



NVCA May 2021 Board Meeting Highlights

Next Meeting: June 25, 2021, held virtually

For the full meeting agenda including documents and reports, visit [NVCA's website](#).

Springwater Township Swaley Drain Presentation

Kenn Smart, P. Eng from K. Smart Associates provided an update to NVCA's Board of Directors regarding the Swaley Drain in Springwater Township.

NVCA will continue to work with town staff to extend the Swaley Drain while mitigating environmental impacts in the Minesing Wetlands.

Board Hearing Training

Under the *Conservation Authorities Act* Section 28 (12), permit applicants who are denied a permit have the rights to a hearing in front of the NVCA Board.

NVCA's Board of Directors received a presentation from Colin A. Brown, Partner, HHL Law Firm LLP, regarding the hearings process under the *Conservation Authorities Act*.

Presentation on NVCA Permitting Process

Meagan Kieferle, Regulations Technician at NVCA gave a presentation on the NVCA Permitting Process.

NVCA is responsible for the administration of Provincial Regulations under Section 28 of the *Conservation Authorities Act*. These regulations are in place to prevent injuries and loss of life, minimize property damage and restoration costs as well as protect the natural benefits of wetlands, watercourses and shorelines.

Areas that are regulated by NVCA include

- Flooding and erosion hazards associated with watercourses and shorelines;

- Steep slopes when associated with river and streams, hazardous lands and unstable soils;
- Wetlands and wetland buffers;
- Dynamic beaches.

Any development in these areas require a permit from NVCA. These activities include:

- Construction of a dwelling or addition;
- Reconstruction of a dwelling;
- Construction of any other structure such as shorewall, inground pool or driveway;
- Placing or constructing a detached accessory structure such as a barn, shed or pool house;
- Changes to a building or structure that alters the use, increases the size or increases the occupancy such as, enclosing a carport to create a garage, or an "in-law" suite;
- Site grading
- Temporary or permanent, removal or importation of material such as fill, gravel, soils, even if the material originated on the site.

The following activities do not require a permit or prior approvals:

- Ground level decks (provided they are not enclosed or cover a walk out from below);
- Seasonal docks;
- Fences;
- Above ground swimming pools or hot tubs;
- Landscaping activities such as planting trees or garden beds;

- Removal of singular or small group of trees where stumps remain in place may not require permission from the NVCA, if such works are demonstrated to not interfere with wetlands, alter watercourses and shorelines, or impact land conservation.

NVCA's permit handling process.

In general, a permit application will go through policy and technical reviews before a permit is issued.

[Please refer to NVCA's Permit Application flow chart for more information.](#)

Applying for a permit

Step 1: Pre-consultations with NVCA's regulations staff is highly recommended prior to applying for a permit. NVCA's regulations staff will review your proposal with our technical staff before you apply.

Pre-consultations can save time and money by giving a clear direction on the policy and technical guidelines before plans are completed. By speaking with our regulations officers, iterations to plans and back and forth with consultants or hired contractors can be reduced.

Here are several ways to consult with NVCA's regulations staff

- Complete an [Online Inquiry](#) on NVCA's Website
- Send an email to permits@nvca.on.ca
- Contact the NVCA regulations team by calling 705-424-1479
- In person "walk-in" services (currently suspended due to the COVID-19 pandemic), however Regulations staff are happy to set up a telephone appointment.
- Review our [Planning and Regulation Guidelines](#)

Step 2: If NVCA regulations staff have determined a permit is required, submit [a complete application with required documents](#).

Applicants will be informed within 21 businesses days what additional information is required.

Timelines

Initial Policy Review: 21 business days

Technical Review for Minor Works Applications: 30 business days.

Applicable projects include:

- Utilities
- Pools
- Septic
- Minor additions (not within the hazard lands)
- Detached accessory structures (under 500 sq.ft. and/or not within the hazard lands)

Technical Review for Major Works Applications: 90 business days.

Applicable projects include:

- New dwelling or reconstruction
- Shorewalls/shoreline alteration
- Minor additions (within the hazard lands)
- Watercourse alteration/*Drainage Act*
- Detached accessory structures (over 500 sq.ft. and/or within the hazard lands)

Timelines can be delayed and sometimes are not avoidable. Some of the common reasons include:

- Incomplete application submitted for "review"
- Delays from applicants completing payments or providing zoning approvals
- Volume of permits at the time of application
- Applicant did not consult with the NVCA prior to submitting their application and their proposal does not comply with Policy. In these circumstances the applicant is provided comments to address in order to comply with policy. Once the revised information is received then the technical review can commence and timelines start.