

October 3 & 4, 2019
City of Cornwall

Seminar Package



Workshops

Bill 108, More Homes More Choice Act, 2019
Meaghan Barrett, Associate Lawyer, Aird & Berlis LLP

Introduction to Principles of Procedural Fairness & Tips on Running a Fair Hearing
Athan Hadjis, Council of Canadian Administrative Tribunal

Process Improvement for Committee of Adjustment Applications – An Interactive Session to Share What's Working
Megan Rueckwald, Manager of Community Planning & Claire Dodds, Director of Development Services South Frontenac

Conservation Authorities' Role in Development Review – Natural Hazards
Glen McDonald & Kim MacDonald, Rideau Valley Conservation Authority

Water Boundaries
Julia Meldrum-Smith, OLS, CLS, Meldrum Surveying Ltd.

Understanding the Role of C of A and the Basis for Decisions
Tony Fleming C.S., Cunningham, Swan, Carty, Little & Bonham LLP

Development Charges 101: Does growth pay for growth?
Donna Herridge, Municipal Finance Officer's Association of Ontario (MFOA)

Understanding Easements
Debbie Bellinger, Partner & Jake Ruddy, Associate Lawyer, Nelligan O'Brien Payne

3Rs of Local Government: Roles, Responsibilities & Relationships
Rick O'Connor, CMO, City Clerk & Solicitor, City of Ottawa



The Ontario Association of Committees of Adjustment and Consent Authorities (OACA) will be hosting our 2019 seminar at the Best Western Parkway Inn & Conference Centre in Cornwall. This event will engage and educate attendees on a variety of important topics that impact Secretary Treasurers, Consent Officials and Committee Members from across the Province in their day-to-day roles. If you are involved in Committee of Adjustment, in

any facet, I encourage you to participate in this one day educational event! Knowledge is an invaluable resource that not only contributes to your professional development but also enhances the services that your municipality or business provide.

Board of Directors Update

I would like to take this opportunity to thank Denise Rundle for serving as President of OACA over the last three years. Denise was instrumental in leading the Association through a series of governance and administrative changes that cemented OACA as a professionally recognized association focused on enhancing the knowledge and skillset of its members and their respective municipalities. On behalf of the Board of Directors and the membership, thank you Denise, the immense amount of work accomplished during your tenure could not have been done without your leadership and dedication to OACA.

On that note, I am honoured to be elected by the Board of Directors as your 2019-2020 President. I look forward to leading the Association by continuing to build OACA's professional and educational profile for the benefit of members and the important role they serve in supporting local development through the Committee of Adjustment process. I would also like to congratulate and welcome the Board members elected at the 2019 Conference:

Tonia Bennett, Secretary-Treasurer, Marmora and Lake
(2019 – 2022 Term)

Mark Hacon, Committee Member, Oxford County
(2019 – 2022 Term)

Deb McCabe, Secretary Treasurer, Ramara Township
(2019 – 2021 Term)

Cara Raich, Secretary-Treasurer, Town of Fort Erie
(2019 – 2022 Term)

2019-2020 Elected Officers

President: Christine Vigneault

Vice President: Allison Goodwin

Secretary: Cathy MacMunn

Treasurer: Mark Hacon



2019-2020 Committee Appointments

Education Committee - Tonia Bennett, Christine Vigneault, (Member Contributor: Susan Votour)

Finance Committee - Mark Hacon

Nominations Committee - Cathy MacMunn, Kathy Lessard

Governance Committee - Denise Rundle, Kathy Lessard

Legislation Committee - Deb McCabe

Conference Committee- Allison Goodwin, Cara Raich, Tonia Bennett

Please feel free to reach out to me anytime with your suggestions and ideas or to discuss opportunities on how you can contribute professionally to the Association through our appointed Committees. I can be reached at president.oaca@outlook.com.

On a final note, this is the best time of year to wind down with family and friends and enjoy all that this season has to offer. Have a safe and wonderful summer and I hope to see you at fall seminar in Cornwall!



Christine Vigneault, ACST, Dip.M.A
OACA President

2019-2020 OACA BOARD OF DIRECTORS



Christine Vigneault
President



Allison Goodwin
Vice President



Mark Hacon
Treasurer



Cathy Macmunn
Secretary



Denise Rundle
Director



Kathy Lessard
Director



Cara Raich
Director



Deb McCabe
Director



Tonia Bennett
Director




Workshops

Bill 108, More Homes More Choice Act, 2019

Meaghan Barrett, Associate Lawyer, Aird & Berlis LLP

The land use planning regime in Ontario is undergoing major changes. Bill 108 proposes to repeal many – but not all – of the amendments introduced through Bill 139 (the *Building Better Communities and Conserving Watersheds Act, 2017*) in 2017. This presentation will provide an overview of the amendments, including what Bill 139 amendments have been repealed (and those which have not) and several entirely new proposed amendments.

Introduction to Principles of Procedural Fairness & Tips on Running a Fair Hearing

Athan Hadjis, Council of Canadian Administrative Tribunal

This one-hour workshop providing an overview of the basic principles of procedural fairness and some tips on how to run a fair hearing and dealing with evidence.

Process Improvement for Committee of Adjustment Applications – An Interactive Session to Share What's Working

Megan Rueckwald, Manager of Community Planning County of Frontenac & Claire Dodds, Director of Development Services, Township of South Frontenac

Should pre-consultation be mandatory for all applications? How can we work more collaboratively with our commenting agencies? What do other municipalities require on the sketch? These were the questions being asked across Frontenac County when looking for Committee of Adjustment best practices. To address this, the four lower-tier Townships and the County undertook a LEAN process improvement exercise. This session will share findings from the Frontenac improvement exercise and encourage creative idea sharing through an interactive session. Come prepared to share ideas!

Water Boundaries

Julia Meldrum-Smith, OLS, CLS, Meldrum Surveying Ltd.

A discussion on the contributing factors in an assessment of water boundaries, including: Riparian Rights, Natural Boundaries, How water boundaries are defined, Definition of a high-water mark, and Surveyors methods and techniques for locating a natural boundary.

Understanding the Role of C of A and the Basis for Decisions

Tony Fleming C.S., Cunningham, Swan, Carty, Little & Bonham LLP

The session will be intended to establish a strong legal foundation for understanding the role of the Committee of Adjustment and the basis for decisions. The topics will include:

- Consents
- Minor variances
- Principles of decision making
- Conflicts of interest

3Rs of Local Government: Roles, Responsibilities & Relationships

Rick O'Connor, CMO, City Clerk & Solicitor, City of Ottawa

In March of this year, significant legislative changes to the *Municipal Act, 2001*, and the *Municipal Conflict of Interest Act* came into effect for all 444 municipalities as well as the thousands of local boards in Ontario. This session will revisit those revisions and their effects on local boards in general and, more specifically, on Committees of Adjustment along with their members and staff.



Workshops

Conservation Authorities' Role in Development Review – Natural Hazards

Glen McDonald & Kim MacDonald, Rideau Valley Conservation Authority

Climate change has resulted in a heightened awareness of the social and economic impacts of natural hazards as exemplified by recent flood events. These impacts highlight the value of watershed-based planning and regulation as the most cost-effective means to manage these hazards. Ontario's 36 Conservation Authorities represent the Province's interests in natural hazards and hazardous sites as identified in section 3.1 of the Provincial Policy Statement (PPS). This includes hazardous lands (flooding, erosion and dynamic beaches) and hazardous sites (unstable slopes, soils and bedrock). Conservation Authorities review Planning Act applications to ensure that issues associated with natural hazards have been addressed relative to the requirements of the PPS. We also assist our local municipalities with the implementation of official plan policies in this regard. This workshop will provide practitioners with an understanding of the Conservation Authorities' role in the land use planning and development review process, with emphasis on minor variance and consent applications. Case studies will provide practical examples of how the consideration of natural hazards are integrated into this process such that people and property are not exposed to the risk of natural hazards, and that natural hazards are not created or aggravated.

Development Charges 101: Does growth pay for growth?

Donna Herridge, Municipal Finance Officers Association of Ontario Executive Director, CPA CA

Development charges (DC's) have been a hot topic since the launch of the Province of Ontario's consultation on housing supply in late 2018. These fees, collected on new development, are the primary funding source for the infrastructure needed to service growth in municipalities. In June, legislation received royal assent that significantly changes the DC legislative framework and could have many consequences for municipalities. To explore the idea of whether growth pays for itself, this session will provide an overview of DC's, discuss the controversy surrounding DC's, and provide an overview of recent legislative changes. Topics covered include an:

- Overview of DC's
- Municipal services covered
- Importance as a Funding Source
- Discussion of controversy surrounding DC's
- Recent changes to the legislation

Understanding Easements

Debbie Bellinger, Partner & Jake Ruddy, Associate Lawyer, Nelligan O'Brien Payne

- Current Trends in Land Development and the Use of Easements
- What are the necessary elements for an easement to exist at law and to continue to exist?
- Encroachments on right of ways – legal rights of property owners
- Identification of existing easements and impact on development envelope: 40 year search; Land Titles absolute.
- Types of easements and how they are established and described: Easements in Gross – Municipal Act; Prescriptive Easements; Utility and Servicing easements; "Public" access; Drainage easements; Blanket vs. specific easements.
- Stratified easements
- Extinguishing an easement: typical circumstances that give rise to termination or release of an easement; partial release of an easement; Right of the servient owner to relocate an easement
- Party wall and Joint Use and Maintenance Agreements

2019 OACA Seminar – Agenda

City of Cornwall – October 3 & 4, 2019
Best Western Parkway Inn & Conference Centre

Thursday, October 3	
4:00 p.m. – 8:00 p.m.	Registration – Lobby
7:00 p.m. – 10:00 p.m.	Meet & Greet Reception – Cabaret Room
Friday, October 4	
7:30 a.m. – 9:00 a.m.	Registration – Lobby
7:30 a.m. – 9:00 a.m.	Breakfast – Hops & Barley Restaurant
8:30 a.m. – 8:45 a.m.	Opening Remarks – Cabaret Room Christine Vigneault, OACA President Welcome from the City of Cornwall
9:00 a.m. – 9:15 a.m.	Room Check Out
9:15 a.m. – 10:15 a.m.	Workshop – Breakout Room (*See Presenter Schedule)
10:15 a.m. – 10:30 a.m.	Nutrition Break – Cabaret Room
10:30 a.m. – 11:30 a.m.	Workshop – Breakout Room (*See Presenter Schedule)
11:45 a.m. – 1:00 p.m.	Lunch – Cabaret Room
1:00 p.m. – 2:00 p.m.	Workshop – Breakout Room (*See Presenter Schedule)
2:00 p.m. – 2:15 p.m.	Coffee Break – Cabaret Room
2:15 p.m. – 3:15 p.m.	Workshop – Breakout Room (*See Presenter Schedule)
3:15 p.m.	Adjournment



Have a safe trip home! See you at the 2020 Conference Niagara Falls!

2019 OACA Seminar – Registration

City of Cornwall – October 3 & 4, 2019
Best Western Parkway Inn & Conference Centre

Registration Information

To Register for the 2019 OACA Seminar, please visit our website at www.oaca.info

Fees:

OACA Member: \$150.00 *(To take advantage of this rate you must **login to your member profile on the website**)*

OACA Non-Member: \$175.00

Registration is closed on September 23, 2019.

Refunds:

Refunds requested on or before September 23, 2019 will be processed (subject to administrative fee of \$15.00). **Refunds are NOT available after September 23, 2019.**

Questions? oaca@outlook.com 1-289-812-5966

Hotel Information

Best Western Parkway Inn & Conference Centre
1515 Vincent Massey Drive, Cornwall
1-613-932-0451

Hotel Reservation Deadline: September 3, 2019

Room Rate: Room rates are \$125.00 (plus taxes and applicable fees)

***Please quote “OACA GROUP” when placing your reservation.**

