

**CORPORATION OF THE CITY OF CAMBRIDGE
HESPELER WEST SUBWATERSHEDS STUDY
WORKING COMMITTEE**

MEETING AGENDA

**Thursday, April 15, 2004
Allan Reuter Seniors Centre, 507 King Street, Cambridge (Preston)
3:30 p.m. to 5:30 p.m.**

1. Introductions
2. Declarations of Pecuniary Interest
3. Confirmation of Minutes (previously distributed)

THAT the Minutes of the Hespeler West Subwatersheds Study Working Committee meeting held April 1, 2004 be considered for errors and/or omissions.

4. Presentation – Natural Heritage System Enhancement and Stewardship Areas – Wendy Wright/April Souwand, City of Cambridge
5. Other Business
 - (a) Follow-up List Attached
 - (b) List of Topics for Upcoming Meetings Attached
 - (c) Field Visits – Discuss Timing

Next Meeting Date – Thursday, May 6, 2004
Farmers' Market Building
(corner of Ainslie and Dickson Streets)
2nd Floor – Galt Room
3:30 to 5:30 p.m.

**CITY OF CAMBRIDGE
HESPELER WEST SUBWATERSHEDS STUDY WORKING COMMITTEE
FOLLOW-UP LIST**

SOURCE/ MEETING DATE	ITEM	ASSIGNED TO	COMMENTS	DUE DATE	DONE
HWSSWG Oct. 30/03	Provide full hard copy versions of the HWSS to working committee	April Souwand	Nov. 2003 version to be distributed as soon as it is available from PEIL	Nov. 2003	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Finalize Terms of Reference: <i>Section 7 Time Frame and Work Plan</i> - process for review of community concerns - meetings with individual property owners - review of revised report <i>Section 8 Public Consultation/Information</i> <i>Section 12 Dispute Resolution</i>	Wendy Wright	Wording to be revised based on discussion at meeting	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Choose representative of small property owners	Wendy Wright and Erich Ritzmann	Choose someone who is not represented by MGWA	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Provide name of an alternative representative to committee	Each committee member	An alternative is necessary in cases where member is not able to attend meeting	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Process for review of community concerns	Wendy Wright	Item for discussion on Nov. 19, 2003 Review draft with MGWA – Approved per memo dated Nov. 19, 2003	Nov. 19/03	<input checked="" type="checkbox"/>

Follow-up List
City of Cambridge
Hespeler West Subwatersheds Study Working Committee

SOURCE/ MEETING DATE	ITEM	ASSIGNED TO	COMMENTS	DUE DATE	DONE
HWSSWG Oct. 30/03	Provide list of people wanting site visits	MGWA/City	City has provided MGWA will provide, if needed	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Produce a map of property owners in the study area	April Souwand	Map will be used to keep track of site visits	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Invite City Clerk to next meeting to discuss pecuniary interest	April Souwand	City Clerk attended meeting	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Produce list of previous studies done in HWSS	April Souwand	Examples are Cambridge Business Park Stormwater Management Report	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Develop media protocol	April Souwand	See Pesticides Working Group Protocol	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Schedule of Meetings	April Souwand	Next committee meeting	Nov. 19/03	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Updated List of Members and Alternates	April Souwand		Dec. 18/03	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Establish a Lending Library of Reports	April Souwand		Dec. 1/03	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Add media protocol to Terms of Reference	Wendy Wright	See Revised Terms of Reference	Dec. 18/03	<input checked="" type="checkbox"/>

Follow-up List
City of Cambridge
Hespeler West Subwatersheds Study Working Committee

SOURCE/ MEETING DATE	ITEM	ASSIGNED TO	COMMENTS	DUE DATE	DONE
HWSSWG Nov. 19/03	Invite Ken Cornelisse to present Wetland Evaluation and Classification info.	April Souwand		Dec. 18/03	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Inquire into using City's website to distribute agendas	Wendy Wright/ April Souwand	Will continue to send .pdf files by e-mail due to administrative difficulties	Dec. 18/03	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Terms of Reference Section 7.3 – Review of Specific Areas of Community Concern	Wendy Wright	Review following Presentation/ Discussion of Provincially Significant Wetlands		
HWSSWC Jan. 15/04	Provide a map of Scheduled Areas to MGWA	Nancy Davy	May be followed up with a presentation on the Conservation Authority's Fill, Construction and Alteration to Waterways Regulation	Feb. 5/04	<input checked="" type="checkbox"/>
HWSSWC Jan. 15/04	Refine wetland evaluation mapping for PSW	Ken Cornelisse	Some areas require site visit in spring to make a final determination. Four additional areas identified by MGWA will also be looked at for any changes needed.	Spring 2004	
HWSSWC Feb. 5/04	Provide reference from HWSS to the fact that floodline determination was based on full development scenario.	April Souwand	Memo to Committee	Feb. 19/04	<input checked="" type="checkbox"/>

Follow-up List
City of Cambridge
Hespeler West Subwatersheds Study Working Committee

SOURCE/ MEETING DATE	ITEM	ASSIGNED TO	COMMENTS	DUE DATE	DONE
HWSSWC Feb. 19/04	Report on floodplain determination.	Wendy Wright	Memo to Committee	Mar. 18/04	<input checked="" type="checkbox"/>
HWSSWC Feb. 19/04	Subcatchments 2115, 2120 and 2125 boundary revisions	Wendy Wright	Review as part of Floodline recalculation		
HWSSWC Mar. 4/04	Discussion on channel buffers	April Souwand Nancy Davy	Deferred to discussion on buffers in general	Apr. 1/04	<input checked="" type="checkbox"/>
HWSSWC Mar. 4/04	Placement of Fill on S/E corner of Fountain and Maple Grove to build a parking lot (Toyota)	Wendy Wright Nancy Davy	Check the approval process for this		
HWSSWC Mar. 4/04	Fill placement in floodplain of Middle Creek for City Industrial Subdivision Phase II	Wendy Wright	Check the approval process for site servicing by the City of Cambridge		
HWSSWC Mar. 4/04	Fill placement on island in Speed River, east of Speedville Road bridge.	Nancy Davy	Check whether GRCA is aware of this and if it is a regulated activity.		
HWSSWC Mar. 4/04	Questions arising from Ken Cornelisse's presentation on dams and ponds.	MGWA	Compose a list of questions for Ken.		
HWSSWC Mar. 4/04	Update List of Topics for Upcoming Meetings	Wendy Wright	Update list after discussion with MGWA	Mar. 18/04	<input checked="" type="checkbox"/>

Follow-up List
 City of Cambridge
 Hespeler West Subwatersheds Study Working Committee

SOURCE/ MEETING DATE	ITEM	ASSIGNED TO	COMMENTS	DUE DATE	DONE
HWSSWC Apr. 1/04	Definition of Development	Wendy Wright	Definition from PPS	Apr. 15/04	<input checked="" type="checkbox"/>
HWSSWC Apr. 1/04	Context Sensitive Buffers	Wendy Wright	Review requirements for 30 m buffers		



The Corporation
of the City
of Cambridge

MEMORANDUM

To: Hespeler West Subwatersheds Study
Working Committee

Date: April 8, 2004

From: Wendy Wright
Commissioner of Planning Services

Our File:

Your File:

Re: Topics for Upcoming Meetings

April 15/04 & May 6/04 (?)	Constraint Ranking/Stewardship Areas/Enhancement Areas/Buffers/ Implementation – Wendy Wright/April Souwand
May 6/04	Ponds/Dams (MGWA Presentation)
May 20/04	Field Visits
June 3/04	Floodline Calculations
June 17/04	Public Open House
July 8/04	Report on Extraction & Scheduled Areas
July 29/04	Draft Final Report (?)