

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

WORKING COMMITTEE

MEETING AGENDA

Thursday, February 5, 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 (attached)

THAT the Minutes of the Hespeler West Subwatersheds Study Working Committee meeting held January 15, 2004 be considered for errors and/or omissions.

4. Grand River Conservation Authority – Drainage Basins and Floodlines
 - (a) Discussion – Gus Rungis, Senior Water Resources Engineer, GRCA
5. Other Business
 - (a) Follow-up List Attached

Next Meeting Date – Thursday, February 19, 2004
Allan Reuter Seniors Centre
507 King Street
3:30 to 5:30 p.m.

4. Provincially Significant Wetlands

- a) Discussion: Ken Cornelisse, MNR discussed new technologies (such as orthorectified air photography) now available to the Ministry of Natural Resources when mapping wetlands and other natural features. He also talked about how wetland boundaries are refined when development applications (such as draft plans of subdivision and subsequent zoning) are processed. Nancy Davy and Ian Rawlings added that at this stage, the wetland boundary is located as accurate as a legal survey. The purpose of wetland evaluations is to identify the features at a reasonably accurate scale, such as that done in the Subwatersheds Study. The use of “broad brush” information from the Subwatersheds Study as input to the Community Plan and related development applications and increasing levels of detail and refinement of the information was explained.

The fact that wetland evaluation files are kept as “open files” by MNR was stated by Ken Cornelisse. He explained that the information from the HWSS provided by Dougan and Associates was well within the 30 metre plus or minus level of accuracy that is expected of wetland evaluations in the province. He then proceeded to go through the evaluation and show some detailed areas where he will refine the Maple Grove Wetland Complex evaluation file, based on the improved detail he can see with the orthorectified air photography, field visits, and input from the Maple Grove Wetlands Association. He provided detailed rationale for each deletion/refinement/addition of wetland area (presentation attached to minutes). He also indicated areas for which he still wanted to do a site visit in the spring to make a final determination. Wendy Wright stated that the Ministry of Natural Resources has the ultimate responsibility for wetland evaluations and Ken’s decisions will have to be reflected in the PSW mapping in the finalized Subwatersheds Study. She reminded the committee that other factors, such as floodlines as determined by the GRCA, would be considered in future presentations to the committee. Only when all of these other features have been reviewed will necessary changes to the Greenspace Management Plan be considered.

Erich Ritzmann indicated that Ken had covered some of the areas that he had been questioning as well as additional areas, but that he had four additional areas he was questioning. They are found within vegetation polygons 6.17B (along the creek), 6.12B (east end), and 4.13A (behind the school and house), and 4.01A (northeast portion). Ken indicated he would also take a closer look at these areas for any changes needed.

Gus Rungis (GRCA) will attend the next meeting to do a presentation on the drainage basin boundaries, and floodplain determination (likely the two meetings in February). Chris Gosselin’s Region of Waterloo presentation will follow (likely in March).

5. Other Business

- a) Follow-up List – Nothing outstanding, other than the final part of the terms of reference. The current process seems to be working well and meeting members' expectations. April Souwand distributed an updated list of members and alternates that includes Matt Pugliese's contact information.
- b) Wendy Wright asked to correct information from the last meeting about agricultural building permits (barns and outbuildings). You do not need a permit for a barn demolition nor for a small building (less than 108 square feet). However, construction of new farm buildings requires a building permit, regardless of whether you are in or out of the city (across the province).
- c) Cathy Murphy asked to have information about areas that are "Scheduled Areas" of the Conservation Authority. Nancy Davy said she would bring a map to the next meeting and perhaps there would be time to do a presentation on the Conservation Authority's Fill, Construction and Alteration to Waterways Regulation.

Rick Cowsill motioned to adjourn.

Meeting adjourned at 5:20 p.m.

Next meeting – Allan Reuter Seniors' Centre – 3:30 to 5:30 pm, Feb. 5, 2004

Maple Grove Road Wetland Complex

- Ken Cornelisse
- Ministry of Natural Resources



Wetland Mapping

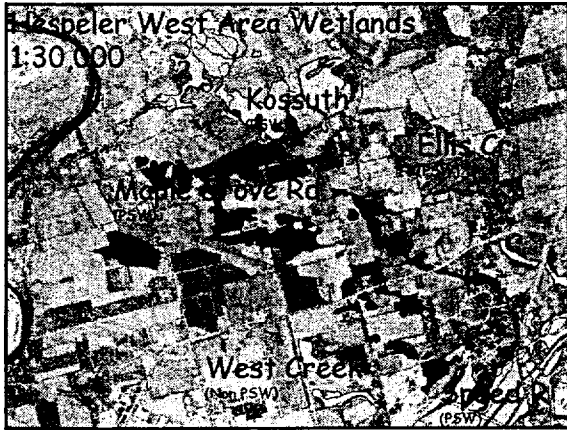
- Old Technology
 - Normally Evaluated at 1 to 10,000 scale
 - Digitized from Aerial photography
 - 30 m boundary accuracy
- New Technology
 - Orthorectified Aerial photography
 - Useable to 1 to 1500 scale
 - Higher accuracy
 - summer / fall 2003

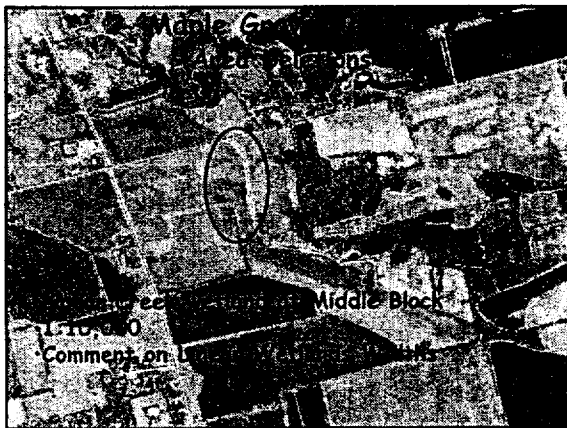


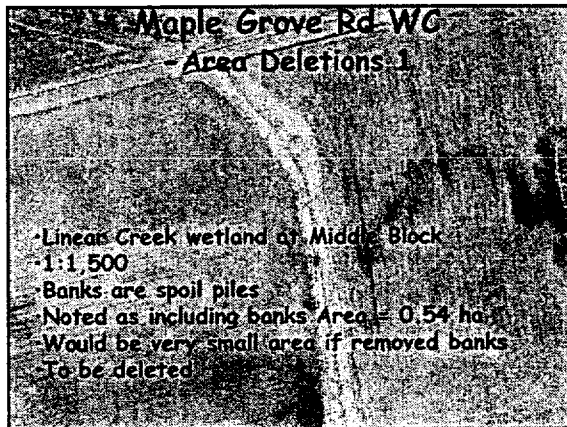
Planning Process

- Identify the existence of the PSW on a map
- Boundary refinements occur at Planning stage
- Staking in the field

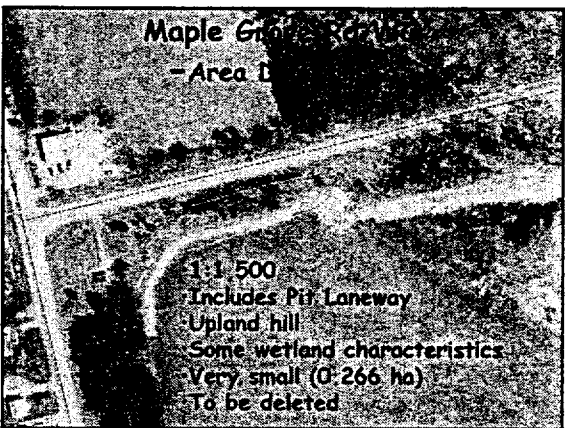


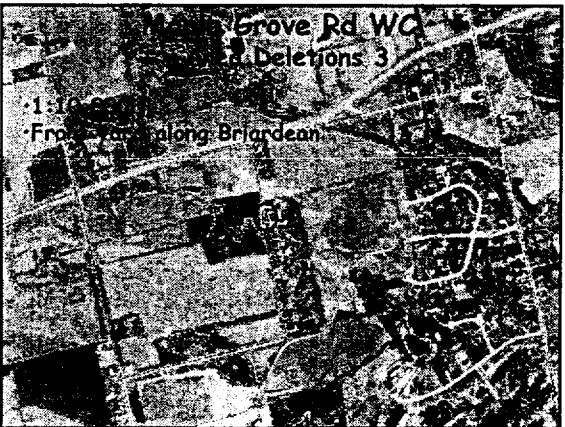


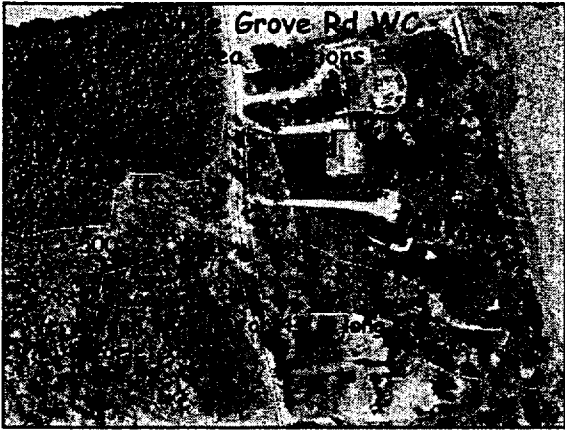


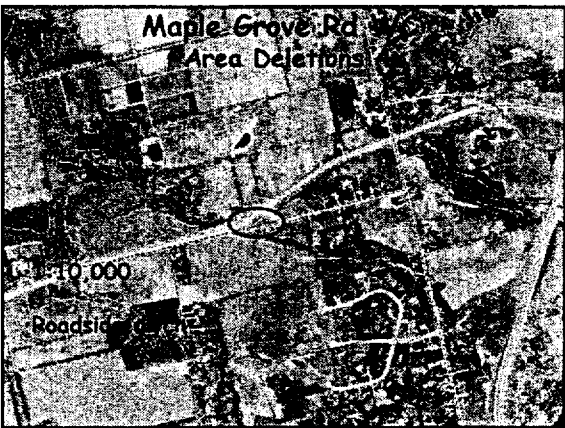


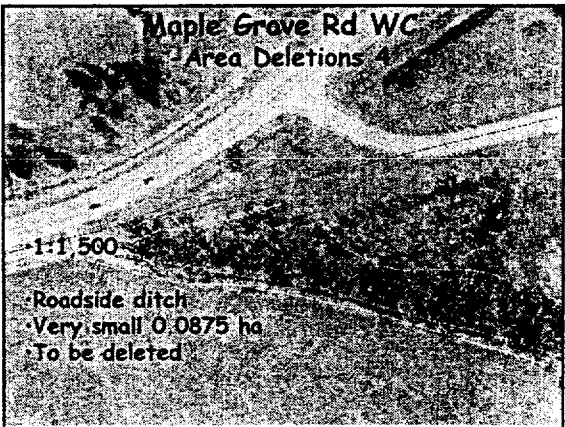


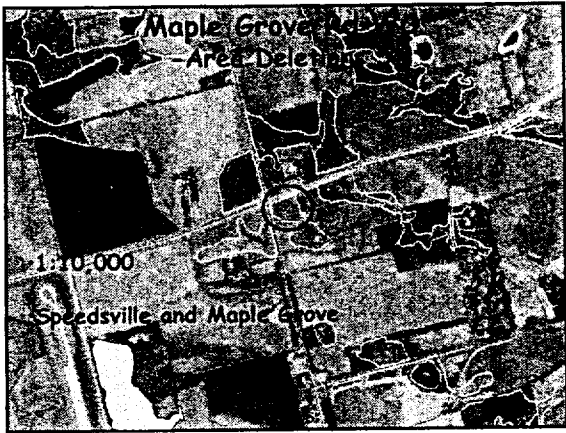


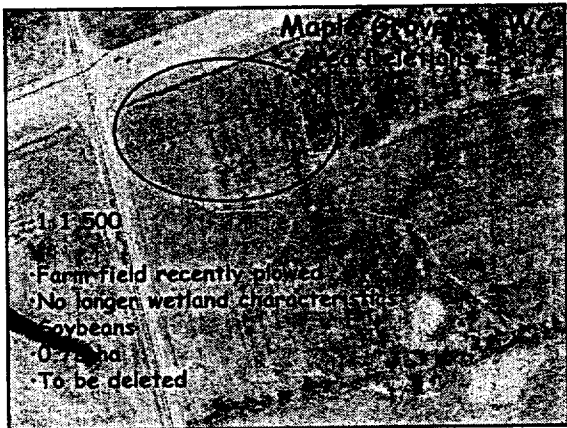


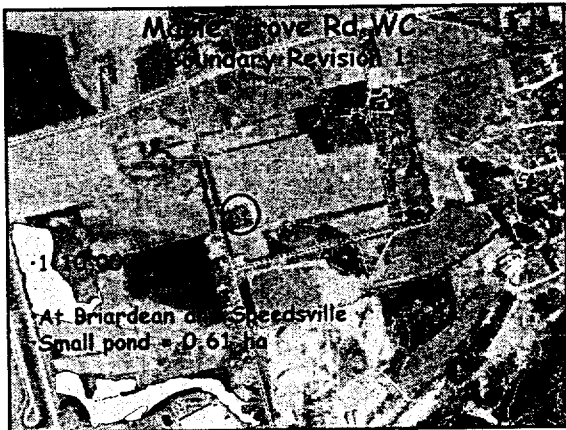


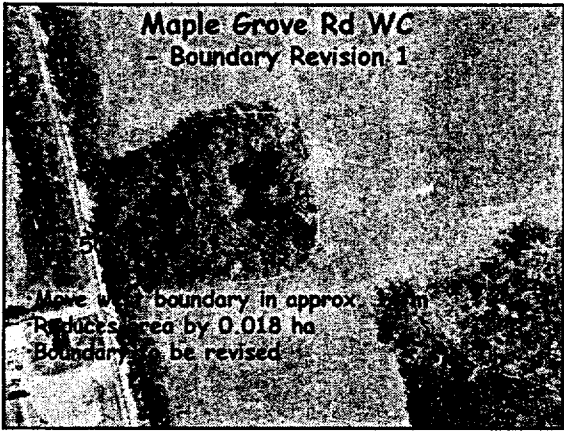




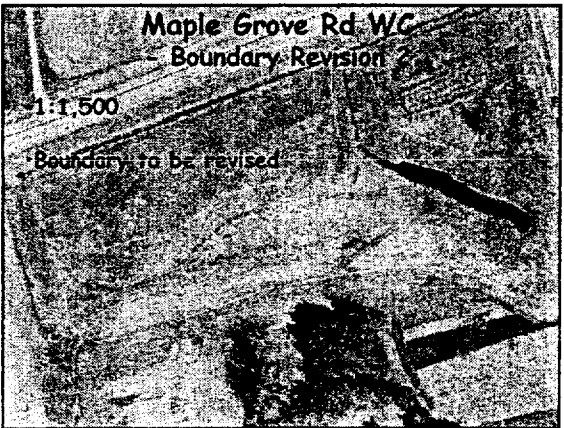




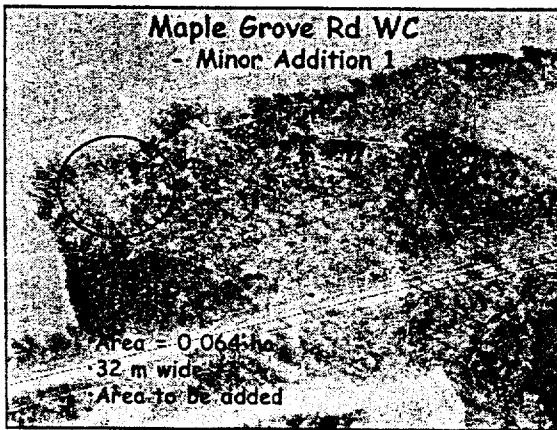






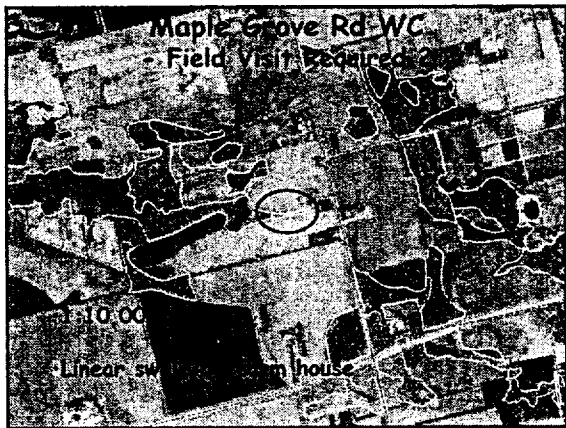



















**Maple Grove Wetland Complex
Revisions Summary**

- Generally evaluation acceptable
- Some required changes
- New technology - new standards
- Planning process refinements

 Ontario
Ministry of Natural Resources
Heritage and the Provincial Parks

**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, 2003	<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, 2003	<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 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, 2003	<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, 2003	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Provide list of people wanting site visits	MGWA/City	City has provided MGWA will provide, if needed	Nov. 19, 2003	<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, 2003	<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, 2003	<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, 2003	<input checked="" type="checkbox"/>
HWSSWG Oct. 30/03	Develop media protocol	April Souwand	See Pesticides Working Group Protocol	Nov. 19, 2003	<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	Schedule of Meetings	April Souwand	Next committee meeting	Nov. 19, 2003	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Updated List of Members and Alternates	April Souwand		Dec. 18, 2003	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Establish a Lending Library of Reports	April Souwand		Dec. 1, 2003	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Add media protocol to Terms of Reference	Wendy Wright	See Revised Terms of Reference	Dec. 18, 2003	<input checked="" type="checkbox"/>
HWSSWG Nov. 19/03	Invite Ken Cornelisse to present Wetland Evaluation and Classification info.	April Souwand		Dec. 18, 2003	<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, 2003	<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		