

MEMORANDUM OF AGREEMENT dated 29th day of JANUARY , 1997.

BETWEEN

**THE CORPORATION OF THE COUNTY OF WELLINGTON**

*(Hereinafter referred to as the "County")*

AND

**HALTON REGION CONSERVATION AUTHORITY**

*(Hereinafter referred to as the "HRCA")*

**1. PURPOSE**

*The purpose of this Memorandum of Agreement is to describe the framework within which the HRCA will provide specified plan review and technical clearance services to the County.*

**2. ROLES AND RESPONSIBILITIES**

**(a) The County and the HRCA mutually agree that:**

- i) *this Memorandum of Agreement applies to the HRCA and the area under its jurisdiction which is located in the County of Wellington,*
- ii) *the HRCA desires and has the expertise to provide the plan review and technical clearance services to the County identified in this Memorandum of Agreement and that the County is relying on said expertise. The parties acknowledge that the County remains the approval authority for those planning applications for which the County is so designated by statute;*
- iii) *this Memorandum of Agreement may be amended by mutual agreement, in writing, from time to time to reflect changes in the programs of parties to this Memorandum of Agreement, or as a result of changes in provincial policies, or as a result of subsequent discussions between the parties hereto; and*
- iv) *any party to this Memorandum of Agreement may terminate the agreement at any time, in writing to the other party to the agreement, with a minimum of six months notice.*

(b) **The County commits to:**

- i) *circulate to the HRCA under this Memorandum of Agreement those development/planning applications listed in Appendix A, Schedule 1; or where appropriate, request the local municipality to circulate applications to HRCA;*
- ii) *transfer appropriate policy statements, guidelines, manuals, maps, information, data and criteria from the County to the HRCA, and transfer said material to the HRCA as it is received from the Province of Ontario, or make arrangements to have said material transferred directly from the Province to the HRCA, to reflect the terms of this Memorandum of Agreement; and*
- iii) *make other arrangements to provide the plan review and technical clearance services identified in this Memorandum of Agreement, when in the opinion of the County and the HRCA, utilizing the services of the HRCA as specified in this agreement could result in a conflict of interest for the HRCA.*

(c) **The HRCA commits to:**

- i) *provide the County with those services listed in Appendix A, Schedule 2 at no extra cost to the County,*
- ii) *provide its comments to the County Planning and Development Department within 30 calendar days of receipt of an application from the County, except for minor variance and consent applications, in which case the HRCA shall provide its comments within 10 calendar days of receipt of the application; (where an application is circulated by a local municipality the HRCA will respond to the local municipality with a copy to the County).*
- iii) *comment on whether the application complied with applicable Provincial Policies as set out in the Provincial Policy Statement and in the County's Official Plan, and other planning documents as mutually agreed upon by the Parties, in the plan review services it provides the County;*
- iv) *apply all relevant Provincial and County operational procedures and guidelines in the plan review and technical clearance services it provides the County;*
- v) *not disseminate any data, maps, information or other documents either received directly from the Province or identified as "Provincial data" by the County;*

- vi) disseminate County data, maps, information or other documents when requested, only in accordance with County policies and procedures; and
- vii) make provision for staff to attend Ontario Municipal Board Hearings, upon the request of the County, with respect to the plan review and technical clearance services provided pursuant to this Memorandum of Agreement, at no extra cost to the County.

3. **TIME FRAME FOR IMPLEMENTATION**

This Memorandum of Agreement will take effect on April 1, 1997.

The partes have duly executed this Memorandum of Agreement under the hands of their authorized Officers.

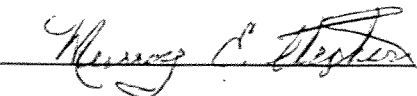
Signed, Sealed and Delivered

) **THE CORPORATION OF THE COUNTY OF**  
 ) **WELLINGTON**

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 ) James C. Andrews, CAO and Clerk

) **HALTON REGION CONSERVATION AUTHORITY**

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) I have authority to bind the Corporation.

## APPENDIX A - SCHEDULE 1

### CIRCULATION STATUS BY APPLICATION TYPE AND DEFINITIONS

1. *The County advises the HRCAs that under this agreement it will circulate the following types of development/planning applications to the HRCAs for comment as per the items in Appendix A, Schedules 2 and 3:*

*Subdivisions;  
Condominiums;  
Consents;  
Official Plans;  
Official Plan Amendments;  
Comprehensive Zoning By-laws;  
Zoning By-law Amendments;  
Minor Variances; and,  
Site Plans. where deemed necessary by the County or a local municipality*

2. *“Plan Review” as defined in Appendix A, Schedules 2 and 3, includes:*

- i) *screening development applications to determine if and where a Provincial interest may be affected;*
- ii) *identifying the need for and adequacy of technical reports and proposing mitigation measures for applications;*
- iii) *assisting in the preparation of terms of reference for studies and reports; and*
- iv) *specifying conditions of approval.*

3. *“Technical Clearance” as defined in Appendix A, Schedules 2 and 3, includes:*

- i) *assessing technical reports submitted by the proponent’s consultants to determine if the reports have been prepared in accordance with Provincial guidelines and standards.*

**SERVICES TO BE PROVIDED BY HRCA TO COUNTY AT NO EXTRA COST**

**APPENDIX A - SCHEDULE 2**

	<b>LIST OF PLAN REVIEW FUNCTIONS FOR: SUBDIVISIONS/CONDOMINIUMS, CONSENTS, SITE-SPECIFIC OPA'S, SITE-SPECIFIC ZONING BY-LAW AMENDMENTS, MINOR VARIANCES AND SITE PLANS</b>	
<b>DESCRIPTION</b>	<b>PLAN REVIEW</b>	<b>TECHNICAL CLEARANCE</b>
<i>Identify need for and conduct technical review of reports on wetland areas impacts and mitigation measures</i>	X	X
<i>Comment on and conduct technical review of reports on fish habitat impacts and mitigation (MNR to be consulted if there is a fisheries impact)</i>	X	X
<i>Review for site specific (off site) stormwater planning issues</i>	X	X
<i>Identify need for and conduct technical review of stormwater management facilities design reports</i>	X	X
<i>Review for sub-watershed planning/master drainage planning</i>	X	
<i>Comment on flood hazards</i>	X	X
<i>Comment and issue permit for development in floodplains</i>	X	X
<i>Review impact on significant Wildlife habitat</i>	X	X
<i>Review impact on habitats of threatened and endangered species</i>	X	X
<i>Review impact on significant areas of natural and scientific interest</i>	X	X

<p><i>LIST OF PLAN REVIEW FUNCTIONS FOR: SUBDIVISIONS/CONDOMINIUMS, CONSENTS, SITE-SPECIFIC OPA'S, SITE-SPECIFIC ZONING BY-LAW AMENDMENTS, MINOR VARIANCES AND SITE PLANS</i></p>		
<i>DESCRIPTION</i>	<i>PLAN REVIEW</i>	<i>TECHNICAL CLEARANCE</i>
<i>Review impact on significant Woodlands</i>	<i>X</i>	<i>X</i>
<i>Review impact on significant Valleylands</i>	<i>X</i>	<i>X</i>
<i>Comments on lakes and rivers impacts (except fisheries). MNR to be notified if there is a fisheries impact</i>	<i>X</i>	
<i>Comment on shorelines impact</i>	<i>X</i>	<i>X</i>
<i>Review and comment on top of bank erosion limits</i>	<i>X</i>	<i>X</i>
<i>Identify if Crown Land involved and notify MNR if applicable</i>	<i>X</i>	
<i>Review and comment on natural resource - related impacts on groundwater recharge/discharge areas where there is a fisheries impact</i>	<i>X</i>	