460th BOARD OF DIRECTORS’ MEETING

2011 INAUGURAL MEETING

The 2011 Inaugural and 460th meeting of Credit Valley Conservation was held on Friday, January 21, 2011 at 9:15 a.m. at the Vic Johnston Community Centre, Mississauga. Chair Pat Mullin presided.

MEMBERS PRESENT:

P. (Pat) Mullin 2010/2011 Chair
J. (John) Hutton 2010/2011 Vice Chair
J. (Joan) Robson * 2010 Member/2011 Vice Chair
R. (Robert) Shirley 2010 Vice Chair
G. (Gail) Campbell
A. (Allan) Elgar ** 2010 Member
L. (Lou) Maieron
P. (Paul) Palleschi
R. (Ron) Starr
A. (Allan) Thompson
J. (Jim) Tovey

* Ratification of 2011 appointment pending from Region of Halton, February 16, 2011
**Ratification of 2011 member T. (Tom) Adams pending from Region of Halton, February 16, 2011

REGRETS:

N. (Nando) Iannicca

STAFF PRESENT:

R. (Rae) Horst - Chief Administrative Officer
J. (John) Kinkead - Director Water Resources Management & Restoration
G. (Gary) Murphy - Director Planning
G. (Gerry) Robin - Director Corporate Services
M. (Mike) Puddister - Director Restoration & Stewardship
J. (Judi) Orendorff - Director, Lands & Natural Heritage
D. (Dave) Dyce - Manager, Field Operations
APPROVAL OF AGENDA

01/11

RESOLVED THAT the agenda and addendum for the 460th meeting of Credit Valley Conservation Authority be approved as distributed.

CARRIED

DECLARATIONS OF CONFLICT OF INTEREST

MINUTES OF PREVIOUS MEETING

459th BOARD OF DIRECTORS’ MEETING

DECEMBER 10, 2010

02/11

RESOLVED THAT the minutes of the 459th meeting of the Credit Valley Conservation Authority held December 10, 2010 be adopted as distributed.

CARRIED
ELECTION OF OFFICERS

The following are excerpts from the CVC Administration Regulations:

“8. The election of officers shall be held yearly at the Annual Meeting.

9. The order of procedure for the elections shall be:

a) The election of the Chairman, who shall be an accredited member of the Authority, with such elections being conducted by a person appointed by the Authority.

b) The election of the Vice-Chairman, who shall be an accredited Member of the Authority.

Elections shall be held by secret ballot and no Member may vote by proxy.”

The CVC Administration Resolutions state further:

“Nominations for each office shall be received from the Members present at the meeting and such nominations shall not require a seconder.

The Chairman of the Authority shall be exofficio a Member of all Committees.”

APPOINTMENT OF CHIEF ADMINISTRATIVE OFFICER TO CONDUCT THE ELECTION OF THE CHAIR

03/11

RESOLVED THAT Rae Horst, CAO be appointed to conduct the election of the 2011 Chair.

CARIED

CAO RAE HORST ASSUMED CHAIR OF THE MEETING

APPOINTMENT OF SCRUTINEERS

04/11

RESOLVED THAT the following persons be appointed as Scrutineers for the Election of Officers:

1) Gerry Robin, CGA
2) Kevin M Travers, CA; and further

THAT all ballots be destroyed following the election in the event of a vote by ballot.

CARIED
ELECTION OF CHAIR OF THE AUTHORITY

Pat Mullin was nominated by John Hutton. There were no further nominations and the nominations were closed. Pat Mullin was acclaimed as Chair for 2011.

2011 CHAIR PAT MULLIN ASSUMED CHAIR OF THE MEETING

ELECTION OF VICE-CHAIR(S) OF THE AUTHORITY

John Hutton was nominated by Allan Thompson. Joan Robson was nominated by Allan Elgar. There were no further nominations and the nominations were closed. John Hutton was acclaimed as Vice Chair for 2011. Joan Robson was elected Vice Chair for 2011.

APPOINTMENT OF EXECUTIVE COMMITTEE/HEARING BOARD 2011

The following is an excerpt from the CVC Administration Regulations related to Hearing Board:

“A.1 At the Inaugural meeting, an Executive Committee/Hearing Board will be appointed. The Executive Committee shall consist of the Chair of the Authority, the Vice-Chair of the Authority, three Authority Members and one alternate appointed on a rotating schedule. The schedule will be developed taking into account a geographic distribution of membership.”

05/11

RESOLVED THAT the following members be appointed to the Executive Committee/ Hearing Board for 2011: Chair Pat Mullin, Vice-Chairs John Hutton and Joan Robson, and members Tom Adams, Gail Campbell, Jim Tovey, Allan Thompson, Ron Starr and Mayor Lou Maieron.

CARRIED

HEARING BOARD MEETINGS AND MEMBERSHIP, FEBRUARY 25, 2011

Per resolution #115/10, December 10, 2010, following is the schedule of meeting dates for Hearing Boards in 2011:
January 28, 2011 (Cancelled; replaced with Orientation Session for Hearing Board members)
February 25, 2011
March 25, 2011
April 15, 2011
May 27, 2011
June 17, 2011
July 15, 2011
August 19, 2011 (Cancelled per usual practice)
September 16, 2011
October 21, 2011
November 25, 2011
December 16, 2011

A rotating schedule for members’ attendance at 2011 Hearing Boards will be approved at the February 18th Board meeting. Members are reminded that all Hearing Board meetings are tentative, held as required throughout the year. Notice of a Hearing is distributed in advance to applicable members.

At this time, it is necessary to appoint members for the tentative hearing date of February 25, 2011.

06/11
RESOLVED THAT the following members be appointed to sit on the Hearing Board for February 25, 2011: Chair Pat Mullin, Vice-Chair Joan Robson, Ron Starr, Allan Thompson and Jim Tovey. Alternates are Gail Campbell and John Hutton.
CARRIED

APPOINTMENT OF MEMBERS AND OFFICERS OF CREDIT VALLEY SOURCE PROTECTION AUTHORITY

07/11
RESOLVED THAT appointed members and officers of Credit Valley Conservation Authority are duly appointed as members and officers of the Credit Valley Source Protection Authority (CVSPA).
CARRIED

APPOINTMENT OF AUDITOR

The following motion was tabled, but no vote was taken:

08/11
RESOLVED THAT KPMG LLP Chartered Accountants be appointed as auditors for Credit Valley Conservation Authority for 2011.
Councillor Ron Starr (Mississauga) asked how often CVC’s auditors are reviewed. Gerry Robin, Director Corporate Services stated that the auditors have remained consistent for at least eight years and that a review could be considered. Following discussion, the following resolution was approved:

09/11  
RESOLVED THAT staff review the appointment of the auditors as soon as possible; and further

THAT auditing services be put to tender and staff report back to the Board of Directors with recommendations.  
CARRIED

APPOINTMENTS TO CONSERVATION ONTARIO

10/11  
RESOLVED THAT the following members be appointed to Conservation Ontario for 2011:

Designate  Chair  
Alternate  Vice Chair(s)  
Second Alternate  Chief Administrative Officer; and further

THAT Conservation Ontario be advised of these appointments.  
CARRIED

2011 STATUTORY HOLIDAY SCHEDULE

11/11  
RESOLVED THAT the following list of 2011 Statutory Holidays be endorsed by the CVC Board of Directors:

2011 STATUTORY HOLIDAYS

<table>
<thead>
<tr>
<th>HOLIDAY</th>
<th>DAY OBSERVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Year’s Day 2011</td>
<td>Monday, January 3</td>
</tr>
<tr>
<td>Family Day</td>
<td>Monday, February 21</td>
</tr>
<tr>
<td>Good Friday</td>
<td>Friday, April 22</td>
</tr>
<tr>
<td>Easter Monday</td>
<td>Monday, April 25</td>
</tr>
<tr>
<td>Victoria Day</td>
<td>Monday, May 23</td>
</tr>
<tr>
<td>Canada Day</td>
<td>Friday, July 1</td>
</tr>
<tr>
<td>Civic Holiday</td>
<td>Monday, August 1</td>
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<tr>
<td>Labour Day</td>
<td>Monday, September 5</td>
</tr>
<tr>
<td>Thanksgiving Day</td>
<td>Monday, October 10</td>
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<tr>
<td>Christmas Day *</td>
<td>Monday, December 26</td>
</tr>
<tr>
<td>Boxing Day *</td>
<td>Tuesday, December 27</td>
</tr>
<tr>
<td>New Year’s Day 2012 *</td>
<td>Monday, January 2, 2012</td>
</tr>
</tbody>
</table>

* based on approval of Administrative Office Holiday Closure  
CARRIED
RESOLVED THAT Credit Valley Conservation administrative offices will close Monday, December 26, 2011 to Monday, January 2, 2012, inclusive, based on the following holiday schedule:

- Monday, December 26: Statutory Holiday (in lieu of December 25)
- Tuesday, December 27: Statutory Holiday (in lieu of December 26)
- Wednesday, December 28: Paid Floater Day
- Thursday, December 29: Paid Floater Day
- Friday, December 30: Vacation or Lieu Day
- Monday, January 2: Statutory Holiday (in lieu of January 1)

CARRIED

DEVELOPMENT, INTERFERENCE WITH WETLANDS, AND ALTERATIONS TO SHORELINES & WATERCOURSES APPLICATIONS

Attached as Schedule ‘A’ are Development, Interference with Wetlands, and Alterations to Shorelines & Watercourses applications, pursuant to Ontario Regulation 160/06, as approved by staff and presented for members’ information.

RESOLVED THAT the Development, Interference with Wetlands, and Alterations to Shorelines & Watercourses applications, pursuant to Ontario Regulation 160/06, as approved by staff, be received and appended to the minutes of this meeting as Schedule ‘A’; and further

THAT the staff approvals for each application be endorsed.

CARRIED

UPDATE ON NORTHWEST BRAMPTON DEVELOPMENTS, JANUARY 2011

Attached as Schedule ‘D’ is a report on the above-mentioned subject as submitted by Gary Murphy, Director Planning and John Kinkead, Director Water Resources Management & Restoration. Gary Murphy provided an overview of the report. He and CAO Rae Horst answered members’ questions of clarification. They presented an amended resolution describing minor changes and a revised date to the letter appended as Restated Appendix 2 to the staff report. Following discussion, the following resolution was approved:

RESOLVED THAT the report entitled, “Update on the Status of Northwest Brampton Developments, January 21, 2011” be received and appended to the minutes of this meeting as Schedule ‘D’; and further
THAT Appendix 2 of said report (copy of letter dated January 14, 2011 to CVC Attention Chair Pat Mullin from John Corbett, Commissioner, Planning, Design and Development, City of Brampton) be replaced by Restated Appendix 2 (copy of letter dated January 17, 2011 to CVC Attention Chair Pat Mullin from John Corbett, Commissioner, Planning, Design and Development, City of Brampton).

CARRIED

SPECIAL LEVY TO REGION OF HALTON

At the 459th meeting of the CVC Board of Directors held December 10, 2010, the following resolution was tabled:

117/10

RESOLVED THAT the CVC Board of Directors authorizes a special levy to the Region of Halton in 2011 in the amount of $39,850 for CVC Headwaters Community Stewardship programs in Halton Region; and further

THAT the Region of Halton be advised of this decision.

Staff was directed to present the recommendation to the Region of Halton prior to further consideration and a decision by the CVC Board.

CVC presented its proposed 2011 budget to the Region of Halton on January 13, 2011. CAO Rae Horst reported that, on that date, Regional Council voted in favour of $100,000 for CVC for operation of the newly-reopened Terra Cotta Conservation Area and $39,850 for enhanced stewardship programs within the Region. These budgeted funds will not be levied as a special levy, but will be provided under a one-year agreement between CVC and the Region.

[Subsequent to meeting: Region of Halton approved CVC’s 2011 budget during approval of its 2011 Budget and Business Plan on January 26, 2011.]

APPOINTMENT OF 2011 AWARDS SUB-COMMITTEE OF THE BOARD

Attached as Schedule ‘B’ is a report on the above-mentioned subject as submitted by Lindsey Jennings, Assistant Program Coordinator, Community Outreach; Marlene Ferreira, Human Resources Officer; Mike Puddister, Director Restoration & Stewardship; and Gerry Robin, Director Corporate Services. Mike Puddister provided an overview of the report and sought members’ commitment to serve on the sub-committee this year.

15/11

RESOLVED THAT the report entitled “Appointment of 2011 Awards Sub-Committee of the Board” be received and appended to the minutes of this meeting as Schedule ‘B’; and
THAT an Awards Sub-Committee be struck to review the 2010 Friends of the Credit Conservation Award nominations and to select the Board of Directors Award for Customer Service and the Board of Directors Award for Courage in 2010; and further

THAT the following members serve on this committee in 2011: Gail Campbell, Allan Thompson and Joan Robson. Alternate is Mayor Lou Maieron.

CARRIED

NEW LEASES, LICENCES AND PARTNERSHIP AGREEMENTS FOR CVC CONSERVATION LAND

Attached as Schedule ‘C’ is a report on the above-mentioned subject as submitted by Jesse de Jager, Conservation Lands Planner; Tamara Chipperfield, Conservation Lands Planner; Mark Thompson, Manager, Land Planning and Management; and Judi Orendorff, Director, Lands and Natural Heritage. Judi Orendorff, Tamara Chipperfield and Jesse DeJager, Conservation Lands Planner provided an overview of the report and answered member’s questions of clarification. (See also Correspondence/Information Items #17.11, page 10.)

RESOLVED THAT the report entitled, “New Leases, Licences and Partnership Agreements for CVC Conservation Land” be received and appended to the minutes of this meeting as Schedule ‘C’.

CARRIED

Staff was directed to return to the Board of Directors with a report related to legal costs of updating all leases, licences and partnership agreements.

CORRESPONDENCE/ INFORMATION ITEMS DISTRIBUTED TO MEMBERS

17.1 Letter dated November 22, 2010 to Rae Horst, CAO from Keith McNenly, CAO and Clerk, Town of Mono regarding Mono Representative to Credit Valley Conservation.

17.2 Letter dated November 18, 2010 to Rae Horst, CAO from Susan M. Stone, CAO, Clerk/Treasurer, Township of Amaranth regarding Appointment to CVC.

17.3 Letter dated December 8, 2010 to Rae Horst, CAO from Susan M. Stone, CAO, Clerk/Treasurer, Township of East Garafraxa regarding Appointment to CVC.

17.4 Letter dated December 9, 2010 to Ms. Sue Lathan, Regional Clerk, Region of Halton from Cathie Best, Town Clerk, Town of Oakville regarding 2010-2011 Council Appointments to Various Advisory Committees and Boards.

17.5 Letter dated December 14, 2010 to CVC from Kathryn Ironmonger, Clerk, Town of Erin regarding Mayor Lou Maieron Appointed to CVC
17.6 Letter dated December 15, 2010 to Rae Horst, CAO from Cheryl Jones, Clerk, Town of Orangeville regarding Appointment to Credit Valley Conservation.

17.7 Letter dated January 4, 2011 to Rae Horst, CAO from Renee Brown, Council and Committee Services Coordinator, Town of Halton Hills regarding Town of Halton Hills Appointment to the Credit Valley Conservation Board.

17.8 Email dated January 10, 2011 from Helena West, Legislative Assistant, Region of Peel regarding Peel Region Appointments to CVC.

17.9 Letter dated January 7, 2011 to CVC from Stephanie Jurrius, Legislative Specialist, Region of Peel regarding Basement Flooding Remediation and Subsidy Program Update – City of Mississauga Wards 1, 3, 4, 6 and 7 (no report attached).

17.10 Letter dated January 10, 2011 to Rae Horst, CAO from Carol Reid, Regional Clerk and Director of Clerk’s, Region of Peel regarding Election of Chairs and Vice-Chairs and Other Appointments Credit Valley Conservation.

17.11 Copy of presentation entitled, “Leases, Licences and Partnership Agreements, Presentation to CVC Board of Directors, January 21, 2011.” (See related item, page 9 of these minutes.)

17/11 RESOLVED THAT correspondence items presented to members of Credit Valley Conservation at the 460th meeting of the Credit Valley Conservation Authority held January 21, 2011 be received.

CARRIED

CORRESPONDENCE/ INFORMATION ITEMS DISTRIBUTED TO CVSPA MEMBERS

18.1 Letter dated December 17, 2010 to Charlene Wantyghem, Partnership Program and Liaison Advisor, Land and Water Services, Ministry of Natural Resources and Tu Van Duong, Source Protection Planning Branch, Ministry of Environment from Brian Denney, Chief Administrative Officer, TRCA regarding CTC Source Protection Region in Year Report April 2, 1010 to September 30, 2010.

18.2 Letter dated December 20, 2010 to Ms. Susan Self & Ms. Beverley Thorpe, Chair, CTC Source Protection Region from Ian Smith, Director, Source Protection Programs Branch Ministry of Environment regarding Credit Valley Source Protection Area Updated Workplan.
18.3 Letter dated December 20, 2010 to Charlene Wantyghem, Partnership Program and Liaison Advisor, Land and Water Services Section, Ministry of Natural Resources and Tu Van Duong, Source Protection Programs Branch, Ministry of Environment from Brian Denney, Chief Administrative Officer, TRCA regarding Update on CTC Drinking Water Source Protection (DWSP) program.

18.4 Letter dated December 22, 2010 to Pat Mullin, Chair, Credit Valley Source Protection Authority from Keith Willson, Manager, Source Protection Approvals, Source Protection Programs Branch, Ministry of Environment regarding receipt of the Proposed Assessment Report document for CVSPA.

18/11

RESOLVED THAT correspondence items presented to members of Credit Valley Source Protection Authority at the 460th meeting of the Credit Valley Conservation Authority held January 21, 2011 be received.

CARRIED

OTHER BUSINESS

1. Hearing Board for January 28, 2011 is CANCELLED, to be REPLACED by an orientation session for members.

NOTE: Subsequent to adjournment of the Board meeting it was determined that due to lack of member availability, the Hearing Board orientation meeting would be rescheduled and conducted immediately following the next CVC Board of Directors meeting, February 18, 2011.

QUESTION PERIOD

Mayor Lou Maieron (Town of Erin) extended an invitation through the Chair for members to attend a future CVC Board of Directors meeting at Town of Erin municipal offices. Members agreed to consider the invitation if Mayor Maieron could recommend a suitable date.

Mayor Maieron also brought to the attention of members, an issue related to quantity and quality of fill being dumped within the Town of Erin. Director of Planning Gary Murphy explained that CVC is working cooperatively with other municipalities such as the Town of Halton Hills to reach resolutions within the mandated authority of CVC. He expressed that CVC will be meeting with staff from the Town of Erin.

Councillor Gail Campbell (Orangeville) requested a presentation to Orangeville Council regarding the 2011 CVC budget, to which Director Corporate Services Gerry Robin agreed.

Bob Shirley reminded members of a presentation by the CTC Source Protection Committee scheduled February 17, 6 to 9 p.m. at Mono Park, Town of Mono.
Guests in attendance were invited by Chair Pat Mullin to introduce themselves.

Peter Orphanos, Sierra Club Peel remarked on his organization’s environmental interests particularly related to improving and protecting a natural heritage system throughout the watershed.

Janet Kuzniar of Sierra Club and Norval Pit-Stop asked about CVC’s position on the Norval Quarry application with the Town of Brampton. CVC Director of Planning Gary Murphy remarked that CVC and certain of its municipal partners (including Brampton as well as the Regions of Halton and Peel) have opposed the license and that the re-zoning application will proceed through the planning process before it is heard by the Ontario Municipal Board.

Lorraine Symmes of Credit River Alliance expressed her members’ concerns regarding water quality and quantity in the watershed. She stressed the importance of the Conservation Authority as the only legislated body mandated to research and protect water quality and quantity on a watershed basis.

Rosemary Keenan of Sierra Club spoke about her groups’ efforts in the City of Brampton particularly with regards to stewardship.

**RESOLUTION TO MOVE TO ‘IN-CAMERA’ SESSION**

19/11

**RESOLVED THAT** the Board move to ‘In-Camera’ session to consider legal and property matters.

**CARRIED**

**‘IN-CAMERA’ – LEGAL UPDATE**

John Kinkead, Director, Water Resources Management & Restoration provided an update on the above-mentioned subject.

**‘IN-CAMERA’ – MATTERS AFFECTING THE INTERESTS OF A THIRD PARTY**

CAO Rae Horst reviewed a confidential, in-camera report related to the new administration office building.

**‘IN-CAMERA’ – LAND SECUREMENT**

Judi Orendorff, Director Lands Management & Conservation Areas and Eric Baldin, Conservation Lands Planner provided an update on the above-mentioned subject.
RESOLUTION TO PROCEED TO OPEN SESSION

20/11

RESOLVED THAT the Board proceed to open session.

CARRIED

RESOLUTIONS FOLLOWING ‘IN-CAMERA’ SESSION

21/11

RESOLVED THAT the Confidential In Camera report entitled, “Status of New CVC Administration Office Building” dated January 21, 2011 be received.

CARRIED

MEETING ADJOURNED

On motion, the meeting was adjourned at 11:35 a.m.
A) APPLICATION # 10/129

OWNER: Town of Halton Hills Attn: John Kwast

AGENT: Same as above

PROPERTY LOCATION: Shelagh Law Parkette
Confederation Street (Glen Williams)
Part Lot 21, Concession 10
Town of Halton Hills

APPLICATION: Developing within the regulated area associated with the Credit River and altering the Credit River to facilitate the construction of temporary repair works to an existing retaining well.

B) APPLICATION # 10/336

OWNER:

AGENT:

PROPERTY LOCATION: 11 Scott Crescent
Part Lot 22, Concession 7
Town of Erin

APPLICATION: Development in the Regulated Area to facilitate the replacement of septic system.
C) APPLICATION #: 10/308

OWNER: Homes of Distinction (Robert Venier)

AGENT: Same as above

PROPERTY LOCATION: Part of Lot 13, Concession 9
Designated as Part 2 on Plan 61R-11100
Town of Erin

APPLICATION: Development in Regulated Area to facilitate construction of a new family detached dwelling and septic system, and to facilitate lot re-grading.

D) APPLICATION #: 10/309

OWNER: Homes of Distinction (Robert Venier)

AGENT: Same as above

PROPERTY LOCATION: Part of Lot 13, Concession 9
Designated as Part 3 on Plan 61R-11100
Town of Erin

APPLICATION: Development in Regulated Area to facilitate construction of a new family detached dwelling and septic system, and to facilitate lot re-grading.
E) **APPLICATION #:** 10/339  
**OWNER:** Brookfield Homes (Ontario) Ltd.  
**AGENT:** David Schaeffer Engineering Ltd.  
**LOCATION:** Part Lot 14, Concession 9  
Town of Halton Hills (Georgetown)  
**APPLICATION:** Development in a Regulated Area to facilitate the construction of 5 model homes on lots 5-9, retaining wall through lots 1-9, block 22 and blocks 25-27, and grading within block 16.

F) **APPLICATION #:** 10/201  
**OWNER:** Credit Valley Conservation Attn: Dave Wells  
**AGENT:** Same as above  
**LOCATION:** 16026 Hurontario Street (Ken Whillans Resource Management Area)  
Part Lot 4, Concession1 WHS  
Town of Caledon  
**APPLICATION:** Developing within the regulated area associated with the Credit River to facilitate the construction of a maximum 5 14.8 sq.m. cantilevered docks on the south side of the small pond in existing disturbed (unvegetated) shoreline areas.
G) APPLICATION #: 10/241

OWNER:

AGENT:

LOCATION: 2265 Shawanaga Trail
Part Lot 9, range 3 CIR
City of Mississauga

APPLICATION: Development in the Regulated Area to facilitate site grading and patio.

H) APPLICATION #: 10/248

OWNER:

AGENT:

LOCATION: 5046 Trafalgar Road
Part Lot 4, Concession 7
Town of Erin

APPLICATION: Development in the Regulated Area to facilitate the placement of fill and site grading.
I) APPLICATION #: 10/337
OWNER: Peel Condominium Corporation 306 Attn: Sue Botnick
AGENT: Pilon Contracting
LOCATION: 1725 The Chase
Part Lots 1 & 2 Range 5 NDS
City of Mississauga
APPLICATION: Development in the Regulated Area to facilitate the replacement of thirty four (34) second storey wooden decks.

J) APPLICATION #: 10/341
OWNER:
AGENT:
LOCATION: 1425 Elaine Trail
Lot 13, Concession 2 SDS
City of Mississauga
APPLICATION: Development in a Regulated Area to permit the renovation of an existing dwelling.
K) APPLICATION #: 10/344

OWNER:

AGENT:

LOCATION: 40 Ferndale Park Road
Part of Lot 32, Concession 3 Chinguacousy Township
Town of Caledon

APPLICATION: Development in Regulated Area to facilitate construction of a
70 sq.m. (750 sq.ft.), one storey single family detached
dwelling.

L) APPLICATION #: 11/003

OWNER:

AGENT:

LOCATION: 1578 Spring Road
Lot 27, Concession 2 SDS
City of Mississauga

APPLICATION: Development in a Regulated Area to permit the construction of
a new dwelling.
TO: The Chair and Members
Of the Board of Directors,
Credit Valley Conservation

SUBJECT: APPOINTMENT OF 2011 AWARDS SUB-COMMITTEE OF THE BOARD

PURPOSE: To appoint an Awards Sub-Committee of the CVC Board of Directors to review nominations for the 2010 Friends of the Credit Conservation Awards, the annual Board of Directors Award for Customer Service and the annual Board of Directors Award for Courage.

BACKGROUND:
The Board approved terms of reference for the “Friends of the Credit” Conservation Awards Program state that: “Awards on behalf of the Authority will be granted to individuals, agencies and/or corporate bodies who have made a significant contribution to natural resource management in the Credit Valley watershed.” The “Friends of the Credit” Conservation Awards are presented annually on behalf of the CVC Board of Directors to recognize those who have made significant contributions to the health of the Credit watershed.

In 2007, CVC introduced an Employee Recognition Awards program to recognize employee achievement in areas that contribute to CVC’s core values and vision. Seven categories of employee awards were established including two Board of Directors Awards as follows:

- A “Board of Directors Award for Customer Service” recognizes an employee who consistently demonstrates superior service to internal or external customers/clients
- A “Board of Directors Award for Courage” recognizes an employee who has shown extraordinary strength of character in the face of adverse circumstances.

ANALYSIS:
In an effort to streamline the nomination review process for the “Friends of the Credit” Conservation Awards and CVC Employee Recognition Awards, we are proposing one Awards Sub-Committee. In the past, three (3) members have constituted the Awards Sub-Committee. We are seeking a minimum of three (3) volunteers to stand in this role for 2011. One (1) meeting will be scheduled for the week of February 7, 2011, where both Award Program nominations will be reviewed.
Friends of the Credit Conservation Awards

The "Friends of the Credit" Conservation Award nominations are recommended for granting by the Board of Directors at the February Board of Directors meeting (February 18, 2011). They will be awarded at the "Friends of the Credit" Conservation Awards dinner on Thursday, March 24, 2011. The Awards Sub-Committee is requested to be in attendance at the "Friends of the Credit" Awards Dinner to present the awards.

CVC Employee Recognition Awards Program

The policy and procedures for the Employee Recognition Awards state that "a three-person sub-committee of the Board of Directors will select winners of the Board of Directors Award of Courage and the Board of Directors Award for Customer Service from those nominated."

Awards will be presented at the March Board of Directors meeting (March 11, 2011).

RECOMMENDED RESOLUTION:

RESOLVED THAT the report entitled "Appointment of 2011 Awards Sub-Committee of the Board" be received and appended to the minutes of this meeting as Schedule 'B'; and

THAT an Awards Sub-Committee be struck to review the 2010 Friends of the Credit Conservation Award nominations and to select the Board of Directors Award for Customer Service and the Board of Directors Award for Courage in 2010; and further

THAT the following members serve on this committee in 2011: ____________________________________________

Submitted by:

Lindsey Jennings
Assistant Program Coordinator, Community Outreach

Mike Puddister
Director, Restoration & Stewardship

Marlene Ferreira
Human Resources Officer

Gerry Robin
Director, Corporate Services

Recommended by:

Rae Horst, Chief Administrative Officer
TO: The Chair and Members of the Board of Directors, Credit Valley Conservation

SUBJECT: NEW LEASES, LICENCES AND PARTNERSHIP AGREEMENTS FOR CVC CONSERVATION LAND

PURPOSE: To inform the CVC Board of Directors of the revision and renegotiation process of leases and agreements based on a standardized approach.

BACKGROUND:
Since 1954, CVC has been acquiring land with high quality natural features for conservation and recreation purposes and has been managing these lands through a variety of methods which include leasing, licensing and partnering with member municipalities and community partner groups. The approach to managing and using conservation lands is consistent with CVC’s goals and objectives and the Conservation Authorities Act.

Section 21.(1) of the Conservation Authorities Act (R.S.O. 1990, c. C.27, s.21(1)) states that among the powers of a Conservation Authority, it has the ability to:

“(c) acquire by purchase, lease or otherwise and to expropriate any land that it may require, and, subject to subsection (2), to sell, lease or otherwise dispose of land so acquired….

(l) to use lands that are owned or controlled by the authority for purposes, not inconsistent with its objects, as it considers proper….

(n) to collaborate and enter into agreements with ministries and agencies of government, municipal councils and local boards and other organizations.”

With this ability and understanding, lands owned by CVC are either managed directly by the Authority, leased for management by another party (typically municipalities) or are jointly managed through the help of community partner groups. With nearly 6,000 acres of conservation land owned by CVC, this approach to managing land is both practical, cost effective and in keeping with the collaborative and community-based nature of conservation authorities. Entering into agreements with our member municipalities and with community groups is a core component of CVC’s overall land management strategy.
However, decades worth of agreements for various purposes with many different groups and municipalities and for different lengths of time has created a patchwork of legally binding commitments for CVC land. (A chart containing overview of current CVC lease, licence and partnership agreements is contained in Appendix 1.) Taken together, this array of agreements has little consistency with one another, is difficult to manage and is increasingly deficient in form and content for protecting the environmental features and functions for which the land was first acquired.

In many cases, each agreement contains specific clauses and language that were drafted in different legal contexts and that today are either too vague or outdated to sufficiently protect CVC from liability or to protect CVC land from incompatible uses. Agreements involving flood and erosion control works often contain high liability for the Authority and represent financial risks. Many agreements are also inconsistent in their indemnification language and do not protect the Authority appropriately in all instances. Additionally, nearly all agreements are silent on environmental management and do not specify how land is to be managed to protect its natural heritage. In other cases, the agreements do not meet the needs of the Authority or our goals and objectives for conservation land. Some are anachronisms which either need to be terminated or revised to bring them into conformity to current management practices and legal framework.

While new leases and agreements are required to correct outstanding issues and to protect the Authority’s interests, there are also many positive benefits to becoming proactive with the revision and modernizing of lease, licence and partnership agreements. The process of instituting new agreements provides CVC with the opportunity to establish better relationships with our lessees and community partner groups for the betterment of land management. Renewing CVC’s commitment to our lessees and partners, and building into the framework of the agreements annual work planning and visioning, enhances communication and dialogue about the importance conservation land and ultimately improves the land management and the relationship between CVC and our partners. Using the renewal opportunity to address land management deficits also allows the Authority to build into the Agreements clear directives and parameters to ensure long term environmental protection of the land and its natural resources. Finally, consistent, clear and modern agreements would also aid the Authority in responding to the needs of lessees and partners by anticipating annual work planning, budgeting as well as the appropriate staff time required to manage the commitments made within the agreements.

The rationale for pursuing new and updated leases and agreements is to:
  o Protect the Authority and its interests from unnecessary risk and liability;
  o Bring disparate and varied legal commitments into conformity with current legal context;
  o Provide for better land management framework to protect and enhance natural heritage;
  o Establish standardized clause and processes;
Streamline administration through planning for appropriate budgeting, work scheduling and staff time;

- Leverage the clear advantages of community partnerships;
- Enhance relationships with partners and management of those relationships.

**ANALYSIS:**

Creation of new agreements for the renewal and renegotiation process presents CVC with both a chance to fix old issues and an opportunity to rethink our approach to leases to ensure environmental protection of CVC conservation land. As many agreements are currently due for renewal or are soon to be expired, the timing to look at all agreements is right and would, for the first time, open up for revision Agreements that may be many decades old. A new and comprehensive approach to leases and agreements, based on a standardized approach, addresses old problems and lays a solid foundation for successful future partnerships in management of CVC conservation land and for protection of its natural resources.

**Strategic Implementation**

In addition to the powers and objectives of the Authority for its land that are outlined in the Conservation Authorities Act, the *Conservation Areas Strategy for the Credit River Watershed (1994)* remains the guiding document for land management goals and objectives for CVC conservation land. The Strategy supports the use of agreements for managing CVC land as a type of *facilitation*, whereby CVC land is used by other organizations to accomplish shared goals – most often provision for recreation in the form of public parks. In other instances, CVC is a direct provider of services (as in the case of our operational conservation areas – Island Lake, Terra Cotta, etc.) or, additionally, partnerships are encouraged to leverage community support to offer services, events or special management that would otherwise be unavailable or too costly.

In this context, Leases, Licences and Partnerships remain a central component of CVC’s land management and a recognized and important element of all land management, broadly. These types of Agreements continue to meet the goals and objectives of the Authority and are often successful, if constructed and managed correctly. In general, Leases, Licences and Partnerships are:

- Cost effective for the Authority;
- Potentially revenue generating;
- Create resiliency in land management capability in the event of funding flux;
- Help maintain close relationships to member municipalities;
- Build community support for the Authority and for the watershed’s natural heritage; and
- Effective tools for long term protection of natural resources

While mostly beneficial, there are some disadvantages to such agreements that need to be managed, including:

- Unclear, old or outdated agreements create issues and difficulties for lessees and staff;
Leasing, licensing or partnering means less direct CVC control over the management of lands, to varying degrees; and

Lands are more subject to the financial situation or management regime of partner or lessee.

While there are some inherent issues with giving over all or partial management control of CVC land to another organization, the overall benefits to agreements for leases, licences and partnership agreements are clear. Additionally, and in many cases, these types of Agreements arise out of a positive community or municipal interest in CVC land and are formed to respond to these requests, for the overall benefit of watershed residents and visitors.

Types of Agreements

CVC has traditionally approached agreements for Authority land with three levels or types of Agreements. Three tools are used to facilitate a different type of arrangement for land management and are accompanied by different levels of rights for use and occupancy of CVC land and different levels of ongoing CVC involvement.

**Lease Agreement:** Lease Agreements can be grants of exclusive and non-transferable leasehold interest to CVC owned land and are most often registered on title. Leases of land are typically with member municipalities to use CVC land as a public park, not inconsistent with conservation and recreation purposes, and are granted for extended periods of time, traditionally for a negligible fee. Management responsibility, liability and risks and also benefits are transferred in most part to the lessee. Leases also represent the highest level of agreement in terms of granted property rights. Examples of major leases (to the City of Mississauga) include Lakefront Promenade Park, Riverwood, Erindale Park and J.C. Saddington Park. Leases can also be with school boards for building rental and property use.

**Licence Agreement:** A Licence Agreement grants permission to the holder of the licence the rights to use or conduct activities on CVC property for specific purposes. Licences are granted for shorter periods of time for ongoing activities or uses, some of which may be partially exclusive in nature, that the licence holder is responsible for managing. Licences do not confer leasehold interest in the land and more rights are typically retained by the land owner, as well as a higher degree of responsibility. A Licence is also non-transferable and can sometimes be nested within a larger Agreement. Licences are also generally a middling type of agreement most associated with higher fees in exchange for partially exclusive land use rights not inconsistent with CVC objectives. Examples of some existing Licence Agreements would be the Island Lake Rowing Club and the Hillsburgh Snow Roamers agreements.

**Partnership Agreement:** A Partnership Agreement, in the CVC context, is typically an official arrangement with an incorporated community group or organization, with compatible goals and objectives, for the shared or collaborative management of a portion of CVC land. The Partnership Agreement
is a new and inclusive concept to better describe and enhance older arrangements like ‘Management Agreements’ or ‘Stewardship Agreements’. Partnership Agreements are designed to elevate the status of our effective partner groups but are also created to be clear and thorough documents which outline roles and responsibilities, a vision statement, management objectives, budgets and work plans, and expectations for communication and dialogue. In almost all cases there is an implied or explicit licence to use CVC lands nested within a Partnership Agreement. Examples of groups where Partnership Agreements would be suitable include the Bruce Trail Conservancy, the Boy Scouts, Elora Cataract Trailway Association, Rotary Club of Orangeville and the Belfountain Public School.

Together, Lease, Licence and Partnership Agreements form the core tools for granting permission and rights for use of CVC land. Agreements are also complimented by Permits that are issued by the Authority under R.R.O. 1990 Regulation 102 – which is Credit Valley Conservation’s legislated rules and regulations for the lands it owns. With each type of agreement and permits available to the Authority, these tools are often flexible enough to address any potential situation or proposed land management arrangement.

Current Context and Agreement Status

Presently, there are many leases, licences and partnership agreements which are either expired, about to expire or are in need of updating or renegotiation. Appended to this report is a full list of all agreements and their effective dates (as Appendix 1). As can be seen, many of the leases that are up for renewal were signed in the 1970’s or early 1980’s and are currently running on automatic five year extensions until a new agreement can be negotiated. Concurrently, there are also several major community partners and licencees that require new agreements to better reflect the valuable work they do to contribute to the management and enjoyment of CVC conservation land. The convergence of issues and expirations has created both a critical situation to respond to and an opportunity to rethink and reformulate all agreements.

Standardized Approach

In response to expiring and deficient agreements, CVC staff has begun to generate new agreements to replace old ones. Working with CVC’s lawyers, staff has approached the issues and deficiencies of all agreements by addressing commonalities, identifying missing language, and looking for ways to incorporate mechanisms that allow for improved relationship building, better management practices and enhanced environmental protection.

This process has led to the development of several new agreements that all contain standard language and clauses. These new agreements are made up of common clauses that would apply in most situations and address the full scope of activities and contingencies that may occur in the course of an agreement’s term (e.g. liability clauses). Additionally, specific clauses are able to be added that address the needs of specific partners and situations, depending on the nature of the agreement (e.g. Bruce Trail signage on CVC land).
The benefits of this standardized approach are as follows:

- New legal language to address current context of risks and liabilities;
- Conformity and consistency across all agreements;
- Easier for CVC staff to administer and manage;
- Comprehensive scope and increased clarity;
- Clear definition of roles and responsibilities for both the partner and CVC;
- Flexible enough to encompass different partners and situations;
- Sets out agreed upon management goals and objectives;
- Establishes guidelines for annual and five-year work planning, budgeting and reporting;
- Outlines expectations for regular communications; and
- Limits agreement terms to allow for regular review and re-evaluation

**Negotiation and Approval Process**

As expired agreements wait to be renewed and old agreements come up for renewal, the new standardized agreements can be adapted for lease, licence or potential partnership. New common clauses, and the ability to add specific clauses as needed, allows CVC to develop an effective legal agreement system for our conservation land.

For example, one of the first priorities for implementing a new Partnership Agreement is with the Bruce Trail Conservancy. The old agreement has expired and is in immediate need of renewal. Many improvements are required to establish and clarify roles and responsibilities about the management of the Trail as it passes over CVC land. Land Planning staff sees the renewal of this agreement as a top priority and an opportunity to implement the very first Partnership Agreement based on the new standardized approach. Initial consultation with the Bruce Trail Conservancy about renewal and changes to the agreement has met with some positive feedback which can be used to refine the form and content of the agreement. When successful, the same model will be applied to other current partner groups as needs dictate and with any forthcoming groups with compatible goals and objectives.

Additionally, a new lease agreement has been developed for the Silver Creek Education Centre at Silver Creek Conservation Area. This facility was originally developed by the Authority and has been leased for many years to the Dufferin Peel Catholic District School Board to operate outdoor and environmental education programs. This lease agreement continues to meet our conservation area objectives of facilitating environmental appreciation opportunities and is consistent with recommendations of the Terra Cotta – Silver Creek Complex Management Plan (2008). The existing agreement for the Education Centre has expired and is in immediate need of renewal. Staff has drafted a new agreement for this purpose. Staff has used the approach of standardized clauses to better protect the Authority and specific clauses for the School Board to better manage uses of the property and the surrounding trail system.

With other leases and licences, staff anticipates the renewal and renegotiation process will require a more extended and strategic implementation. Many existing leases are complex, dated and not examined with the lessees whom are most often municipalities. The amalgamation of several properties under combined agreements may be an option
for our municipal partners. Staff plans to develop a more formal strategy to deal with the roll out of the new standard leases in these situations. Staff may be bringing new lease agreements with our member municipalities to the Board for approval and execution when they are in their final form and ready for implementation.

COMMUNICATIONS PLAN:

There are no Communications implications for this project.

FINANCIAL IMPLICATIONS

There are no negative financial impacts to CVC for this project. Lease, Licence and Partnership Agreements are implemented and managed by Land Planning and Management staff through regular work planning and departmental budgeting (401-402). There may be a net increase in revenue to the Authority as a result of the renegotiation of some leases, licences and agreements.

CONCLUSION:

Expired, outdated or deficient Lease, Licence and Partnership Agreements require updating and renewal to address outstanding issues, risks and liabilities and current land management practices.

CVC staff is currently revamping the agreements system for conservation land to modernize and better protect the interests of the Authority and the environmental values for which the land was acquired.

The renewal and renegotiation process of the three types of agreements for CVC land has been based on a standardized approach, whereby common sets of clauses will be used in agreements in conjunction with specific clauses for each partner or situation.

It is anticipated that this standard approach will better protect the natural resources of CVC conservation land, guard the interests of the Authority from undue risks and liabilities as well as ensure that agreements and land management relationships are better managed.

As the renegotiation process proceeds, staff will bring forward to the CVC Board of Directors any agreements that are contentious (e.g. municipal leases) or pose significant liability to CVC.
RECOMMENDED RESOLUTION:

RESOLVED THAT the report entitled, "New Leases, Licences and Partnership Agreements for CVC Conservation Land" be received and appended to the minutes of this meeting as Schedule 'C'.

Submitted by:

Jesse de Jager  
Conservation Lands Planner

Tamara Chipperfield  
Conservation Lands Planner

Mark Thompson  
Manager, Land Planning and Management

Judith Orendorff  
Director, Lands and Natural Heritage

Recommended by:

Rae Horst  
Chief Administrative Officer
## CURRENT CVC LEASE, LICENCE AND PARTNERSHIP AGREEMENTS

### LEASE

<table>
<thead>
<tr>
<th>Agreement Type</th>
<th>Partner</th>
<th>Property</th>
<th>Agreement Signed</th>
<th>Expiry Date</th>
<th>Term Length</th>
<th>Fee</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEASE</td>
<td>City of Mississauga</td>
<td>Lakefront Promenade</td>
<td>August 10, 1989</td>
<td>July 31, 2039</td>
<td>50 years</td>
<td>$1.00/yr</td>
<td>Several lease agreements for the land that makes up Lakefront Promenade</td>
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<td></td>
<td>R.K. McMillan Park</td>
<td>December 1, 1983</td>
<td>November 30, 2008</td>
<td>25 years</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>A.E. Crookes</td>
<td>October 1, 1989</td>
<td>January 1, 2030</td>
<td>41 years</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>DFO Lands</td>
<td>August 1, 1989</td>
<td>August 1, 2038</td>
<td>49 years</td>
<td>$1.00/yr</td>
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<td></td>
<td>JC Saddington Park</td>
<td>1979</td>
<td>October 31, 2028</td>
<td>49 years</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>Riverwood (Mississauga Gardens)</td>
<td>April 15, 1988</td>
<td>April 14, 2013</td>
<td>25 years</td>
<td>$1.00/yr</td>
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<tr>
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<td>Erindale Park</td>
<td>December 11, 1981</td>
<td>January 1, 1995</td>
<td>14 years</td>
<td>$1.00/yr</td>
<td>Agreement will remain in place until a new agreement is signed by both parties</td>
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<td></td>
<td>Watersedge Park</td>
<td>October 3, 1973</td>
<td>July 1, 2003</td>
<td>25 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>Lakeside Park</td>
<td>January 1, 1973</td>
<td>January 1, 1998</td>
<td>25 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>Adamson Estate</td>
<td>November 21, 1978</td>
<td>November 21, 2012</td>
<td>25 yrs + 9 yr extension</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>Meadowvale Park/CA</td>
<td>May 17, 1993</td>
<td>May 16, 2015</td>
<td>25 years</td>
<td>$1.00/yr</td>
<td>Portion east of the Credit River</td>
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<tr>
<td></td>
<td>Credit Meadows Park</td>
<td>November 12, 1973</td>
<td>July 1, 2003</td>
<td>25 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>Ray Property</td>
<td>January 1, 1972</td>
<td>December 31, 1997</td>
<td>25 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
<td></td>
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<tr>
<td></td>
<td>ON Hydro Commission</td>
<td>No agreement in file</td>
<td>No agreement in file</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Stavebank Erosion Control</td>
<td>February 28, 1985</td>
<td>February 27, 2010</td>
<td>25 years</td>
<td>$1.00/yr</td>
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<td></td>
<td>Mississauga Cres Erosion Control</td>
<td>March 13, 1978</td>
<td>March 12, 2003</td>
<td>25 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
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<tr>
<td></td>
<td>BNR Property</td>
<td>July 25, 1973</td>
<td>July 1, 2003</td>
<td>25 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
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<td></td>
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<tr>
<td></td>
<td>Barrick</td>
<td>May 22, 2003</td>
<td>May 10, 2021</td>
<td>18 years</td>
<td>$1.00</td>
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<tr>
<td></td>
<td>Mains Creek Diversion</td>
<td>June 24, 1983</td>
<td>June 23, 2003</td>
<td>20 yrs + 5 yr extensions</td>
<td>$1.00/yr</td>
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<td></td>
<td>Willow Park</td>
<td>February 9, 2001</td>
<td>December 1, 2021</td>
<td>25 yrs + 10 yr extension</td>
<td>$500.00</td>
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<td></td>
<td>Glen Williams Park</td>
<td>April 15, 1982</td>
<td>April 14, 2007</td>
<td>25 years</td>
<td>$1.00/yr</td>
<td>Baseball diamonds at Limehouse CA</td>
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<tr>
<td></td>
<td>Limehouse Park</td>
<td>February 5, 2001</td>
<td>December 1, 2044</td>
<td>44 years</td>
<td>$1.00/yr</td>
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<td></td>
<td>Woolen Mills</td>
<td>May 21, 1971</td>
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<td></td>
<td>MTO Property (Dragonfly Park)</td>
<td>May 1, 1979</td>
<td>May 1, 2004</td>
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<td>$1.00</td>
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<td>Monra Park</td>
<td>September 1, 1988</td>
<td>August 31, 2038</td>
<td>50 years</td>
<td>$1.00/yr</td>
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<td></td>
<td>Island Lake Rowing Club</td>
<td>October 1, 2006</td>
<td>September 30, 2011</td>
<td>5 years</td>
<td>$1500/yr</td>
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<td></td>
<td>Silver Creek CA</td>
<td>November 3, 1989</td>
<td>November 2, 2010</td>
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<td>$1.00/yr</td>
<td>Silver Creek Education Center</td>
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<td></td>
<td>Island lake CA</td>
<td>November 11, 1992</td>
<td>November 10, 2013</td>
<td>21 years</td>
<td>$1.00/yr</td>
<td>Island Lake Education Center</td>
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### LICENCE

<table>
<thead>
<tr>
<th>Agreement Type</th>
<th>Partner</th>
<th>Property</th>
<th>Agreement Signed</th>
<th>Expiry Date</th>
<th>Term Length</th>
<th>Fee</th>
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<tbody>
<tr>
<td>LICENCE</td>
<td>Boy Scouts</td>
<td>Wilcox CA</td>
<td>December 1, 1960</td>
<td>No formal agreement, only mtg minutes.</td>
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<td></td>
<td>Town of Caledon</td>
<td>Ken Williams RMA</td>
<td>January 1, 2007</td>
<td>Parking lot at Ken Williams</td>
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<td></td>
<td>Snow Roamers</td>
<td>Elora Cataract Trail</td>
<td>January 4, 2011</td>
<td>Currently an annual access permit</td>
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### PARTNERSHIP

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<th>Term Length</th>
<th>Fee</th>
<th>Details</th>
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<tr>
<td>PARTNERSHIP</td>
<td>Bruce Trail Conservancy</td>
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<td>December 1, 2003</td>
<td>November 30, 2008</td>
<td>$1.00</td>
<td>For the Bruce Trail</td>
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<td>Elora Cataract Trail Assoc.</td>
<td>Elora Cataract Trail</td>
<td>March 1, 2001</td>
<td>March 1, 2006</td>
<td>5 yrs + 5 yr extension</td>
<td>no fee</td>
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<td></td>
<td>Limehouse Kiln Society</td>
<td>Limehouse CA</td>
<td>November 4, 2003</td>
<td>November 4, 2006</td>
<td>5 yrs + 5 yr extension</td>
<td>For kiln restoration</td>
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<td></td>
<td>Belfountain Public School</td>
<td>Belfountain CA</td>
<td>Pending - in process</td>
<td></td>
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<td></td>
<td>Rotary Club of Orangeville</td>
<td>Island lake CA</td>
<td>Pending - in process. For maintenance of N. Dam Trail</td>
<td></td>
<td></td>
<td></td>
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</table>
TO: The Chair and Members  
of the Board of Directors,  
Credit Valley Conservation

SUBJECT: UPDATE ON THE STATUS OF NORTHWEST  
BRAMPTON DEVELOPMENTS, JANUARY 21, 2011

PURPOSE: To update the Credit Valley Conservation (CVC) Board of  
Directors on the status of the North West (NW) Brampton  
development process, specifically the Mount Pleasant Secondary Plan.

BACKGROUND

On December 10, 2010 an update report was presented to the CVC Board outlining the  
timing of submission of documents required to complete the Subwatershed Study,  
Environmental Implementation Report (EIR) and Conceptual Fisheries Management  
Plan (CFCP) for Block Plan 51-1 within the Mount Pleasant Secondary Plan. Brampton  
City Council was intending to approve an Official Plan Amendment (OPA) that would  
endorse the Block Plan in January 2011.

The report also indicated a concern CVC had with a water quality issue that eventually  
required the Ministry of Environment (MOE) to become involved in the process.

Phases 1, 2 and 3 reports completing the Subwatershed Study were to be submitted to  
CVC on December 13, 2010. On December 17th, the CVC Chair sent a letter to the City  
(attached as Appendix 1) indicating that the timelines could not be met for a City Council  
decision on January 26, 2011 and that in regards to the water quality issue CVC  
required the City to show a commitment to a Retrofit Plan that would compensate for  
water quality impacts in Mount Pleasant.

The report for Phases 1 and 2 was placed on the City’s consultant’s ftp website on  
December 22nd and hard copies provided January 10th. The CFCP was also submitted  
on January 10th. The Phase 3 report was submitted on January 13, 2011. The EIR was  
submitted January 18, 2011.

A letter dated January 14, 2011 from the City in response to the CVC Chair’s letter of  
December 17th was received on January 17th (attached as Appendix 2). It indicates a  
February 23rd date for the Block Plan OPA to be brought before City Council allowing  
further time to review the Subwatershed Study, CFCP and EIR. It also provides further  
details on how the City is committed to the Retrofit Plan. Details of the Retrofit Plan  
include the undertaking of a Retrofit Study in 2011 with a Steering Committee that  
includes CVC as a member; policies in the Block Plan OPA which speak to the retrofit
plan; and that policies will be implemented through draft plan conditions/agreements. It was also noted that the Subwatershed Study outlines programming that addresses municipal water quality responsibilities including erosion and sediment controls, pollution prevention education, an integrated monitoring strategy and adaptive environmental management plans.

**ANALYSIS:**

The reports for all phases of the Subwatershed Study have been received and meetings have been scheduled weekly with the City and its consultants up to the Council meeting on February 23, 2011. These meetings are critical, given the timeframe provided, to allow a comprehensive review and make any required changes to the documents. The CFCP has been received and is currently being reviewed by CVC, MNR and DFO. The EIR was submitted January 18th and will be reviewed as quickly as possible.

Every attempt is being made to review the documents within the timeframe provided before the City Council decision on February 23rd. The City has provided a commitment to the retrofit study.

The CVC Board will receive an update report at its February 18th meeting which will indicate the success of the weekly review meetings and whether CVC is in a position to approve the Subwatershed Study, the CFCP and the EIR and to support the City’s report to Council on February 23rd.

**COMMUNICATIONS PLAN:**

- There are no Communications implications for this project.

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED THAT** the report entitled, *Update on the Status of Northwest Brampton Developments, January 21, 2011*” be received and appended to the minutes of this meeting as Schedule ‘D’.
Submitted by:

Gary Murphy MCIP, RPP
Director, Planning

Recommended by:

Rae Horst
Chief Administrative Officer

John Kinkead
Director, Water Resources Management & Restoration
December 17, 2010

Mr. John Corbett  
Commissioner, Planning, Design & Development  
City of Brampton  
2 Welling St. West  
Brampton, ON L6Y 4R2

Dear Mr. Corbett,

Re: Block Plan 51-1

This letter is a follow-up to the City of Brampton’s delegation and the CVC staff report to the CVC Board on December 10, 2010. CVC staff met with you and Mount Pleasant Landowners November 29 2010; then again December 6 for the Steering Committee meeting; and as mentioned, you delegated to the CVC Board of Directors meeting December 10th at which landowners were present. At those meetings CVC expressed grave concerns that it would not be able to meet the review timelines for the subwatershed study and Environmental Impact Report (EIR). These are necessary for CVC to approve the Official Plan Amendment to implement Block Plan 51-1 scheduled to be considered by Brampton Council on January 26, 2011. Even if Brampton Council only approves the plan in principle, the 30-day OMB appeal period would commence January 26, 2010.

The City had committed to CVC to provide the subwatershed report to CVC staff December 13 and CVC staff were held back from taking vacations in order to try to meet the January timeline. I understand from speaking with CAO Rae Horst we received some data and modelling for the subwatershed study Tuesday, December 14, but I am told it is very confusing and ineffective to review this without the subwatershed study report. I understand CVC staff still intend to meet with you December 21 as arranged, but again I am told that may be of limited value without having reviewed the report.

Joshua Campbell of CVC requested from Susan Jorgenson of the City of Brampton by email on December 14 and 15 as to when the subwatershed study would be provided. Susan responded by email December 14 and verbally on December 15 essentially that she didn’t know when the subwatershed study final report would be available. It is unfair for CVC to continue to hold back staff from vacations when Brampton has been unable to meet the timelines.

As you know Mount Pleasant is a very sizeable development with the Mount Pleasant portion representing 13,000 houses and potentially 30,000 people. It has the potential to have significant impacts on downstream communities and the natural environment if not planned and implemented
properly. CVC needs sufficient time to undertake due diligence on the following: erosion, wetland water balance, water quality, water temperature, regional storm accommodation within the corridor, etc.

The Region of Peel and City of Brampton Official Plans require that the subwatershed study be completed to the satisfaction of CVC prior to any Official Plan amendments being approved for the area (including the secondary and block plan amendments). To this end I am told CVC staff do not have phases 2 and 3 of the subwatershed study, the Environmental Impact Report (EIR) and the Conceptual Fisheries Management Plan. A complete subwatershed study and EIR of this magnitude normally takes 4 to 6 weeks each to review.

In addition, with regards to water quality being worked on by CVC, MOE and the City of Brampton, the City has proposed a retrofit plan off site. I am advised CVC will need to have the principles of this retrofit plan embedded in the block plan or legal agreement in order to support the block plan. We need to agree on the timing, funding and principles of the plan including how we will reach agreement on what basis the retrofits will occur to compensate for Mount Pleasant water quality impacts.

The time line of January 26, 2011 is now impossible to meet. Please advise when CVC will receive the subwatershed study final report, the EIR and all remaining data and modelling. Also please advise when MOE, CVC and City of Brampton will meet after January 10, 2011 to finalize agreement on the retrofit principles.

CVC is still committed to expedite this application in spite of having other applications ahead of this one. However we now respectfully request that the City not take the Official Plan Amendment to implement Block Plan 51-1 forward to Brampton Council on January 26, 2011 and that reasonable timelines be re-established with all parties including CVC.

Yours truly,

Pat Mullin
Chair

Cc: Councillor Paul Palleschi, City of Brampton
2011 CVC Board of Directors
January 17, 2011

Credit Valley Conservation
1255 Old Derry Road
Mississauga, ON L5N 6R4

Attention: Chair Pat Mullin:

Dear Ms. Mullin

RE: Mount Pleasant Community
Huttonville and Fletcher's Creek Subwatershed Study
Block Plan Sub-Area 51-1

Further to your letter dated December 17, 2010, be advised that CVC and all of the Mount Pleasant stakeholders, have now received the various phases, modeling, appendices, etc., that comprise the Huttonville Creek and Fletcher's Creek Subwatershed Study (HFSWS) for the Mount Pleasant Community. The HFSWS has been prepared in stages, given both the immensity of this task and to include pertinent results, such that the following information was provided:

- 3G Land Use Plan Modeling (part of Phase 2 report) – December 14, 2010
- Phases 1 and 2 Report
  - Posted on AMEC ftp site on December 22, 2010 (following outcome of December 21, 2010 meeting and CVC agreement on modeling parameters).
  - Hard copies provided on January 10, 2011.
- Phase 3 Report
  - Posted on AMEC ftp site on January 13, 2011.
  - Hard copies provided to CVC on January 13, 2011.

The following meetings have been organized to facilitate CVC staff's review of the HFSWS: December 21, 2010 (modeling parametrization); January 12, 2011 (water quality); January 19, 2011 (hydrology and other disciplines); January 26, 2011 (water quality); February 2, 2011 (monitoring); February 9, 16 and 23, 2011 (TBD).

As requested in your letter, we have deferred presenting the staff Official Plan Amendment (OPA) Transmittal Report to Council until February 23, 2011. We would appreciate receiving CVC comments as soon as possible so that this report timeline can be achieved.
I am also pleased to confirm that the City has developed an integrated planning, study and implementation approach to respond to CVC's water quality objective of a zero net increase in contaminant annual loadings. The HFSWS recognizes the concern of zero net loadings, the need to update the City's Stormwater Retrofit Study 2005, and to ensure a sustainable funding source for implementation of stormwater retrofits designed to improve water quality in existing built up areas. The OPA Transmittal Report will provide the details of this program.

City staff also intends to present a Recommendation Report to a committee of Council requesting authorization to update the Stormwater Management Retrofit Study in 2011. The budget to undertake the study has already been identified and City staff is developing a Terms of Reference for the study. CVC staff will be invited to participate on the Steering Committee.

The Subwatershed Study also outlines additional programming to address other municipal water quality responsibilities, including requirements for: integrated erosion and sediment controls; pollution prevention education; and integrated monitoring strategy and adaptive environmental management plans.

Should you have any questions regarding this letter, please do not hesitate to call me.

Sincerely,

[Signature]
John Corbett
Commissioner, Planning, Design and Development

Cc: Mayor Susan Fennell
Councillor Paul Palleschi
Councillor John Hutton
Deborah Dubenofsky, City Manager
Rae Horst, CAO, Credit Valley Conservation
2011 CVC Board of Directors
Town of Mono
347209 Mono Centre Road
R.R.#1 Orangeville, Ontario L9W 2Y8

November 22, 2010

Ms. Rae Horst, Chief Administrative Officer
Credit Valley Conservation
1255 Old Derry Road
Mississauga, ON L5N 6R4

Dear Ms. Horst,

RE: Mono Representative to Credit Valley Conservation

Town of Mono Council passed the following resolution during its meeting of November 9, 2010.

Resolution #7-16-2010
THAT the appointment of Bob Shirley as the municipal representative to the Credit Valley Conservation Authority be extended until a replacement is appointed by the Town of Mono, Township of East Garafraxa, and Township of Amaranth, this period shall not exceed a period of 4 months.

Yours truly,

[Signature]

Keith J. McNenly, AMCT
CAO and Clerk

KJM/jp

Copy: Bob Shirley
Township of Amaranth
Township of East Garafraxa
November 18, 2010

Credit Valley Conservation  
1255 Old Derry Road  
Mississauga, Ontario  
L5N 6R4

Attention: Rae Horst - CAO

Dear Mr. Horst:  

Re: Appointment to CVC

Please be advised that at the regular meeting of Council held November 17, 2010, the following resolution was set forth regarding the above.

Resolution

Moved by J. Aultman - Seconded by W. Kolodziechuk

Resolved that the appointment of Bob Shirley as the municipal representative to the Credit Valley Conservation Authority be extended until a replacement is appointed by the Town of Mono, Township of East Garafraxa, and Township of Amaranth, this period shall not exceed a period of 4 months. Carried.

Yours truly,

Susan M. Stone, A.M.C.T.  
CAO, Clerk/Treasurer  
Township of Amaranth

SMS: cd  
cc: Town of Mono  
Township of East Garafraxa
December 8, 2010

Credit Valley Conservation
1255 Old Derry Road
Mississauga, ON L5N 6R4

Attention: Rae Horst - CAO

Dear Mr. Horst - CAO

RE: Appointment to CVC

Please be advised that at the regular meeting of Council held on December 7, 2010, the following resolution was set forth regarding the above.

Resolution

Moved by F. Pinkney – Seconded by G. Gardhouse

Resolved that the appointment of Bob Shirley as the municipal representative to the Credit Valley Conservation Authority be extended until a replacement is appointed by the Town of Mono, Township of East Garafraxa, and Township of Amaranth, this period shall not exceed a period of 4 months.

Carried.

Yours truly,

Susan M. Stone, A.M.C.T.
CAO, Clerk/Treasurer
Township of East Garafraxa

SMS:lv

cc: Town of Mono
    Township of Amaranth
December 9, 2010

Ms. Sue Lathan
Regional Clerk
Region of Halton
1151 Bronte Road
Oakville ON L6M 3L1

Dear Ms. Lathan:

Subject: 2010-2011 Council Appointments to Various Advisory Committees and Boards

At its inaugural meeting on December 6, 2010, Oakville Town Council approved the following resolution with respect to the subject item noted above:

"4. That the appointments of Members of Council to Conservation Halton and Credit Valley Conservation for the term December 1, 2010 to November 30, 2013, or until their successors are appointed, be approved as follows and the names submitted to the Region of Halton for confirmation of appointment:

   a. Conservation Halton
      Councillor Bird
      Councillor Duddeck
      Councillor Elgar
      Councillor Johnston

   b. Credit Valley Conservation
      Councillor Adams

5. That the appointments of Members of Council to Region of Halton boards and committees for the term December 1, 2010 to November 30, 2014, be approved as follows and the names submitted to the Region of Halton for confirmation of appointment:

   a. Bronte Heritage Waterfront Park Liaison Committee
      Councillor Robinson

   b. Halton Regional Transportation Advisory Committee
      Councillor Grant

   c. Joint Municipal Regional Waste Management Advisory Committee
      Councillor Bird"
Should you have any questions regarding this matter or should you require any additional information, please contact me at 905-845-6601, extension 4178, or email cbest@oakville.ca.

Yours truly,

Cathie L. Best
Town Clerk
Attachment

c. Ken Phillips, Chief Administrative Officer, Conservation Halton
   Rae Horst, Chief Administrative Officer, Credit Valley Conservation
December 14, 2010

Credit Valley Conservation
1255 Old Derry Rd.
Mississauga, ON
L5N 6R4

RE: Mayor Lou Maieron Appointed to CVC

Please note that at the Town of Erin council meeting held December 7th, 2010 the following motion was passed by Council:

Resolution # 10 – 313
Moved by Councillor Tocher
Seconded by Councillor Brennan
BE IT RESOLVED THAT Council hereby appoints Mayor Lou Maieron to sit on the Credit Valley Conservation as a representative of the Town of Erin on the Board of Directors for three years plus one additional year, or until a successor is appointed.

CARRIED.

Yours truly,

[Signature]

Kathryn Ironmonger, C.M.O., C.M.M.I.I.
Clerk

KI/td
December 15, 2010

Ms. Rae Horst  
Chief Administrative Officer  
Credit Valley Conservation  
1255 Old Derry Road  
Mississauga, ON  
L5N 6R4

Dear Ms. Horst:

Re: Appointment to Credit Valley Conservation

Further to your correspondence of September 28, 2010, I am writing to advise that at its meeting on December 13, by the following motion, Council reappointed Councillor Gail Campbell to Credit Valley Conservation for a four-year term:

THAT the correspondence from the Credit Valley Conservation Authority, dated September 28, 2010, seeking appointments to the CVC Board 3 year term, commencing January 1, 2011, be received;

AND THAT Councillor Campbell be appointed as the Town of Orangeville’s member of Credit Valley Conservation for the January 1, 2011 to December 31, 2013 term;

AND THAT Councillor Campbell be appointed as the Town of Orangeville’s member of Credit Valley Conservation from January 1, 2014 to December 31, 2014, or until a successor is appointed.

Councillor Campbell’s contact information remains the same.

Yours truly

Cheryl Johns, AMCT  
Clerk
January 4, 2011

Rae Horst, CAO
Credit Valley Conservation
1255 Old Derry Road
Mississauga, Ontario, L5N 6R4

Dear Ms. Horst;

Re: Town of Halton Hills Appointment to the Credit Valley Conservation Board

Please be advised that Council for the Town of Halton Hills at its Council Meeting of Thursday, December 16th, 2010 adopted the following Resolution:

Resolution No. 2010-0271

THAT Councillor J. Robson be appointed to the Credit Valley Conservation Board.

CARRIED

Attached for your information is a copy of Resolution No. 2010-0271.

If you have any questions, please do not hesitate to contact Ms. Suzanne Jones, Town Clerk at (905) 873-2601 ext. 2331.

Yours truly,

[signature]

Renée Brown
Council and Committee Services Coordinator

:attachment

c. Councillor J. Robson (letter only)

rb
Pogue, Maureen

From: West, Helena
Sent: January 10, 2011 10:08 AM
To: Pogue, Maureen
Cc: Araujo, Sabrina
Subject: Appointments to the CVC

Good morning Maureen,

Please be advised that that the following resolutions were adopted at the December 16, 2010 Regional Council Meeting:

Moved by Councillor Palleschi,
Seconded by Councillor Mahoney;

That Councillors Iannicca, Mullin, Palleschi, Starr, Thompson and Tovey be appointed to Credit Valley Conservation for a term of January 1, 2011 to December 31, 2013 or until their successors are appointed by Regional Council;

And further, that John Hutton, Brampton Area Councillor, be appointed to the Credit Valley Conservation for a term of January 1, 2011 to December 31, 2013 or until a successor is appointed by Regional Council.

Carried 2010-968

Moved by Councillor Palleschi,
Seconded by Councillor Mahoney;

That Councillors Iannicca, Mullin, Palleschi, Starr, Thompson and Tovey be appointed to Credit Valley Conservation for an additional term of January 1, 2014 to November 30, 2014 or until their successors are appointed by Regional Council;

And further, that John Hutton, Brampton Area Councillor, be appointed to the Credit Valley Conservation for an additional term of January 1, 2014 to November 30, 2014 or until a successor is appointed by Regional Council.

Carried 2010-969

Official correspondence should be received by the CVC during the next few days.

Thank you,

Helena West
Legislative Specialist
Region of Peel
(905) 791-7800 X 4697
helena.west@peelregion.ca
January 7, 2011

Credit Valley Conservation (CVC)
1255 Derry Road West,
Mississauga, ON L5N 6R4

Subject: Basement Flooding Remediation and Subsidy Program Update – City of Mississauga, Wards 1, 3, 4, 5, 6 and 7

I am writing to advise that Regional Council approved the following resolution at its meeting held on Thursday, December 16, 2010:

That the existing Phase 1 - Basement Flooding Remediation and Subsidy Program for the installation of backwater valves, be modified to increase the Region of Peel’s share from an upset limit of $675 to an upset limit of $1,250 per household to more accurately reflect the homeowners experience to date related to costs incurred for the installation of a backwater valve;

And further, that an additional backwater valve subsidy payment be made up to the amended subsidy amount of $1,250 to those residents that have already installed a backwater valve and submitted an application for subsidy reimbursement or received payment for their subsidy claim, where their claim exceeded the initial $675 subsidy level;

And further, that Phase 1 of the Basement Flooding Remediation and Subsidy Program be expanded to include a subsidy on sump pumps for those homes which were flooded during the August 4, 2009 storm event through a one-third cost sharing arrangement between the Region of Peel, the City of Mississauga and the homeowner to a maximum contribution of $2,000 per household by the Region of Peel;

And further, that a copy of the report of the Commissioner of Public Works, dated November 23, 2010, titled “Basement Flooding Remediation and Subsidy Program Update City of Mississauga, Wards 1, 3, 4, 5, 6 and 7” be forwarded to the Cities of Mississauga and Brampton, the Town of Caledon, the Toronto and Region Conservation Authority and the Credit Valley Conservation Authority, for information.

The above resolution and a copy of the report are provided for your information.

Stephanie Jurrius
Legislative Specialist
SJ:rc

c: Dan Labrecque, Commissioner, Public Works, Region of Peel

Corporate Services
Office of the Regional Clerk

10 Peel Centre Dr., Brampton, ON L6T 4B9
Tel: 905-791-7800 www.peelregion.ca
January 10, 2011

Rae Horst  
Chief Administrative Officer  
Credit Valley Conservation  
125 Old Derry Road  
Mississauga, ON  
L5N 6R4

Dear Ms. Horst,

Subject: **Election of Chairs and Vice-Chairs and Other Appointments**  
**Credit Valley Conservation**

I am writing to advise that Peel Regional Council approved the following resolution at its meeting held on December 16, 2010:

Moved by Councillor Palleschi,  
Seconded by Councillor Mahoney;

That Councillors Iannicca, Mullin, Palleschi, Starr, Thompson and Tovey be appointed to Credit Valley Conservation for a term of January 1, 2011 to December 31, 2013 or until their successors are appointed by Regional Council;

And further, that John Hutton, Brampton Area Councillor, be appointed to the Credit Valley Conservation for a term of January 1, 2011 to December 31, 2013 or until a successor is appointed by Regional Council.

**Carried 2010-968**

Moved by Councillor Palleschi,  
Seconded by Councillor Mahoney;

That Councillors Iannicca, Mullin, Palleschi, Starr, Thompson and Tovey be appointed to Credit Valley Conservation for an additional term of January 1, 2014 to November 30, 2014 or until their successors are appointed by Regional Council;
And further, that John Hutton, Brampton Area Councillor, be appointed to the Credit Valley Conservation for an additional term of January 1, 2014 to November 30, 2014 or until a successor is appointed by Regional Council.

Carried 2010-969

Yours truly,

Carol Reid
Regional Clerk and Director of Clerk's

CR:sa

C: Nando Iannicca, Regional Councillor, City of Mississauga
Pat Mullin, Regional Councillor, City of Mississauga
Paul Palleschi, Regional Councillor, City of Brampton
Ron Starr, Regional Councillor, City of Mississauga
Allan Thompson, Regional Councillor, Town of Caledon
Jim Tovey, Regional Councillor, City of Mississauga
Leases, Licences and Partnership Agreements

Presentation to CVC Board of Directors
January 21, 2011

Background

- Inherited many decades of lease agreements some dating back to early 1970’s
- All different and deficient in various ways
- Potential major liabilities for CVC
- Inadequate protection of the land and resources
Three Types of Documents

- Staff approaching this with three (3) different classes of agreements:
  - Lease
  - Licence
  - Partnership Agreements
- Standard clauses (goals, liability, terms)
- Partner-specific clauses (trail maintenance, signage)
Advantages of Standardized Approach

Effective agreement system:
- Create consistency across all agreements
- Updated comprehensive, legal language
- Increased clarity (roles, responsibilities)
- Easier to administer and manage
- Protects the natural environment by establishing goals and objectives
- Work planning, budgeting and reporting

Renewal Process

- Draft agreements are being finalized based on standardized format and content
- First renewals
  - BTC (partnership agreement)
  - Silvercreek Education Centre (lease and license)
- Major agreements (e.g. with municipalities) will be brought forward to the Board for consideration
December 17, 2010

Charlene Vantyghem
Partnership Program and Liaison Advisor
Land and Water Services
Ministry of Natural Resources
300 Water Street
Peterborough, ON  M9J 8M5

Tu Van Duong
Source Protection Planning Branch
Ministry of the Environment
8th Floor, 2 St Clair Avenue West
Toronto, ON  M4V1L5

Dear Ms. Vantyghem and Ms. Duong:

Re:  CTC Source Protection Region In Year Report April 1, 2010 to September 30, 2010

As we continue our ongoing efforts to develop source protection plans for the CTC Region, I am pleased to submit this In Year Report for the period April 1, 2010 through September 30, 2010 which includes expenditures for the ongoing work of the CTC Source Protection Region. This report “CTC in-year report Apr 1_Sep30_2010”, hereafter referred to as CTC Sept 2010 Report, has been reviewed and approved as directed by the Ministry of Natural Resources. This report replaces the version sent by staff earlier as a draft per your request.

Report Highlights
The CTC Sept 2010 Report” document shows the following:

1. The approved budget of $527,854.99 for item 6.2.1.1 under Operating and Administrative Activities has been fully expended. As directed by MNR/MOE, Technical Studies funding has covered the remaining staff costs of $202,787.50.

2. Staff re-organization in CTC team has resulted in an additional 0.5 FTE and overall annual increase of $102,000 in salary and benefits. The additional costs for the 2010-2011 fiscal year can be covered by shifting within current Operating and Administration allotments.

3. There was a delay in undertaking consultation on the Assessment Reports in this reporting period. Therefore, expenditures under category 6.2.1.3 are under spent. We project spending the remaining funds on communications with landowners and other stakeholders, advertisements, French language translation and additional printing costs for source protection planning workshops and related communication materials.

4. We have identified the need for an additional $127,800 for the Tier 3 Halton Water Budget for the consultant costs to provide additional analysis and model calibration using Cedarvale pumping data and field work to do seismic surveys and three drill cores to bedrock in the vicinity of Limehouse notch.

5. Under-expenditures to date in the Other Work as Identified in the TOR category (6.2.2.5) for SPP Development and Informal Consultation are due to the Assessment Report pressures identified above. The consulting contract for source protection planning policy development has now been awarded and work is underway through the remainder of 2010-2011 to prepare materials and conduct workshops. This contract will carry over into 2011-2012.

6. Included in comment cells are details of expenditures that are carried forward with MNR funding on hand and approved in earlier years. These have been included to show the progress in completing these items. These expenditures are not rolled into the totals related to 2010-2011 budget approvals.
Summary of Projections to Year End
Projected expenditures to March 31, 2011 indicate the following:
1. Operating and Administration – MNR funds under 6.2.1.1 have been spent-out;
   remaining staffing costs of $202,787 covered by 6.2.2.5 (MNR Capacity Building);
2. Water Budget – additional costs $9,638 in current work due to revisions of TRSPA Tier
   1/2 Water Budget as requested by MNR covered by 6.2.2.5 (MNR Water Budget);
   additional new pressures of $127,800 for Tier 3 Water Budget for Halton;
3. Technical Studies – current remaining funds are $1,320,665 with total forecasted
   expenditures of $1,049,066 for a projected balance at the end of 2010-2011 fiscal of
   $473,621.

Report Development
The CTC Sept 2010 Report has been developed using quarterly reporting from the Credit
Valley, Toronto and Region and Central Lake Ontario source protection areas for the periods
April 1, 2010 to June 30, 2010 and July 1, 2010 to September 30, 2010. In its role as the lead
source protection area, Toronto and Region Conservation Authority (TRCA) has been
responsible for accounting for activities that have been conducted for the CTC Source
Protection Region as a whole (including communications activities, public consultations, CTC
Source Protection Committee meetings and the Halton Tier 3 Water Budget work). The
accounting of these funds has been kept separate from the Toronto and Region Source
Protection Authority billing and identified as such in the report. The funds indicated under the
actual expenditures by the CTC Source Protection Region between April 1, 2010 and
September 30, 2010.

CTC SPR Approval Process
Each of the source protection areas is responsible for supplying the Project Manager, CTC
Region, with an expenditure report and explanatory information on an excel spreadsheet
template which has been approved by the SPA project lead:
- Kerry Mulchansingh for Credit Valley Conservation;
- Donald Ford for Toronto and Region Conservation;
- Gayle Soo-Chan for Central Lake Ontario Conservation Authority.

Andréa Dubé-Goss, together with financial staff at TRCA, are responsible for preparing the
expenditure report for items managed for the whole of the CTC and invoiced through TRCA.
Following the submission of the expenditure reports, Project Manager, CTC Region, Beverley
Thorpe, reviews and approves the expenditures. The various Excel spreadsheets are rolled up
into a workbook and totals calculated to provide the information in the format required by the
Province of Ontario. All of these supporting materials are included in this report back to the
Province.
This report has been reviewed and approved by Beverley Thorpe, Deborah Martin-Downs and myself, and accurately reflects expenditures and projected expenditures for the CTC Source Protection Region between April 1, 2010 and March 31, 2011.

Sincerely

Brian Denney, P.Eng.
Chief Administrative Officer

cc. Russ Powell, CAO Central Lake Ontario Source Protection Authority
    Rae Horst, CAO, Credit Valley Source Protection Authority
    Beverley Thorpe, Project Manager, CTC Region, TRCA
    Deborah Martin-Downs, Director, Ecology, TRCA
    Kerry Mulchansingh, Project Lead, Credit Valley Source Protection Authority
    Donald Ford, Project Lead, Toronto and Region Source Protection Authority
    Gayle Soo-Chan, Project Lead, Central Lake Ontario Source Protection Authority
    Nicole Barbato, Source Water Protection Liaison, Conservation Ontario

/Encl. "CTC in-year report Apr 1_Sep30_2010"
December 20, 2010

Ms. Susan Self & Ms. Beverley Thorpe
Chair, CTC Source Protection Region
c/o Toronto and Region Conservation Authority
5 Shoreham Drive
Downsview, ON  M3N 1S4

Re: Credit Valley Source Protection Area Updated Workplan

Dear Susan and Beverley:

Thank you for the submission of your Updated Assessment Report (UAR) workplan received by the ministry on November 2, 2010 for the CTC Source Protection Region. A separate response letter will be provided for each of the three source protection areas within the CTC Source Protection Region. This response letter relates to the Credit Valley Source Protection Authority (SPA).

The proposed Credit Valley Assessment Report (AR) is due to the ministry on December 22, 2010.

This letter confirms the receipt of your UAR workplan and provides additional information relating to the project tasks identified in your workplan and the consultation requirements of the new/updated AR information.

As a reminder there are two ways in which an UAR can be completed:

1) through an UAR under section 19 of the Clean Water Act (CWA), 2006 following Director approval of an AR; or

2) through an amended proposed AR under section 17(2) (b) of the CWA, 2006, by which the Director provides directions to include the new/updated information in an amended proposed AR.

The Director's decision on the submitted Credit Valley proposed AR will determine which route the new/updated information will be incorporated into the
AR (i.e. either through the UAR under section 19, CWA or an amended proposed AR under section 17(2)(b), CWA). The decision letter I provide on the review of the submitted proposed AR will indicate this.

Generally speaking, if your proposed AR is approved, then it is likely that your new/updated work will be completed through section 19, CWA as an UAR. If your AR is returned for amendments as a result of the review of the submitted proposed AR, I may also advise you to incorporate the new/updated tasks and resubmit the AR as an amended proposed AR since other amendments are required. Please note that despite the general statement included above, at any point, the ministry may decide that one route over the other should be taken in the interest of resource efficiencies and timing.

The workplan submitted for the Credit Valley Source Protection Area UAR has identified the following list of project tasks proposed to be completed. These tasks have been categorized under the following headings — updated tasks and amended tasks, which are defined below.

**Updated Tasks** — new tasks not yet completed or consulted upon:

- Tier 3 for Orangeville (Amaranth-Orangeville-Mono) and Halton Hills (Acton-Georgetown); and
- Lake Ontario Collaborative (LOC) Phase 2 and 3.

**Amended Tasks** — tasks partially or wholly contained in the proposed AR where the proposal is to change or update this information:

- Assessment of transport pathways.

All of the above updated/amended tasks are within scope of the AR and may proceed to be included in the UAR/amended proposed AR for this round of planning. This letter is not acknowledging or approving methodologies or approaches that may have been presented in the UAR workplan submitted to the ministry of tasks. All project tasks identified in the UAR workplan must be completed following methodologies or approaches that are consistent with the technical rules unless an alternative method or approach approval has been granted.

Project tasks associated with the verification of significant drinking water threats (SDW Ts) were not explicitly identified in your UAR workplan. However, in the event that you are considering work associated with re-evaluating/verifying the number of SDW Ts, I want to remind you that conducting site visits to carry out such tasks is out of scope for the UAR/amended proposed AR as this information...
will/can be verified when the plans are being developed. Conducting site visits at this time for the completion of the UAR/amended proposed AR is not considered to be an efficient use of resources and it is advised that any planned work associated with site visits to verify threats does not occur at this time. It is understood that the SPCs have consulted with affected parties when significant threats were identified during the AR development and if additional information has been gathered as a result of this consultation, this new information can be incorporated into an AR if the report is already being amended or updated.

The actual number of SDWTs in the AR is a continuously changing number and in the interest of an efficient use of resources the threat enumeration in the AR can be observed as a benchmark for SPCs to know their approximate workload in policy development. Additionally the policies in the plan will most likely be developed on an area basis (i.e., WHPA A, etc.) rather than individual parcels/properties. Therefore, to have an exact number of existing SDWTs enumerated in the AR does not accurately reflect the number of policies in the plan that will be written or required.

Ontario Regulation (O.Reg.) 287/07 section 19 requires that when the SPC begins preparing the source protection plan for a source protection area, the committee shall give notice to various stakeholders, including those engaged in activities that are SDWTs. Furthermore, sections 35 to 39 of O.Reg. 287/07 require that discussions with persons impacted by draft policies, including those undertaking activities identified as SDWTs, occur during the source protection plan policy development process before the draft plan is published for initial public comment. This could provide the SPCs the opportunity to gather additional information about the details of the presence or absence of these SDWTs. Since this work is associated with the policy development process it is not a priority to be completed or updated for the AR at this time. If SPC/SPA comes across additional SDWTs as they are completing their existing AR work, this information can be included in the AR; however additional consultation will be required with those new landowners who have been identified as undertaking a SDWT. If this particular task applies to your SPC/SPA and will impact your timelines to submit your UAR/amended proposed AR, notify your Liaison Officer in order to determine how this may be included in the AR or in the next round of planning.

The tasks that are listed as updated/amended above are within the scope of the UAR/amended proposed AR and are eligible expenditures under your transfer payment allocation. As part of the annual business plan review, the ministry will be assessing the work plans and requests for funds to undertake this work against the funds available. Please note that the direction in this letter does not
consider the availability of program funds to complete the tasks rather whether the tasks are within scope.

The province also reserves the right to verify and to recover transfer payment funds if it is determined that program funds were not used, or will not be used, for the intended purposes.

As a reminder, the consultation requirements are outlined in section 18 under O. Reg. 287/07, and must be completed for the updated tasks. For the amended tasks, the SPC/SPA must determine the appropriate extent of consultation required (i.e., letters to stakeholders, posting AR to internet, newspaper notices and/or public meetings) based on the changes that they impose on the AR.

Based on the UAR workplan submitted, the technical work is to be completed by April 2011 for the Credit Valley SPA. It is presumed that there will be a 30-day consultation period in May 2011. The UAR workplan has identified a June 2011 submission to the ministry, which appears reasonable. My decision letter will state the actual submission date and the additional directions regarding the submission format of the work associated with the UAR/amended proposed AR. Your Liaison Officer may be in contact with you prior to the receipt of my decision letter to discuss any necessary details, (including the submission date) pertaining to the above.

I recommend at this time that the updated/amended tasks contained in the submitted UAR workplan proceed according to the timelines presented. If additional tasks arise that the SPC/SPA wants to include as new/updated information and/or if there are delays that will occur that will result in deviations from the timelines in the workplan submitted, please notify your Liaison Officer immediately. If the delays are significant, it is important for the SPC/SPA to know that the updated tasks may not be accepted by the ministry for review for this round of source protection planning, and that the amended AR may have to be submitted without all of the new work in order to get approval in support of the Plan. Extensions to UAR/amended proposed AR submissions will not generally be considered due to the extremely tight timelines that exist between now and the due date of the source protection plans by August 20, 2012.

I appreciate the amount of hard work the CTC Source Protection Region SPC and Credit Valley SPA have done for their ARs and I anticipate that this high level of effort will continue in order to complete the UAR work for the Credit Valley SPA and source protection plans by August 20, 2012.

I assure you that the ministry will continue to support Source Protection Committees and Authorities in achieving their compliance dates, whenever
possible. I look forward to receiving your UAR/amended proposed AR.

Sincerely,

[Signature]

Ian Smith, Director
Source Protection Programs Branch
Ministry of the Environment

c: Gerri Lynn O’Connor, Chair, Board of Directors, Toronto and Region Conservation Authority
Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority
Pat Mullin, Chair, Board Directors, Credit Valley Conservation Authority
Rae Horst, General Manager/ Secretary Treasurer, Credit Valley Conservation Authority
Charely Worte, Conservation Ontario
Mike Garraway, Ministry of Natural Resources
Charlene Vantyghem, Ministry of Natural Resources
Keith Willson, Manager, Source Protection Approvals, MOE
Katie Fairman, Supervisor, Source Protection Implementation, MOE
John Westlake, Liaison Officer, Source Protection Implementation, MOE
Heather Malcolmson, Manager, Source Protection Planning, MOE
Melanie Ward, Compliance Team Lead, Source Protection Approvals, MOE
Andrea Pearlstone, Program Analyst, Source Protection Approvals, MOE
Tu Van Duong, Partnership and Program Coordinator, Source Protection Planning, MOE
December 20, 2010

Ms. Charlene Vantyghem  
Partnership Program and Liaison Advisor  
Land and Water Services Section  
Ministry of Natural Resources  
300 Water Street  
Peterborough, ON M9J 8M5

Ms. Tu Van Duong  
Partnership and Program Coordinator  
Source Protection Programs Branch  
Ministry of the Environment  
8th Floor, 2 St. Clair Avenue West  
Toronto, ON M4V 1L5

Attention: Ms. Vantyghem and Ms. Duong,

We would like to provide MNR and MOE with an update on our Drinking Water Source Protection (DWSP) program. As per the requirements under the MNR 2010-2011 Transfer Payment Agreement we are submitting responses to the three questions that form the 3rd quarter qualitative report.

Lead staff at the three source protection areas which comprise the CTC Source Protection Region along with the Project Manager, CTC Region and her staff have reviewed their respective spending and projections against the In-Year report setting out the budget status as of September 30, 2010. Based on this review, the following are the responses to your questions:

1. Is the budget forecast reported at the in-year status report still on track for MNR Capacity Funding, Water Budget and MOE Technical Funds?

<table>
<thead>
<tr>
<th>Budget Is on Track (double click on check box and select checked if applicable)</th>
<th>Comments</th>
</tr>
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<tbody>
<tr>
<td><strong>Yes</strong> Capacity Funding</td>
<td>New items (IM) and staffing changes can be addressed through current funds.</td>
</tr>
<tr>
<td><strong>Yes</strong> Water Budget</td>
<td>New pressures (Halton Tier 3) will be managed by re-allocating previously encumbered funds within the water budget funding.</td>
</tr>
<tr>
<td><strong>Yes</strong> MOE Technical Funds</td>
<td>New projects (Issue Contributing Area refinement, Lake Ontario Collaborative Peer Review of Modelling, transport pathways adjustments, and additional threats and vulnerability work in York, Durham and Erin) can be addressed through current Technical Studies funding.</td>
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</table>
2. Please give a summary of your actions to ensure projected expenditures will be met by the end of the 10/11 fiscal year.

Consultation on the Draft Proposed and Proposed Assessment Reports for Credit Valley Source Protection Authority and Toronto and Region Source Protection Authority were completed in October and November 2010. These costs will be captured in the internal 3rd quarter report. These costs included the implementation of public meetings, printing and design. Additional consultation activities for the remainder of this fiscal year include French-language translation and letters to notify the public of the commencement of source protection planning.

The technical studies undertaken for the Updated Assessment Reports, including Lake Ontario Collaborative assessment of the Intake Protection Zones, Tier 3 Water Budgets, transport pathway adjustments, and review of the Issue Contributing Areas, will be complete by the end of March, 2011.

The development of a discussion paper on source protection plan policies was initiated in October 2010. This discussion paper, including a series of workshop, will be complete by March 2011.

3. Do you foresee any surplus funds to be identified at the end of the fiscal year? If your answer is yes, please provide details on how much and where the surplus will occur.

No, at this time I do not foresee any surplus funds at the end of the 2010-2011 fiscal year.

If you have any questions or comments, please do not hesitate to contact us.

Sincerely

Brian Denney, P.Eng.
Chief Administrative Officer

cc: Nicole Barbato, Source Protection Liaison Officer, Conservation Ontario
    Sent via Email: nbarbato@conservationontario.ca
December 22, 2010

Pat Mullin  
Chair, Credit Valley Source Protection Authority  
1255 Old Derry Road  
Mississauga, Ontario L5N 6R4  

Dear Ms. Mullin:

This letter is to acknowledge receipt of the Proposed Assessment Report document for the Credit Valley Source Protection Area (CVSPA), submitted in accordance with section 17(1) of the Clean Water Act, 2006, by the Ministry of the Environment on December 21, 2010. Upon completion of the ministry's review of the proposed Assessment Report, the Director of Source Protection Programs Branch, Ian Smith, will provide you with a decision.

Ministry staff may be in contact with staff of the Source Protection Authority should additional information be required to support the ministry review of the assessment report. I encourage you to provide any necessary information in a timely manner to assist in the completion of the review as quickly as possible.

If you have any questions relating to the Assessment Report review and approvals process, please contact me at 416-314-0560 or keith.willson@ontario.ca.

Thank you for your submission of the Proposed Assessment Report and helping to ensure that Ontario's source waters are protected.

Sincerely,

Keith Willson  
Manager, Source Protection Approvals  
Source Protection Programs Branch  
Drinking Water Management Division
cc: Susan Self, Chair, CTC Source Protection Committee
Rae Horst, Chief Administrative Officer, Credit Valley Conservation Authority
Gerri Lynn O’Connor, Chair, Toronto and Region Source Protection Authority
Brian Denney, Chief Administrative Officer, Toronto and Region Conservation Authority
Russ Powell, Chief Administrative Officer, Central Lake Ontario Conservation Authority
Rick Johnson, Chair Central Lake Ontario Source Protection Authority
Beverley Thorpe, Project Manager, CTC Region
John Westlake, Liaison Officer

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