

Notice of Meeting
Meeting of the Membership #9-2024

Date: November 20, 2024
Time: 7:00 pm – 8:30 pm
Location: Administrative Centre, Wroxeter

Agenda

1. Welcome by the Chair
2. Declaration of Pecuniary Interest
3. Approval of the Minutes: Meeting #8-2024 held on October 16, 2024.
4. Business Out of the Minutes:
 - a) Draft Watershed Strategy-Comments: Report #70-2024
 - b) Draft Administrative Review Policy-Comments: #71-2024
 - c) Draft Policy re: Use of Technical Guidelines for Natural Hazards-Comments: Report #72-2024
5. Business Requiring Decision and or Direction:
 - a) Proposed Authority Funded Projects for 2025: Report #73-2024
 - b) Review of Fees Policy: Report #74-2024
 - c) Review of Draft Fee Schedule for 2025: Report #75-2024
 - d) Draft Agreement: Town of Goderich/MVCA re: Goderich Bluffs Stabilization Project: Report #76-2024
6. Chair and Members Reports
7. Consent Agenda:
 - a) Revenue/Expenditure Report for October 2024: Report #77-2024
 - b) Office Hours over Christmas-New Years: Report #78-2024
 - c) Media Articles: Southern Lake Huron Coastal Action Plan; Brook Trout Return to Scott Drain
8. Adjournment: Next Meeting to be held on Wednesday, December 18,2024 at 7:00pm.

Membership Meeting #8-2024

October 16, 2024

Members Present: Alison Lobb, Ed McGugan, Alvin McLellan, Megan Gibson, Matt Duncan, Evan Hickey, Anita Van Hittersum, Ed Podniewicz, Sharen Zinn, Matt Duncan

Regrets: Andrew Fournier, Vanessa Kelly

Staff Present: Phil Beard, General Manager-Secretary-Treasurer
Stewart Lockie, Conservation Areas Services Coordinator
Patrick Huber-Kidby, Planning and Regulations Supervisor
Jayne Thompson, Communications, GIS, IT Coordinator
Shannon Millar, Restoration Supervisor

Others Present: Cory Bilyea, Midwestern News

1. Call to Order

Chair, Ed McGugan, welcomed everyone and called the meeting to order at 7:00pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #7-2024 held on September 18, 2024.

Motion FA #85-24

Moved by: Alvin McLellan

Seconded by: Evan Hickey

THAT the minutes from the General Membership Meeting #7-2024 held on September 18 2024, be approved.

(carried)

4. Business out of the Minutes:

- a) 75th Anniversary Planning Report #60-2024

Report #60-2024 was presented to the members and the following motion was made:

Motion FA #86-24

Moved by: Matt Duncan

Seconded by: Ed Podniewicz

That staff investigate the idea of organizing a river festival as part of MVCA's 75th anniversary in 2026.

(carried)

- b) Administrative Review Draft Policy: Report #61-2024

Report #61-2024 was presented to the members and the following motion was made:

Motion FA #87-24

Moved by: Evan Hickey

Seconded by: Alvin McLellan

THAT the draft Administrative Review policy be approved for posting for 30 days and to review any comments at the November 20th Members meeting

(carried)

- c) Technical Guidelines for Natural Hazards-Response from the Ministry of Natural Resources:
Report #62-2024

Report #62-2024 was presented to the members and the following motion was made:

Motion FA #88-24

Moved by: Megan Gibson

Seconded by: Alison Lobb

THAT the draft interim policy utilizing the most updated Technical guidelines available to MVCA be used to review development applications in hazardous area;

AND THAT the draft policy outlined in Report 62-2024 be posted for public comment for 30 days;

AND FURTHER THAT the comments be reviewed by the Members at the November 20, 2024 meeting.

(carried)

5. Business Requiring Decision and or Direction:

- a) 2025-2027 Work Plan and Budget Forecast: Report #63A&B-2024

Minutes of Maitland Conservation Membership Meeting held October 16, 2024

Report #63A-2024 was presented to the members and the following motion was made:

Motion FA #89-24

Moved by: Alison Lobb

Seconded by: Megan Gibson

THAT the three-year work plan outlined in Report #63a-2024 be approved for planning purposes as well as a guide for the development of the 2025 work plan.

(carried)

Report #63B-2024 was presented to the members and the following motion was made:

Motion FA #90-24

Moved by: Evan Hickey

Seconded by: Megan Gibson

THAT the 2025-2027 financial forecast be accepted with the addition of the inclusion of including a proposed levy increase of \$128,394 for 2027 for planning purposes;
AND THAT the 2025 draft budget include a proposed levy increase of \$175,000;
AND FURTHER THAT the amount of the approved levy allocated for projects be increased by \$10,000 per year over the next three years.

(carried)

b) Southern Lake Huron Coastal Action Plan-Restoring Sediment Pathways & Dam Decommissioning Project: Report #64-2024

Report #64-2024 was presented to the members and the following motion was made:

Motion FA #91-24

Moved by: Ed Podniewicz

Seconded by: Alvin McLellan

THAT THE MVCA's 2024 budget be amended to include the funding received from Environment Canada and Climate Change for the Southern Lake Huron Coastal Action Plan: Restoring Natural Sediment Transport Pathways Project (2024-2028).

(carried)

c) Comments Received – Draft Watershed Strategy: Report #65-2024

Report #65-2024 was presented to the members and the following motion was made:

Motion FA #92-24

Moved by: Matt Duncan

Seconded by: Megan Gibson

That the Township of Howick be thanked for their comments and that the draft watershed strategy be accepted.

(carried)

d) Conservation Lands Strategy: Report #66-2024

Report #66-2024 was presented to the members and the following motion was made:

Motion FA #93-24

Moved by: Alison Lobb

Seconded by: Megan Gibson

THAT THE Members approve the Draft Conservation Areas Strategy as amended;
AND THAT the members approve public and stakeholder consultation be performed as outlined.

(carried)

6. Chair and Member Reports

No reports.

7. Consent Agenda:

The following items were circulated to the Members for their information:

- a) Revenue/Expenditure Report for September 2024: Report #67-2024
- b) Agreements Signed: Reepport #68-2024
- c) Carbon Footprint Initiative-October 2 Meeting Summary: Report #69-2024
- d) Story: Destination Maitland

Motion FA #94-24

Moved by: Matt Duncan

Seconded by: Alvin McLellan

THAT Report #67-69 along with the respective motions as outlined in the Consent Agenda be approved.

(carried)

8. Adjournment: Next meeting: November 20, 2024, at 7:00 pm at the Administrative Centre, Wroxeter.

Motion FA #95-24

Moved by: Megan Gibson

Seconded by: Matt Duncan

THAT the Members Meeting be adjourned at 8:25pm

(carried)

Ed McGugan
Chair

Phil Beard
General Manager / Secretary-Treasurer

DRAFT

Members Report #70-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary Treasurer;
Jayne Thompson, Communications-IT-GIS Coordinator
Date: November 12, 2024
Subject: MVCA Draft Watershed Strategy- Comments from the Public

Purpose:

To review the comments received from the public.
To approve the Watershed Strategy for submission to the Ministry of Natural Resources.

Background:

Public Review:

A draft summary of the watershed strategy was posted on MVCA's website in early August. The draft of the full version of the strategy was posted on the website in late September. Members of the public were invited to share their comments on the draft documents by emailing or calling.

Social media posts linking to the summary and full strategy were made on Facebook and X.

In addition, staff had copies of the summary available at a series of public events over the summer including the Steam Threshers Reunion, Froggy Fest in Goderich, horticultural club presentations, 4-H environment event and a Huron County Museum presentation.

No comments have been received from the public as of November 13, 2024.

Recommendation:

That the Watershed Strategy be submitted to the Ministry of Natural Resources.

Members Report #71-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary Treasurer;
Patrick Huber Kidby, Planning and Regulations Supervisor
Date: November 12, 2024
Subject: Policies for Administrative Reviews (Section 8 Reviews)

Purpose:

To advise the Members on comments received from the 30-day policy posting for changes to MVCA's policies for the Administration of Ontario Regulation 41/24.

Administrative Review Background:

Ontario Regulation 41/24, brought into effect April 1, 2024, outlines the options and requirements for an applicant to request an "administrative review". Section 8 of the Regulation establishes the eligibility, timeline, and notification requirements for an applicant to request a review of their permit application by the Authority.

An administrative review does not deal with the review of an application in terms of whether a permit is to be issued. An administrative review deals with only:

- (a) the applicant has not received a notice from the authority whether their application is complete.
- (b) the applicant disagrees with the authority's determination that the application for a permit is incomplete; or
- (c) the applicant is of the view that a request by the authority for other information, studies or plans is not reasonable.

On October 16 the Members approved Motion FA#87-24

"THAT the draft Administrative Review policy be approved for posting for 30 days and to review any comments at the November 20th Members meeting"

As of the date of this report, MVCA has received no public comments relating to the proposed policy.

Recommendation:

That the Administrative Review policy be approved.

Members Report #72-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary Treasurer;
Patrick Huber-Kidby, Planning & Regulations Supervisor
Date: November 12, 2024
Subject: Technical Guidelines for Natural Hazards-Response from MNR
Interim Approach for Reviewing Development Applications within the natural hazard areas along the Lake Huron Shoreline

Purpose:

To advise the Members on comments received from the 30-day policy posting for changes to MVCA's policies for the Administration of Ontario Regulation 41/24.

Background:

The province has been delayed in providing update technical support to Conservation Authorities for the implementation of Ontario Regulation 41/24 and the changes made to the Conservation Authorities Act on April 1, 2024.

On August 12, 2024, MVCA's Chair sent a letter to Lisa Thompson, MPP for Huron Bruce requesting her assistance to determine the status of the release of the technical guidelines for natural hazards.

On September 26, 2024, MVCA received a response from Lisa Thompson's office. Copy attached. The technical guidelines are going to be released for public review in the winter of 2025 according to the email received from the MPP's staff.

In the interim, having no explicit date at which to expect a fully updated set of guidance documents, staff propose to include the following in Section 6 – [Granting Permissions] of MVCA Policies for Administering Ontario Regulation 41/24:

“MVCA will rely on the use of Provincial Technical Guides and Technical Bulletins, as available, to determine appropriate interpretations and limitations for development within hazardous lands” [section 6.0 p.11]

On October 16 the Members made the following motion: FA Motion #88-2024

“That the draft interim policy utilizing the most updated Technical guidelines available to MVCA be used to review development applications in hazardous areas And that the draft policy outlined in Report 62-2024 be posted for public comment for 30 days And further that the comments be reviewed by the Members at the November 20, 2024 meeting.”

As of the date of this report, MVCA has received no public comments relating to the policy updates.

Recommendation:

That the interim policy utilizing the most updated Technical Guidelines available to MVCA be used to review development applications in hazardous areas.

Members Report #73-2024

To: Members
From: Phil Beard, General Manager/Secretary-Treasurer;
Jeff Winzenreid, Flood Forecast Supervisor;
Sarah Gunniwiek, Water Resources Engineer;
Stewart Lockie, Conservation Areas Coordinator;
Jayne Thompson, Communications & GIS-IT Coordinator
Date: November 12, 2024
Subject: Proposed Authority Funded Projects: 2025 Draft Budget

Purpose:

To obtain direction from the Members on the projects to be included in the 2025 draft authority funded projects budget.

Background:

Authority funded projects are generally funded through the general levy, special benefiting levies, accumulated surpluses, and the Maitland Conservation Foundation. Some of these projects are funded through dedicated accumulated surpluses such as:

1. Motor Pool - vehicle and equipment purchases
2. Forestry - tree planting projects on MVCA lands.
3. Working Capital - conservation area projects, flood and/or erosion – safety equipment, studies, repairs, renovations to the administration centre, computer software/hardware. Some water and erosion control projects may be eligible for the Ministry of Natural Resources and Forestry's Water and Erosion Control Infrastructure Fund.

This report outlines the projects proposed in each service area and how they may be funded based upon the information that is available. The report also includes several projects that are still under development.

Flood/Erosion Safety	Outline & Proposed Funding Sources	2025 Cost
Flood Forecasting Monitoring Network Maintenance & Development	Lifecycle replacement of equipment, primarily network equipment (telemetry & sensors), to ensure that the flood forecast network is always fully operational. After 2023, the preventative maintenance & replacement costs are expected to increase as more equipment is reaching the end of its lifespan. The HPMN radio telemetry will need full replacement as the manufacturer has ceased production of our equipment. The equipment continues to function thanks due largely to preventative maintenance, but they have been operating for over 14 years - replacements should be expected after 2024. Funding source: Project Levy	\$30,000
Total		\$30,000

Watershed Stewardship		
Watershed Health Assessment Project	Multi year project to improve indicators of watershed health and use the new indicators to determine health of rivers and streams in the watershed: Funding- Env. Canada, MCF/JHETF; working capital accumulated surplus	\$97,386

Corporate Services	Outline and Proposed Funding Source	Cost
Administrative Centre Renovations	-Replace asphalt driveway and parking lot on the south side of the administration office: Funding from working capital surplus	\$55,000
	-Renovate existing bathrooms in south area of building to include new water saving fixtures, new flooring, sound proofing, lighting, and paint: Funding from working capital surplus	\$10,000
Administrative Centre Naturalization	Develop planting plan to remove a section of grass not suitable for cutting. Purchase replacement native plants for existing wildflower garden where needed. Funding from working capital surplus	\$2,300
Computer Hardware and Software	Computers, tablets, standard software. WCR	\$19,500
Computer Hardware and Software	Property database didn't occur in 2024. WCR	\$5,800
Computer Hardware and Software	Boardroom monitor replacement. WCR	\$5,000
Computer Hardware and Software	Hardware, HP printer. WCR	\$1,400
Computer Hardware and Software	Servers, network equipment	\$7,000
Computer Hardware and Software	Specialized software, Acrobat Pro licenses	\$7,400
Total		\$113,400

Conservation Areas	Outline and Proposed Funding Source	Cost
Naftel's Creek Conservation Area Improvements	-Replace the existing 2 stall privy with a new 1 stall accessible version. Site grading will also be completed to provide improved access. Funding source: Working Capital Accumulated Surplus (from donations received in 2024 from MCF and JHETF)	\$7,000
Maple Keys Conservation Area	Removal of surplus buildings and infrastructure located in the hardwood section of the property. Items include the previous sugar shack building, wood storage building, and privy vault. Funding source: Working Capital Accumulated Surplus	\$20,000
Pioneer Conservation Area	Disposition of surplus parkland containing the ball diamond and picnic shelter to the Municipality of Morris Turnberry. Funding source: Working Capital Accumulated Surplus	\$3,000
Forest Management Activities	-Invasive species control at Conservation Areas. Includes Buckthorn and Phragmites control at Lake Wawanosh, Naftel's, and Wawanosh Valley Conservation Area. Funding source: Forestry Management Accumulated Surplus	\$14,500
	-Renew two managed forest plans to continue enrollment in the program. Funding Source: Forestry Management Accumulated Surplus	\$2,000
	-Increase diversity and improve forest health by planting several native deciduous large-stock trees on MVCA forested lands. Sites will be selected where management has occurred to control invasive species or plantation thinning has taken place. Funding source: Forestry Management Accumulated Surplus	\$2,500
Authority owned Water & Erosion Control Infrastructure (Recreation)	Obtain updated dam decommissioning estimates for structures at Brussels, Pioneer and Lake Wawanosh Conservation Areas. Estimates will be used to update MVCA'S capital infrastructure asset database. Funding source: Working capital surplus	\$2,100

Conservation Areas Signage	Replace property identification signs at Brussels, Turnberry Floodplain and Pioneer Conservation Areas. Funding source: Working capital surplus	\$3,500
MVCA Carbon Sequestration Tree Planting	Costs to plant seedlings to sequester carbon. Funding raised from Directors and MVCA carbon sequestration fee on mileage rates. Funding Source: MVCA through Motor Pool Accumulated Surplus	\$ 700
Vehicle Replacement	Replace ½ ton truck with suitable fuel-efficient vehicle. No electric or hybrid vehicles are currently available or affordable at the present time. Funding source: Motor pool accumulated surplus	\$55,000
Equipment Replacement	Replace existing tractor, loader and backhoe used for forestry operations and conservation areas maintenance including the administration office. Funding source: Motor pool accumulated surplus and forestry surplus	\$72,000
Total		\$182,300

Capital Projects: Falls Reserve Conservation Area and Wawanosh Campground

Note: Funding source for all FRCA projects to come from FRCA accumulated surplus

Project	Description/Source of Funding	Cost
FRCA - Replacement of Washroom Stall Partitions	Replacement of washroom stall partition in Sycamore and Day Use facilities to maintain existing infrastructure and safety of the public users.	\$27,926
FRCA - Plumbing Repairs	Remove galvanized plumbing in Sycamore building and reinstall toilet fixtures.	\$5,000
FRCA – Building Repairs	Replace windows and improve venting on Maple washroom building and Epoxy shower floors	\$15,000
FRCA - Park Entrance Signage	Replace FRCA roadway directional signage at intersection of Londesboro Rd / Falls Reserve Line and replace the entrance signage into Falls Reserve C.A.	\$10,000
FRCA - RV Trailer Entry Gate	Install new entry gate arm and equipment for new entry roadway lane to help with trailer staging for check-in and traffic flow of RV trailers into the Conservation Area.	\$10,000
FRCA - Picnic Table Replacement	Purchase replacement 20 picnic tables including a few accessible picnic tables for Day Use area.	\$8,000
FRCA - Trail Development	Develop an accessible trail (Path) from parking area to the Falls viewing and Day Use facilities.	\$10,000
FRCA - Campsite Improvements	Develop individual campsites in the previous group camp area. This will promote family camping and provide additional RV sites.	\$20,000
FRCA - Roadway Asphalt Repairs	Repair Park roadway asphalt as necessary to maintain current roadway infrastructure. Annual maintenance upkeep.	\$50,000
Total		\$155,926.00

2025 Projects: Funding Sources Summary Table	Total Cost	Project Levy	Working Capital	Federal Govt.	Forestry Acc. Surplus	Motor Pool Surplus	MCF JHETF Other	Falls & Wawanosh
Flood-Erosion Safety	\$30,000	\$30,000						
Corporate	\$113,400	\$100,000	\$13,400					
Conservation Areas	\$182,300		\$35,600		\$55,000	\$91,700		
Watershed Health	\$97,386		\$77,386	\$20,000				
Falls -Wawanosh Campgrounds	\$155,926							\$155,926
Totals	\$579,012	\$130,000	\$126,386	\$20,000	\$55,000	\$91,700		\$155,926

Summary:

The projects identified for 2025 are part of MVCA’s three-year work plan that was approved at the October 16, 2025, meeting. The amount of funding required from Working Capital Accumulated Surplus for Watershed Health and Conservation Area Projects will be reduced once the Maitland Conservation Foundation has completed their fundraising campaign for 2024.

Recommendation:

THAT the authority funded projects outlined in Report #74-2024 be included in the 2025 draft budget and work plan

Members Report #74-2024

To: Members, MVCA
From: Phil Beard, General Manager Secretary Treasurer
Date: November 12, 2024
Subject: Annual Review of User Fees Policy

Purpose:

To identify proposed changes to MVCA's Fees Policy.

Background:

In 2022 MVCA adopted a Fees Policy. The Fees Policy is to be reviewed by the Members annually. Any proposed changes to the Fees Policy must be posted on MVCA's website. Any comments that are received are to be reviewed by the Members at their next meeting.

Proposed Amendments:

1. Date for Reviewing Fees Policy and Fee Schedule: Page 8
Staff are recommending that the Members consider moving the schedule for reviewing the Fees Policy and Fee Schedule from the November Members Meeting to the October Meeting. This change would allow for fee changes to be reviewed and finalized before the draft budget is prepared. The draft budget is reviewed by the Members at the December meeting each year. The present process has fee changes being approved at the December meeting.
2. Section to be Removed from the Fees Policy: Section 2: Conservation Areas: Page 5
This section will be removed from the Fees Policy as the following legislative and regulatory changes are no longer in effect.
"Land use permits are required when indicated by R.R.O. 1990, REGULATION 117 section 4 and 7.1 of the Conservation Authorities Act or by Ontario Regulation 688/21 section 5 and 10 when it comes into force on the day subsection 27 (1) of Schedule 4 to the Building Better Communities and Conserving Watersheds Act, 2017 comes into force."

Recommendation:

That the Fees Policy be amended to allow for the Fee Policy and Fee Schedule to be reviewed at the October Members meeting.



Maitland Valley Conservation Authority

Fees Policy

Approved: December 20, 2023

Effective January 1, 2024

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Maitland Valley Conservation Authority Fees Policy

Background

Amendments to the Conservation Authorities Act were undertaken in 2020 to clarify the programs and services that conservation authorities (CAs) deliver. In 2021, O. Reg. 686/21 Mandatory Programs and Services provided additional clarity regarding the programs and services that CAs are required to provide. In April 2022 the Minister of Environment, Conservation and Parks released Policy: Minister's list of classes of programs and services in respect of which conservation authorities may charge a fee ("Minister's List"). CAs may only charge a fee for a program or services that it provides if it is set out in the Minister's List. The Minister's List identifies that CAs may charge a fee for mandatory, municipal, and other programs and services where the user-pay principle is appropriate.

The Minister's List replaces the 1997 Policies and Procedures for the Charging of Conservation Authority Fees which was approved by the Minister of Natural Resources and Forestry. The new Minister's List will come into effect on January 1, 2023. This policy document is intended to fulfill the requirement for each authority to adopt a written policy with respect to the fees that it charges for the programs and services it provides.

Legislation

On January 1, 2023, the Conservation Authorities Act is amended by enacting section 21.2 (1)-(12) “Fees for Programs and Services”. Subsection (1) enables the Minister to determine the classes of programs and services in respect of which an authority may charge a fee and (2) requires the minister to publish a List in a policy document. CAs may only charge a fee for a program or service that it provides if it is set out on this list.

Under the Conservation Authorities Act, programs and services delivered by conservation authorities include:

- **Mandatory programs and services.** Mandatory programs and services that the conservation authority is required to provide [see 21.1 for further details]. These services are further defined in O. Reg. 686/21: Mandatory Programs and Services and may be funded by provincial grants, other sources, municipal apportionment and/or conservation authority self-generated revenue (e.g., user fees) where the user-pay principle is appropriate.
- **Municipal programs and services.** Programs and services that an authority agrees to provide on behalf of a municipality under a MOU or agreement [see 21.1.1 for further details]. The program or service may be funded by the municipality or by other funding mechanisms (e.g., user fees where the user-pay principle is appropriate) as per the MOU or agreement.
- **Other programs and services.** Programs and services that an authority determines are advisable to further the purposes of the Act [see 21.1.2 for further details]. The program or service may be funded by the municipality or by other funding mechanisms (e.g., user fees where the user-pay principle is appropriate) as per the cost apportioning agreement and the Minister’s List.

Policy Scope

This policy would apply to all classes of programs and services for which a conservation authority may charge a fee. This policy does not include those instances where the authority is already authorized under another statute to charge a fee for a program or service.

Policy Direction

When updating existing fee schedules or establishing new fees the following policy direction will be considered:

- 1) fees need to be set regarding legislative requirements, ability to sustain programs, and be based on a user-pay philosophy.
- 2) fee increases should include inflation.
- 3) fees must not exceed the costs of delivering the services.
- 4) refunds of fees may carry an administrative cost/penalty.
- 5) fees will be reviewed at least annually and regular adjustments to fees are desirable.

- 6) fees schedule will be reviewed and updated on an annual basis to inform the budget for the following year.

Exemptions and In-Kind Services

The Authority may waive fees for non-profit conservation groups contributing to the protection and restoration of the natural environment.

In addition, the Authority routinely provides in-kind technical services to assist non-profit conservation groups. Technical services may be required for non-profit groups that do not have qualified professionals nor the funding to acquire the expertise to undertake projects to further achieve the environmental targets of the Authority.

Process and Public Notification

When developing and establishing fees, the Authority also considers the fees of Conservation Authorities offering the same level of service and technical advice, the fees set by neighbouring Conservation Authorities, fees charged by local municipalities and agencies, and fees charged by the private sector for similar services.

Fees account for estimated staff time, travel, equipment, and material costs plus a reasonable charge to cover administration of the program, which normally includes an allocation for shared corporate services.

This Fees Policy has been established by the MVCA Members and is administered and applied by staff of MVCA.

The public is notified of any proposed increases or revisions to the Fee Schedule, by way of posting a notice on the MVCA website that the Fee Schedule will be reviewed on an identified date, at an open meeting of the Authority's Members.

Implementation

This section outlines how the fees are administered in each service area.

1. Planning and Regulations (Section 28 Permit Fees, Planning Act and Technical Reviews)

MVCA administers its fee program for Planning and Regulations to achieve a partial cost recovery to-date for the plan review function. MVCA's program aims to ensure that fees cover the actual cost of reviewing applications. It is also intended to reflect that significant effort and resources are used for pre-consultation related to activities, proposals, and inquiries prior to application submissions as well as compliance activities. The fee schedules are based on the complexity of the application and technical review required which influences the staff time and resources needed for the review. Administration may consider the following issues and data, where and when relevant to revise the fee schedule:

- analysis of trends in workload changes because of shifts in the development market and types of applications.

Maitland Valley Conservation Authority Fees Policy

- consultation with developers/municipalities about work effort, new planning/legislative requirements and streamlining.
- general overview of status of cost recovery.
- statistics related to the number of applications and annual changes, where required.
- level of service/review expectation for processing timing.
- areas for improvement of level of service/staffing demands.
- cost-cutting measures as required.
- reserve fund requirements.
- identification of specific/specialized municipal requirements.
- trends in legal costs associated with appeals to the Local Planning Appeal Tribunal, Mining and Lands Tribunal, and other legal services.

It is the objective of the MVCA to provide an effective and efficient delivery of services consistent with the *Client Service Standards for Conservation Authority Plan and Permit Review*, endorsed by Conservation Ontario Council, June 24, 2019.

Exemptions to the application of these fees include:

- Non-profit conservation groups contribute to the protection and restoration of the natural environment.
- MVCA for permit applications, Planning Act applications, inquiries, and site assessments.

2. Conservation Area Fees

Conservation area fees are charged for the use of land owned by MVCA and may include entrance and camping fees, facility and rental fees, hunting, land-use permits, and leasing agreements.

Land use permits are required when indicated by R.R.O. 1990, REGULATION 117 section 4 and 7.1 of the Conservation Authorities Act or by Ontario Regulation 688/21 section 5 and 10 when it comes into force on the day subsection 27 (1) of Schedule 4 to the Building Better Communities and Conserving Watersheds Act, 2017 comes into force.

- Fees are reviewed and updated annually.
- Fees for hunting and land-use permits are based upon anticipated operational expenses, comments and feedback from applicants and permitted users, as well as comparisons to similar opportunities at other Conservation Authorities.
- Land use permit fees may be adjusted based on the requested use of the property and factor in additional operational expenses or fee sharing agreements.
- Fees for leasing agreements will be determined on an individual basis and by contract.

Exemptions to the land-use and leasing fees may include:

- Non-profit conservation groups contributing to the protection and restoration of the

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natural environment.

- Scouts, guides, cadets, emergency services (Ontario Provincial Police, Huron & Area Search and Rescue, etc).
- Religious or Spiritual Service
- Member Municipalities

Falls Reserve Conservation Area & Wawanosh Campground Fees

Conservation Areas fees are reviewed annually by Conservation Areas staff following the end of the camping season in October. Criteria for setting fees are:

- anticipated operational expenses that will be incurred that will impact the budget.
- comments and feedback from CA users.
- comparison to similar operations and opportunities in the industry, including trends.

As part of the fee setting process, staff also review operational policies that pertain to the various aspects of the Conservation Area services and programs. Refund policies are included in this review and adjusted as necessary. Information pertaining to these policies is shared on our websites as well as available in print. Seasonal campers receive an electronic copy of both the fee schedule and policies annually.

Fees changes are approved at the November Members meeting and come into effect January 1 of the new year. Once approved, new fees become public.

To be consistent with Accessibility Standards for Customer Service Regulation (O.Reg. 429/07) and the Human Rights Code, the Conservation Areas permit people with disabilities who use a support person to bring that person with them while accessing goods or services in premises open to the public or third parties, free of charge.

3. Stewardship Services Fees

Fees for trees and services are reviewed and updated annually.

The cost of providing these services is based on the following principles:

- tree costs are based on wholesale tree costs dependent on individual stock items. A mark-up is applied to cover costs associated with staffing for administration and handling, as well as tree delivery and storage requirements.
- planting coordination fees are based on staffing, mileage, and material costs to plan and coordinate plantings.
- planting fees for both machine and hand planting are based on staffing and equipment costs.

4. Corporate Services Fees

- Fees are reviewed and updated annually.
- Fees for equipment and office rental are based upon current market rates.

5. Resource Data Fees

- Fees are reviewed and updated annually. Fees may also need to be updated more frequently if the cost of materials changes prior to the annual review. MVCA will update fees to reflect any changes in the cost of the materials used for plotting.
- Fees are based upon the staff time and materials needed to prepare and plot the requested information.

Refunds

The MVCA does not issue refunds for services or products once the application or order is submitted and the payment has been processed.

Policies regarding refunds related to camping or day use at the Falls Reserve Conservation Area are posted on MVCA's website as well as copies are distributed to seasonal campers. Links to the websites are updated by January 1 for the upcoming operating season. Refunds are not offered for inclement weather nor are they offered when a permit holder is being evicted from the premises.

Appeal

The fee appeal process will only apply to plan review and Section 28 regulations fees. The appeal process will be based on the principles of fairness, opportunity, and notification. Application for an administrative review may be received for, 1) an appeal if a fee is contrary to the fees set out in the fee schedule, or 2) that the fee set out in the fee schedule is excessive in relation to the service or program received.

Requests for an administrative review must be in writing to the General Manager (or delegate) and specify the reason(s) for the request for review. Upon reconsideration of a fee that was charged by the authority, the authority may:

- a) Order the person pay the fee in the amount originally charged.
- b) Vary the amount of the fee originally charged, as the authority considers appropriate; or
- c) Order that no fee be charged for the program or service.

If not satisfied with the outcome, then an appeal will be directed to the MVCA's Members for a decision. Once heard, the appeal will be dismissed or upheld through a resolution passed by the Members. The appellant will be notified accordingly of the Members decision.

Date of Effect

The Fee Policy becomes effective as of the date of MVCA Members approval unless stated otherwise.

Transition

The establishment of this Fee Policy supersedes and replaces all previous fee policies and/or

schedules.

Review

This Fee Policy and Schedules will be reviewed annually by the MVCA, in conjunction with the annual budgeting process. MVCA will seek information regarding fees, from various sources, as identified in the process and public notification section above; prepare a proposed revised Fee Schedule with a report to members regarding recommendations. The proposed changes to the fee schedule will be posted on MVCA's website in November for public review and comment. Comments received will be reviewed by the Members at their next meeting. The Members shall receive and make recommendations as to the proposed Fee Schedule. Once approved, the revised Fee Schedule to this policy will be published on MVCA's website.

Note: Some fees may need to be adjusted between formal reviews to reflect changes in the cost of providing the service, for example, cost of trees for spring and fall planting; increases in paper costs for printing maps and other printed materials. These fees will be adjusted to reflect any increased or decreased costs without the fee schedule having to be formally amended by the Members.

Members Report #75-2024

To: Members
From: Phil Beard, General Manager-Secretary-Treasurer;
Date: November 12, 2024
Subject: Proposed Fee Schedule Changes for 2025; Members
Per-diems, Honorariums, and mileage rates

Purpose:

To obtain direction on the proposed changes to MVCA's fee schedule for 2025;
To determine if the Member's would like to make any changes to per diem and mileage rates or honorariums payments.

A) Proposed Changes to MVCA's Fee Schedule for 2025:

Staff have reviewed the fee schedule and identified changes that need to be made to incorporate increased costs. Changes are outlined on the attached table.

MVCA must consult with the public on any proposed changes to fees. MVCA's Fees Policy states:

"The proposed changes to the fee schedule will be posted on MVCA's website in November for public review and comment. Comments received will be reviewed by the Members at their next meeting."

It should be noted that the current freeze on planning and regulation application fees is due to expire at the end of the year. We do not know if the Minister of Natural Resources and Forestry will continue to freeze planning and regulation fees in 2025.

Recommendation:

To be developed.

B) Current Member Per Diems, Honorariums & Mileage Rates:

The Members haven't made changes to per diems or honorariums since 2009.

Per Diems: \$120 for full day meetings
\$66 for half day or evening meeting.

Honorariums: \$1,600/year for the Chair
\$500/year for the 1st Vice-Chair.

Member & Staff Mileage Rates: .53/km.

Staff have reviewed the mileage rates used by other conservation authorities, CRA and municipalities. Based upon the results of this review, staff are recommending that the mileage rate be increased to .58 km.

Recommendation:

To be developed.



Maitland Valley Conservation Authority External Fees Schedule

Effective January 1, 2025

Schedule 1 Planning and Regulations.....2

Schedule 2 Falls Reserve and Wawanosh Park.....4

Schedule 3 Stewardship Services.....6

Schedule 4, 5 Corporate Services and Resource Data.....8

Maitland Valley Conservation Authority Fee Schedule

Schedule 1: Planning and Regulations

Section 28 permit fees, plan review fees, technical review fees, and other fees

O. Reg 164/06 Applications and Reviews	2024 Proposed	2024 Fee	2025 Proposed
Alteration to Watercourses, Wetlands, Regulated Areas			
Accessory Works	\$220.00	\$205.00	\$205.00
Minor	\$420.00	\$395.00	\$395.00
Standard	\$1045.00	\$975.00	\$975.00
Major	\$2345.00	\$2180.00	\$2180.00
Complex	\$4090.00	\$3780.00	\$3780.00
Development Application to Alter Regulated Areas, Floodplain, Shoreline, Adjacent Lands			
Accessory Works	\$220.00	\$205.00	\$205.00
Minor	\$420.00	\$395.00	\$395.00
Standard	\$745.00	\$695.00	\$695.00
Standard 2	\$1045.00	\$975.00	\$975.00
Major	\$2345.00	\$2,180.00	\$2,180.00
Complex	\$4090.00	\$3780.00	\$3780.00
Minor Revisions after permit has been issued	\$220.00	\$190.00	\$190.00
Major Revisions after permit has been issued	\$200.00	\$190.00 minimum	\$190.00 minimum
Special Board Hearing		\$1,855.00	\$1,855.00
Technical Clearance development & alteration, interference			
Solicitor Inquiry	\$195.00	\$190.00	\$190.00
Solicitor Inquiry rush when required within 5 business days	\$300.00	\$290.00	\$290.00
Buyer or Seller Report	\$95.00	\$90.00	\$90.00
Technical Clearance letter of permission for structure located within regulated lands, where permit or technical review or site inspection isn't required	\$120.00	\$105.00	\$105.00
Drainage Act Review			
Standard	\$255.00	\$235.00	\$235.00
Planning Advisory in Huron, Perth, & Wellington Counties			
Bruce County planning application fees as per 2015 agreement			
Planning Application Fees			
Official Plan Amendment	\$290.00	\$275.00	\$275.00

Maitland Valley Conservation Authority Fee Schedule

Zoning By-Law Amendment	\$290.00	\$275.00	\$275.00
Consent for Severance	\$290.00	\$275.00	\$275.00
Minor Variance	\$220.00	\$205.00	\$205.00
Lot Grading or Drainage Plans in non-regulated area		\$410.00	\$410.00
Plan of Subdivision, New Trailer Park Site Plan Review	\$85.00/lot or res. unit min. \$765.00/max. \$10,200.00	\$80.00/lot or res. unit min. \$720.00/max. \$9,920.00	\$80.00/lot or res. unit min. \$720.00/max. \$9,920.00
Plan of Condominium	\$85.00/lot or res. unit min. \$765.00/max. \$10,200.00	\$80.00/lot or res. unit min. \$720.00/max. \$9,920.00	\$80.00/lot or res. unit min. \$720.00/max. \$9,920.00
Private Multi-Lot Residential Development	\$85.00/lot or res. unit min. \$765.00/max. \$10,200.00	\$80.00/lot or res. unit min. \$720.00/max. \$9,920.00	\$80.00/lot or res. unit min. \$720.00/max. \$9,920.00
Technical Review			
Lot Grading and Drainage Plan within regulated area		\$670.00	\$670.00
Minor (per report i.e., SWM, geotechnical, hydrology, EIS)		\$925.00	\$925.00
Major (per report i.e., SWM, geotechnical, hydrology, EIS)		\$2,885.00	\$2,885.00
Class EA Review		\$1,750.00	\$1,750.00
D.A.R.T Standard compliance Requirements (S.C.R.)		\$100.00	\$100.00
Major Permit Revisions after permit has been issued		Minimum of Minor Permit Revision Fee	Minimum of Minor Permit Revision Fee
Violations, Restoration Agreement		2 x permit fee	2 x permit fee
Technical Clearance development & alteration, Interference			
First Application		Full fee noted above	Full fee noted above
Technical Review no permit required			
Supplementary, outsource review		Amount invoiced to proponent	Amount invoiced to proponent

Maitland Valley Conservation Authority Fee Schedule

		for cost of review	for cost of review
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Schedule 2a: Conservation Areas with land-use, campground and day-use

	2024 Proposed	2024 Fee	2025 Proposed
Land Use Permit -additional fees may apply based on request.		\$75.00	\$75.00
Annual Hunting Permit			
Resident owns property in a member municipality		\$75.00	\$75.00
Non-resident		\$125.00	\$125.00

Schedule 2b: Falls Reserve & Wawanosh Park

All Fees listed under Schedule 2b include HST.

Short notice cancellation penalty of 2 nights forfeits camping fee. Bookings that fall on holiday weekends are subject to short-notice cancellation penalty fees of 3 nights. Forfeit camping and shortened stay on holiday weekends are non-refundable. A \$4.00 admin fee applies to all changes of issued permits. Campground operating season from April 25th through October 13th.

* indicates fees applied to seasonal camping only.

FEES (all fees include HST)	2024 Proposed	2024 Fee	2025 Proposed
Admin Fees			
Reservation		\$16.00	\$16.00
Change to Reservation		\$12.00	\$16.00
Cancellation of Reservation		\$20.00	\$30.00
Change of Permit (applied after permit is issued)			\$4.00
Land Use Permit – additional fees may apply based on request.			84.75
Camping Permit Fees (overnight)			
Non-serviced sites, per night		\$46.00	\$48.00
Non-serviced sites, per week (7 nights)		\$280.00	\$292.00
Non-serviced sites, per month (28 nights)			\$1016.00
30-amp hydro / water, per night		\$57.00	\$60.00
30-amp hydro / water, per week (7 nights)		\$347.00	\$365.00
30-amp hydro / water, per month (28 nights)			\$1270.00
30-amp hydro/water/sewer, per night		\$63.00	\$66.00
30-amp hydro/water/sewer, per week (7 nights)		\$384.00	\$402.00
30-amp hydro/water/sewer, per month (28 nights)		\$1,336.00	\$1,399.00
*30-amp hydro/water/sewer, per season		\$3,700.00	\$3,900.00
*30-amp hydro/water/sewer, per season when fees are paid with Credit Card (2% transaction fee included)			\$3,978.00
30-amp hydro and water, pull through site, per night		\$59.00	\$62.00
30-amp hydro and water, pull through site, per week (7		\$360.00	\$378.00

Maitland Valley Conservation Authority Fee Schedule

nights)			
30-amp hydro and water, pull through site, per month (28 nights)			\$1,315.00
50-amp hydro/water/sewer, per night		\$67.00	\$70.00
50-amp hydro/water/sewer, per week (7 nights)		\$408.00	\$426.00
50-amp hydro/water/sewer, per month (28 nights)		\$1,420.00	\$1,483.00
30-amp hydro, premium RV, per night			\$75.00
30-amp hydro, premium RV, per week (7 nights)			\$457.00
Group, 30-amp hydro per night (up to 6 camping units, maximum 30 people total)		\$250.00	Remove
Group vehicle fee, per vehicle, per night		\$15.00	Remove
Campsite Additional Vehicle Permit (AVP) Fees (one vehicle permit is included with camp permit)			
Additional vehicle permit, per night		\$15.00	\$20.00
*AVP - Visitor Vehicle Permit, per night (visitors of registered licensed seasonal campers only)			\$20.00
Additional vehicle permit, per week (7-nights)		\$92.00	\$122.00
Additional vehicle permit, per month (28-nights)		\$130.00	\$425.00
*Additional vehicle permit, per season (registered licensed seasonal campers only)			\$140.00
Additional motorcycle permit, per night		\$8.00	\$8.00
Additional motorcycle permit, per week (7-nights)		\$49.00	\$49.00
Additional motorcycle permit, per month (28 nights)			\$170.00
Tow-In vehicle permit, per night (applies to a utility trailer, watercraft, motorboat) *fee also applies to seasonal camping		\$4.00	\$4.00
Tow-In vehicle permit, per week (7-nights) (applies to a utility trailer, watercraft, motorboat)		\$25.00	\$25.00
Tow-In vehicle permit, per month (28-nights) (applies to a utility trailer, watercraft, motorboat)		\$87.00	\$87.00
*Tow-In vehicle permit, per season (applies to a utility trailer, watercraft, boat) (registered licensed seasonal campers only)			\$454.00
Additional Adult Camping Visitor Fees			
Additional adult visitor pass, per person, per day		\$5.00	Remove
Additional adult visitor pass, per person, per week		\$31.00	Remove
Additional adult visitor pass, per person, per month		\$108.00	Remove
Pond Fishing Permit Fees (daily)			
Adult pond permit, 18 to 64 years of age with a valid Ontario Fishing License		\$12.00	\$12.00
Youth Pond permit, ages 13 to 17, per person		\$6.00	\$6.00
Pond permit, child up to age 12, per person and per day		No fee	Remove
Sale and Services Fees			
Ice, per bag		\$4.00	\$5.00
Firewood, per 1.2 cubic feet bag		\$12.00	\$12.00

Maitland Valley Conservation Authority Fee Schedule

Spawn, per dozen		\$6.00	Remove
Worms, per dozen		\$5.00	\$5.00
Sewage dumping, non-camper		\$50.00	\$50.00
Trailer storage off campsite, per day		\$10.00	Remove
Day Use Permit and Facility Rental Permit Fees (daylight hours – dawn to dusk daily)			
Membership Pass - valid one year from date of purchase (includes gate access card with entry of one vehicle)		\$130.00	\$180.00
Replacement gate access card for lost, stolen or misplaced cards		\$20.00	\$20.00
Maximum vehicle rate (peak season July-August), per day		\$20.00	Remove
Maximum vehicle rate (Spring, Fall and Winter), per day		\$15.00	Remove
Day Use Vehicle Entry or Parking (during campground operating season)			\$20.00
Day Use Vehicle Entry or Parking (during campground closed season)			\$15.00
Adult walk-in or cyclist, per person (does not include vehicle parking)		\$5.00	\$5.00
Adult group 3-9 people walk-in or cyclist includes entrance parking, per vehicle and per day		\$15.00	Remove
Adult group 3-9 people walk-in or cyclist (does not include vehicle parking)			\$15.00
Adult group up to 10 people walk-in or cyclist and per day		\$40.00	Remove
Adult group up to 10 people walk-in or cyclist (does not include vehicle parking)			\$40.00
Family walk-in permit per day, off season		\$15.00	Remove
Family walk-in permit per day, off season (does not include vehicle parking)			\$15.00
Child, 12 years and under accompanied by an adult, per day		No fee	Remove
Mini-bus entry pass, 7 to 20 occupants, per day		\$70.00	\$70.00
Bus entry pass, over 21 occupants, per day		\$150.00	\$150.00
Day Use Site Rental - 8:00 am to 8:00 pm, excluding vehicle and entry fees, per site		\$30.00	\$30.00
Pavilion, excluding vehicle and entry fee, per day, per full space		\$60.00	\$60.00
Pavilion, excluding vehicle and entry fee, per day, per half space		\$30.00	\$30.00
Family or wedding photo 2-hour permit, includes up to 5 vehicles		\$50.00	\$50.00
Wedding ceremony, includes set up and up to 100 guests additional \$5.00 per person when more than 100 people		\$700.00	\$700.00
School Events, Cross Country, or Trail Race Permit Fees			

Maitland Valley Conservation Authority Fee Schedule

Student pass, per day		\$3.50	\$3.50
Spectator vehicle entry and parking		\$5.00	\$5.00
School bus entry fee		\$80.00	\$80.00
Trail Race permit, up to 200 participants, additional \$8.00 fee per participant		\$1,500.00	\$1,500.00
Other Seasonal Camping Fees			
Trailer with shed winter storage, October through May		\$325.00	\$475.00
Shed and/or deck winter storage, October through May		\$100.00	\$250.00
Seasonal site deposit, non-refundable, subtracted from seasonal fee		\$200.00	\$200.00
Seasonal site cancellation fee (deducted from returned fees on cancelling of campsite)			\$200.00
Wawanosh Park Conservation Area Camping Fees			
Non-serviced site, per season paid by cash, cheque, or e-transfer		\$800.00	\$850.00
Non-serviced site, per season paid by credit card at FRCA (2% transaction fee included)		\$815.00	\$867.00
Seasonal site cancellation fee (deducted from returned fees on cancelling of campsite)			\$200.00
Non-transient visitor overnight pass, per night		\$20.00	\$20.00
Day Use Vehicle Entry or Parking Vehicle pass, per day		\$5.00	\$5.00
Walk-in or cyclist, per person and per day		\$2.00	\$2.00
Walk-in or cyclist, per group up to 10 people and per day		\$10.00	\$10.00

Schedule 3: Stewardship Services Fees

Forestry	2024 Proposed	2024 Fee	2025 Proposed
Professional Planting Plans Small acreage: Planting plans, design input, funding, planting supervision, survival assessment-2 years		\$300.00 per plan	\$300.00 per plan
Professional Planting Plans Larger tracts: Planting plans, design input, funding, planting supervision, survival assessment-2 years and 5 years		\$500.00 per plan	\$500.00 per plan
Wetland Plans Service Wetland design, construction supervision and final inspection		\$65.00 per hour	\$65.00 per hour
Tree Sale Administration		\$20.00 per order	\$20.00 per order
Planting Initiatives handling		\$0.60 per seedling	\$0.60 per seedling
Planting Initiatives storage and transportation		\$0.20 per seedling	\$0.20 per seedling

Maitland Valley Conservation Authority Fee Schedule

Planting Initiatives hand planting Plantings less than 1000 seedlings will be charged a flat fee of \$1300.00		\$1.30 per seedling	\$1.30 per seedling
Hand planting large stock trees and shrubs Minimum hand planting fee of \$1,000 for large stock plantings		\$14.00 per tree or shrub	\$14.00 per tree or shrub
Large Stock Trees			
Sugar Maple		\$22.80	\$22.80
Native Red Maple		\$22.80	\$19.70
Freeman Maple		\$22.80	\$19.70
Silver Maple		\$19.70	\$19.70
Red Oak		\$26.80	\$22.80
Bur Oak		\$26.80	\$22.80
Swamp White Oak		\$26.80	\$22.80
Black Walnut		\$26.80	\$22.80
Hackberry		\$22.80	\$19.70
Tulip Tree		\$22.80	\$22.80
Sycamore		\$22.80	\$22.80
Yellow Birch		\$22.80	\$22.80
White Birch		New	\$22.80
Bitternut Hickory		New	\$22.80
White Cedar		\$20.15	\$21.15
Black Cedar		\$20.55	\$20.85
Norway Spruce		\$21.20	\$21.70
White Pine		\$22.50	\$23.40
White Spruce		\$21.70	\$22.40
Tamarack		\$15.05	\$15.05
Colorado Spruce		\$25.20	\$28.05
Seedlings			
Sugar Maple		\$2.45	\$3.50
Native Red Maple		\$2.45	\$3.20
Bur Oak		\$2.45	\$2.65
White Oak		\$2.45	\$3.20
Red Oak		\$2.45	\$2.85
Black Walnut		\$3.65	\$2.85
Black Cherry		\$2.95	\$4.00
Sycamore		\$3.15	\$3.20
White Birch		\$2.55	\$3.20
Tulip Tree		\$2.95	\$3.80
Bitternut Hickory		\$3.00	\$3.20
Norway Spruce		\$2.00	\$2.15
White Spruce		\$2.00	\$2.15
White Cedar		\$2.55	\$2.75

Maitland Valley Conservation Authority Fee Schedule

White Pine		\$1.55	\$1.70
Tamarack		\$2.00	\$2.15
European Larch		\$2.00	\$2.15
High-Bush Cranberry		\$3.05	\$4.20
Red-Osier Dogwood		\$2.55	\$2.75
Wildlife Shrubs			
Sandbar Willow		\$12.00	\$11.30
Red Osier Dogwood		\$12.00	\$11.30
Elderberry		\$12.00	\$11.30
Ninebark		\$12.00	\$11.30
High-Bush Cranberry		\$12.00	\$11.30
Nannyberry		\$12.00	\$11.30
Spicebush		\$12.00	\$11.30
Witch-Hazel		New	\$11.30
Wild Black Currant		New	\$11.30

Schedule 4: Corporate Services

Office Fee Schedule	2024 Proposed	2024 Fee	2025 Proposed
Boardroom rental (free to non-profit groups) Kitchen facilities are included with boardroom rental and available for use by group with their own supplies		\$60.00 per day \$35.00 per half day	\$60.00 per day \$35.00 per half day
AV equipment use with room rental (digital projectors)		\$5.00 per day	\$5.00 per day
Off-site AV equipment use digital projectors (no charge for the screen)		\$15.00 per day	\$15.00 per day
Mileage		\$0.53 per kilometer	\$0.58 per kilometer
Freedom of Information Application		\$5.00	\$5.00
Freedom of Information Request Searches		\$30.00 per hour	\$30.00 per hour
Office Space rental		\$230.00 per month	\$240.00 per month
NSF cheque		\$40.00	\$40.00
Service charge for outstanding account receivable balances over 30 days		3% per month	3% per month
Snowshoe rental (1 pair)		\$5.00 per day	\$5.00 per day

Maitland Valley Conservation Authority Fee Schedule

Schedule 5: Resource Data

Resource Data Fees-Air Photos	2024 Proposed	2024 Fee	2025 Proposed
Plotting of 2020 air photos (8 1/2" X 11" or 11" X 17")		\$32.00 for first copy + \$2.00 for each additional copy	\$32.00 for first copy + \$2.00 for each additional copy
Plotting of 2020 air photos (24" and up)		\$30.00 + \$2.00 per square foot	\$30.00 + \$2.00 per square foot
Aerial Photography 2020 photography of watershed (individual JPEG2 2020 (1km x 1km) (8 1/2" X 11" or 11" X 17"))		\$30.00 per image	\$30.00 per image
Custom Photography 2020 (jpegs/png/etc.) 8 1/2" X 11" or 11" X 17" sizes		\$30.00 per image	\$30.00 per image
Aerial Photography 2020 photography of watershed (Member Municipalities)		No fee	No fee
Historic Photography (1951 - 2006) digital file - 8 1/2" X 11" or 11" X 17" sizes		\$30.00 per image	\$30.00 per image
Historic Photography (1951 - 2006) printed (non-digital copy) - 8 1/2" X 11" or 11" X 17" sizes		\$50.00 per image	\$50.00 per image
Historic Photography (Member Municipalities)		No fee	No fee
Entire Watershed 2010, 2015 & 2020 JPEG2 (14 tiles) plotter printout		\$100.00 + \$2.00 per square foot	\$100.00 + \$2.00 per square foot
Maitland Conservation Maps general image plotting, colour images		\$15.00 per image plus \$2.00 per square foot	\$15.00 per image plus \$2.00 per square foot
Custom Map Creation consulting firms		\$150.00 plus \$45 per hour	\$150.00 plus \$45 per hour
Custom Map Creation landowners		\$75.00 per project	\$75.00 per project
Custom Map Creation member municipalities		No fee	No fee
Data Layers consulting firms		\$350.00 per project	\$350.00 per project
Data Layers		\$75.00 per	\$75.00 per

Maitland Valley Conservation Authority Fee Schedule

landowners		project	project
Data Layers member municipalities		No fee	No fee
Hydrology information-Special Note The Authority has streamflow information for the major tributaries of the Maitland and Nine Mile River. This information is used by engineers to design bridge projects. It typically costs approximately \$1,000. to \$1,500.			
Discharge values for a range of flow magnitudes where flow values are available		\$300.00 per project	\$300.00 per project
Discharge values for a range of flow magnitudes where flow values must be calculated		\$500.00 per project	\$500.00 per project
Streamflow & Rainfall (HEC)		\$30.00 minimum charge plus \$55.00 per hour	\$30.00 minimum charge plus \$55.00 per hour
Maitland Conservation Maps, colour photocopy (8 1/2 x 11)		\$0.20 per copy	\$0.20 per copy
Maitland Conservation Maps, colour photocopy (8 1/2 x 14)		\$0.25 per copy	\$0.25 per copy
Maitland Conservation Maps, colour photocopy (11 x 17)		\$0.40 per copy	\$0.40 per copy

Members Report #76-2024

To: Members, MVCA
From: Jeff Winzenried, Flood Forecasting Supervisor;
Sarah Gunnewiek, Water Resources Engineer
Date: November 12th, 2024
Subject: Goderich Bluffs Water & Erosion Control Infrastructure (WECI)
Cost Sharing Agreement

Purpose:

To obtain Members approval for entering into cost share agreements for Water and Erosion Control infrastructure (WECI).

Background:

In 2018, Authority Members approved a Water and Erosion Control Infrastructure (WECI) cost sharing policy which outlined how major and minor repairs and decommissioning costs would be funded (attached as Appendix A). This policy was provided to all member municipalities for comment and received support from the majority of member municipalities. The policy covered authority owned dams including Gorrie, Bluevale, and Brussels, and flood and erosion control structures including the Listowel Flood Control Works, Goderich Bluffs Stabilization Project, and the McGuffin Gully Erosion Control Project.

Cost sharing agreements are to be developed with the municipalities where WECI structures are located, however, the development of the agreements was postponed until we had assurance that the WECI funding program provided by MNR would continue to be funded. MNR WECI funding program is currently available to help pay for maintenance and repairs to these structures however it is limited to \$5 million/year for all Conservation Authority WECI structures in Ontario.

This report outlines the proposed agreement for Goderich Bluffs Stabilization Project. Agreements for the Listowel Flood Control Works and the McGuffin Gully Erosion Control Project will be presented to the Members once comments have been received from the Municipality of North Perth and the landowners where the McGuffin Gully Erosion Control Project is located.

Goderich Bluffs WECI Agreement:

Cost sharing agreements were developed by Authority staff earlier this year based on the approved cost sharing policy and reviewed by MVCA's solicitor. A draft agreement was sent to staff at the Town of Goderich for review and comment. Goderich staff indicated that they would take the agreement to council once it has been approved and signed by MVCA.

Recommendation:

THAT the Authority authorizes the signing of the Goderich Bluffs WECI cost share agreement with the Town of Goderich.

APPENDIX A

**Approved Cost Sharing Policy for MVCA Water and Erosion Control Infrastructure:
Oct.17, 2018**

	MVCA	Municipality
Flood/Erosion Control Infrastructure Minor Repairs Preventative Maintenance	The cost of minor repairs would be cost shared as follows: 50% (funding to come from MNRFF's Annual Transfer Payment) All proposed work to be approved by both MVCA and the municipality.	50% from the local municipality where the structure is located.
Major Repairs and technical studies	The cost of major repairs and technical studies would be cost shared as follows: 50% (subject to approval of funding from WECI Program) If the funding is not approved, the municipality would be responsible for 100% of the cost of repairs. All repairs/studies subject to approval of MVCA and Municipality.	50% from the local municipality unless WECI funding is not approved then the municipality would need to decide whether they would like to proceed with the repairs as they would be responsible for 100% of the costs.
Recreational Water Control Structures Minor Repairs Preventative Maintenance	The cost of minor repairs and preventative maintenance would be cost shared as follows: 50% to come from MNRFF's Annual Transfer Payment) All proposed work to be approved by both MVCA and the municipality	50% from the local municipality
Major Repairs & technical studies	The cost of Major Repairs and technical studies would be cost shared as follows: 50% (subject to approval of funding from Provincial WECI Program) from MVCA	50% from the local municipality unless WECI funding is not approved then the municipality would need to decide whether they would like to proceed with the repairs as they would be responsible for 100% of the cost.
Decommissioning	100% (subject to approval of WECI funding-50% grant; 50% to be funded by general levy from all member municipalities.	
Replacement/New Structure		MVCA would be willing to transfer ownership of the structure to the municipality if they are interested in replacing the structure. Transfer of ownership would be subject to the approval of the MNRFF

Minor Repairs and Preventative Maintenance: Safety signage replacement, touch up painting, small repairs to concrete surfaces, Lifting cable replacement, small equipment/tool replacement, etc.

Major Repairs: Decking Replacement, Stripping and repainting, Stop log replacement, Concrete repairs, Repairs to earth-filled embankments and downstream channels, stabilization of slopes, Dam safety studies, repairs to control structure, etc.

Member's Report #77-24

To: Member's, Maitland Valley Conservation Authority
From: Danielle Livingston, Administrative and Financial Services Coordinator
Date: November 6, 2024
Subject: Corporate Services - Accounts Paid and Received for:
October 2024

Recommendation

That the financial report be accepted as presented for the month of October 2024;
and that accounts outlined in the appendix to this report be approved.

Financial Summary Report Ending	October 2024
Revenue Invoiced	\$73,685.42
Accounts Paid	\$274,679.16

Financial Status at Month Ending	October 2024
Bank Loans Outstanding	\$0.00
Bank Balance at Month End	\$2,094,965.26
Total	\$2,094,965.26

Maitland Valley Conservation Authority
Accounts Receivable as of October 31, 2024

Operating Budget Revenue

Corporate

Corporate Services sale office support/rent office equipment	\$ 609.35
Drinking Water Source Protection rent/overhead	\$ 230.00
bank interest	\$ 7,391.85
Huron Clean Water Project administration	\$ 475.75
	\$ 8,706.95

Source Water Protection ABCA funding	\$ 1,068.63
	\$ 1,068.63

Total Corporate Services \$ 9,775.58

Flood Safety

Planning/Regulations planning application fees	\$ 1,305.00
solicitor inquires	\$ 380.00
CWMS/watercourse regulations	\$ 1,100.00
regulation applications	\$ 3,770.00
	\$ 6,555.00

Total Flood Safety Services \$ 6,555.00

Watershed Stewardship

Forestry seedling planting plan fee	\$ 3,502.68
large stock user fees	\$ 4,164.00
	\$ 7,666.68

Total Watershed Stewardship Services \$ 7,666.68

Conservation Areas

FRCA camping and park admission	\$ 23,324.39
sales/concession booth	\$ 2,447.72
donations	\$ 750.00
	\$ 26,522.11

MDO property revenue	\$ 1,739.80
	\$ 1,739.80

Motor Pool revenue	\$ 6,056.45
	\$ 6,056.45

Total Conservation Areas Operations \$ 34,318.36

Total Operating Budget Revenue \$ **58,315.62**

Projects Budget Revenue

Watershed Stewardship

Huron County Clean Water funding \$ 15,369.80
\$ 15,369.80

Total Watershed Stewardship Services \$ **15,369.80**

Conservation Areas

Total Project Budget Revenue \$ **15,369.80**

Total Operating and Project Revenues \$ **73,685.42**

Maitland Valley Conservation Authority
Expense Reports
As of October 31, 2024

Date	Num	Name	Amount
10-03-2024	EFTOct24	Sun Life Financial	-6,488.21
10-03-2024	EFTOct24	AIG Insurance Company of Canada	-772.68
10-04-2024	25207	Bell Mobility Inc. 500181172	-985.07
10-04-2024	25208	Bryan Vincent	-3,000.00
10-04-2024	25209	Lake Affect Media	-734.50
10-04-2024	25210	McDonald Home Hardware	-28.23
10-04-2024	25211	Schmidt's Power Equipment	-261.43
10-04-2024	25212	Caitlin Hall	-4,500.00
10-04-2024	25213	Milestone Dairy Ltd.	-1,200.00
10-04-2024	25214	Telizon Inc.	-12.06
10-04-2024	25215	Raynbow Signs Inc.	-344.09
10-04-2024	25216	Xerox Canada Ltd.	-198.07
10-07-2024	01069	A & L Canada Laboratories Inc.	-274.14
10-07-2024	01070	Beard, Phil	-290.34
10-07-2024	01071	Bureau Veritas Canada Inc.	-158.29
10-07-2024	01072	ContinuIT Corp.	-4,952.86
10-07-2024	01073	Erin Gouthro	-186.63
10-07-2024	01074	F.S. Partners	-189.67
10-07-2024	01075	Foxton Fuels Limited	-234.05
10-07-2024	01076	GRIT Engineering Inc.	-771.23
10-07-2024	01077	Hodgins BC Wingham	-74.56
10-07-2024	01078	Huron Tractor Ltd.	-1,090.39
10-07-2024	01079	Ideal Supply Inc.	-23.23
10-07-2024	01080	Mars-Bluewater Recycling Association	-189.84
10-07-2024	01081	MicroAge BASICS	-400.16
10-07-2024	01082	Mid Western Newspapers	-282.50
10-07-2024	01083	North Huron Publishing Company Inc.	-271.20
10-07-2024	01084	Waste Management of Canada Corporation	-1,567.64
10-07-2024	01085	Watson's Home Hardware	-269.58
10-16-2024		Payroll	-55,858.03
10-18-2024	25217	Bell Canada-properties	-499.19
10-18-2024	25218	Receiver General	-770.64
10-18-2024	25219	Midwest Co-op	-3,876.00
10-18-2024	25220	Midwest Metals	-692.69
10-18-2024	25221	Schmidt's Power Equipment	-264.31
10-18-2024	25222	Wightman Telecom Ltd.	-1,014.77

10-18-2024 25223	Hortico Inc.	-11,840.14
10-18-2024 25224	CIBC Visa Centre	-3,846.74
10-18-2024 01086	Ausable Bayfield Conservation Authority	-12,750.22
10-18-2024 01087	Brandt Security	-22.60
10-18-2024 01088	Donnelly and Murphy - Lawyers	-565.00
10-18-2024 01089	Edward Fuels	-1,804.62
10-18-2024 01090	Mathew Shetler	-140.39
10-18-2024 01091	Public Services Health & Safety Ass.	-1,688.22
10-18-2024 01092	Westario Power Inc.	-29.04
10-31-2024	Payroll	-56,635.24
10-31-2024 To Print	Receiver General	-49,358.28
10-31-2024 EFTOct24	Minister of Finance	-3,387.73
10-31-2024 EFTOct24	OMERS	-34,267.96
10-31-2024 EFTOct24	Workplace Safety & Insurance Board	-5,616.70
	Total	-274,679.16

Members Report #78-2024

To: Members
From: Phil Beard, General Manager
Date: November 12, 2024
Subject: Corporate Services
Proposed Office Hours over Christmas and New Year's

Purpose:

To identify the proposed days that the office will be closed over Christmas and New Year's.

Background:

In the past, the Conservation Authority office has been closed during the week between Christmas and New Year's. While the office is closed, Flood and Erosion Safety Services staff will continue to monitor flood and ice conditions across the watershed to ensure that municipalities with flood damage centres are notified of any impending flood events and/or frazzle ice conditions that could result in flooding.

If time is taken off by staff during the holiday season, they must have either overtime to use, or vacation time to be able to take the time off with pay. Staff who do not have vacation days or overtime to use will be required to work or to take the time off without pay.

Proposed Office Hours:

The office would be closed from Friday, December 20, 2024, at 11:30am. until Thursday, January 2, 2025, at 8:30 a.m.

Recommendation:

THAT the MVCA office be closed from December 20, 2024, at 11:30am. until January 2, 2025, at 8:30 a.m.



Cory Bilyea photo

The transformation continues as the Howson Dam removal project progresses. Photo shows project is nearing the completion of the dam removal on Oct. 26. There has been a dam standing at the north end of town for over a century. The current dam was built in 1921 — 103 years ago.

MVCA Southern Lake Huron Coastal Action Plan moving forward

Major funding announced from Environment and Climate Change Canada

CORY BILYEA

cbilyea@midwesternnewspapers.com

WROXETER - The Maitland Valley Conservation Authority (MVCA) board members received exciting news during their Oct. 11 regular meeting.

A recently-announced projects list from Environment and Climate Change Canada (ECCC) included \$1.05 million for the Southern Lake Huron Coastal Action Plan: Restoring Natural Sediment Transport Pathways.

Patrick Huber-Kidby, supervisor of planning and regulations and Restoration Supervisor Shannon Millar presented a joint report to the board.

This funding will cover two projects. One will see the removal of a dam on the South Maitland River, reconnecting 204km of the river. The other will restore and protect the natural transport pathways along Lake Huron's southern shores.

"This project builds on previous work and strong relationships established with Environment and Climate Change Canada, for smaller dam decommissioning and coastal resilience groundwork facilitated through the shoreline hazard mapping project," the report said.

The dam decommissioning project will improve water quality and stream connectivity in the area, enhancing ecosystem health and fish movement.

Millar said the dam is currently causing stagnant, warm water to collect, leading to algal blooms and decreased oxygen levels that impact aquatic life.

The project will also restore stream connectivity and allow for better movement of fish and other aquatic species. The dam acts as a barrier and disconnects about 204 km of upstream habitat.

It will also help address the issue of sediment accumulation behind the dam. When the dam is removed, the built-up sediment will be able to naturally flow downstream instead of getting flushed out in large pulses, which can also impact water quality.

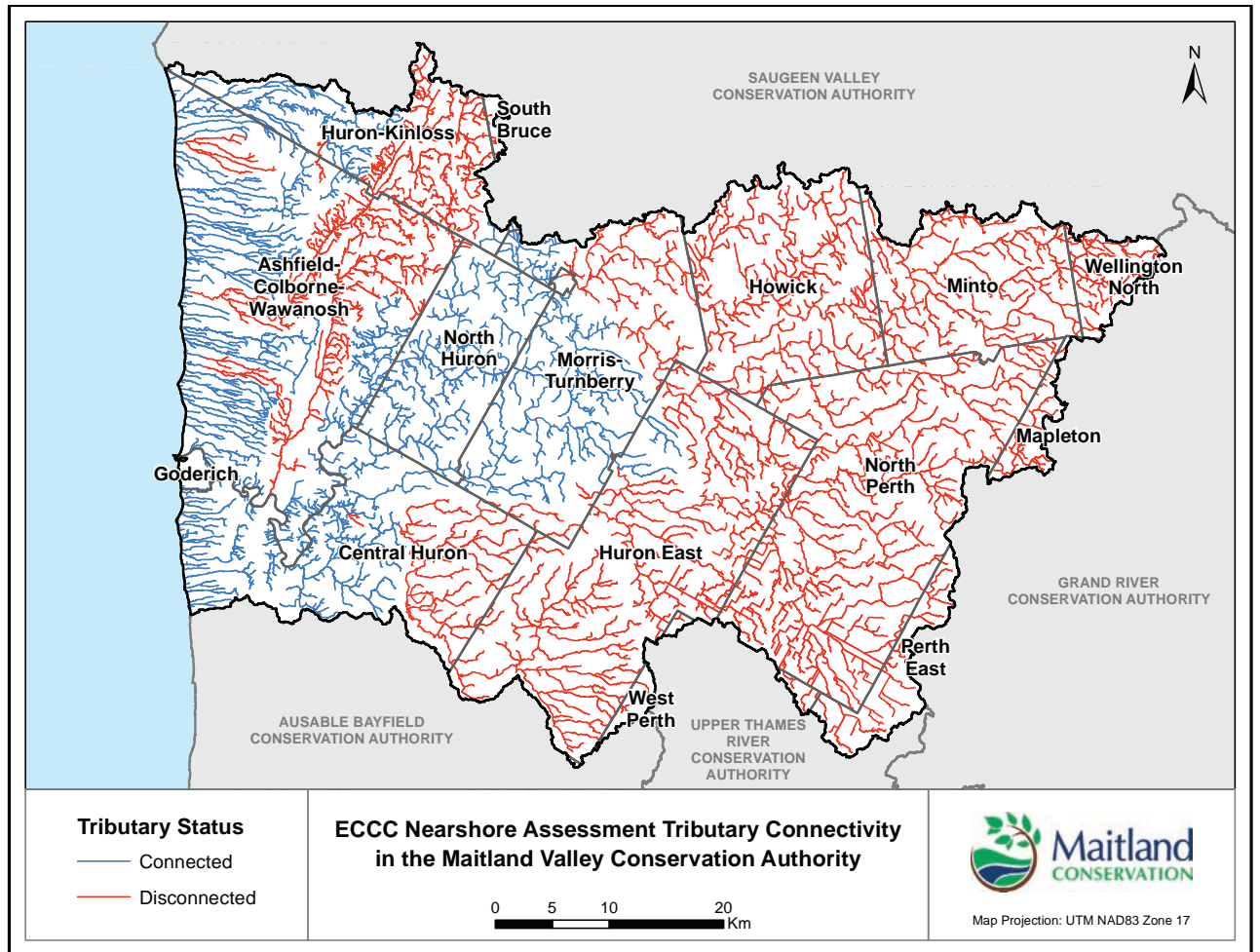
The work will help re-establish the natural sediment transport processes along the shoreline. The dam is disrupting the littoral cell and preventing sediment from reaching areas where it is needed for beach nourishment and erosion protection.

The dam removal is a critical step in restoring the overall health and natural function of the river system and the connected shoreline environment.

The shoreline plan focuses on establishing a sediment budget to better understand the sediment transport along the shoreline.

This is important to inform management decisions and restore natural sediment transport pathways.

The project's overall goal is to improve the health of the littoral cell (the area where sediment is transported along the shoreline) and ensure the natural sediment is deposited where it belongs, providing protection against erosion. "A littoral cell is a section of the coast that contains a



MVCA diagram

The combined projects will help to restore stream connectivity and allow for better movement of fish and other aquatic species. The dam acts as a barrier and disconnects about 204 km of upstream habitat.

source, or sources of sediments, a well-defined and continuous zone of along shore sediment transport and a down drift sink or zone where sediment is either deposited or lost offshore." (Davidson-Arnott, 2010)

Huber-Kidby said, "One of the things this project is going to do is for our sort of central, 50 kilometre section of the littoral cell, is establish a sediment budget, so that sediment is moving along."

MVCA is concentrating on the area where the Goderich salt mines are located. Since it was built in 1959, natural sediment (the sand that fills the beaches) has not been able to pass along the shoreline naturally.

For years, as sediment built up beside the mine, heavy equipment removed it and then transported it either seven km offshore or shipped it inland for other uses.

"If I had to sort of summarize the main impetus of the project, it's as simply as possible to say, we want that

same natural budget of what we have. We want that same material making beaches where it should be. We want it between us and the lake where it belongs," said Huber-Kidby.

Chair Ed McGugan commented that this would be a layer of protection along the shoreline.

Huber-Kidby responded, "Absolutely, it is the best natural protection we have, and it is so much like a bank: deposits and withdrawals. But if there's nothing there to buffer large withdrawals, like high water and loss of erosion, when the water gets low again, it will lose room for large deposits to come back and then protect."

The coastal action plan is a comprehensive effort to understand and manage the sediment dynamics of this stretch of the Lake Huron shoreline through dam removal, sediment budgeting, and shoreline assessments.

For more information, visit mvca.on.ca.



The Pletch Family pose for a photo in 2022 during the commemoration of a years-long restoration project centred around the Scott Municipal Drain in North Huron.



Brook trout have returned to the clean and fresh water in Belgrave Creek thanks to the Scott Municipal Drain project.

Brook trout return to Scott Municipal Drain

Melanie Pletch shares positive results from years-long restoration project

CORY BILYEA

cbilyea@midwesternnewspapers.com

NORTH HURON — Melanie Pletch is overjoyed with the success of the restoration and rejuvenation that began when her father, Murray Scott, approached Maitland Valley Conservation Authority (MVCA) and other supporters for help with an erosion problem in his fields and ended up part of a municipal drain project that now serves as a model for others.

Countless stories, studies, and reports have been shared about this project. While the technical side of things has already been published, Pletch sat down with *Midwestern Newspapers* recently to discuss the project's encouraging and exciting side effects.

On July 3, 2024, Pletch received an email from Erin Gouthro, MVCA's water ecologist, who had recently been by the farm to see if any of the brook trout had returned to the now clean and wholesome stream.

"We have great news," said Gouthro. "The drain is full of brook trout babies (Young of the Year or YOY) and some juveniles as well. We only found brook trout and found lots of them. This is really exciting because it means the watercourse is an important nursery ground and brookies are likely spawning and successfully reproducing."

Gouthro added, "Brook trout are in serious decline across the province, so this is a bright spot. It also shows how incredibly important this restoration is and continues to be. You couldn't get a better outcome."

Pletch said, "That was something that was in evidence before, the decreased population of brook trout, [now] 20 years on, we have that good report. So, that is amazing news."

According to the Ontario Rivers Alliance, "There are very few thriving brook trout populations left in southern Ontario, and it is especially surprising to find them present as far south as London, Ontario. Brook trout are a sentinel species — the canary in the coal mine. In southern Ontario, brook trout populations have seen an 80% decline in numbers over the last 50 years. Their populations have been under increasing pressure from a warming climate

as well as agricultural, urban, rural and industrial development."

Pletch remembers when people could fish and eat, if they desired, from the Belgrave Creek, where the Scott Municipal Drain empties. She said that the final part of the project was cleaning out that culvert area, the Belgrave Creek vent.

"This open portion of drain that's on our farm, spills into the Belgrave Creek, which is down the road," said Pletch. "And so I remember people fishing in there years and years and years ago. People certainly fish down at the at the bigger area of the Belgrave Creek."

Pletch added that the opportunity to catch brook trout had not existed for a long time because they wouldn't have been there.

"Before the project, all of the soil erosion was coming down the hills and into the drain, and then further going out into the Belgrave creek where the brook trout spawn and their habitat is. They couldn't thrive because of that rushing water that would go through there and then the silt or the soil that was in the water."

Productivity

Some farmers struggle to find positive reasons to revitalize their fields, which includes the possibility of losing some of their productivity, which affects their bottom line.

Pletch said, "And I'm quoting my dad when I say that it's hard for farmers to get on board with, especially if you talk about taking acres out of production, right? He did, he farmed every last acre of it right up to the open part of the drain. Everybody's trying to get good production. And then you get the financial return for all of that."



Melanie Pletch noted that the restored area has a diverse wildlife population, including deer, foxes, coyotes, groundhogs, and ducks. Additionally, there are many birds and aquatic animals, such as turtles and frogs.

"But ... really you end up losing a lot of your valuable topsoil down into the water. Seeds go with it, too, if you've just planted that. And then big rain comes. So really, how productive was it? And so the acres that we have, we still have 120 workable acres, that are being planted every year with rotating crops that have been quite productive," said Pletch.

Continuing on this subject, Pletch added, "But you know, we kind of have the best of both worlds here. We've got 120 acres of good producing farmland that is farmed, respectfully, the farmer that crops this land is very respectful to the project. And we're surrounded by nature, with nature right now doing its job and flourishing."

Why should you care?

"We have to take care of nature because once it's gone, it's very hard to get back. Same as land

and same as water. Once it goes away, you're not going to ever get land back if you don't take care of it and the water," Pletch said.

She added that many of the extinct birds and wildlife will never return without "a whole lot of scientific miracles."

"So, I think we have to just appreciate the ways that we can preserve nature. Knowing that nature does benefit us all, whether it's mentally or physically, or how it aids in the health of the agriculture, it is beneficial to all of us. Nature isn't just the birds and the bees; nature has a bigger picture in the grand scheme of things and everything really," Pletch said.

Results

Pletch said the revitalization project results are precisely what they wanted when they set out. The water quality has improved

so much that the brook trout have returned. Additionally, "any areas that were very hard to farm before because they were naturally wet or rolling have really returned to nature," she said. "So tree planting and the creation of these berms has stopped the water coming off the hills from entering the drain."

She noted that the area has a diverse wildlife population, including deer, foxes, coyotes, groundhogs, and ducks. Additionally, there are many birds and aquatic animals, such as turtles and frogs.

During a tour of the property, Pletch pointed out a pathway created by what she suspects is an otter. The otter is very elusive, she said, but one could see the long grass bent where the otter enters and exits the different water systems along the banks.

Pletch talked about the incredible difference in her mental health and that of her visitors, who often come by to enjoy a campfire night on the farm. She spoke of the effects of the pandemic and how the transformation helped her, her family, and friends.

"You know, your mental health is improved when you're surrounded by nature and when you really sit back and respect it," Pletch said. "I've had much more respect for this place and nature, not that I didn't before, but since the pandemic. We looked at this whole thing differently when we were confronted with that summer of 2020."

"And, you know, everybody was scared, you couldn't go anywhere, you couldn't have visitors unless they were outdoors. That summer, we created a place in the bush that is right behind the house here. We had a little cabin, we moved it back there."

"We have a whole little area where we could do that social distancing thing, and you could gather, and of course, you can gather in private so you didn't get found out by the neighbours that you were seeing people."

"So I think for us, you can't help but just feel happy and in a good frame of mind when you walk around the wetlands and the bush," Pletch added.

"There's a sense of peace that you get when you walk or drive into the bush."



A project that started during the pandemic has turned into an oasis where friends and family can gather to enjoy nature on the Pletch Farm in Belgrave.