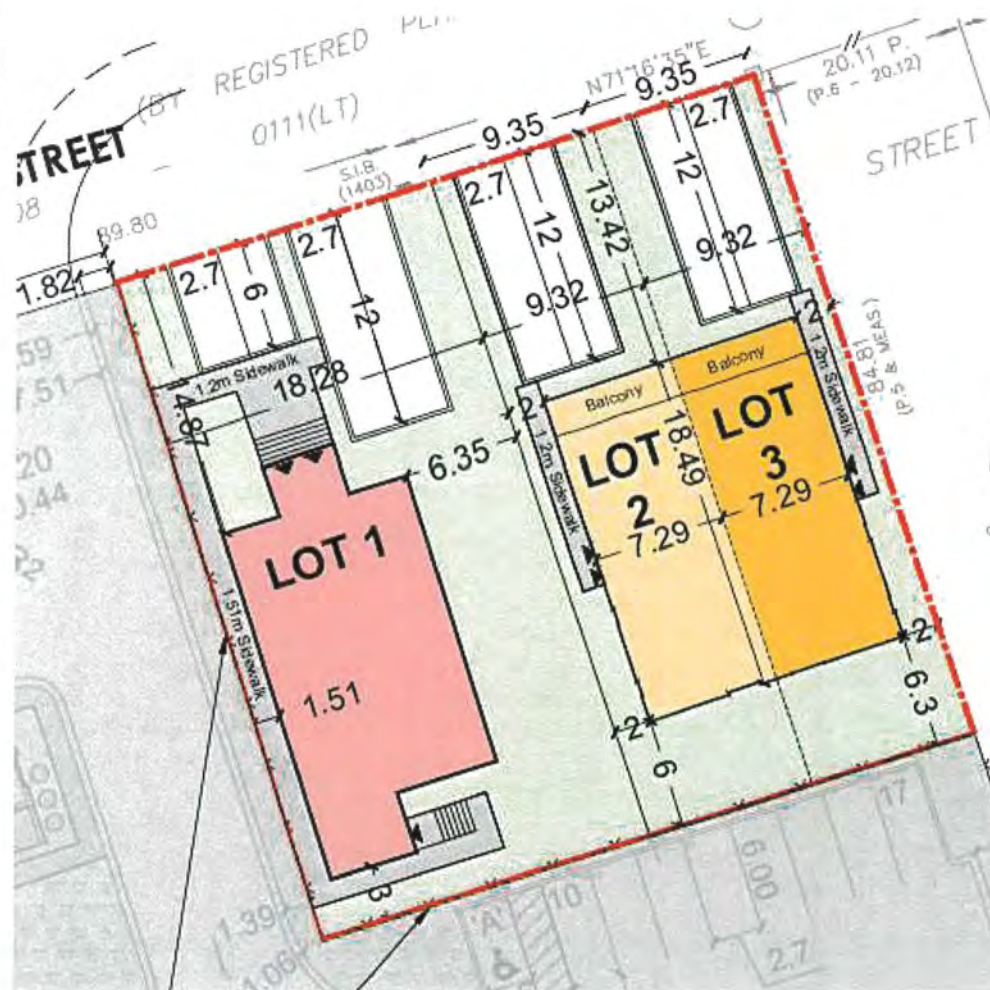
Date: November 14, 2023
 Drawn By: A.S./B.H.
 R/o: 19-817
 Checked By: G.B.

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CONCEPT PLAN - 7 UNITS
14 MARGARET STREET, TOWNSHIP OF ESSA



DEVELOPMENT CONCEPT



- 30 back-to-back townhomes
- Single access from Margaret St onto private internal condo road.
- Outdoor common amenity area (15m² per unit)
- 70 total parking spaces (3 BF) where 60 is required

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DEVELOPMENT CONCEPT



DEVELOPMENT CONCEPT

IPS
CONSULTING



DEVELOPMENT CONCEPT

IPS
CONSULTING



Official Plan Amendment

Residential & Institutional



Residential Multiple

Zoning By-law Amendment

Residential 1 (R1) & Institutional (I)



Residential Medium Density, Townhouses
with Special Provisions
(R3-11), (R3-12) & (R3-13)

SITE SPECIFIC PROVISIONS

R3-11 (30 Units)

- Permit Back to Back Townhouse
- Reduced front yard setback
- Reduced rear yard setback
- Increased building height
- Establish Maximum Density

R3-12 (Lot 1)

- Permit Triplex
- Reduced rear yard setback

R3-13 (Lots 2&3)

- Permit Stacked Townhouse
- Reduced rear yard setback

REQUIRED STUDIES

- Planning Justification Report
 - Site Plan Design Brief
 - Land Use Compatibility/Impact Study
 - Active Transportation Plan
 - Affordable Housing Study
 - Residential Impact Study
 - Employment Study
- Functional Servicing Report & Preliminary Stormwater Management Report
- Geotechnical Investigation
- Traffic Impact Study
- Arborist Report with Tree Inventory & Preservation Plan
- Topographic Survey
- Cultural Heritage Impact Assessment
- Stage 1 & 2 Archaeological Assessment

The proposed development offers residential growth & redevelopment on underutilized lands within Angus, the Townships Primary Settlement Area, which will:

- Contribute to the achievement of Provincial, County and Township minimum intensification targets.
- Support a diversified housing stock, including more attainable housing within Angus including partnership with Habitat for Humanity, in alignment with all levels of planning policy.
- Contributes to a complete community, by adding to the range and mix of housing types and costs in a compact built form and in close proximity to a mix of uses.

The Township Official Plan supports the development of new multiple density residential developments subject to specific criteria.

- Provides the necessary functional elements – access/circulation, parking, appropriate setbacks, landscaping, amenity areas, snow storage & suitably sized dwellings.
- Offers efficient use of underutilized lands, existing infrastructure & facilities, providing for additional potential customers to support nearby businesses.
- Adjacent existing commercial uses and proximity to a mix of uses including institutional, open space & other multi-unit residential uses.

CONCLUSION

- The applications propose to re-designate and re-zone the lands to the Residential Multiple designation and R3 exception zones to facilitate the development of:
 - 37 Residential Units in the form of:
 - 30 back-to-back townhomes
 - One triplex (3 units total)
 - Two stacked townhouse lots (4 units total)
- The lands are an appropriate location for the proposed residential development.
- Contributes to the range of housing types, tenures, costs, and densities in Angus and Township.
- Adaptive re-use of existing building is in the public interest
- The proposed development is consistent and in conformity with Provincial, County and Municipal Planning policies.

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THANK YOU

Questions & Comments Welcome

Email: info@ipsconsultinginc.com



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: PD001-24

DATE: January 17, 2024

TO: Committee of the Whole

FROM: Samuel Haniff, Manager of Planning

SUBJECT: Simcoe County Age-Friendly Municipal Grant

RECOMMENDATION

That Staff Report PD001-24 be received; and,

That Council direct staff to apply for the Simcoe County Age-Friendly Municipal Grant Program towards the preparation of an age-friendly Additional Residential Units Guide by a Planning Consultant by January 20, 2024.

BACKGROUND

On December 19, 2023, the County of Simcoe submitted to its member municipalities application documents for the 2023 Simcoe County Age-Friendly Community (AFC) Municipal Grant program. This correspondence included a Cover Letter, Application Form and Program & Application Guide (Attachment 1).

As per the Program and Application Guide, the funding is intended to "...assist local municipalities of the County of Simcoe in supporting aging populations through conducting community needs assessments and undertaking projects that enable seniors to age in place...".

The Program is divided into two possible Streams:

1. *Stream 1: Age-friendly Assessments, Action Plans & Planning* is intended to support municipalities in developing or updating community assessments or plans; and
2. *Stream 2: Age-friendly Projects* is intended to support municipalities in undertaking local projects.

4a

Based on the limited timeframe for submissions (the deadline is January 20, 2024), and the fact that eligibility for Stream 2 is dependent on applicants having completed an age-friendly assessment or action plan, the Township is limited to a Stream 1 application only.

COMMENTS AND CONSIDERATIONS

Township of Essa By-law 2022-28 was passed by Council on May 18, 2022, which added Additional Residential Unit (ARU) provisions to Zoning By-law 2003-50. Further to the passing of By-law 2022-28, there have also been changes to the Planning Act from Bill 23 (More Homes Built Faster Act, 2022) permitting up to three (3) residential units on a parcel of land.

With an increase in Building Permit applications for legal ARUs as well as reports of illegal ARUs throughout the Township, Staff recommends applying for the Simcoe County Age-Friendly Municipal Grant with a focus on ARUs through the lens of age-friendly accommodation.

It is recommended that Staff apply for the grant under Stream 1 for the *“Creation of specific plans that address one or more of the eight age-friendly dimensions”* with a focus on *“Housing”* and *“Outdoor Spaces and Buildings”*.


Hiring a Planning Consultant to prepare a *“Guide to Additional Residential Units”* for Essa Township is the recommended proposed use for the grant. A ‘booklet’ that offers the public legal parameters, different housing types and pre-approved floorplans for ARUs would be helpful in addressing age-friendly issues such as aging in place, accessibility, affordable housing needs and supplementary income. An example of a similar guide is available upon request.

The Township Planning Department, Building Department and Accessibility Committee are expected to be the most actively involved participants in this proposal, with required input from other stakeholders as needed.

FINANCIAL IMPACT

As per the Program and Application Guide, the following will apply to qualify for funding:

- The proposal must be a new project (retroactive funding is not available);
- The proposed project must be started and completed within the 2024 calendar year;
- Stream 1 can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$10,000.

Manager of Finance Approval: 

SUMMARY/OPTIONS

Council may:

1. Receive this Staff Report and direct staff to apply for the Simcoe County Age-Friendly Municipal Grant Program towards the preparation of an age-friendly Additional Residential Units Guide by a Planning Consultant by January 20, 2024.
2. Direct Staff in another manner that Council deems appropriate, such as not applying for the grant.

CONCLUSION

Option # 1 is recommended as this funding would help advance the Additional Residential Units Program.

Respectfully Prepared By:

Reviewed By:



Samuel Hariff, BURPI., MCIP, RPP
Manager of Planning



Colleen Healey-Dowdall, RPP
Chief Administrative Officer

Attachment 1: Application Documents for Simcoe County Age-Friendly Municipal Grant Program

4a



County of Simcoe
Health and Emergency Services
1110 Highway 26,
Midhurst, Ontario L9X 1N6

Main Line 705 726 9300
Toll Free 1 866 893 9300
Fax 705 792 5743
simcoe.ca

2023 Simcoe County Age-Friendly Municipal Grant Opportunity

Hello,

Although the population across the County is rapidly aging, some local municipalities do not have the capacity nor resources to implement local aging plans or Age-Friendly Community initiatives. In 2019, Council approved \$50,000 annually to provide AFC Municipal grant funding to member municipalities to help support local AFC planning. The grant is awarded based on eligibility criteria and available funds each year.

As Chair of the Simcoe County Age-Friendly Advisory Committee and General Manager of Long-Term Care and Seniors Services for the County of Simcoe, I am happy to inform you that County of Simcoe municipalities are, once again, able to apply for age-friendly funding through the **2023 Simcoe County Age-Friendly Municipal Grant program** (attached hereto).

This program has been put in place to allow for continued research and planning to identify the diversity of issues facing older adults in our local communities and to ensure new programs and services are implemented based on individual feedback and recommendations obtained at a local municipal level in all eight community dimensions as defined by the World Health Organization.

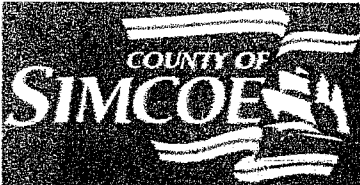
Background:

In 2018, the County of Simcoe developed a Positive Aging Strategy and Planning Framework based on a comprehensive needs assessment of older adults in this region. This project was initially funded by the Ontario Government and has led to the development of many new partnerships and collaborations and has identified many opportunities to address some of the highest priorities for our seniors. With a significant seniors population of 65+ representing more than 18% of our population, the County's aging demographic is outpacing both the province and the nation (Ontario 16.7%, Canada 16.9%). We are pleased to partner in this initiative and look forward to working with you as we build age-friendly communities across Simcoe County.

Sincerely,

Jane Sinclair
General Manager Health and Emergency Services

Cc Tracy Hill, County of Simcoe Age-Friendly Champion
Jonathan Magill, County of Simcoe Clerk



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2023 Simcoe County Age-Friendly Municipal Grant Program - APPLICATION -

Section 1: Municipal Applicant Information

Date _____ Local Government _____

Completed by _____ Position _____

Phone # _____ Email _____

Section 2: Address Information

Number _____ Street _____ Unit/Suite/P.O.Box _____

City/Town _____ Province _____ Postal Code _____

Section 3: Project Information

Select: **Stream 1: AFC Planning/Assessment Process** **Stream 2: Age-friendly project**

Project Title _____

Project Start and end dates: Start _____ End _____

Total Project Costs: _____

Section 4: Focus Area

Please indicate which age-friendly dimensions were the primary focus of the completed project:

- | | |
|--|--|
| <input type="checkbox"/> Community Support and Health Services | <input type="checkbox"/> Housing |
| <input type="checkbox"/> Outdoor spaces & buildings | <input type="checkbox"/> Social Participation |
| <input type="checkbox"/> Transportation | <input type="checkbox"/> Communication/Information |
| <input type="checkbox"/> Respect & Social Inclusion | <input type="checkbox"/> Civic Participation, Volunteerism, employment |
| <input type="checkbox"/> All dimensions (needs assessment process) | |

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4A

Section 5: Project Description

1. Provide a brief description of your project. If your applications is successful this wording may be used on the Simcoe.ca/age-friendly website:

2. Describe your project in detail, including your objectives, making sure to address all the specific requirements in the Program & Application Guide:

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4a

Section 7: Declaration

DECLARATION

The applicant for the Simcoe County Age Friendly Municipal Grant does hereby:

- a. certify that all information contained in this application is true and complete in every respect.
- b. acknowledge that if the applicant knowingly makes a false declaration, the County of Simcoe shall have the right to cancel the approval and recover any paid funds.
- c. acknowledge that if the application is accepted it will not apply to work started or completed prior to final approval.
- d. authorize the County of Simcoe and/or its authorized representatives to contact the individual identified in Section 1, if clarification is necessary.
- e. consent to the collection, use, disclosure, transfer and exchange of information contained in this application for the purposes of verifying the validity and accuracy of the information provided and determining the eligibility of the applicant to receive the Age-Friendly Municipal Grant.

The applicant has read, understood and agrees to the terms and conditions listed above.

Dated this ___ day of _____, 20__.

Insert legal name of applicant

Per: _____

Name: _____

Title: _____

I have authority to bind the corporation

Notice of collection, use and disclosure

Personal information is being collected on this form pursuant to Section 107 of the Municipal Act and will be used to determine your eligibility for the Age-Friendly Municipal Grant Program. Questions regarding the collection of this information and how it is used may be directed to the Project Coordinator, Performance, Quality and Development, County of Simcoe, 1110 Highway 26, Midhurst, Ontario L9X 1N6 (705)726-9300 ext. 3127.



LONG TERM CARE
AND SENIORS SERVICES

2023 Simcoe County Age-Friendly Municipal Grant Program & Application Guide

1. Introduction

2023 Simcoe County Age-friendly Grant Program

Research and planning is required to identify the diversity of issues facing older adults in our local communities and to ensure new programs and services are implemented based on individual feedback and recommendations obtained at a local municipal level in all eight age-friendly community dimensions as defined by the World Health Organization.

The Simcoe County Age-Friendly Municipal Grant program was developed to assist local municipalities of the County of Simcoe to support aging populations through conducting community needs assessments and undertaking projects that enable seniors to age in place which in turn facilitates the creation of age-friendly communities.

2. Other Programs & Resources

In an age-friendly community, the policies, services and structures related to the physical and social environment are designed to help seniors "age actively." In other words, the community is set up to help older adults live safely, enjoy good health and stay involved.

The creation of age-friendly communities in Simcoe County builds on findings from the World Health Organization's Age-friendly Cities and the Simcoe County Positive Aging Strategy: Older Adults Strengthening our Communities

The County of Simcoe, in collaboration with the Age-Friendly Advisory Committee, has advanced the age-friendly agenda since 2015 by creating awareness and preparing its communities for a growing aging population.

3. Guiding Principles

All municipal applications should demonstrate a commitment to the following guiding principles:

- Community Driven - Community solutions are based on local priorities and plans
- Catalyst for Action – Community activities are catalysts that enable local municipalities and community partners to enhance and improve services for older adults
- Focus on Funding Priorities - Activities are focused on funding and support priorities with clear outcomes
- Flexible - Required actions differ in each community
- Coordinated - Activities of local municipalities and community partners are coordinated to avoid duplication among programs and projects
- Sustainable Results – Community activities contribute to improving the lives of older adults over time

4. Grant Program

The County of Simcoe Age-Friendly Municipal Grant program sets out two (2) different categories (streams) for municipalities to apply. Details of each of these grant categories are outlined below.

STREAM 1: Age-friendly Assessments, Action Plans & Planning

The intent of this funding stream is to support municipalities to develop or update community assessments or plans in order to enable seniors to age in place and to facilitate the creation of age-friendly communities. The maximum grant under Stream 1 is \$10,000

Under Stream 1, eligible activities must be cost-effective and may include:

- Development of a local Age-friendly plan, survey or assessment process
- Creation of specific plans that address one or more of the eight age-friendly dimensions (see Section 6)
- Engagement of seniors in planning activities
- Adding an age-friendly or seniors lens to existing plans or policies, such as:
 - Official Community Plans, Integrated Community Sustainability Plans, Health and Wellness Plans, or community or neighborhood plans
 - Zoning and other bylaws (subdivision, snow removal, parking, etc.)
 - Development permit requirements
 - Emergency response, evacuation and/or emergency social services plans
 - Design guidelines
 - Active transportation planning
 - Food security and food systems planning
 - Community planning processes related to social determinants of health (e.g. affordable housing, homelessness, etc.)
 - Development of community health plans

STREAM 2: Age-friendly Projects

The intent of this funding stream is to support local municipalities to undertake local projects that enable seniors to lead active, healthy lifestyles, age in place, and facilitate the creation of age-friendly communities. The maximum grant under Stream 2 is \$10,000.

In order to be eligible for Stream 2, eligible applicants are required to have completed an age-friendly assessment or action plan, or demonstrate that their Official Community Plan, Integrated Sustainability Community Plan, or an equivalent plan, is inclusive of age-friendly planning principles.

Under Stream 2, eligible activities must be cost-effective and may include:

- Support for persons with dementia
- Increased community accessibility (transportation, housing, services)
 - Provision of recreation and healthy living activities and/or referral and support to link seniors with recreation and healthy living services
 - Community gardens and healthy eating
 - Health literacy and promotion (e.g. COVID, workshops, guides, etc.)
 - Chronic disease prevention
 - Injury prevention and community safety (including traffic safety)
 - Intergenerational projects
 - Prevention of elder abuse

The 2023 Simcoe County Age-Friendly Municipal Grant program is not intended to be a capital funding program. However, minor capital expenditures for eligible activities that have a clear and definable benefit to seniors and that are clearly linked to programming for seniors will be considered for funding under Stream 2.

Capital costs cannot exceed 40% of the total requested Stream 2 grant (i.e. an application for a \$10,000.00 grant cannot include more than \$4,000.00 in capital costs).

5. Eligible Applicants

All local municipalities of the County of Simcoe are eligible to apply for Stream 1 or Stream 2 funding. Local governments can each submit one application. In order to be eligible for Stream 2, eligible applicants are required to have completed an age-friendly assessment or action plan.

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6. Eligible Projects

Eligible projects are new community planning initiatives (community needs assessment) or implementation of community projects that are undertaken by an eligible applicant and that address the guiding principles and funding priorities of the grant program.

In addition, to qualify for funding, projects must:

- Be a new project (retroactive funding is not available)
- Be capable of the project started and complete within the 2024 calendar year.
- Focus on one or more of the eight age-friendly community dimensions:

Outdoor Spaces and Buildings	Social Participation
Transportation	Communication and Information
Housing	Civic Participation, Volunteerism and Employment
Respect and social inclusion	Community Support and Health Services

7. Eligible & Ineligible Activities & Costs

Eligible costs are direct costs that are approved by the Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date that the funding from the application submission is approved until the final report is submitted.

Ineligible Activities & Costs

Any activity that is not outlined above or is not directly connected to activities approved in the application by the Evaluation Committee is not eligible for grant funding. This includes:

- Development of feasibility studies, business cases, architectural, engineering or other design drawings for the construction or renovation of facilities providing services to seniors, including housing and care facilities
- Fundraising
- Sidewalk, path or trail construction or improvements, or other infrastructure projects

8. Grant Maximum

Stream 1 can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$10,000. Stream 2 can contribute a maximum of 100% of the cost of eligible activities – to a maximum of \$10,000.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant

9. Application Requirements & Process

Application Deadline

January 20th, 2024. Applicants will be notified of the status of their application within 60 days.

Required Application Contents

- Completed Application Form
- Local government Council approval indicating support for the current proposed activities and willingness to provide overall grant management
- Detailed budget that indicates the proposed expenditures and aligns with the proposed activities outlined in the application form. Although additional funding or support is not required, any other grant funding or in-kind contributions should be identified.

Application Submission Process

Please email by the closing date your completed application to:

Email to: agefriendly@simcoe.ca

Subject: 2023 Simcoe County Municipal Grant program

Tracy Hill
Age-Friendly Champion
Health and Emergency Department
County of Simcoe

Phone: (705) 726-9300 ext. 3127 or cell (705) 229-7880

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Review of Applications

The County of Simcoe will perform a preliminary review of applications to ensure the required application elements (identified above) have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be considered for funding.

Following this, the Evaluation Committee will assess and score all eligible applications based on the funding priorities. Higher application review scores will be given to applications that:

- Demonstrate direct participation of seniors
- Include collaboration with partners (e.g. school districts, First Nations or Aboriginal organizations, seniors, senior-serving organizations, community organizations and other local governments)

Point values and weighting have been established within each of these scoring criteria. Only those applications that meet a minimum threshold point value will be considered for funding.

The Evaluation Committee will also consider the location of each application in order to ensure a balanced representation of projects across Simcoe County.

10. Grant Management & Applicant Responsibilities

Grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. The County of Simcoe reserves the right to audit these records.

Notice of Funding Decision

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded. Grants are awarded in two payments: 70% at the approval of the project and 30% when the project is complete and The County has received the required final report and a financial summary.

Please note that in cases where revisions are required to an application, or an application has been approved in principle only, the applicant has 30 days from the date of the written notice of the status of the application to complete the application requirements. Applications that are not completed within 30 days may be closed.

Changes to Approved Projects

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Revised application package, including updated, signed application form, budget and an updated Council resolution
- Written rationale for proposed changes to activities and/or expenditures

The revised application package will then be reviewed by the Evaluation Committee. Applicants are responsible for any costs above the approved grant.

Extensions to Project End Date

All approved activities to be started within the 2024 calendar year and all extensions beyond this date must be requested in writing and be approved by the Evaluation Committee of the County of Simcoe. Extensions will not exceed six months.

11. Final Report Requirements

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form
- Financial summary
- Optional: photos of the project, media clippings, and documents developed or amended with grant funding.

In accepting funding your municipality agrees to acknowledge the County of Simcoe's assistance in general publicity and in specific publicity of the project for which funding is given.

Other Resources and Initiatives

The following are examples that may complement age-friendly community planning and projects:

Age-Friendly and Dementia Friendly Communities - AARP

<https://www.aarp.org/livable-communities/network-age-friendly-communities/info-2016/dementia-friendly-communities.html>

More **communities** around the world are committing to becoming **age-friendly** and **dementia friendly**. As they do so, there's an increasing interest in how the two types of initiatives work together, and complement rather than compete.

Age-Friendly City - barrie.ca

<https://www.barrie.ca/Living/Inclusive-Community/Pages/Age-Friendly-City.aspx>

Seniors Advisory Committee. Committee Vision: that **Barrie** be recognized as a member of the WHO Global Network of **Age-Friendly** Cities. In 2014 the City established a Seniors Advisory Committee to provide advice and recommendations to City Council concerning opportunities to make **Barrie** a more **age-friendly** community, and to enhance and develop programs and services for seniors.

Age Friendly Community Plan - Greater Madawaska

<http://www.greatermadawaska.com/residents/seniors/age-friendly-community-plan>

In June of 2016 Council approved the Greater **Madawaska Age Friendly** Community Plan. The Plan was developed with the help of a Steering Committee comprised of representatives from seniors interest groups and service organizations from throughout the Municipality.

Age-Friendly Communities - Canada.ca

<https://www.canada.ca/en/public-health/services/health-promotion/aging-seniors/friendly-communities.html>

Canada's senior population is growing. This makes it more important than ever to support the health and well-being of older Canadians. This way, seniors can lead healthy and active lives and stay involved in their **communities**. Making **communities** "age-friendly" is believed to be one of the best ways

Age-Friendly Communities Planning Outreach Initiative...

<https://sagelink.ca/age-friendly-community-central-simcoe/>

An **age-friendly** community (AFC) is a community where policies, services and physical spaces are designed to enable people of all ages to live in a secure and accessible physical and social environment.

<https://sagelink.ca/age-friendly-communities-ontario/age-friendly-communities/>

Fill in the community profile template and email to swebster@seniorshhealthknowledgenetwork.com to share information about your community's **age-friendly** initiative.

<https://sagelink.ca/age-friendly-communities-ontario/>

These networks include **age-friendly** leads from many of **Ontario's 80+ Age-Friendly Communities. Network** members meet regularly (by teleconference) to share their local **age-friendly** planning processes, describe innovative programs and services, and discuss emerging trends or gaps.

Building an Age-Friendly Simcoe County - Long Term Care

<https://www.simcoe.ca/dpt/ltc/age-friendly>

About An **Age-Friendly** Simcoe County. From the World Health Organization (WHO) to our municipal government, there is a call for an **age-friendly** society.

Creating a More Inclusive Ontario: Age-Friendly Community Planning Guide for Municipalities and Community Organizations

<https://www.ontario.ca/page/creating-more-inclusive-ontario-age-friendly-community-planning-guide-municipalities-and-community>

<https://files.ontario.ca/msaa-age-friendly-community-planning-guide-municipalities-community-organizations-en-2021-01-01.pdf>

Age Friendly Community - Town of Wasaga Beach

<https://www.wasagabeach.com/en/wasaga-beach/age-friendly-community-for-seniors.aspx>

Wasaga Beach is one of the fastest growing communities in Canada. According to data from the 2016 Census, **Wasaga Beach** now has a population of 20,675.

Age-friendly Peterborough Plan - City of Peterborough

<https://www.peterborough.ca/en/city-hall/age-friendly-peterborough-plan.aspx>

Our communities are aging. In **Peterborough**, individuals over the **age** of 65 account for over 20% of our regional population. The shift towards an older population will have profound implications for individuals, families, and communities.

Muskoka Age-Friendly Communities - District of Muskoka

<https://www.muskoka.on.ca/en/children-and-seniors/seniors-programs-what-we-do.aspx>

Age-Friendly Community Planning **Muskoka** Master Aging Plan. The District is developing a Master Aging Plan with assistance from an **Age-Friendly** Community grant from the Ontario Government.

Resources | Age Friendly Communities | University of Waterloo

<https://uwaterloo.ca/age-friendly-communities/resources>

Here you will find tools and resources to help guide your community, organization, or business in building an age-friendly community.

Township of Tiny Senior Services - Township of Tiny

<https://www.tiny.ca/recreation-community/senior-services/local-aging-plan>

The Plan outlines **Tiny's** opportunities to enhance senior services and strategies to build an **Age-Friendly** Community. Enjoy lunch, speakers, receive a copy of **Tiny's** Directory of Senior Services, be a part of **Tiny's** Senior of the Year Award Ceremony and learn about local seniors' clubs and senior service providers in North Simcoe.



TOWNSHIP OF ESSA STAFF REPORT

STAFF REPORT NO.: CAO001-24
 DATE: January 17, 2024
 TO: Committee of the Whole
 FROM: Colleen Healey-Dowdall, Chief Administrative Officer
 SUBJECT: NVCA

RECOMMENDATION

That Staff Report CAO001-24 be received; and

That Council purchase the opportunity for enhanced programming including reforestation, healthy waters monitoring, management of the Utopia Conservation Areas, environmental education and Tiffin operations at a cost of \$24,002.90 by way of entering into a MOU for one (1) year on the premise that the NVCA will return to Essa with its budget on an annual basis.

BACKGROUND

A recent revision to the *Conservation Authorities Act* and Regulation 687/21 defines the "core" mandate for conservation authorities, and as well, lists programs and services which are optional. As such, municipalities may now opt out of the non-core services (core services are classed into "Category One").

- Examples of Category One or mandatory or core services include: flood forecasting and permitting.
- Category Two and Three programming would include: items such as restoration and regeneration projects. The care and maintenance of the Utopia Conservation Areas is also a Category Three service.

Refer to Attachment 1 to view a chart of categories and items associated with each (as provided by the NVCA). The NVCA CAO visited Essa Council in June of 2023, and explained the new legislation and its impacts and the categories of service.

As a reminder, conservation authorities issue permits for works in Regulated Areas as depicted on provincial mapping (in accordance with provincial legislation) – this in turn

steers development away from areas which are inappropriate for development. The Provincial Policy Statement (PPS) states: development shall generally be directed away from hazards.

COMMENTS AND CONSIDERATIONS

The NVCA has canvassed all 18 of its watershed municipalities to offer an opportunity to participate in a MOU wherein municipalities would benefit from enhanced services since the province has spelled out that municipalities are not mandated to enter into MOUs nor pay for additional services beyond what is considered as a core service.

The NVCA is encouraging all of its 18 member municipalities to pay for enhanced Category Two and Three programs and services, and Attachment 2 outlines such activities of the NVCA of the past 5 years (provided by the NVCA CAO). The cost of the enhancements would be \$24,002.90 in 2024 and is likely to increase in future years.

The MOU put forward by the NVCA at this point is somewhat vague but as a 'MOU' (as opposed to an 'Agreement'), it is not necessarily binding - although the NVCA would hope that municipalities would agree to entering into the MOU for a term of at least four years.

Essa Council is struggling to maintain a low tax rate in the current fiscal year, and uncertainty in years to come is not ideal. Certainly, there is value in services provided by the NVCA and Council is cognizant of services provided which assist with local priorities.


FINANCIAL IMPACT

Specific to Essa, the increase in the Category One (core) services of the NVCA over the general 2023 NVCA levy amount is 1.74% (\$204,905 for Category One as compared to Essa's NVCA budget of 2023) – this expenditure is non-negotiable at this point.

Note that the NVCA is proposing to increase its overall operating budget in 2024 in the amount of approximately \$400,000 to allow for additional planning/development staff to speed up approvals.

By not opting for Category Two and Three enhancements, Essa could save \$24,002.90 which could pay for a much-needed item here in Essa.

The proposed 2024 budget (working papers/Final Draft dated Dec 20th) has been calculated with the Category Two and Three costs totalling \$228,908.

Manager of Finance Approval: 

SUMMARY/OPTIONS

Council may:

1. Take no further action – receive this report for information.
2. Purchase the opportunity for enhanced programming including reforestation, healthy waters monitoring, management of the Utopia Conservation Areas, environmental education and Tiffin operations at a cost of \$24,002.90 by way of entering into a MOU for one (1) year on the premise that the NVCA will return to Essa with its budget on an annual basis.
3. Opt NOT to participate in a MOU with the NVCA, and instead pay for core services only at this time.
4. Suggest alternative terms for a MOU with the NVCA, to better suit Essa.

CONCLUSION

Staff recommends option 2 on the basis that Council may wish to show support for the NVCA in general along with its member municipal partners – with this in mind, and the fact that the Utopia Conservation Areas are owned by the NVCA, and the Township has been a partner in creating opportunities here, this CAO recommends entering into a MOU for a one (1) year term only.

Respectfully submitted:



Colleen Healey-Dowdall, RPP
CAO

Attachments:

1. Budget and category information
2. Historic works carried out by the NVCA
3. Proposed MOU

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Nottawasaga Valley
Conservation Authority

September 27, 2023

Township of Essa
5786 Simcoe County Road 21
Utopia, ON
L0M 1T0

Dear Sarah Corbett:

Please find the 2024 Nottawasaga Valley Conservation Authority (NVCA) Draft Budget Booklet at <https://www.nvca.on.ca/about/plans-annual-reports-financials/nvca-2024-draft-budget/> and is also attached for ease of distribution. This draft budget was received and approved for circulation and input for the mandatory 30-day review period, at the September 22, 2023, NVCA Board meeting. Please forward any comments to the undersigned by November 24, 2023.

The NVCA is also pleased to include the budget companion, the 2024 Program Overview provides simple, understandable information about how our budget is allocated, what our goals and objectives are both for the current year and future year, along what has been achieved by our team. It can be found at <https://www.nvca.on.ca/about/plans-annual-reports-financials/2024-program-overview/> and is also attached for ease of distribution.

The NVCA worked very diligently to address the impacts of rising inflation and subsequent pricing increases, combined with the uncontrollable costs of items such as insurance, without adversely impacting our member municipalities.

The 2024 budget brings new changes to its framework. As per the legislative changes, conservation authorities are now required to show their budgets clearly showing the category 1, 2 and 3 revenues and expenses.

NVCA is continuing to strongly encourage each member municipality to participate in all programs offered by NVCA as the MOU discussions continue. Municipalities in the Nottawasaga Watershed are connected by rivers, streams, groundwater, forests, and many other natural heritage features. By working together, we can continue to deliver science based, innovative, watershed-wide services to improve water quality, manage flood and erosion, create more resilient habitats, grow economies through recreational opportunities, and better adapt to climate change. We look forward to continuing the MOU discussion with your municipality to ensure that MOU's are completed by the December 31, 2023 deadline.

The Township of Essa's proposed 2024 total levy contribution is \$218,431.96. The capital asset levy will be \$10,475.27. This represents a total of \$228,907.23 contribution for 2024.

Below is how it is broken down into the Category 1 and Categories 2 & 3:

Category 1 Operational Levy - \$195,874.72

Categories 2 & 3 Operational Levy - \$22,557.24

Category 1 Asset Levy - \$9,029.61

Categories 2 & 3 Asset Levy - \$1,445.66

Please contact Kerry Jenkins at 705-424-1479 ext. 272 or kjenkins@nvca.on.ca if your council would like to schedule a deputation or a meeting with staff to discuss this draft budget. We believe the 2024 draft budget represents a wise investment for the long-term health of our environment, watershed, and local economy.

Yours truly,



Doug Hevenor
Chief Administration Officer

Copies: NVCA Board Member, Councillor Pieter Kiezebrink
Debbie Dollmaier, Finance Manager

PLANNING & DEVELOPMENT

Category 1: \$1.95M / 16.1 FTEs
 Category 2 & 3: \$0

FLOOD MANAGEMENT

Category 1: \$360K / 2.5 FTEs
 Category 2 & 3: \$0 / 0 FTE

Watershed Science

Category 1: \$320K / 2.4 FTE
 Category 2 & 3 \$170K / 1.3 FTE

EDUCATION

Category 1: \$0 / 0 FTE
 Category 2 & 3: \$319K / 4.5 FTEs

CONSERVATION LANDS

Category 1: \$412K / 3.75 FTEs
 Category 2 & 3: \$223K / 2.05 FTEs

RESTORATION SERVICES

Category 1 \$141K / 0.93 FTEs
 Category 2 & 3 \$1.07M / 4.27 FTEs

CORPORATE SERVICES

Category 1: \$1.48M / 11.4 FTEs
 Category 2 & 3: \$0 FTE

Sustaining the watershed is not our work alone. It is what we do together with municipalities, our neighbours, universities and colleges, donors, local and regional agencies, and the many other partners we work with. We need to celebrate our successes but we also need to increase the scope, scale and intensity of our joint efforts to create a place we can be proud of and celebrate – one we can call home. For life.

FUNDING CONSERVATION

Total Funding

NVCA's 2024 budget is \$6,444,677, which includes a total levy contribution of \$3,185,300. When combined with fee for service revenues, 51% of NVCA's budget is funded through non-levy sources of funding.

This corresponds to \$15.31 per watershed resident while the average CA levy supporting operations in 2018 was \$16.42.

Category 1 Funding

NVCA's 2024 budget for Category 1 is \$4,638,115, which includes a total levy contribution of \$2,856,358. When combined with fee for service revenues, 38% of NVCA's budget is funded through non-levy sources of funding.

Category 1 budget corresponds to \$13.73 per watershed resident.

Category 2 & 3 Funding

NVCA's 2024 budget for Category 2 & 3 is \$1,806,562, which includes a total levy contribution of \$328,943. When combined with fee for service revenues, only 18% of NVCA's Category 2 & 3 budget is funded through levy. User fees and leverage of levy makes up the remaining 82%. These categories also subsidize Category 1 programs, helping to reduce the levy required.

Category 2 & 3 corresponds to \$1.58 per watershed resident.

While this builds a strong case for support, it is not enough to improve the health of our watershed, improve water quality, protect from flooding, provide open spaces and trails that are accessible for people to use, and connect and restore forests wetlands and habitats.

We rely on our partners, funders, landowner and volunteers to help build communities resilient to climate change, and most importantly, attracting and retaining the talent and economic opportunities that this watershed desires.

Essa Category Three Information

Here is a quick look at some Category Three work completed over the past 5-years in Essa. This first section looks at Education, Events, Forestry, Healthy Waters and Stewardship Restoration.

- No large scale restoration project in Essa since 2015 (LeClair Park-Angus)
- Tree planting at Camp Sauline to support lake sturgeon spawning.
- Partnership with Camp Sauline to sample lake sturgeon with future anticipated partnership with Saugeen Ojibway (expression of interest letter submitted earlier this summer).
- Much of the upstream work (in the hundreds of thousands of dollars) taking place in Adjala-Tosorontio on the Upper Nottawasaga River and Sheldon Creek under the NRRP and in Mulmur on the Pine River under the emerging Pine River Enhancement Program, are very strategic for supporting the trout and salmon recreational fisheries that are economically important to Essa. **These projects directly benefit Essa's Salmon Festival every September.**
- Education over the past 5-years 3,334 students *covid impacted school visits in several of these years.
- Our Spring Tonic Festival (Maple Season) at Tiffin brings upwards of 3,000 people into and from across the township each spring providing an opportunity for Essa Fire Safety to Educate all attendees, it allows the Borden Military Base to promote programming they offer to local youth in Essa and it brings people into Essa to experience this wonderful part of Ontario.
- Several properties within Essa, including Utopia Conservation Area and NVCA's administration office at the Tiffin Conservation Area, totalling 687.04 ha
- Essa's fisheries were also featured in NVCA's recent 8-minute promo video discussion the economic benefits (including tourism) of a healthy ecosystem.
- 67 tree planting projects over the past 5 years totalling 15,869 trees
- **Supported watershed residents with \$60,435** in grants and funding support
- 6.91kms of stream rehabilitation work
- Completed 460.17ha of MFTIP plans
- Stewardship info requests: 88
- 100 HWP projects including:
 - Soil Health research project Utopia Experimental Farm (see below)
 - Pollinator Strips and Patches
 - Volunteer tree plants
 - Windbreaks
 - Soil Health projects (cover crops) – erosion reduction and improved infiltration (reduce flooding)

- o Habitat structures (w/ Env. Education)

NVCA's details on soil health project: Utopia Experimental Farm

The NVCA is excited to be part of a soil health farming research project – the Utopia Farmland Project. This is a multi-year regenerative farming initiative, to transitive from conventional farming to one focus on soil health, water quality, soil conservation, biodiversity enhancements and climate change mitigation. Extensive monitoring and sampling will determine how crop productivity, soil health and carbon sequestration change over time. This project includes cover crops, conservation tillage, crop rotations and research test strips to test various soil amendments (compost, digestate, compost tea, and seed inoculations). The findings gained of how soil health and crop yield is improved by different farm best management practices and amendments will be shared with farmers and agricultural professionals.

Healthy farm soils support a diverse, carbon-rich soil ecosystem, with lots of worms, invertebrates, fungi and beneficial bacteria. Every 1% increase in organic matter increases soil water holding capacity 25,000 gallons per acre. This provides both drought and flood resilience, as well as better crop yields.

Farm cover crops are so important to maintaining carbon-rich soils. Bare fields in the shoulder-seasons cause the soil-life to cannibalize the soil's carbon stores, eventually to starve and collapse.

Interesting, even after only one year the soil life has improved. Baseline testing found a meagre 5 earthworms across multiple test pits sampling the entire field. Within one year of treatment, this had increased ten-fold.

This multi-year project has a value of \$150,000 to-date, and began in 2021. It has engaged over 30 volunteers, who've contributed over 700 hours.

Partners and supporters include the Compost Council of Canada, Canadian Agricultural Partnership/Ontario Ministry of Agriculture, Food & Rural Affairs, Dalhousie University, A&L Canada Laboratories, Miller Compost, North Line Industries, Scott & Lynn Dobson, Ian McLachlan, Visions of Utopia, Joe Pantalone, Antler Family, FITEC, Overton Environmental, NVCA and World Wildlife Foundation

Advisory Board includes Scientific Researchers from Agriculture & AgriFood Canada, Quebec Ministry of Agriculture, Ontario Ministry of Agriculture, Food & Rural Affairs, International contacts in Australia, United States, the Americas.

Fred Dobbs comments on Stewardship's detailed project information:

NVCA staff has not completed a large-scale river restoration project in Essa Township since 2015 when the Pine River was realigned and re-stabilized in LeClair Park in Angus.

With funding provided by Fisheries and Oceans Canada, Sarah has engaged members at Camp Sauline in tree planting work adjacent to the Nottawasaga River that is designed to create an enhanced vegetated stream buffer adjacent to an important lake sturgeon spawning habitat.

NVCA staff have also partnered with Saugeen Ojibway nation and Camp Sauline to sample spawning sturgeon as part of a larger Georgian Bay – Nottawasaga River sturgeon radio tracking program. Much of the work that the NVCA has completed on the Nottawasaga River and Sheldon Creek through the Nottawasaga River Restoration Program (NRRP) **is designed to improve water quality and therefore sturgeon populations in Essa Township**, but it has been challenging for the NVCA to actually monitor sturgeon looking for a positive population response to the water quality improvement work. Saugeen Ojibway has provided a letter of commitment to NVCA to partner on a larval sturgeon-sampling program that would support future monitoring of the health of the population.

A letter of intent has been submitted to the Canadian Nature Fund for Aquatic Species at Risk as part of a request for funding to support ongoing river habitat and water quality restoration work led by NVCA and larval sturgeon sampling work that would be led by Saugeen Ojibway Nation.

Note that all the hundreds of thousands of \$ of river restoration work completed since 2019 in Adjala- Tosorontio on the Upper Nottawasaga River and Sheldon Creek under the NRRP and in Mulmur on the Pine River under the emerging Pine River Enhancement Program, **are very strategic for supporting the trout and salmon recreational fisheries that are economically important to Essa**. Essa coordinates a Chinook salmon festival in September where the run of fish supporting the fishery originates almost exclusively in the Upper Nottawasaga River and Pine River where the NVCA restoration work is being completed. This work also supports the trout and salmon sport fisheries on several Essa township properties where revenues are generated by fees from an angling pass. We could remind Essa that the 8 minute "Restoring the Nottawasaga River" video produced in partnership with Simcoe County tourism features rainbow trout sport fishing in Essa and may provide a strong tool for helping the municipality promote its network of fishing access properties and its salmon festival event.

Here is some information on Category Three work the NVCA has completed in Essa Township over the past 5-years. For Monitoring and Watershed Science we have also explained a bit about the Category One and Category Two works we have completed in the past.

1. Category one provincial monitoring specifically entails the PQWMN – Provincial Water Quality Monitoring Network (surface water chemistry) and PGMN – Provincial Groundwater Monitoring Network (groundwater chemistry and levels). These are both mandatory (category one) programs that all municipalities must cost-share the provision of in the watershed. They generate coarse, regional scale data on surface water and groundwater chemical quality. While important information is generated from these programs, they do not provide enough local scale detail to answer specific questions like, what is happening in Essa.

Category two (municipally instigated) local monitoring has been used in the past by municipalities to answer very specific questions they have related to the water quality of rivers, streams, ponds, lakes, etc. or the condition of terrestrial natural resources like forests, wetlands, prairies, etc. Examples include:

- Essa had a category two, type, project monitoring the Nottawasaga
- Past work has also included wastewater treatment plant monitoring for New Essa

Category three (NVCA instigated) long-term subwatershed monitoring is used to determine the state of the natural resources in a subwatershed over time. This monitoring primarily includes surface water quality monitoring, but also some limited additional groundwater monitoring outside the PGMN, some limited terrestrial (forest, wetland and bird) monitoring. The outcome of this monitoring is (was) used to inform NVCA watershed management, partner (municipal, county) watershed management, NVCA planning and regulatory decisions related to sensitive streams, significant forests, wetlands, significant wildlife habitat, etc., but also to ground-truth NVCA regulatory mapping, amongst many other outcomes. **The largest Category 3 outcome is the production of Watershed Health Checks, of which Essa is covered by the Middle Nottawasaga subwatersheds and small portions of the Mad River, Pine River, Boyne River, Innisfil Creek and Lower Nottawasaga River subwatersheds.** Health Checks cannot be produced without NVCA generated (Cat 3) data.

2. NVCA actively monitors surface and groundwater in Essa, though the NVCA monitoring effort is shared across the entire watershed on a rotating basis (see table below). Additionally, watershed-wide programs like the Climate Change Adaptation Plan.

□

Surface Water	Approximate Number of Stations in Essa	Number of Stations – last 10	Notes

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	Annually	years (some repeats)	
Benthic macroinvertebrates	2-5	35	BMI are the primary water quality grading criterion for the NVCA.
Stream Temperature	12 permanent	17	Program is being redesigned around continuously monitored stations of which 12 will be in Essa
Fisheries	1	5	A small part of the monitoring program. Looking for a few interested landowners to allow for the establishment of an annually recurring station.
Geomorphology	5	-	A new part of the monitoring program started in 2022
Water chemistry	4 (all PWQMN)	40	Chemistry is expensive and is only done as part of Category 1 or 2 monitoring
Groundwater	8 (3 PGMN)	80	Sampling is only done where wells exist for this purpose outside of municipal wells. Investigating the possibilities of partnering with municipalities on that.
Terrestrial	1	1	Completed at the Tiffin CA property.

All monitoring programs are in the process of being redesigned to become more efficient and cost-effective where possible.

Here is a quick look at some Cat 3 work completed over the past 5-years in Springwater:

- Working with Hydro One to investigate opportunities for stream bank stabilization and channel realignment on Willow Creek and Matheson Creek (to take place on Hydro One property).
- Development of phosphorus (P) offsetting program initiative, supported by the Midhurst landowners' group.
- Education over the past 5-years *covid impacted school visits in several of these years. 3,178 students
- Several properties within Springwater, including Fort Willow Conservation Area and Minesing Wetlands Conservation Area, and several non-operating conservation areas, totalling 3,115 ha
- 20 tree planting projects over the past 5 years totaling 26,100 trees
- **Supported municipality residents with \$59,882** in grants and funding support
- 2.08kms of stream rehabilitation work
- Completed 297.17ha of MFTIP plans
- Stewardship info requests 123
- 54 HWP projects including:
 - pollution runoff/leaching reduction - manure storage and nutrient management planning
 - Minesing native grasslands, swamp forest and wet-meadow restoration
 - Willow Creek stream restoration
 - Lots of volunteer tree plants!

Stewardship's detailed project information:

Regarding Springwater, NVCA stewardship staff have engaged Hydro One staff regarding the power corridor between Golf Course Road and Wilson Drive and we are working with their staff to explore opportunities to complete stream bank stabilization and a channel realignment project on Willow Creek as well as bank stabilization on Matheson Creek. The channel realignment project on Willow Creek would result in the creation of an Oxbow Wetland habitat. Hydro One maintains three different types of lease agreements to determine the types of permissions and protocols that would need to be followed to provide for river restoration within a power corridor. NVCA staff believes that there is an excellent opportunity to be successful in negotiating a project with Hydro One as the proposed bank stabilization and channel bypass options both provide an opportunity to proactively address a power line tower and its anchoring system, which will be undermined by future creek erosion.

NVCA staff anticipate that the funding for this initiative will come from the Midhurst Landowners group as part of their required phosphorus offsetting program designed to address anticipated extra P loading arising from the new urban developments. NVCA staff has identified two farm properties in Springwater that would also provide bank stabilization opportunities for achieving the P credits needed by the Midhurst landowners group.

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NVCA does no monitoring in the northern watersheds that drain into Severn Sound, the SSEA portion of the municipality.

1. Category one provincial monitoring specifically entails the PQWMN – Provincial Water Quality Monitoring Network (surface water chemistry) and PGMN – Provincial Groundwater Monitoring Network (groundwater chemistry and levels). These are both mandatory (category one) programs that all municipalities must cost-share the provision of in the watershed. They generate coarse, regional scale data on surface water and groundwater chemical quality. While important information is generated from these programs, they do not provide enough local scale detail to answer specific questions like, what is happening in Springwater.

Category two (municipally instigated) local monitoring has been used in the past by municipalities to answer very specific questions they have related to the water quality of rivers, streams, ponds, lakes, etc. or the condition of terrestrial natural resources like forests, wetlands, prairies, etc.

Examples include:

- New Tecumseth has a category two project mapping the bathymetry of its stormwater ponds. They pay NVCA to measure the bathymetry, do data analysis and report to satisfy their aims
- Collingwood has a category two project looking at specific urban influences to water quality as its west end develops. They pay NVCA to conduct the data collection, analysis and reporting to satisfy these aims.
- Shelburne has a category two project looking at the specific impacts of its soon-to-be expanded wastewater treatment plant. They pay NVCA to conduct the data collection, analysis and reporting to satisfy these aims.
- Past work has also included subdivision impact monitoring in Springwater (though not done under the Cat 2 model), and wastewater treatment plant monitoring for New Tecumseth and Essa

Category three (watershed wide work) long-term subwatershed monitoring is used to determine the state of the natural resources in a subwatershed over time. This monitoring primarily includes surface water quality monitoring, but also some limited additional groundwater monitoring outside the PGMN, some limited terrestrial (forest, wetland and bird) monitoring. The outcome of this monitoring is (was) used to inform NVCA watershed management, partner (municipal, county) watershed management, NVCA planning and regulatory decisions related to sensitive streams, significant forests, wetlands, significant wildlife habitat, etc., but also to ground-truth NVCA regulatory mapping, amongst many other outcomes. **The largest Category 3**

outcome is the production of Watershed Health Checks, of which Springwater is covered by the Willow Creek and Lower Nottawasaga subwatersheds and small portions of the Mad River, Pine River and Middle Nottawasaga subwatersheds. Health Checks cannot be produced without NVCA generated (Cat 3) data.

2. NVCA actively monitors surface and groundwater in Springwater, though the NVCA monitoring effort is shared across the entire watershed on a rotating basis (see table below). Additionally, watershed-wide programs like the Climate Change Adaptation Plan.

□

Surface Water	Approximate Number of Stations in Springwater Annually	Number of Stations – last 10 years (some repeats)	Notes
Benthic macroinvertebrates	2-5	31 (6 development monitoring)	BMI are the primary water quality grading criterion for the NVCA.
Stream Temperature	13 permanent	47	Program is being redesigned around continuously monitored stations of which 13 will be in Springwater
Fisheries	1	10	A small part of the monitoring program.
Geomorphology	13	-	A new part of the monitoring program started in 2022
Water chemistry	3	3	Chemistry is expensive

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			and is only done as part of Category 1 or 2 monitoring
Groundwater	6 (2 PGMN)	31	Sampling is only done where wells exist for this purpose outside of municipal wells. Investigating the possibilities of partnering with municipalities on that.
Terrestrial	1	1	Completed at the Boyne Valley Springs a CA property.

All monitoring programs are in the process of being redesigned to become more efficient and cost-effective where possible.

Here is a summary of the activities that have taken place in Oro Medonte over the past 5 years.

- River restoration project at Napoleon on Gore Road- 400m of eroding stream bank on Willow Creek (starting in 2023)
- Chappell Farms (tenant farmers at Napoleon & adjacent neighbour) supporting project by providing large woody debris for restoration (dead ash).
- Education over the past 5-years *covid impacted school visits in several of these years. 155 students
- Trees planted (Forestry + Stewardship) 18 projects, 30,020 trees.
- Grants allocated to municipality residents \$55,963.
- Stream rehabilitation 3 projects totaling 3.23km
- MFTIP plans written for 499.59 acres.
- One owned property "Moss" at Line 2; 30.27ac (12.25ha)
- stewardship info requests: 40

- farm pollution runoff prevention project – clean-water diversion from livestock yard
- 3 volunteer tree plants Healthy Waters

After reviewing this material if you have any questions or require additional information please do not hesitate to reach out to us at the NVCA. Category Three works allows us to acquire significant funding to deliver projects across the watershed with your Levy funding acting as seed money, which is incubated into larger funds for project delivery to our municipal partners.

Best,
Doug Hevenor, NVCA CAO

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Colleen Healey

From: Doug Hevenor <dhevenor@nvca.on.ca>
Sent: April 4, 2023 1:59 PM
To: Colleen Healey
Subject: Essa/ Draft MOU, NVCA Inventory of programs & Services
Attachments: Final_DRAFT BLANK_NVCA MOU 2_3_2023 Part.1.pdf; Final_DRAFT BLANK_NVCA MOU 2_3_2023 Part.2.pdf

Good morning, Robin

Hope things are going well over your way. I am attaching a blank draft of our proposed Essa/NVCA MOU, which includes our Inventory of Programs and Services presented as category one, category two and category three items for your review with your staff.

The draft MOU includes the following provisions:

- a) The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs.
- b) The Members agree to be charged a levy for such services in accordance with the levy stated in Schedule "A" to be apportioned among the Members.
- c) The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. Any change requires an amendment to this Agreement agreed to by all parties.
- d) The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
- e) The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.
- f) This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.

Please reach out to me directly if you I would like to arrange a meeting to discuss the MOU and the best method of moving forward for Council's approval.

We will still maintain a separate agreement outside of this MOU to provide planning and advisory services that the NVCA will provide that will be worked out between your planning staff and the NVCA planning staff, which will be led by Director, Chris Hibberd.

Looking forward to hearing from you to discuss this matter further.

Best,
Doug

[EXTERNAL]

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MEMORANDUM OF UNDERSTANDING ("MOU")

THIS AGREEMENT dated this day of , 2023.

BETWEEN:

THE NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

(hereinafter called "Authority") OF

THE FIRST PART

and

Municipality OF, ?

(Hereinafter called the "Members")

OF THE SECOND PART

WHEREAS, pursuant to Ontario Regulation 686/21 Conservation Authorities are authorized to charge a levy to their members for delivery of mandatory services under the Regulation;

AND WHEREAS pursuant to Ontario Regulation 687/21 Conservation Authorities are required to enter into an agreement to levy members for services provided to Members other than mandatory services;

AND WHEREAS the Authority is prepared to provide certain non-mandatory services to its Members;

AND WHEREAS the Members wish to avail themselves of these services and to pay the amount levied for the services;

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AND WHEREAS under the Conservation Authorities Act (the Act) Category 1 programs and services are to be funded through the budget and apportionment process with the applicable regulations;

AND WHEREAS under the applicable regulations, Category 1 operating expenses and capital costs may be included in the apportionment and provided without an agreement;

AND WHEREAS under the Act, Category 2 programs and services requested by municipalities may be provided under a memorandum of understanding ("MOU") or such other agreement in respect of the programs and services;

AND WHEREAS under the Act, Category 3 programs and services requested by the conservation authority funded through the budget and apportionment agreement may be provided under a memorandum of understanding ("MOU") or such other agreement in respect of the programs and services;

AND WHEREAS under the Act and the Minister's Fee Classes Policy, the Authority may establish fees to be charged for the program or service;

NOW THEREFORE, in consideration of the terms of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. The Authority agrees to provide to the Members the services outlined in the Inventory of Services and Programs attached hereto as Schedule "A".
2. The Members agree to be charged a levy for such services in accordance with the levy stated in Schedule "A" to be apportioned among the Members.
3. The Authority will not add to or delete from the services or programs funded through the levy without first consulting with the Members. Any such change would require an amendment to this Agreement agreed to by all parties through the annual budget process.
4. The parties will maintain the current annual approval process for increasing the levy and budget (i.e. weighted vote based upon current value assessment in the watershed for approval of the levy).
5. The Members will continue to support the current Inventory of Services and Programs throughout the period of this Agreement.
6. This Agreement will be for a Term of four (4) years commencing on the date of the signature by the last of the parties.

6

SIGNED SEALED AND DELIVERED THIS DAY OF , 2022.

THE NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

Per: _____
Chair

Per: _____
Chief Administrative Officer

I/we have the authority to bind the Corporation

SIGNED SEALED AND DELIVERED THIS DAY OF , 2023.

THE CORPORATION OF THE TOWN OF ?

Per: _____
Mayor

Per: _____
Clerk

I/we have the authority to bind the Corporation

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Schedule "A"

Nottawasaga Valley Conservation Authority Inventory of Programs and Services

Approved by Board of Directors: February 25, 2022

CATEGORY 1

Natural Hazard Management Program

Program Description: Conservation Authorities (CAs) are the lead provincial agencies on Natural Hazard issues. The goal is to protect life and property from flooding and erosion. This watershed-wide, comprehensive program includes development applications and permits, municipal plan input and review, environmental planning and policy, flood forecast and warning, flood and erosion control infrastructure, technical studies, ice management, education, and public awareness.

Category 1

Program/Service and Subservices	Description	Category Rationale
Section 28.1 Permit Administration and compliance activities	Respond to property inquiries. Reviewing and processing of permit applications and associated technical reports under O.Reg., 172/06, site inspections to confirm compliance, communication with applicants, agents, consultants, and legal representatives.	CA Act Reg. 686/21 s.8
Municipal Plan Input and Review	<p>Provide technical input and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances).</p> <p>Provide input into municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of Ministry of Natural Resources and Forestry (MNR), delegated to CAs in 1995 and as outlined the 2001 MOU between MNR, Ministry Municipal Affairs and Housing and Conservation Ontario.</p> <p>Provide input into the review and approval processes under other applicable</p>	CA Act O. Reg. 686/21 s.6/7

Program/Service and Subservices	Description	Category Rationale
	law, with comments principally related to natural hazards, wetlands, watercourses, and Sec. 28 permit requirements.	
Flood & Low Water Forecasting and Warning	<p>Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts, watershed conditions, snow course, flood event forecasting, flood warning, communications and response and equipment maintenance. Annual meeting with municipal flood emergency coordinator. Low water conditions monitoring and analysis.</p> <p>Technical and administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.</p> <p>Data collection, mapping, data sets, watershed photography. Development and use of systems to collect and store data and to provide spatial geographical representations of data.</p>	CA Act 21.1 O. Reg. 686/21 Sec 2 Sec 3
Flood and Erosion Control Infrastructure Operation and Management	Flood and erosion control infrastructure operations. (routine activities related to the operation of the structures). Includes five flood control projects and 13 erosion control projects that are annually inspected, and routine maintenance work completed.	CA Act 21.1 O. Reg. 686/21 Sec 2 Sec 5
Flood and Erosion Control Infrastructure Major Maintenance	Routine and preventative maintenance on flood and erosion control structures as required. Projects are eligible for the Water and Erosion Control Infrastructure (WECI) funding from the province.	CA Act 21.1 O. Reg. 686/21 Sec 5
Ice Management Services	Preventative measures associated with the control of ice in areas where there is a chronic problem occurring annually, where there is an increase in the risk to life and property and where there is a method to reduce the possible adverse effects of the ice. The Ice Management Plan is being updated.	CA Act 21.1 O. Reg. 686/21 Sec 4
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, Georgian Bay shoreline management. These projects often last one to two years and are	CA Act 21.1 O. Reg. 686/21 Sec

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Program/Service and Subservices	Description	Category Rationale
	distributed over time as human resources and funding is available.	1
Natural Hazards Communications, Outreach and Education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Public events, materials. Social media services. Media relations.	CA Act 21.1 O. Reg. 686/21 Sec 1(2)(3)

Provincial Water Quality & Quantity Monitoring

Program Description: The NVCA, in partnership with Ministry of Environment, Climate Change and Parks (MECP), has established long term sites to monitor surface and ground water conditions.

Program/Service and Subservices	Description	Category Rationale
Provincial Water Quality Monitoring Network (PWQMN)	A long-standing (50+ year) CA/MECP partnership for stream water quality monitoring at 18 sites. CA takes water samples and MECP does lab analysis and data management. Information is used for watershed report cards and stewardship project prioritization.	CA Act 21.1.1 O. Reg. 686/21 12 (1) 2
Provincial Groundwater Monitoring Network (PGMN)	A long-standing CA/MECP partnership for groundwater level and quality monitoring at 16 stations. Costs include equipment, data collection, analysis, data management and reporting. MECP funded network installation and continues to fund equipment replacements. Data collected supports flood forecast and warning, low water response, and water quality monitoring.	CA Act 21.1.1 O. Reg. 686/21 12 (1) 1

Drinking Water Source Protection

Program Description: The protection of municipal drinking water supplies in the NVCA through the development and implementation of the Source Protection Plans.

Program/Service and Subservices	Description	Category Rationale

Program/Service and Subservices	Description	Category Rationale
Drinking Water Source Protection Program (DWSP)	Source Protection Area/Region, technical support, Source Protections Committee support, Source Protection Authority reports and meetings. Activities required by the Clean Water Act and regulations.	CA Act 21.1.1 O.Reg. 686/21 Sec. 13

Natural Heritage

Program Description: The NVCA completes natural heritage monitoring, delineation of natural heritage systems, data analysis and wetland regulation mapping to support municipalities, other NVCA departments and inter-agency and NGO partnerships.

Program/Service and Subservices	Description	Category Rationale
Wetland & Natural Heritage Evaluations	Complete wetland evaluations and natural heritage evaluations of NVCA properties.	CA Act 21.1.1
Wetland Regulation Mapping	Maintain and update NVCA wetland regulation mapping.	CA Act 21.1.1

Conservation Authority Lands and Conservation Areas

Program Description: NVCA owns 5,240 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. NVCA property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.

Program/Service and Subservices	Description	Category Rationale
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Program/Service and Subservices	Description	Category Rationale
Section 29 Minister's regulation for Conservation Areas	Undertake Conservation areas regulations enforcement and compliance initiatives within Conservation areas to prevent unlawful activity and protect the Authority from exposure to liability under the <i>Occupiers' Liability Act</i> .	CA Act 21.1(1)(i); 28(1)(d); 28(1)(e); 29(1)
NVCA forests and management areas (not Conservation Areas)	Management and maintenance of CA owned lands. Includes forest management, signage, gates, passive recreation, stewardship/ restoration, carrying costs such as taxes and insurance.	CA Act 21.1(1)(i); 27(1); 29(1)
Conservation Areas	Management and maintenance of 11 conservation areas and over 30km of recreational trails. Includes passive recreation, risk management program, hazard tree management, gates, fencing, signage, brochures, communications, pedestrian bridges, trails, parking lots, picnic tables, pavilions, roadways, stewardship/ restoration, carrying costs such as taxes and insurance.	CA Act 21.1(1)(i); 27(1); 29(1)
Conservation Area Major Maintenance	Major maintenance and capital improvements to support public access, safety, and environmental protection such as parking lots, pedestrian bridges, boardwalks, trails.	CA Act 21.1(1)(i); 25(1); 27(1)
Inventory of Conservation Authority lands	The land inventory will include the following information: location as well as date, method and purpose of acquisition, land use. One time project with updates as properties are acquired or disposed of and details of agreement and/or tax programs (if applicable) (MFTIP, CLTIP).	CA Act 21.1(1)(i)
Strategy for CA owned or controlled lands and management plans	This strategy will include the management and use of CA-owned or controlled properties including guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website. One-Year Project.	CA Act 21.1(1)(i)
Land Acquisition and Disposition Strategy	A policy to guide the acquisition and disposition of land in order to fulfill the objects of the authority. Current Land Securement Strategy runs from 2020 to 2030.	CA Act 21.1(1)(i)

Watershed Stewardship and Restoration (Urban, rural & agricultural)

Program Description: The stewardship and restoration program has three key components: one-on-one technical and financial assistance to watershed landowners, coordination of target river restoration initiatives based on

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watershed science, and the reforestation program. Projects reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change.

Program/Service and Subservices	Description	Category Rationale
CA owned Land Stewardship Program	Work to mitigate flood and erosion hazards, protect water quality, restore floodplains, reduce nutrient contamination, restore wetlands, manage non-native invasive species, protect groundwater, improve aquatic species at risk habitat and promote climate change mitigation and adaptation on CA owned lands. Coordinate targeted river restoration and fish habitat improvement initiatives using information generated by the Watershed Science department to identify priority sites and restoration techniques.	CA Act 21.1.2 (1)

Enabling Services:

Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to enable the NVCA to operate in an accountable, efficient and effective manner.

Program/Service and Subservices	Description	Category Rationale
Corporate Services	Administrative, human resources, financial, 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 a conservation authority. Includes health and safety program, overseeing programs and policies.	CA Act 20
Financial Services	Annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing, and submitting reports to CRA, benefits program administration.	CA Act 20
Legal Expenses	Costs related to agreements/contracts, administrative by-law updates	CA Act 20
Governance	Supporting CA Boards, Advisory Committees, Office of CAO and Senior Management.	CA Act Part IV
Communications and	Informing public of NVCA programs and projects through media, open houses,	CA Act

Program/Service and Subservices	Description	Category Rationale
Outreach	public meetings, website administration, responding to inquiries from the public, crisis communications.	20
Administration Buildings	Office buildings and workshop used to support NVCA staff, programs, and services. Includes utilities, routine and major maintenance, property taxes.	CA Act 20
Information Technology Management/GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data.	CA Act 20
Vehicle and Equipment	A fleet of vehicles and equipment to support the work of the NVCA, including capital purchases, fuel, licenses, repairs, and maintenance. Programs and projects are charged for the use of the vehicles and equipment.	CA Act CA Act 20
ALL	Asset Management Services	CA Act 25/26

CATEGORY 2

Drinking Water Source Protection

Program Description: The protection of municipal drinking water supplies in the NVCA through the development and implementation of the Source Protection Plans.

Program/Service and Subservices	Description	Category Rationale
DWSP Risk Management Official	Carrying out Part IV duties of the Clean Water Act on behalf of municipalities through service agreements.	CA Act 21.1.1

Conservation Authority Lands and Conservation Areas

Program Description: NVCA owns 5,240 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. NVCA property is essential to

watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.

Program/Service and Subservices	Description	Category Rationale
Tottenham Campground	Long-term lease with municipal partner to operate a campground and associated facilities at Tottenham Conservation Area.	CA Act Non-passive recreation 21.1.1(1)(4); 29(1)
Edenvale Conservation Area	Long-term lease with municipal partner for the management of the Edenvale Conservation Area.	CA Act Passive Recreation 21.1.1(1)(4); 29(1)
Riverdale Park	Long-term lease with municipal partner for the management of Riverdale Park.	CA Act/ Passive Recreation 21.1.1(1)(4); 29(1)

CATEGORY 3

Local Water Quality Monitoring

Program Description: The NVCA, in partnership with community organizations, municipalities, and federal and provincial agencies has established sites to monitor surface water quality and quantity.

Program/Service and Subservices	Description	Category Rationale
Surface Water Quality/ Stream Health Monitoring Program	Surface water quality monitoring for Benthic macroinvertebrates at an average of 65 sites per year, water temperature monitoring at an average of 57 sites per year, electrofishing at an average of 20 sites per year, and around 100 sites per year for flows. Responding to local spills events at the request of MECP. Costs include sampling, analysis, and reporting.	CA Act 21.1 (a)
Simcoe Groundwater	In partnership with the OGS the NVCA monitors groundwater level and quality	CA Act

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Program/Service and Subservices	Description	Category Rationale
monitoring program	at 29 locations. Costs include equipment, data collection, analysis, data management and reporting.	21.1 (a)
Watershed Report Card	Conservation Authorities report on local watershed conditions every five years, led by Conservation Ontario's Watershed Report Cards. The NVCA watershed is divided into 9 subwatersheds. Measuring increases understanding of the watershed, focuses efforts and tracks progress.	CA Act 21.1 (a)

Natural Heritage

Program Description: The NVCA completes natural heritage monitoring, delineation of natural heritage systems, data analysis and wetland regulation mapping to support municipalities, other NVCA departments and inter-agency and NGO partnerships.

Program/Service and Subservices	Description	Category Rationale
Natural Heritage Systems	Development of natural heritage systems supporting watershed management objectives. Field based monitoring of terrestrial flora and fauna including bird monitoring and invasive species and species at risk.	CA Act 21.1 (a)

Conservation Authority Lands and Conservation Areas

Program Description: NVCA owns 5,240 hectares of land which includes conservation areas, management areas, conservation forests, farmland and flood control structures and surrounding land. NVCA property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.

Program/Service and Subservices	Description	Category Rationale
New Lowell Campground	Long-term lease with a private party to operate a campground and associated facilities at New Lowell Conservation Area.	CA Act Non-passive

Program/Service and Subservices	Description	Category Rationale
		recreation 21.1.2 (1); 29(1)
Utopia Conservation Area	Short-term lease (5-year) with community partner for management of the Utopia Conservation Area	CA Act Passive recreation 21.1(1)(i); 21.1.2 (1); 29(1)
Beeton Creek Property	Short-term lease (5-year) with community partner to lease residence	CA Act 21.1(1)(i); 21.1.2 (1); 29(1)
Mayer's Marsh	Agricultural lease (annual)	CA Act 21.1.2 (1); 29(1)
Petun Conservation Area	Short-term lease (5-year) with community partner to lease portions of the property for fish hatchery operations	CA Act 21.1(1)(i); 21.1.2 (1); 29(1)
Utopia Conservation Area	Short-term lease for commercial access through the Utopia Conservation Area	CA Act 21.1(1)(i); 21.1.2 (1); 29(1)
Black Ash Creek	Formalized agreement for commercial access through Black Ash Creek (NVCA-owned property)	CA Act 21.1(1)(i); 21.1.2 (1); 29(1)
Land acquisition	Strategic acquisition of environmentally significant properties as per NVCA's 2020 Land Securement Strategy.	CA Act 21.1.2 (1)
Events	Includes weddings, corporate events, private gatherings, etc.	CA Act 21.1.2 (1)
Festivals	Includes public events (ex. Spring Tonic, Festival at the Fort, etc.)	CA Act 21.1.2 (1)

Watershed Stewardship and Restoration (Urban, rural & agricultural)

Program Description: The stewardship and restoration program has three key components: one-on-one technical and financial assistance to watershed landowners, coordination of target river restoration initiatives based on watershed science, and the reforestation program. Projects reduce the risk to life and property from natural hazards, protect water quality and quantity, improve forest conditions, increase biodiversity and make the watersheds more resilient to climate change.

Program/Service and Subservices	Description	Category Rationale
Private Land Stewardship Program	Work with property owners and environmental groups to mitigate flood and erosion hazards, protect water quality, restore floodplains, reduce nutrient contamination, restore wetlands, manage non-native invasive species, protect groundwater, improve aquatic species at risk habitat and promote climate change mitigation and adaptation. Coordinate targeted river restoration and fish habitat improvement initiatives using information generated by the Watershed Science department to identify priority sites and restoration techniques. Apply for and manage external funding, promote private land stewardship, provide technical advice and design support and funding assistance.	CA Act 21.1.2 (1)
Tree Planting and Forestry Services on Private Land	Forestry services including planting plan development, site preparation, tree and shrub planting, and survival assessments. Private woodlot stewardship, technical assistance, link to funding programs to maintain form and function of watershed forest cover.	CA Act 21.1.2 (1)

Conservation Education and Community Outreach

Program Description: Education and outreach programs increase knowledge and awareness in children and adults about local environmental issues, watersheds and ecosystems and conservation actions they can implement.

Program/Service and Subservices	Description	Category Rationale
School programs	Curriculum-based education programs for pre-school, elementary and secondary students. These programs focus on local watersheds, ecosystems,	CA Act 21.1.2 (1)

Program/Service and Subservices	Description	Category Rationale
	and environmental issues. Programs take place in school yards, schools, field trips to conservation areas, community parks and through online learning opportunities.	
Community programs and events	Education, day camp, outreach programs and community events to assist in achieving the objectives of the conservation authority. Some of these programs are open to people of all ages.	CA Act 21.1.2 (1)

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Schedule B

Link to Agreements and Planning Advisory Memorandums of Understanding

<https://www.nvca.on.ca/Pages/PlanningPolicies.aspx>



MUNICIPAL PARTNERSHIP AND SERVICE AGREEMENT

- between -

THE CORPORATION OF THE TOWNSHIP OF ESSA

- and the -

NOTTAWASAGA VALLEY CONSERVATION AUTHORITY

March 2017

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MUNICIPAL PARTNERSHIP AND SERVICE AGREEMENT

THIS AGREEMENT made this _____ day of _____ 2017.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF ESSA
(hereinafter the "Township")

OF THE FIRST PART

NOTTAWASAGA VALLEY CONSERVATION
AUTHORITY (hereinafter the "NVCA")

OF THE SECOND PART

WHEREAS the NVCA provides **development review and regulatory functions** under its authority as provided by the *Planning Act*, the *Conservation Authorities Act*, or other applicable legislation;

AND WHEREAS the Township is the approval authority under the *Ontario Building Code* and the *Planning Act*;

AND WHEREAS the NVCA is the approval authority under the *Conservation Authorities Act*;

AND WHEREAS the Township and the NVCA desire a partnership intended to promote efficiency, effectiveness and clarity in the development review process including enhanced communications and issue resolution;

AND WHEREAS subsection 21(1 n) of the *Conservation Authorities Act, R.S.O. 1990, c. C. 27* permits an authority to collaborate and enter into an agreement with a municipal council;

THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the Parties hereto agree one with the other as follows:

1. Purpose

That the purpose of this Agreement is:

- (a) To clarify the roles that the Township and the NVCA perform in the development review process including the NVCA's regulation program;
- (b) To outline when the NVCA is to review *Planning Act* applications and provide its expertise to the Township as mandated under the *Conservation Authorities Act*;
- (c) To assist with streamlining and increasing the transparency of the local development review process; and
- (d) To develop a protocol between the Township and the NVCA for communication and dispute resolution.

2. Schedules

The following schedules attached hereto form part of this Agreement:

- (a) Schedule "A" being a description of the screening procedures;
- (b) Schedule "B" being a list of definitions;
- (c) Schedule "C" being a chart describing the agency roles of the NVCA.

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3. Roles and Responsibilities

The parties agree:

- (a) That the Township shall screen *Ontario Building Code* applications in accordance with the procedures as set out in Schedule "A";
- (b) That the Township shall not knowingly issue its building permit for a property located wholly or partially within a NVCA regulated area until such time as requisite NVCA clearance or permit has been provided and any NVCA fees paid;
- (c) That the NVCA shall provide the Township with a copy of an issued NVCA Permit affecting *Ontario Building Code* applications submitted to the Township, and also confirm that its fees have been collected;
- (d) That the NVCA shall advise the Township on any non-compliance matters for works approved under a NVCA Permit;
- (e) That the Township shall screen *Planning Act* applications in accordance with the procedures as set out in Schedule "A";
- (f) The NVCA shall, within a reasonable timeframe, provide the Township with plan review and technical clearance services, as defined in Schedule "B", in accordance with the Provincial Policy Statement and NVCA's policies and guidelines, by fulfilling the functions below:
 - (i) To define or assist with the delineation or definition of natural heritage features and assess the long-term ecological function and biodiversity of natural heritage systems, as well as identifying opportunities, and where appropriate, the restoration, mitigation or improvements of the natural heritage systems. To examine the functions of these features and recommend mitigative measures and/or approval requirements and/or conditions for the areas identified in 3 (f ii);
 - (ii) To define or assist during the Township's Pre-consultation stage the determination of the need for, and scope of, specific studies required for the NVCA to fulfill its mandate under the *Conservation Authorities Act* and the *Planning Act*. These studies may assess impacts and propose appropriate development limits defined through policy, mitigation, restoration or enhancement measures related to:
 - wetlands;
 - watercourses and shorelines;
 - wildlife habitat;
 - habitats of threatened and endangered species;
 - fish habitat;
 - woodlands;
 - valley lands;
 - natural hazards (flood, erosion, hazardous sites and dynamic beach hazards);
 - ground water discharge and recharge areas;
 - ground water quantity and quality; and
 - surface water quantity and quality (including stormwater management).
 - (iii) To assist in the technical aspects of applying alternative development standards as a best management practice for stormwater management purposes and the enhancement of natural heritage features and functions consistent with Provincial and local policies, if any; and
 - (iv) To assist where appropriate in the implementation of the Source Water Protection Plan.

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4. Terms and Implementation

The parties agree:

- (a) The term of this Agreement shall be for a period of five years from the date of authorization by the Township. This Agreement may be automatically extended for additional three-year terms, on the same terms and conditions as contained herein, at the discretion of the Township and the NVCA unless terminated or otherwise amended by the parties;
- (b) That Township and NVCA staff shall monitor the Agreement for its efficiency and effectiveness;
- (c) That the Township and the NVCA shall review this Agreement every two years, to consider changes in programs of the parties or changes in Provincial policies;
- (d) That the NVCA shall share information or data sources generated through outside governmental or other watershed studies or source water protection work, provided that the data sources are not restricted under third party licensing;
- (e) The Township shall indicate to prospective applicants where a proposed development may be subject to NVCA regulations and approvals, and to encourage them to consult directly with the NVCA;
- (f) That when it is commenting the NVCA shall clearly indicate which comments fall under which of its role in accordance with Schedule "C" attached hereto. If providing comments regarding engineering matters the NVCA shall take into consideration the engineering design standards of the Township;
- (g) That NVCA staff shall have regard for comments previously provided by the NVCA. Any change in comments based on updated legislation, new information or other matters will be discussed with the Township in advance of any formal comments being resent to the Township;
- (h) That NVCA staff may attend an Ontario Municipal Board hearing with Township representatives, with respect to its plan review and technical clearance services provided under this Agreement. Where the Township is attending a hearing in which matters of mutual interest are at issue the Township representatives may, upon mutual consent of the parties, represent both parties' interests. Despite the above, the NVCA is not precluded from independently appealing a decision to the Ontario Municipal Board should it so choose;
- (i) The NVCA is encouraged to participate at the Township's Pre-consultation stage for development applications. It is agreed that all necessary studies shall be identified at Pre-consultation and that any additional studies should only occur as a result of legislative changes, new information or other matters not previously known or disclosed at the time of the Pre-consultation;
- (j) That the fees charged for the NVCA's plan review and technical clearance services shall be set by the NVCA as approved by the NVCA Board of Directors. Any approved revised NVCA fee schedules will be provided to the Township as they occur;
- (k) That the NVCA shall be solely responsible for collecting its fees. That Township of Essa staff will actively ensure that applicants are well informed with respect to the need to address the payment of NVCA fees where applicable; and
- (l) That any party may terminate this Agreement at any time upon delivering 12 months written notice of termination, by prepaid regular mail to the other party, which notice shall be deemed to be received on the third business day from the date of the mailing.

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5. Statement of Principles

Despite the purposes and other provisions of this Agreement the parties further agree:

- (a) That the NVCA shall review and provide comments in the context of the Provincial Plans, County Official Plan, NVCA Policies and Guidelines, and the Township's policies and land-use designations of approved Official Plans and other guiding municipal documents;
- (b) That nothing precludes the NVCA from commenting to the Township as would normally be exercised under the *Planning Act*, the *Conservation Authorities Act*, or any other applicable legislation;
- (c) That the Township is the approval authority for applications submitted under the *Ontario Building Code* and the *Planning Act*;
- (d) That nothing precludes the Township from exercising its authority under the *Planning Act*;
- (e) That nothing precludes the Township from obtaining independent peer review comments from qualified professionals for any application that has been circulated to the NVCA; and
- (f) For all development applications not within NVCA regulated areas the Township will be solely responsible for the review, approval, inspection and enforcement of erosion and sediment control measures during the construction period.

6. Notice

The parties agree that:

- (a) if any notice is required to be given to the NVCA with respect to this Agreement, such notice shall be mailed, delivered or sent by facsimile transmission to:

Nottawasaga Valley Conservation Authority
 Attention: Chief Administrative Officer
 8195 8th Line
 Utopia, Ontario L0M 1T0
 Fax: 705.424.2115

- (b) if any notice is required to be given to the Township with respect to this Agreement, such notice shall be mailed, delivered or sent by facsimile transmission to:

The Corporation of the Township of Essa
 Attention: Chief Administrative Officer
 5786 County Road 21
 Utopia, ON L0M 1T0
 Fax: 705.424.2367

or such other addresses of which the parties have notified the other parties, in writing, and any such notice mailed, delivered or sent by facsimile transmission shall be deemed good and sufficient notice under the terms of this Agreement.

SCHEDULE "A"
SCREENING PROCEDURES

1. For *Ontario Building Code* applications on properties subject to NVCA regulations (considered applicable law under the *Ontario Building Code*), the Township will advise the applicants that they are required to contact the NVCA to ensure that the application meets the requirements of the *Ontario Regulation 172/06* or its successor.
2. All policy documents that may affect environmental and/or natural hazard issues and/or NVCA lands shall be circulated by the Township to the NVCA for comment; e.g., Official Plan and Secondary Plan Amendments, policy amendments, background Municipal studies, subwatershed studies, environmental assessments and other environmental studies.
3. The Township shall circulate to the NVCA the following *Planning Act* applications;
 - (a) Official Plan or Amendments thereto that are located wholly, partially or abutting an area of interest and any related applications as noted in items c, d or g below;
 - (b) Zoning By-law or Amendments thereto that are located wholly, partially or abutting an area of interest any related applications as noted in items c, d or g below;
 - (c) All Plans of Subdivision including applications 5 hectares or greater which are outside the area of interest. If there are a number of adjacent development sites each less than 5 hectares and outside the area of interest, those development applications may be circulated to the NVCA for review;
 - (d) All Plans of Condominium unless the Plan of Condominium has previously received a Site Plan Control Agreement or Plan of Subdivision approval, including applications 5 hectares or greater which are outside the area of interest;
 - (e) Consent involving the creation of a new lot or a lot addition located wholly, partially or abutting an area of interest;
 - (f) Minor Variance located wholly within an area of interest; and
 - (g) All Site Plan Control applications wholly or partially within or abutting the area of interest and applications 5 hectares or greater which are outside the area of interest.
4. The Township shall circulate to the NVCA any Pre-consultation application that it receives for those *Planning Act* applications described in Clause 3 above.
5. For all applications listed in Clause 3 above, the NVCA may require review of, and/or request additional studies in support of, proposed or requisite stormwater management measures.

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SCHEDULE "B"
DEFINITIONS

"**Abutting**" shall mean;

- (a) Land that is contiguous to an area of interest.

"**Area of Interest**" shall mean:

- (a) NVCA regulated areas including watercourses, river and stream valleys, natural hazards (flooding, erosion, dynamic beaches and unstable soils/bedrock), wetlands and associated allowances; and
- (b) Natural heritage features and areas including: habitat of rare and endangered and threatened species, significant wildlife habitat, woodlands, wetlands, surface and groundwater features and fisheries habitats.

"**Plan Review**" shall mean:

- (a) The review of an application under the *Planning Act* in a reasonable timeframe as defined in this Agreement;
- (b) Delineating and/or assisting with the delineation of the limits of the natural hazards, natural heritage features and systems;
- (c) Identifying the need for technical reports; and
- (d) Recommending conditions of approval.

"**Reasonable Timeframe**" shall mean:

- (a) Those time frames provided in the *Planning Act* and Province's *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities*. Despite this the NVCA will attempt to review complete submissions within 25 working days from the time of NVCA's receipt of the submissions.

"**Technical Clearance Services**" shall mean:

- (a) Assessing submitted technical reports to determine if the reports satisfy any conditions specified; and
- (b) Clearing conditions associated with a development.

SCHEDULE "C"

N.V.C.A.'S REGULATORY (SECTION 28), PLANNING ACT, AND RESOURCE MANAGEMENT AGENCY ROLES

ROLE AND RESPONSIBILITIES					
NVCA's Area of interest	Regulatory Authority	Watershed Resource Management Agency	Planning Act Commenting Agency	Service Agreements	Delegated Provincial Responsibility
Type and basis of authority	Approval Authority/Permit Required based on Section 28 Regulations Conservation Authorities Act (CA Act), and Ontario regulation 172/06.	Advisory based on watershed plan/policies/guidelines as approved by the NVCA Board of Directors.	Advisory based on the Planning Act. Must have regard for comments for natural hazards as the Provincial lead agency and for other natural Heritage features comments are advisory	Advisory watershed technical comments/ support based on individual service agreements.	CAs were delegated natural hazard responsibilities by the Minister of Natural Resources and Forestry (MNRF). Representing the Provincial Planning Interests for Natural Hazards as per 3.1 of the PPS when commenting on planning.
Wetlands	Approval authority for all wetlands, as per CA Act.	Advisory , NVCA's area of interest is with both locally significant and provincially significant wetlands and to provide comments and advice to member municipalities.	Advisory based on the Planning Act, must have regard for comments for natural hazards as the Provincial lead agency	NVCA-County of Simcoe and other municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	NVCA approval agency under CA Act and lead commenting agency under the Planning Act for wetland related hazards.
Shoreline Hazards (flooding and erosion hazards)	Approval authority as per CA Act.	Advisory , NVCA's area of interest to provide comments and advice to member municipalities.	Advisory based on the Planning Act., must have regard for comments for natural hazards as the Provincial lead agency	NVCA- County of Simcoe and other municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	NVCA approval agency under CA Act and lead commenting agency under the Planning Act.

ROLE AND RESPONSIBILITIES					
NVCA's Area of interest	Regulatory Authority	Watershed Resource Management Agency	Planning Act commenting agency	Service Agreements	Delegated Provincial Responsibility
Riverine Hazards (flooding and erosion hazards)	Approval authority as per CA Act.	Advisory, NVCA's area of interest to provide comments and advice to member municipalities.	Advisory based on the <i>Planning Act</i> , must have regard for comments for natural hazards as the Provincial lead agency	NVCA- County of Simcoe and other municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	NVCA approval agency under CA Act and lead commenting agency under the <i>Planning Act</i> .
Valley Lands	Approval authority as per CA Act.	Advisory, NVCA's area of interest to provide comments and advice to member municipalities.	Advisory based on the <i>Planning Act</i> , must have regard for comments for natural hazards as the Provincial lead agency	NVCA- County of Simcoe and other municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	NVCA approval agency under CA Act and lead commenting agency under the <i>Planning Act</i> for valley land related hazards.
Habitats of threatened and endangered species	Not Applicable (n/a)	Advisory, NVCA's area of interest to provide comments and advice to member municipalities, and MNRF	Advisory based on the <i>Planning Act</i> .	NVCA- County of Simcoe and other municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	n/a
Fish Habitat	n/a	Advisory, NVCA's area of interest to provide comments and advice to member municipalities.	Advisory based on the <i>Planning Act</i> .	MOU between Fisheries and Oceans Canada and Conservation Ontario for Cooperation for Fisheries and Aquatic Resource Protection in Ontario.	n/a
Wildlife Habitat	n/a	Advisory, NVCA's area of interest to provide comments and advice to member municipalities, and MNRF	Advisory based on the <i>Planning Act</i> .	NVCA- County of Simcoe and municipal planning support agreements. Ca provides plan review comments, providing advisory technical expertise and support.	n/a

ROLE AND RESPONSIBILITIES					
NVCA's Area of interest	Regulatory Authority	Watershed Resource Management Agency	Planning Act Commenting Agency	Service Agreements	Delegated Provincial Responsibility
Areas of Natural & Scientific Interest (ANSI)	n/a	Advisory , NVCA's area of interest to provide comments and advice to member municipalities, and MNRF	Advisory based on the <i>Planning Act</i> .	NVCA- County of Simcoe planning support agreement. Supports County of Simcoe Natural Heritage plan review comments, providing advisory technical expertise and support to the county.	n/a
Woodlands	n/a	Advisory , NVCA's area of interest to provide comments and advice to member municipalities, and MNRF	Advisory based on the <i>Planning Act</i> .	NVCA- County of Simcoe and other municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	n/a
Ground Water	n/a	Advisory , NVCA's area of interest to provide comments and advice to member municipalities, and Ministry of Environment and Climate Change (MOECC).	Advisory/ Commenting agency when dealing with the <i>Planning Act</i> .	MOECC agreement for monitoring. Municipalities planning support agreements. NVCA provide plan review comments, providing advisory technical expertise and support. Risk Management Officer under the <i>Clean Water Act</i> .	n/a
Surface water quantity and quality	Regulatory/ approval authority , where the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by development. As per CA Act.	Advisory , NVCA's area of interest to provide comments and advice to member municipalities, and MOECC	Advisory/ Commenting agency when dealing with the <i>Planning Act</i> .	MOECC agreement for monitoring. Municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	n/a

ROLE AND RESPONSIBILITIES					
NVCA's Area of interest	Regulatory Authority	Watershed Resource Management Agency	Planning Act Commenting Agency	Service Agreements	Delegated Provincial Responsibility
Stormwater Management	Regulatory/ approval authority , where the control of flooding, erosion, dynamic beaches or pollution or the conservation of land may be affected by development. As per CA Act.	Advisory , NVCA's area of interest to provide comments and advice to member municipalities, and MOECC. MOECC is approval authority. CA plays advisory role, providing technical advice/support to enable ECA clearance.	Advisory based on the <i>Planning Act</i> , must have regard for comments for natural hazards as the Provincial lead agency	Municipalities planning support agreements. Provide plan review comments, providing advisory technical expertise and support.	n/a

Definitions:

- CA – Conservation Authority (in most instances, referring to NVCA)
- CA Act – Conservation Authorities Act
- DFO – Department of Fisheries and Oceans
- ECA - Environmental Approval Certificate
- MOECC – Ministry of the Environment and Climate Change
- MNR – Ministry of Natural Resources and Forestry
- NVCA – Nottawasaga Valley Conservation Authority
- PPS – Provincial Policy Statement, Planning Act