



FULL AUTHORITY MEETING

Wednesday May 21, 2014; 7:00 PM
250 Thorold Road; 3rd Floor, Welland, ON
NPCA Boardroom

AGENDA

- **ROLL CALL**
- **DECLARATION OF CONFLICT OF INTEREST**
- **BUSINESS:**
 - (1) Draft Meeting Minutes – Special Board Meeting April 16, 2014
Draft Meeting Minutes - Full Authority Meeting April 16, 2014
Draft Meeting Minutes – Special Board Meeting April 24, 2014
 - (2) Business Arising From Minutes
 - (3) Chairman's Remarks
 - (4) CAO's Remarks
 - (5) Delegation:
 - *Hamilton Amateur Astronomy Group*
 - (6) Binbrook Master Plan (Final Approval) ----- **Report No. 34-14**
 - *Attached plan*
Presentation by EDA Consultant
 - (7) Budget Status for period ending April 30----- **Report No. 35-14**
 - *Budget summary (attached)*
 - (8) CLAC – Community Liaison Advisory Committee ----- **Report No. 36-14**
 - *Terms of Reference (attached)*
 - (9) Monarch Butterfly Initiatives ----- **Report No. 37-14**
 - *Map attached*

- (10) 2014 Vehicle Program ----- **Report No. 38-14**
 - *Appendix 1*
 - *Thomas Solutions*
 - (11) Welland River Flood Plain – update ----- **Report No. 39-14**
 - (12) MNR Grant Funding - Conservation Authority Operating (Section 39)-- **Report No. 40-14**
 - *MNR agreement*
 - *Provincial Policy Statement*
 - (13) Watershed Status Report ----- **Report No. 41-14**
 - *Media on Canopies for Kids attached*
 - (14) Operations Status Report ----- **Report No. 42-14**
 - (15) Community Relations Status Report ----- **Report No. 43-14**
 - (16) Other Business
 - (17) **In-Camera**
 - 1. Regulation Status Report ----- **Report No. CR-44-14**
 - *Violations Summary attached*
 - 2. Forestry By-law Status ----- **Report No. CR-45-14**
 - *Communications Summary attached*
 - 3. Cave Springs Master Plan Update ----- **Report No. CR-46-14**
 - *Attachments*
 - **ADJOURNMENT**
-



TO: The Chairman and Members of the Authority

DATE: May 21, 2014

RE: Binbrook C.A. Master Plan Approval - Report No. 34-14

Executive Summary

A Master Plan process was requested and initiated by the NPCA Board in early 2013 for the Binbrook Conservation Area. The attached Draft Final Master Plan represents a vision to guide the Binbrook CA's capital investments and operations over the next 10+ years. Once approved, NPCA staff can begin taking the steps necessary to start implementing the Master Plan.

Background

At the February 20th 2013, Board Meeting, members asked staff to review the steps and investigate the resources required to develop a master plan for the Binbrook Conservation Area. A Terms of Reference for the site Master Plan was adopted by the Board at its meeting March 20, 2013. The Terms of Reference called for the formation of a project steering committee (three members from the local community and two Board members along with staff to provide support and project administration).

NPCA staff consulted several neighbouring Conservation Authorities with newly completed master plans. Based on these discussions, staff recommended \$35,000 be used from the Binbrook operating reserve to fund this project. Staff was also directed to request proposals for the development of a Master Plan for Binbrook Conservation Area. Requests were sent to seven firms with experience in park and open space planning. Five proposals were received. Staff reviewed all proposals according to the NPCA Consultant Selection Policy and the proposal from EDA Collaborative received the highest rating from the committee and Board approval at its July 2013 meeting.

The project process included Inventory & Site Analysis; Survey & Community Engagement (at Fall Fair Sept. 13, 2013); Three Development Options; Community Open House (December 4, 2013); Update to the Board at its January 2014 Full Authority meeting; Preferred Master Plan Development; Community Validation (March 27, 2014); with Final Binbrook CA Master Plan Board approval being sought at its May meeting.

Financial/Program/Business Implications

There are many Master Plan elements that will require significant capital improvements. These range from basic infrastructure upgrades (septic bed, electrical, additional water well, etc.) to a splash pad, pavilions, fishing platforms to a multi-use building and an observation tower. There are also Master Plan elements that would significantly impact the operations (including both operational revenues and expenses) at Binbrook CA. These include a 'glamping' area, canoe/kayak rentals and expanded trail network.

Each of the elements within the Master Plan have been prioritized based on the following:

- 1) Necessary Infrastructure Upgrades
- 2) Improve Visitor Experience
- 3) Focus on Marketing
- 4) Invest in New Attractions

An 'Implementation' Strategy has also been developed for projects on a short/medium/long term basis. Approximately \$9 million has been identified as necessary to fulfill the Master Plan vision over the next 10+ years. With that said, further detailed analysis, costing and business plans may also be required to fulfill some of the specific projects within the Master Plan (e.g. Glamping). The implementation is also contingent of the availability of funding; of which several potential sources have been identified (e.g. Ontario Trillium Foundation, Friends of the Greenbelt Foundation, Great Lakes Guardian Community Fund, etc.). A commitment by the NPCA to market and brand Binbrook to promote these facilities has also been considered.

Once approved, NPCA staff can begin taking the steps necessary to start implementing the Master Plan. This includes aligning the NPCA Binbrook capital budget to the Master Plan as well as beginning formal requests for funding to potential sources already identified as well as the City of Hamilton. Also, the Binbrook Master Plan Steering Committee intends on meeting at least once a year to assist in guiding the implementation of the Master Plan.

Attachments: Binbrook Conservation Area Master Plan Draft Final Report- May 2014

RECOMMENDATION:

**That the NPCA Board receive Report No. 34-14 for information; and
That the NPCA Board approve the Binbrook Conservation Area Master Plan Draft Final Report.**

Prepared by: David Barrick, Senior Manager – Operations

Respectfully Submitted by: _____


Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer

Binbrook Conservation Area Master Plan

Draft Final Report
May 2014

Prepared For:



Prepared By:



EDA
Collaborative Inc.

+

Sierra Planning and Management
advice • strategy • implementation

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Lake Niapenco at East End

1.0 Introduction

1.1 Background

The Niagara Peninsula Conservation Authority (NPCA) purchased the Binbrook Conservation Area in 1968 with financial assistance from the Ministry of Natural Resources. It is the second largest conservation area owned by the NPCA.

Today, the Conservation Area includes the largest inland lake in the Niagara Watershed that is a local hot spot for fishing, the Lake Niapenco reservoir. The reservoir, once a narrow and winding watercourse, was created in 1971 with the damming of the Welland River and features fish and waterfowl not commonly seen in urban areas, including Osprey, Bald Eagles and ducks. Binbrook CA also boasts a swimming beach, spray pad, play area, hiking trails, boat rentals, observation platforms, and picnic facilities.

1.2 Purpose + Objectives

Since the late 1990s the NPCA has been operating Binbrook CA during the summer months with maintained picnic facilities, washroom building and picnic pavilion. In seeking to develop a long-term plan for the Conservation Area to guide its development and operation, NPCA has engaged EDA Collaborative Inc. / Sierra Planning and Management team to prepare a new Master Plan that respects the natural heritage of the site, provides recreational opportunities, and protects the natural resources of Lake Niapenco, while working towards becoming a self-sustaining conservation area.

Key objectives of this study include:

- *Determine the future direction for the development and operation of the Conservation Area and provide a five-year implementation plan and ten-year development plan for the operation of the site*
- *Outline appropriate phases to be implemented to achieve optimum development*
- *Outline operational and capital cost estimates to implement the 5 and 10 year plan*
- *Identify funding sources*

1.3 Master Plan Process

The project is scheduled to be undertaken in three (3) phases as described below.

PHASE 1: INVENTORY / SITE ANALYSIS / ENGAGEMENT FORMULATION

The first phase consisted of a complete and comprehensive review of background materials and detailed analysis of local existing and surrounding conditions that provided the Project Team with a sound understanding of the project requirements. A user survey was conducted and a public engagement opportunity was held at the end of this phase.



PHASE 2: DEVELOPMENT ALTERNATIVES

The second phase of the work program focuses on developing potential development options for Binbrook CA and identifying the strengths and weaknesses of each alternative. A Public Open House was held at the end of Phase 2 to present the concept options and receive feedback and further inputs to carry the design into Phase 3. A preferred concept will be identified.



PHASE 3: MASTER PLAN

The third phase will focus on developing the master plan document for Binbrook Conservation Area. The concept will be finalized, an implementation plan and development costs will be identified. A final Public Open House will be held to validate the Master Plan and obtain any final feedback.

2.0 Context + Existing Conditions

2.1 Local Context

The Binbrook Conservation Area is located at the headwaters of the Welland River, adjacent to one of the fastest growing populations in the City of Hamilton.

A number of communities are located within 20 kilometres of the Conservation Area, providing a broad local market. Populations within the City of Hamilton, Halidmand County and the Region of Niagara are all located within the 20 kilometre radius.

2.2 Conservation Areas Context

The Binbrook Conservation Area is the largest natural area in East Hamilton. However, there are a number of revenue generating conservation areas located within a 50 kilometre radius of Binbrook CA, many of which are owned by the NPCA.

Binbrook's key assets are the fishing and boating opportunities offered by Lake Niapenco, and its wide range of family-friendly activities including a swimming beach, splash pad, and canoe / kayak rentals. Lake Niapenco is significantly calmer than the waters of Lake Ontario and Lake Erie. Other conservation areas in proximity to Binbrook that offer similar facilities are Valens, Christie Lake, and Fifty Point Conservation Areas operated by the Hamilton Conservation Authority (HCA). Some of these conservation areas also offer camping which gives them a competitive edge over Binbrook.

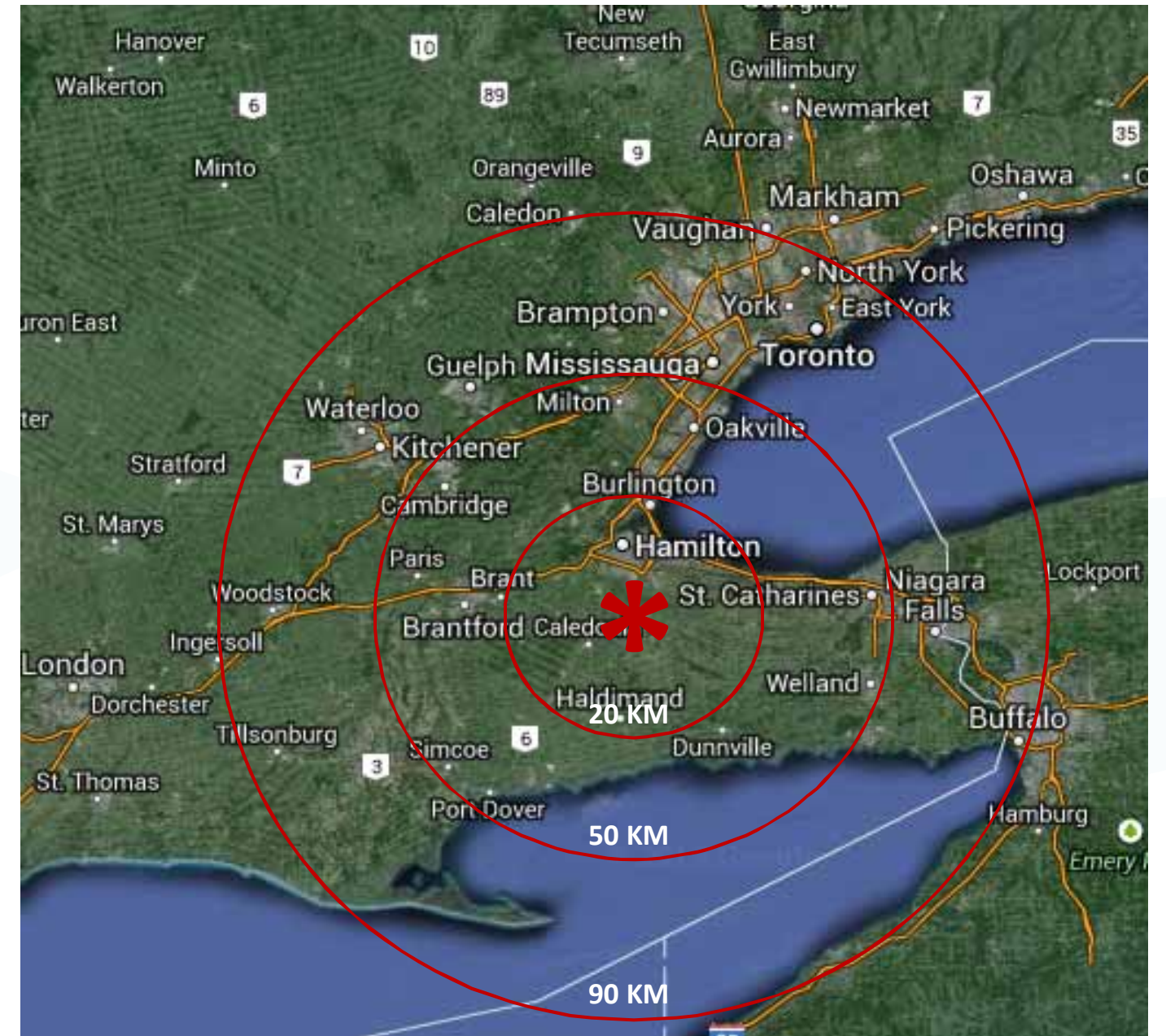


Figure 2.1: Context Map

2.0 Context + Existing Conditions

2.3 Planning Context

Greenbelt Plan (2005)

The Greenbelt Plan builds on other elements of the Province's policy-led planning system, specifically the Provincial Policy Statements, Oak Ridges Moraine Conservation Plan and Niagara Escarpment Plan. This plan is the cornerstone in a strategy that defines where growth should be accommodated in the Greater Golden Horseshoe (GGH), and what should be protected for current and future generations.

The Greenbelt is a band of permanently protected land stretching from Niagara Peninsula to Bruce Peninsula and Lake Simcoe in the north and Northumberland County in the east. The natural heritage and water resources systems integral to the community will be protected and enhanced, as they sustain ecological and human health.

While the Greenbelt provides permanent agricultural and environmental protection, it also includes important natural resources and supports recreational and tourism uses and opportunities, such as the Binbrook Conservation Area, defined as a Greenbelt Natural Heritage Area, part of the Natural System and consisting of key natural heritage as well as key hydrologic features. A number of policies exist related to new development and site alterations in relation to these features, and will be incorporated into the development alternatives and ultimately the preferred concept for the Binbrook Conservation Area, such as vegetation protection zone widths.

Policies related to new development and site alterations (i.e. vegetation protection zones) will be integrated into the concept.

City of Hamilton Rural Official Plan (Approved 2012)

This plan defines the long term vision for physical development of the City over the next 30 years specifically related to the rural areas.

Within the Plan, lands designated as Natural Open Space are generally part of a park or conservation area, such as Binbrook Conservation Area. These have environmental features and are intended to be preserved in their natural state. Where appropriate, limited recreational activities / uses may be permitted including trails, picnic areas, forest management, and conservation management.

The plan also identifies that parks and natural areas shall be linked in a continuous public Open Space and Parks System, including those lands identified in the Niagara Escarpment Parks and Open Space System, among others, wherever possible.

City of Hamilton Recreational Trails Master Plan (2007)

The Recreational Trails Master Plan for the City of Hamilton identifies a comprehensive multi-purpose off-road recreational trail system connecting natural areas, cultural features and major land use destinations within the City limits. Linked with an on-road commuter system within the City and the regional and provincial network, these trails contribute to a fully integrated trail network.

In order to ensure a cohesive trail network within the City of Hamilton, the Plan identifies that hydro corridors are proposed to be used for recreational trails to create looped systems linking with the Binbrook Conservation Area.

2.0 Context + Existing Conditions

2.3 Planning Context (Cont'd)

City of Hamilton Outdoor Recreation Facilities Plan (2011)

This Plan outlines a sustainable strategy for managing the City's outdoor sports fields and other community-use recreational infrastructure.

Based on demographic and population projections, a number of recommendations were developed for the City. While none relate to the Binbrook Conservation Area specifically, there are a number of recommendations for outdoor facilities to be implemented in the village of Binbrook. These include one basketball / multi-use court, one spray pad, and a neighbourhood level skate park. The plan also notes that a significant barrier-free playground is under development (at the time of the report) at Marydale Park, which is in proximity to the Binbrook Conservation Area.

It should be noted that the demographic trends that were identified in this report have developed in a different direction than predicted. It is not predominantly seniors, as predicted, but young families that are most prevalent in the Binbrook community and surrounding areas.

While it is important to understand the current and future needs of recreation facilities in the surrounding community, it is also important to ensure that Binbrook does not duplicate what is available at the existing and future municipal parks close-by. This information will be important when developing the programming for the Conservation Area.

Binbrook Conservation Area Master Plan (1991)

The previous development plan recommended that Binbrook CA be restricted to low intensity day use activities. A number of key recommendations identified, including:

- Beach improvements for swimmers and windsurfers
- Centralized washroom facility in existing beach / parking lot area
- Centralized picnic facility and play area adjacent to washrooms
- Development of nature trails and isolated picnic areas
- Improvements to the boat launch area
- Road access upgrading and parking lot improvements
- Structured multi-year reforestation and wildlife planting program
- Construction of a centralized maintenance workshop
- Multi-year land acquisition program

This document also identified that funding come from financial contributions from the municipalities included in a 20 km radius of the Conservation Area, as these municipalities are presumably benefitting from it.

2.0 Context + Existing Conditions

2.4 Existing Conditions of Study Area

The Binbrook Conservation Area occupies 396 hectares of land including a 174 hectare reservoir, Lake Niapenco. It is observed that the majority of site development occurs in the southeast corner, while the remaining lands are highly undeveloped.

- LEGEND
- 1

Children’s Splash Pad

2

Canoe Rental Facilities

3

Fishing Platform

4

Picnic Pavilion

5

Beach

6

Boat Launch

7

Gate House

8

Area of Naturalization



Figure 2.4: Existing Site Conditions + Amenities

3.0 Site Analysis

3.1 Natural Site Analysis

The natural analysis of the site indicates that a majority of the site is occupied by Lake Niapenco, the key feature of the Conservation Area while the remaining site is maintained natural. There are a number of forested areas surrounding the Lake, providing habitat for wildlife.

The shoreline around the entire Lake is identified as a sensitive ecological wetland area, providing fish spawning grounds and habitat for aquatic life. The Conservation Authority continues to aid in the creation of additional spawning areas (focused in the bays) and expanded ideal habitat areas for aquatic life.

3.2 Physical Site Analysis

It is apparent through the physical analysis of the site that existing and proposed trails are located within and close to the southeast portion of the site. A number of waterfowl hunting blinds are located throughout the site, with the opportunity for more to be added, if required. The estimated view-shed boundary is defined on the map below, highlighting the area that is visible from the Lake, which ideally should be maintained as natural lands.

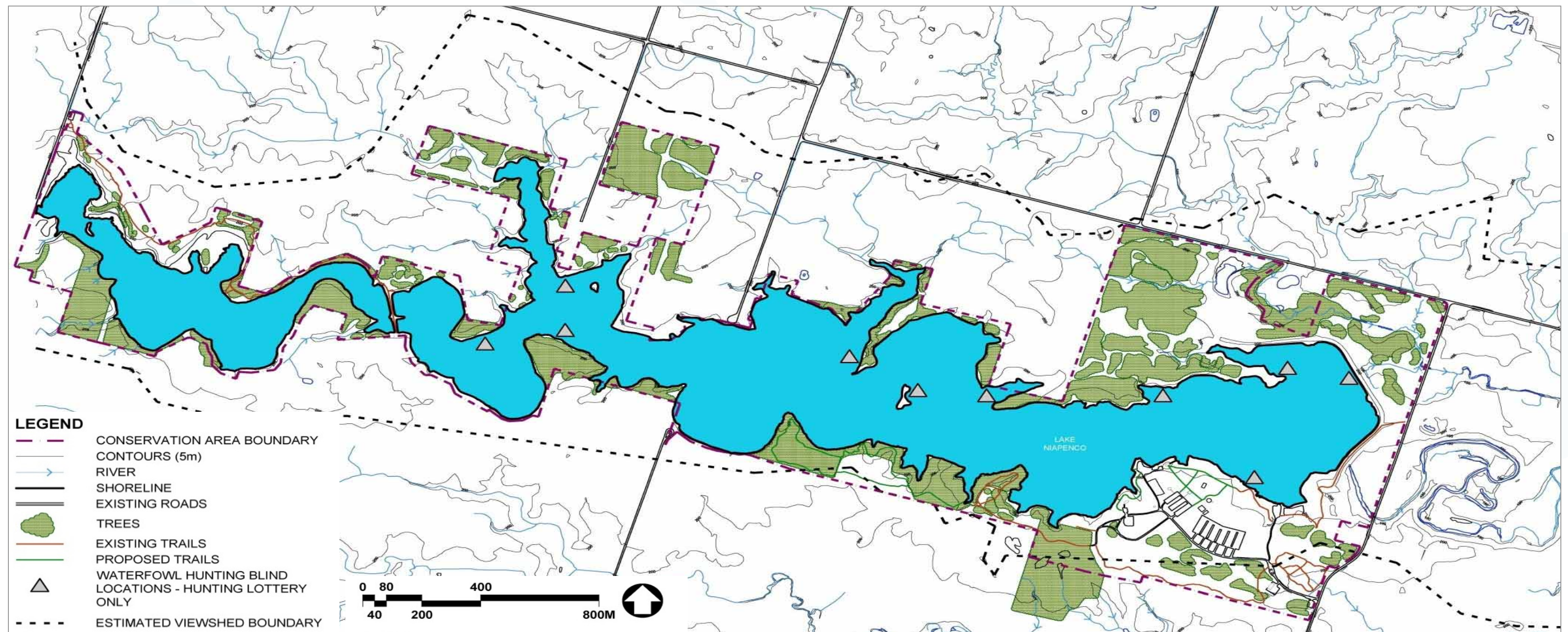


Figure 3.1: Existing Site Conditions

3.0 Site Analysis

3.2 Physical Site Analysis (Cont'd)

As previously mentioned, the southeast portion of the Conservation Area, approximately 10% of the total site area, is where most of the development occurs. Within this area there are a number of proposed and existing trails, parking areas, passive reflection areas, picnic areas, and pavilions. The beach, wakeboard facility, boat launches, splash pad, fishing platform and washrooms are also located here. Existing parking areas and washroom facilities require renovation and upgrade to meet the increasing usage and demand by users.

LEGEND

- CONSERVATION AREA BOUNDARY
- CONTOURS (5m)
- RIVER
- EXISTING ROADS
- TREES
- EXISTING TRAILS
- PROPOSED TRAILS
- UNDERGROUND SERVICING
- WATERFOWL HUNTING BLIND LOCATIONS - HUNTING LOTTERY ONLY
- REFLECTION AREA

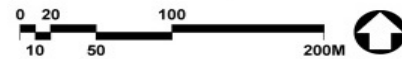


Figure 3.2: Existing Site Conditions (Southeast portion of site)

3.0 Site Analysis

3.3 Visitation and Parking Capacity

Average Visitation

The approximate monthly visitation numbers are provided below for each month during the open season:

May: 2,700 visitors

June: 5,800 visitors

July: 9,700 visitors

August: 12,500 visitors

September: 750 visitors

While data is not available for individual days at this point, it should be noted that the peak times are the weeks of the July and August long weekends where there are up to 2,000 visit per week.

Parking Capacity

The adjacent parking capacity diagram indicates that there are currently 542 permanent parking spaces, and a lot of overflow parking spaces – an additional 403 spaces. Looking at these numbers, it would appear that there is adequate parking at the present time, however it is important to consider the implications of increasing visitation, and ensuring that the parking and overflow spaces that are currently present are not taken over by other uses without being replaced elsewhere.

A key issue that was brought up during the stakeholder interviews was that during weekends (not just long weekends) in the summer there is a need for staff members to direct cars to parking facilities away from the beach; because of this, traffic gets badly backed up as people look around for a parking spot. Better parking signs in the park could help with this potentially as there is currently a lack of signage directing drivers towards parking areas.

While the park's central hub is not uniformly busy each and every day as weekday/weekend and peak versus shoulder season fluctuations ensure that, qualitative and anecdotal information suggests that there is already a peak demand carrying capacity problem if not in terms of the use of the existing amenities at least in terms of access, egress and ambience which can materially effect enjoyment. Accordingly any and all of the additions contemplated in the plan should only occur with physical, signage and staff changes necessary to ameliorate capacity issues. This issue should be addressed on a project by project basis in addition to the physical enhancements already contemplated in this plan.

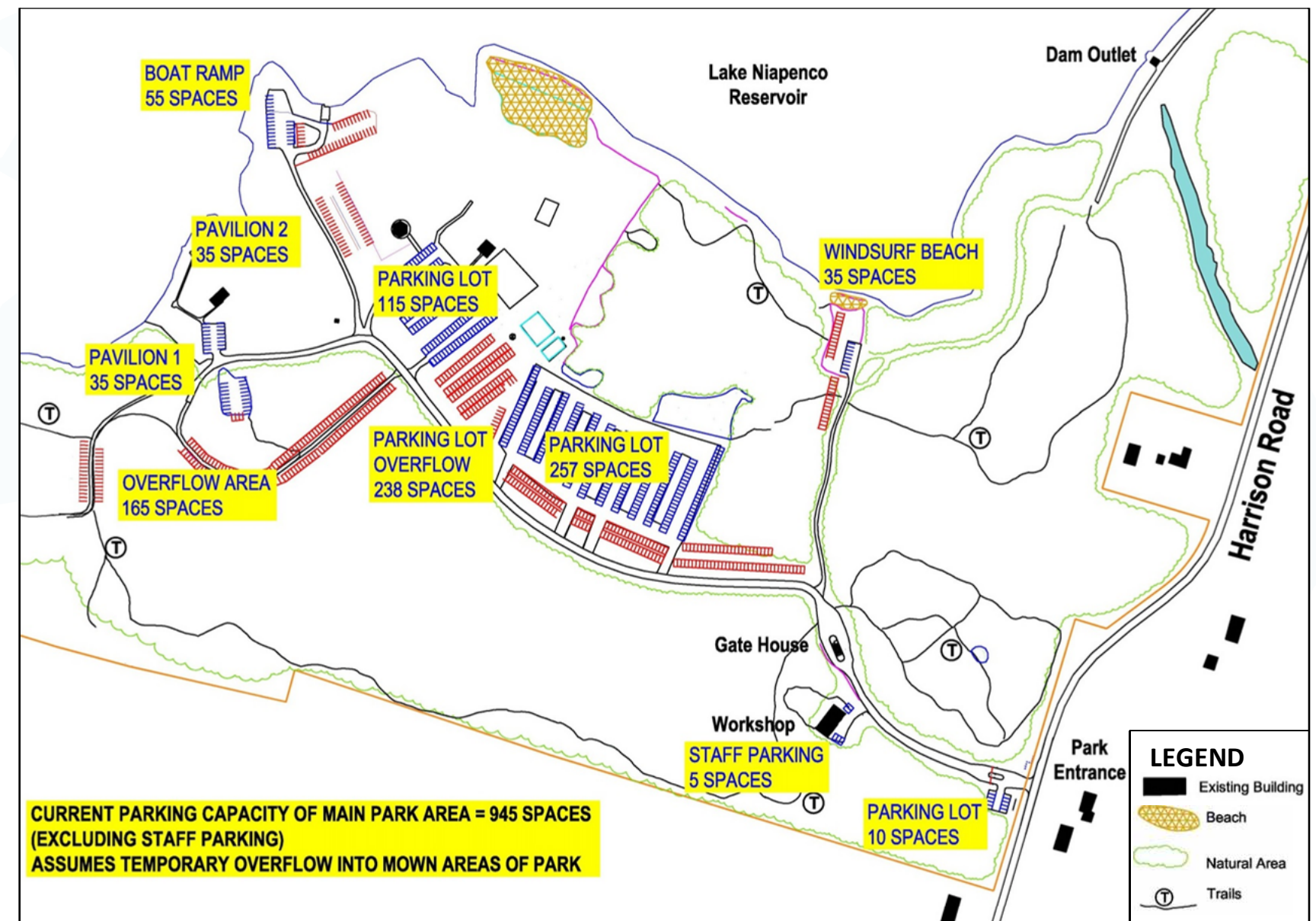


Figure 3.3: Existing Parking Capacity

4.0 Consultation Summary

4.1 Process Overview

From the initial start up meeting on July 30th, 2013, members of the Consulting Team worked collaboratively with NPCA staff to design an effective engagement process at the community level. The initial phase of the engagement strategy is one that combined a number of critical component pieces including:

- *Stakeholder Survey*
- *Community Information Booth*
- *Community Open House*
- *Questionnaires / Feedback Forms*

The stakeholder survey was posted online on August 16th, 2013. The survey was advertised on the Binbrook page of the NPCA website, on Facebook, through fliers at the gate of the Conservation Area, and via email to seasons pass holders. This survey was used to gather feedback regarding existing use of the Conservation Area and potential new amenities that may be developed. 123 people responded to the survey.

A community information booth was held at the Binbrook Fall Fair on Friday September 13th, 2013. A questionnaire was developed for this event to find out what people liked about Binbrook and what should change or be added to make it better. The consulting team spoke with 18 groups of people at this event.

A public open house was held at the Binbrook Agricultural Hall on Wednesday December 4th, 2013 with 22 members of the public in attendance. Three concept options were developed (refer to Phase 2 report) and presented where participants were asked to provide comments about what they liked and would change about each of the concepts. Completed feedback forms were received from 8 participants.

4.2 Identified Strengths

The following is a summary of the survey and community information booth. This summary provides an overview of the current strengths and ideas for the future identified throughout the engagement process.

What do you like about Binbrook Conservation Area?

- *The Beach*
- *Splash Pad*
- *Swimming*
- *Cleanliness*
- *Fishing*
- *Trails*
- *Proximity to Home*
- *Quiet/Tranquility*
- *Family Friendly*
- *Events*

4.3 Vision and Priorities

Based on the strengths, issues, and opportunities, visions and priorities have been distilled and are summarized as follows:

Updated playground **Improved washroom facilities** **Leash free dog park** **Longer opening hours** **More events** **Interpretive plaques** **More fishing docks/extend onto lake** **Canoe / kayak storage** **More trails/longer trails** **Camping** **Concessions** **More canoe/kayak rentals** **Interpretive centre** **More marketing and promotion needed** **Guided Walks** **Expanded trail system** **Preserve the natural beauty** **Education and interpretation opportunities**

5.0 Final Site Development Plan

5.1 Recommendations

Key Recommendations

The final Site Development Plan was created in response to comments received on the conceptual development options (see Section 7.0), with input from the public and stakeholder consultation process, as well as through discussions with the NPCA Board and the Binbrook Master Plan Committee. The following are key recommendations for the Binbrook Conservation Area that provide the framework for the Master Plan:

- Focus on recreation activities that support the function of the site as a conservation area and provide for environmental, social and economic sustainability.
- Upgrade current infrastructure (septic system, water well, and electrical services) to a sufficient level that will ensure that future development within the park and an increase in visitors is well within the servicing capacity.
- Upgrade or expand existing washroom facility.
- Add and update facilities that support the current conservation area uses and expand visitor and revenue generation opportunities.
- Develop a multi-use building that can accommodate existing and expanded park uses and allow for partnerships with various organizations and events.
- Maintain and enhance existing picnicking, fishing, lake-oriented and nature-based activities as a core focus of the Conservation Area.
- Continue to implement the recommendations identified in the Forest Management Plan, Fisheries Management / Water Quality Improvements Plan, and Wetland and Wildlife Habitat Management and Improvements to further enhance the environmental sustainability of the Conservation Area.
- Incorporate design standards that promote ecological objectives, such as LEED® and Sustainable Sites Initiative (ASLA), including low impact development (LID) measures, stormwater management / water recycling, use of recycled materials, among others.
- Ensure any new or upgraded facilities and amenities are compliant with the Accessibility for Ontarians with Disabilities Act (AODA), as appropriate.

Additional Recommendations

In addition to the key recommendations and the Master Plan elements identified, a number of additional recommendations are provided for consideration by the NPCA related to the Binbrook Conservation Area. These include:

Programming, Marketing and Communications

- Undertake a well integrated public awareness campaign and marketing and communications strategy for Binbrook Conservation Area.
- Better utilize social media (Facebook, Twitter, etc.) to promote Binbrook Conservation Area activities, events and facilities.
- Continue to host the existing events and programs that have proven successful in the past, including the children's education / day camps.
- Investigate the opportunity to add new programs, such as a fall fishing derby, geocaching, guided nature walks (staff and / or volunteer led), movie or concert series, etc.
- Promote Binbrook for weddings, wedding photos, corporate special events, etc.
- Continue canoe, boat, kayak rentals through the Conservation Authority.
- Investigate the feasibility of implementing a children's overnight summer camp, related to interest, liabilities and legalities.

Management, Maintenance and Operations

- Commence dialogue with Camp Marydale. A formal agreement between the two parties may be required.
- Undertake a Maintenance and Operations Management Plan for Binbrook Conservation Area.
- Ensure that any new or upgraded facilities and amenities are compliant with the Accessibility for Ontarians with Disabilities Act (AODA), as appropriate.
- Undertake an annual assessment of the master plan progress to review projects completed to date, next steps, and future directions.

Other

- Investigate developing a bike lane from the village of Binbrook to the Conservation Area along Highway 56, Kirk Road and Harrison Road to promote active transportation. This will require municipal involvement and coordination.

5.0 Final Site Development Plan

5.2 The Master Plan

As Binbrook Conservation Area serves as an important land and water resource in the City of Hamilton and has become one of few remaining large tracts of publicly owned lands within the City. It is therefore important to ensure that the plan balances the environmental, social, and economic sustainability of the site.

The master plan focuses on the areas of the site that support recreational uses. Areas for continued environmental management and improvement initiatives for the overall Conservation Area have been identified on the Plan. The key elements of the Master Plan are further described on the following pages.

The master plan is based on Concept Option #3 with some modifications. The plan includes the following elements:

- Multi-Purpose Building
- Upgrade / Expand Existing Washroom Facility
- Additional Washroom Facility at Pavilion #1
- Glamping Area w/ servicing and vehicular access
- Comfort Station at Glamping Area (washrooms, showers)
- Gazebo at West Reflection Area
- Observation Tower
- “Wind Curtain” at Pavilion #2
- Expanded Gatehouse Facility
- New Pavilion
- Outdoor Event Venue Upgrades
- Personal Canoe / Kayak Storage Structure
- Fishing Platforms
- Expanded / Renovated Splash Pad
- Electronic Control System at Main Entrance
- Existing Trail Upgrades
- Children’s Trail
- Expanded Trail Network
- Continuous Accessible Trail around Lake (may be elevated Boardwalk in some areas)
- Interpretive Signage / Kiosks
- Ongoing Forest Management
- Ongoing Fisheries Management / Water Quality Improvements
- Upgraded Parking Areas
- Launch Ramp Upgrades

5.0 Final Site Development Plan

The Master Plan – Overall Plan

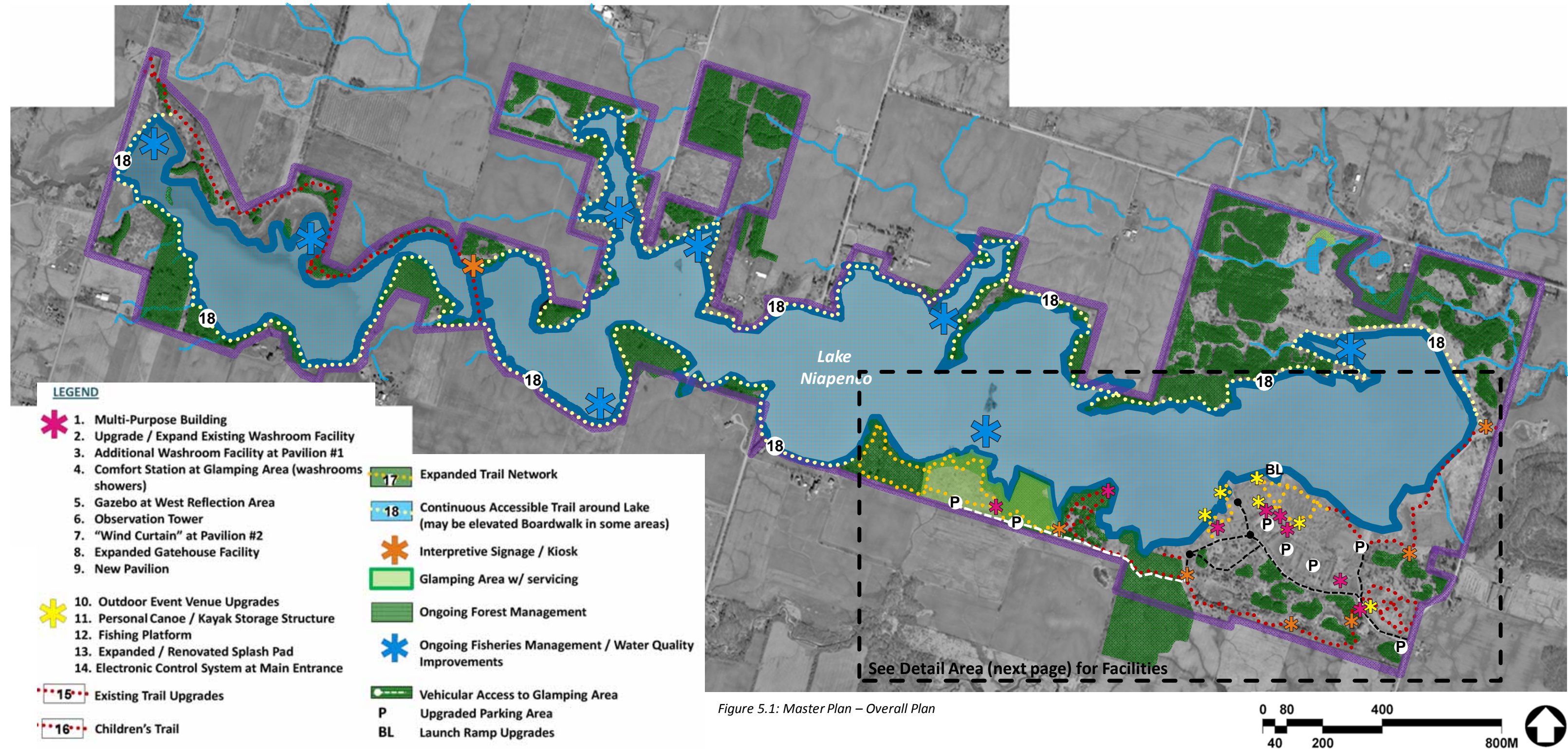
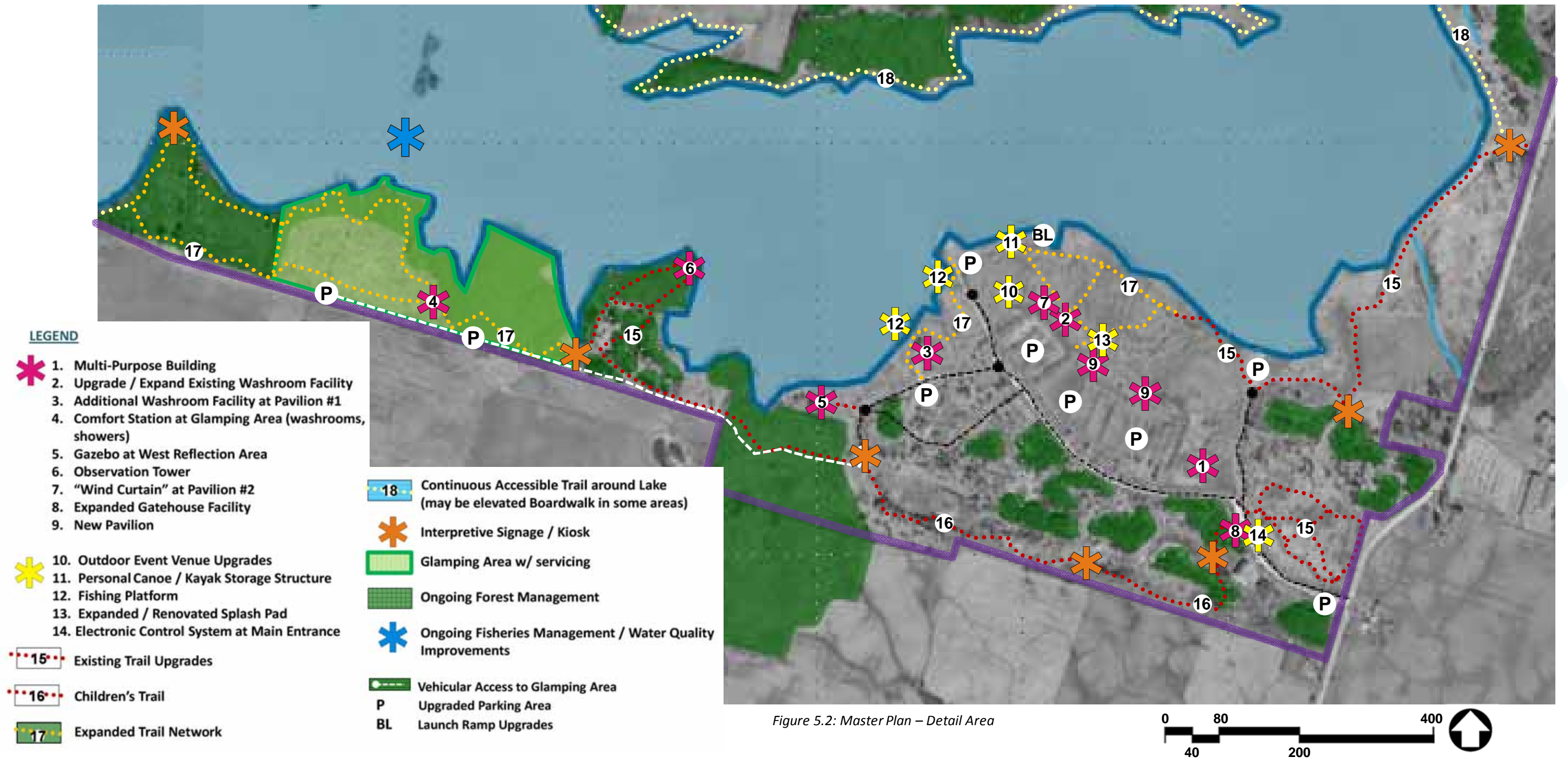


Figure 5.1: Master Plan – Overall Plan

5.0 Final Site Development Plan

The Master Plan – Detail Area



5.0 Final Site Development Plan

5.3 Master Plan Elements

Central Activity Area

The Central Activity Area of Binbrook is where the beach, existing washroom facility and a majority of the parking is located. This area is where much of the recreational activity takes place. Proposed improvements to this central activity area include:

Infrastructure Upgrades

Overall upgrades to the park infrastructure, including the septic system, water wells and electrical services, is necessary if there are any improvements to be made to the park at all, as the infrastructure is currently at full capacity.

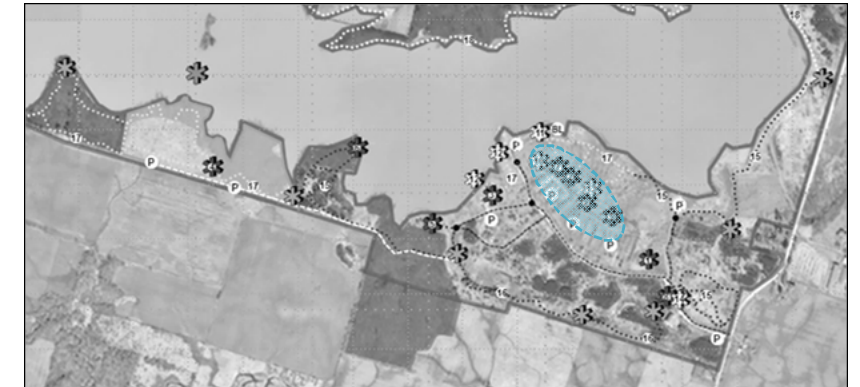
Septic System - The septic system could be upgraded in two ways: (a) upgrade the existing two septic beds to increase capacity, or (b) create a centralized system with waste water in a forced main system to a constructed wetland / solar aquatic system. This facility could become a feature and educational opportunity within the Conservation Area, promoting green technologies and environmental awareness.

Water Well - An additional water well is required for Binbrook, with an associated treatment system as required, before the Conservation Area is developed further.

Electrical Services – An assessment of future needs is necessary to determine the future electrical servicing requirements.

Existing Washroom Facility

The existing washroom facility is currently being utilized above its capacity, and is in need of upgrading. The facility could be upgraded in two ways: (a) upgrade the existing building to comply with Accessibility for Ontarians with Disabilities Act (AODA), or (b) expand the facility, increasing the size and capacity with additional stalls, sinks and changing areas. Either way, the design shall comply with AODA standards to ensure that the facility is accessible for people of all ages and abilities.



Detail Area Key Plan



Christina Lake Solar Aquatic System, British Columbia



Existing Washroom Facility Requires Upgrades and / or Expansion

5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Central Activity Area (Cont'd)

Pavilion #2 Upgrades

Pavilion #2 is a popular pavilion for family picnic rentals or large group gatherings. It is sited on top of the hill, making it susceptible to wind and weather conditions. It is recommended that Pavilion #2 be upgraded with a “wind curtain” to help protect the users from the elements. The curtain could be drawn closed or be left open depending on the conditions.

Expand / Renovate Splash Pad

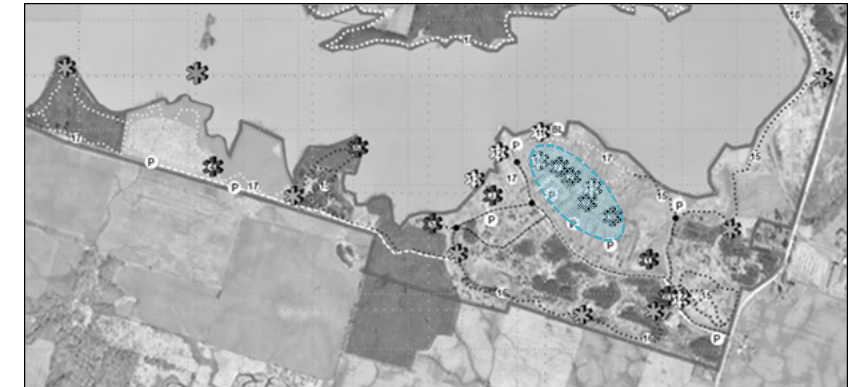
The existing splash pad is recommended to be improved in either of two ways: (a) expand the size of the splash pad in its current state to incorporate more water play elements, or (b) renovate the splash pad to become a nature themed water play feature and a major attractor for the Conservation Area.

New Picnic Pavilions

There is currently a high demand for pavilion rentals for picnics during the summer months. The development of two (2) new picnic pavilions, to the east of the existing washroom facility, will provide more covered rental space for group gatherings as well as increase revenue potential for the Conservation Area.

Outdoor Event Venue Upgrades

Currently, outdoor events are held in the area to the northwest of Pavilion #2 sloping towards the Lake. This provides great viewing vantage points for all attendees. It is recommended to provide upgraded grading for this area, increasing the usability and comfort of the space. This would allow for an expanded roster of performances and events (i.e., a series of performances, concerts or movie nights could be held throughout the summer months).



Detail Area Key Plan



Themed Water Play, Storybook Gardens, London, Ontario



Potential Outdoor Event Venue Upgrades

5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Pavilion #1 / Fishing Area

This area is located along the southeast shore of the Lake, west of the Central Activity Area. Proposed improvements to this area include:

New Fishing Platforms

The existing fishing platform is currently a popular destination within the Conservation Area. It is recommended that new fishing platforms be built on the shoreline to the south of the existing platform in order to accommodate future visitors. The platforms should be designed to ensure universal accessibility.

Gazebo at West Reflection Area

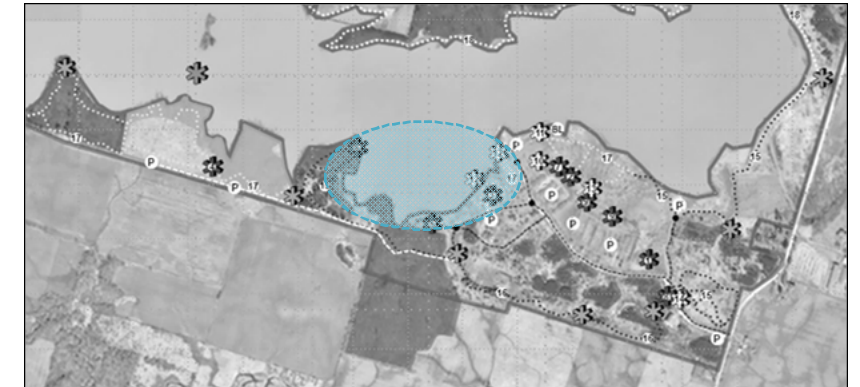
It became clear through the consultation process that the west reflection area was a popular location to hold wedding ceremonies. This reflection area is situated on a high point offering nice views to the lake. A gazebo is recommended here to provide a more formal location for these events as well as a place for photographs to be taken. The gazebo can provide shelter, weather protection and a small picnic area for other visitors when it is not being rented.

Pavilion #1 Washroom Addition

Pavilion #1 is currently equipped with a kitchenette for family and group picnic rental. It is recommended that a washroom facility be added to Pavilion #1 in order to provide additional washroom facilities for visitors to the park. This washroom could potentially service the west reflection area, the fishing platforms, and trail users.

Observation Tower

It is recommended to develop an observation tower at the northern point of the old campground area. This would provide views to the entire Lake and beyond. A deck, or similar structure, at the base of the tower could provide an area for rest, picnicking, and interpretive signage.



Detail Area Key Plan



Observation Tower, Promenade Samuel-De Champlain



Accessible Fishing Platform, Bing's Landing, Alaska



Proposed Gazebo at West Reflection Area

5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Glamping Area

There is a high demand among families, couples and groups of friends for quality turnkey camping solutions. This can be accommodated at Binbrook with “glamping”, defined as glamorous camping offering the comforts of home while enjoying the wilderness. It can also provide the opportunity for new campers to spend time outdoors without having to purchase the equipment that is associated with traditional camping. The glamping area is proposed to include:

Glamping Sites

The area to the west of the old campgrounds is recommended to be developed as an area for glamping, comprising approximately 30,000m². 20 secluded glamping sites are being proposed. Many of the glamping sites are proposed to be accessible only by foot or bicycle from the new parking areas.

Each site will have a canvas tent built onto a raised wooden deck, with potential amenities to include electrical servicing, two-burner stove outdoors under an awning, a small refrigerator, dishes, all pots, pans and utensils needed to prepare meals, and a picnic table with four chairs. The visitors would be required to bring bed linens (sheets, blankets and pillowcases), bath towels and dish cloths, soap and shampoo, food and a cooler, etc.

Comfort Station

A centralized comfort station shall be developed in the glamping area to provide the required amenities within proximity of the individual glamping sites. The comfort station should include washrooms, showers, and sinks for dish washing.



Detail Area Key Plan



Ready-to-Camp Sites at Parcs Quebec Properties

5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Boat Launch and Rental Area

The boat launch and rental area, located to the west of the beach area, provides visitors with access to the Lake for non-motorized water craft. Pavilion #3, located adjacent to the boat launch, provides concession items (i.e. cold drinks, confectionary items) as well as canoe and kayak rentals, and also has a covered picnic area. Canoe and kayak rentals are recommended to be continued under operation by the Conservation Authority.

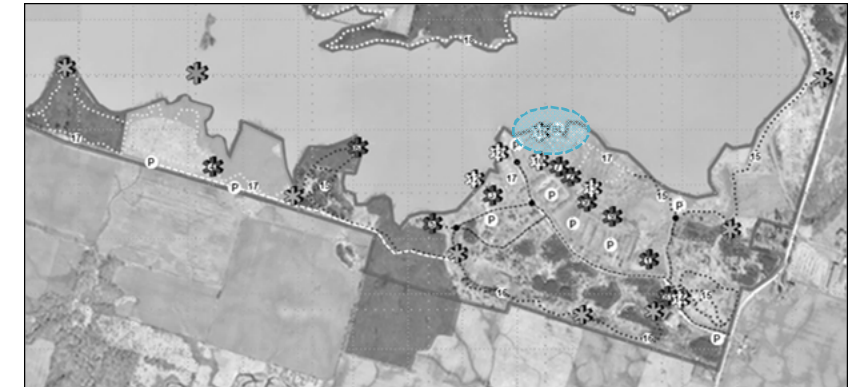
Proposed improvements to this area include:

Canoe / Kayak Storage Rental

A storage structure for rental to canoe / kayak owners to store non-motorized watercraft is recommended. This structure should be located adjacent to Pavilion #3, by the boat launch, and renters shall have access whenever the park is open. The Conservation Area should provide the outdoor racks, while the renters are to provide the cable and lock to securely lock up their boat.

Boat Launch Improvements

The boat launch is currently in working order, however, with a potential increase in users and over time, improvements to the main boat launch will be required. This may include increasing the length of the launch ramp, implementing improved ramp materials for durability and ensuring the ramp is designed for accessibility.



Detail Area Key Plan



Non-Motorized Accessible Boat Launch



Canoe / Kayak Storage Rental Space, Toronto Harbourfront

5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Harrison Road Entrance Area

The existing entrance off of Harrison Road is the primary entrance point to the Conservation Area, and the only access point for vehicles to enter the park. During peak summer weekends and special event, the line-up of vehicles waiting to enter the park often ends up on Harrison Road affecting traffic in the local area. Proposed improvements to this area include:

Automatic Entrance Control System

In addition to the manual collection of entrance fees at the gatehouse by park staff, it is recommended that an automatic entrance control system be implemented for self payment options. This will require an additional entrance lane to be constructed adjacent to the existing lane. Credit card and / or membership pass options for payment should be investigated.

Enhanced Gatehouse

An addition to the gatehouse facility is recommended in order to provide a heated indoor space for winter users of the park. This addition is proposed to include washroom facilities, fireplace and rest area, and information kiosk.

Multi-Use Building

Located near the main entrance to Binbrook, the proposed multi-use building combines a main venue rental space (for weddings, meetings, conferences, corporate events, etc.), with educational classroom space to be used for school groups and summer camps. Washrooms within this building are recommended to be accessible from the exterior of the building as well as the interior, ensuring the washroom facilities are available to visitors even when the building itself is not in use.

The multi-purpose building (6,000 sq. ft.) should be designed in an architectural style that complements the natural setting using natural materials (e.g., wood, stone, glass), and shall incorporate sustainable building design standards (i.e., LEED®) that are appropriate for a seasonal park building.



Detail Area Key Plan



Lake Superior Provincial Park Multi-Use Building



5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Trails

Within the Conservation Area there are a number of existing trails. Trails are focused around two areas, the main recreation area (at the south east end of the Lake) and Tyneside (at the west end of the Lake). Proposed improvements to the trails include:

Expanded Trail Network and Improvements

The existing trail network is recommended to be upgraded. This will be carried out through ongoing maintenance on an as-needed basis. Expanding the trail network, in particular along the south east side of the Lake, is recommended to be undertaken as development within the Conservation Area occurs. Connecting the south side of the lake with the Tyneside trail across the weir would create a more comprehensive trail network within the Conservation Area.

Interpretive / Educational Signage

The existing and expanded trail network is recommended to include interpretive and educational signage, highlighting the natural and cultural heritage of the Conservation Area. This should be strategically placed along trails, and at significant points of interest.

Children's Discovery Trail

The trail currently identified as the Gatehouse Trail, is recommended to be transformed into a Children's Discovery Trail. This trail should include interpretive and educational signage, sensory gardens, as well as explorative play elements geared towards primary school aged children.

Continuous Trail Around Lake

Ultimately, developing a continuous trail around the entire lake is desired. This trail should follow the water's edge where possible, and may need to be constructed as an elevated boardwalk in some areas. This trail would create a comprehensive trail system within the Conservation Area, providing users with a variety of areas to explore.



Overall Key Plan



Interpretive / Educational Signage



Proposed Trail Around Lake



Children's Discovery Trail Elements

5.0 Final Site Development Plan

5.3 Master Plan Elements (Cont'd)

Parking Areas and Roads

Parking Area Upgrades

The existing parking areas are recommended to be upgraded as required, as part of the ongoing maintenance program. Grading, drainage, and accessibility are important factors to consider when evaluating the parking areas for upgrading. The use of a permeable surface, such as limestone screening, permeable pavers or permeable asphalt, allows for infiltration of surface water to reduce runoff. An accommodation for accessible parking spaces is recommended.

As the Conservation Area develops, the capacity of the parking areas may need to be expanded. Delineating the parking spaces with line painting (on permeable pavers or asphalt) or installing parking bumpers (on limestone screening) can increase the capacity of a parking area without increasing the size.

Road Upgrades

In addition to the parking areas, the road network within the Conservation Area is recommended to be upgraded as required, ideally constructed with a permeable surface.

Improved directional signage along the roads is recommended to guide visitors towards attractions, trails, pavilions and parking areas within the site.



Detail Area Key Plan



Accessible, Permeable and Organized Parking Area, Grand Bend, Ontario

6.0 Implementation Strategy

6.1 Priorities and Phasing Plan

The Master Plan for Binbrook Conservation Area proposes a wide variety of projects for implementation. Some of these projects must be completed in the short term in order to ensure the park continues to provide a high level of service to visitors, while other projects are long term visions that would be completed some time in the future. The overall priorities for implementation of the Master Plan are provided below, followed by the Phasing Plan, identifying individual project priorities.

Priorities

Necessary Infrastructure Upgrades

The immediate priority with respect to investment in the Binbrook Conservation Area is to undertake the necessary infrastructure upgrades that will ensure the park remains open to the public with a high level of service. Of specific concern is upgrading the existing septic system which is currently at capacity. Consultation with Conservation Authority staff and visitors to the park indicated that existing washroom facilities have limited capacity in comparison to the demand placed on them, and are also in need of renovation. The Plan identifies two options with regard to improving the septic system: upgrading the existing septic bed, or investing in a centralized system with waste water in forced main system to a constructed wetland or solar aquatic system. The preferred option should take into consideration the expected increase in visitation to the Conservation Area as new attractions and infrastructure are invested in. In addition to investment in the septic system, we recommend that the existing washroom facility is either upgraded to comply with AODA, or preferably increased in size with additional stalls, sinks, changing rooms etc., to accommodate growth in visitation.

Improve Visitor Experience

A second priority with respect to investment in the Binbrook Conservation Area should be to improve the visitor experience through upgrading existing attractions and infrastructure. Shorter-term priorities in this regard that the Plan identifies includes transforming the Gatehouse Trail into a Children's Discovery Trail, installing a 'curtain' at Pavilion #2 to protect from the wind and improve its desirability, installing a gazebo at the West Reflection Area to improve its utility, and developing self-storage facilities for canoe and kayaks. Of particular note to improve visitor experience are upgrades to the main entrance. A common complaint from both Conservation Authority staff and visitors to the park is the long line-ups to get in and out during busy weekends. The Master Plan recommends investment in one additional entrance lane at the main entrance with electronic control for entrance with membership pass, prepaid token and/or credit card.



Figure 6.1: Overall Priorities Diagram

6.0 Implementation Strategy

6.1 Priorities and Phasing Plan (Cont'd)

Priorities (Cont'd)

Focus on Marketing and Branding

Investment in necessary infrastructure upgrades and improvements to the visitor experience should be followed by an improved focus on marketing to improve awareness of the Binbrook Conservation Area, and the amenities offered on-site. Public consultation indicated a large number of the local community was unaware of the Conservation Area, and many more unfamiliar with the amenities the park offers. Greater investment of resources in marketing the Conservation Area, in partnership with necessary infrastructure upgrades and improvements to the visitor experience, has the potential to increase visitation. Specific marketing recommendations are identified in Section 8.1.

Invest in New Attractions

The Master Plan identifies a variety of new attractions with potential to increase visitation and revenue generation in the Binbrook Conservation Area. Specifically these include a glamping area, a multi-purpose building, and two new picnic pavilions. Development of these new attractions will be dependent on available capital funding, and should not place undue burden on the operating expenses of the Conservation Area. The multi-purpose building should be effectively programmed which will likely require additional staff resources to achieve. It should be noted that a detailed business plan would be required in advance of any potential investment in the glamping area or multi-purpose building. The feasibility of these investments needs further consideration, and their development will be dependent on further business planning exercises, and the availability of funding. The primary priority for the Conservation Area should be to promote its existing attractions.

As build-out of the Master Plan begins, it will be important to assess longer-term infrastructure requirements. As an example, it is recommended that a multi-purpose building be considered as a shorter-term project (within the next five years). Should this be developed, the need for an expanded gatehouse with washrooms would require reassessment given that the multi-purpose building will house washroom facilities. In addition, the proposed two new pavilions east of the existing washroom facilities should be reassessed in the longer-term to determine demand for these new facilities relative to other proposed investments.

Phasing Plan

The Phasing Plan for the Binbrook Conservation Area identifies three periods for implementation, short term (years 1-5), medium term (years 6-10), and long term (years 11+). As identified in the previous section, some projects require attention in Years 1 through 3 to ensure that the park continues providing a high level of service.

PHASE	YEAR	PROJECTS
SHORT TERM	1	<ul style="list-style-type: none"> Infrastructure Upgrades (Includes septic system upgrades / new system, additional water well, and electrical servicing upgrades) Existing Washroom Facility Upgrades / Expansion Accessible Children's Trail Continuous Trail Upgrades Kayak / Canoe Storage Racks Pavilion #2 Wind Curtain
	2	<ul style="list-style-type: none"> Electronic Control System at Main Entrance Expanded Heated Gatehouse Gazebo at West Reflection Area Outdoor Event Venue Upgrades
	3	<ul style="list-style-type: none"> Pavilion #1 Expansion New Picnic Pavilions (2) Roads and Parking Upgrades
	4-5	<ul style="list-style-type: none"> Multi-Purpose Building
MEDIUM TERM	6-10	<ul style="list-style-type: none"> Observation Tower New Fishing Platforms Main Boat Launch Upgrades Glamping Area
LONG TERM	11+	<ul style="list-style-type: none"> South Side Trail Continuous Accessible Trail Around Lake Niapenco Splash Pad Upgrades / Renovation

Table 6.1: Phasing Plan

6.0 Implementation Strategy

6.2 Site Development Costs

Order of magnitude development cost estimates for the master plan elements have been developed. These are presented below. The total development cost for all elements in the master plan is in the range of \$8.255 - \$9.025 million. It should be noted that these costs do not include design fees or H.S.T.

Years 1-5	
Item	Estimated Cost
Septic System	
Option A - Upgrade Existing 2 Septic Beds	\$400,000
Option B - Centralized System (w/ waste water in forced main system to constructed wetland)	\$800,000
Additional Water Well (w/ treatment facility)	\$150,000
Electrical Services Upgrades	\$200,000
Existing Washroom Facility	
Option A - Upgrade existing to comply with AODA	\$30,000
Option B - Expand Facility (add sinks, stalls, change area, etc.)	\$100,000
Electronic Control System at Main Entrance	\$20,000
Expanded Gatehouse	\$100,000
Accessible Children's Trail	
Limestone Screening (2m wide x 800m long)	\$50,000
Educational / explorative elements (ages 4-8)	\$20,000
Trail Upgrades (continuous)	
Limestone Screening (2m wide)	\$200,000
Interpretive / Educational Signage (20 signs)	\$50,000
Pavillion #2 Wind Curtain	\$5,000
Pavilion #1 Expansion (incl. washrooms)	\$100,000
New Picnic Pavilions (2)	\$150,000
Gazebo at West Reflection Area	\$35,000
Kayak / Canoe Storage Racks (50 spaces)	\$25,000
Glamping Area (incl. road access, septic system, water, electricity, 20 sites)	\$820,000
Upgrade Roads and Parking	
Roads (1600m x 6m)	\$500,000
Expand Parking Areas (5000 sq. m)	\$250,000
Outdoor Event Venue (incl. new site grading)	\$150,000
Multi-Purpose Building (6,000 sq. ft., w/ washrooms)	\$2,000,000
Year 1-5 TOTAL (low / high)	\$5,255,000 / \$5,725,000

Years 6-10	
Item	Estimated Cost
Observation Tower	\$200,000
Fishing Platforms	\$300,000
Main Boat Launch Upgrades	\$150,000
Year 6-10 TOTAL	\$650,000
Years 11+	
Item	Estimated Cost
South Side Trail	
Limestone Screening (2m wide, 1800m long)	\$150,000
Continuous Accessible Trail Around Lake (limestone screening + boardwalk)	\$2,000,000
Splash Pad	
Option A - Enlarge Existing Splash Pad	\$200,000
Option B - Themed Water Play Area (to be major attractor)	\$500,000
Year 11+ TOTAL (low / high)	\$2,350,000 / \$2,650,000
TOTAL for All Phases (low / high)	\$8,255,000 / \$9,025,000

Table 6.2: Development Costs

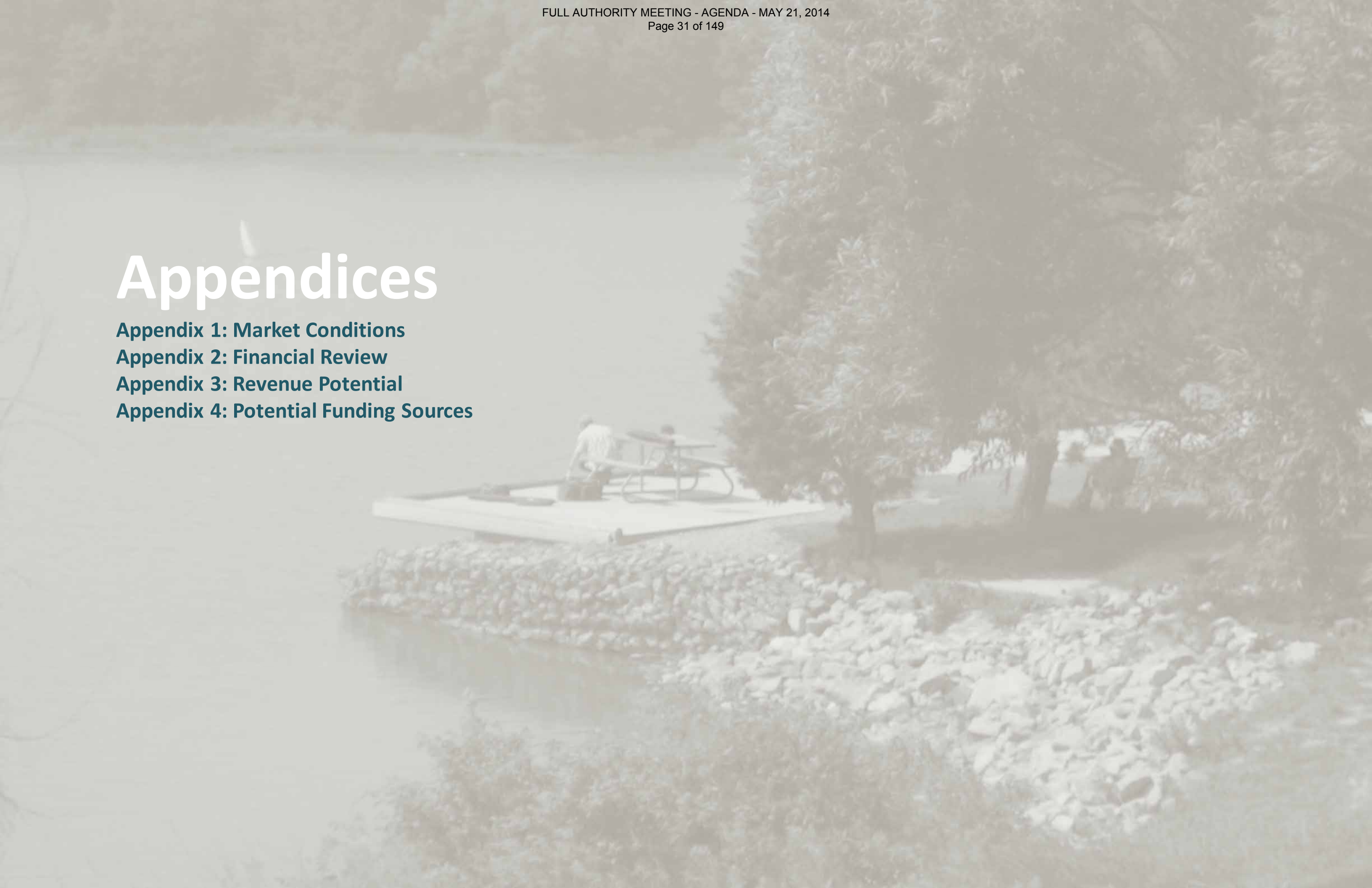
Appendices

Appendix 1: Market Conditions

Appendix 2: Financial Review

Appendix 3: Revenue Potential

Appendix 4: Potential Funding Sources



Appendix 1: Market Conditions

Primary and Secondary Market Identification

Data from the Niagara Peninsula Conservation Authority (NPCA) indicates that most visitors to the Binbrook Conservation Area live locally. Approximately 80% of visitors during the 2012 season came from either Hamilton, Stoney Creek, or Binbrook (see Figure A1.1). The remaining visitors came from Haldimand County, Burlington and Niagara, and a small proportion from a variety of other communities in the Greater Toronto and Hamilton Area (GTHA). These findings are similar to previous user studies conducted by the NPCA, and to the results of our online survey. Based on this data, the primary market for the Binbrook Conservation Area can be defined as the City of Hamilton (including the communities of Binbrook, Stoney Creek, and Mount Hope). The secondary market is defined as Haldimand County.

Note: 'Other' includes: St. Catharines, Mount Hope, Burlington, Brant County, Elora and Niagara

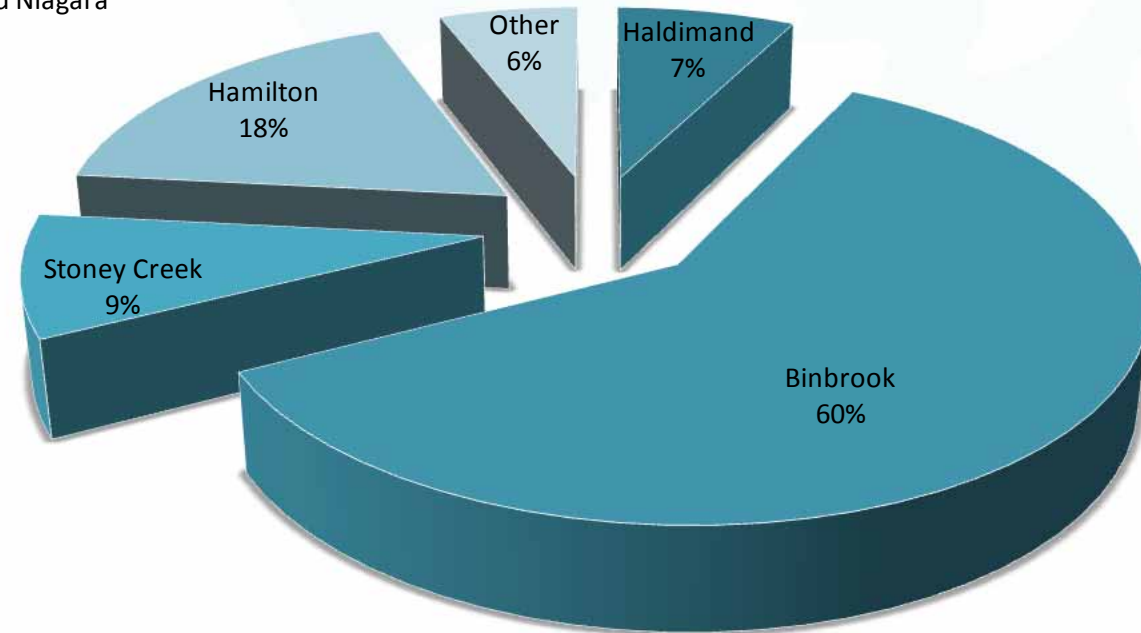


Figure A1.1: Visitation to Binbrook CA by Place of Origin in 2012 (Data: Niagara Peninsula Conservation Authority)

According to Statistics Canada, the 2011 population for the City of Hamilton (primary market) and Haldimand County (secondary market) was 519,950 and 44,875 respectively. The primary market experienced population growth (3.1%) over the 2006 to 2011 period, while the secondary market experienced a decline (-0.7%). Population growth throughout the Province over the same period (5.7%) outpaced the primary and secondary market. Hamilton has a younger population than Haldimand, where in 2011 approximately 48% of the secondary market's population was aged 45 and older (compared to 44% in the primary market).

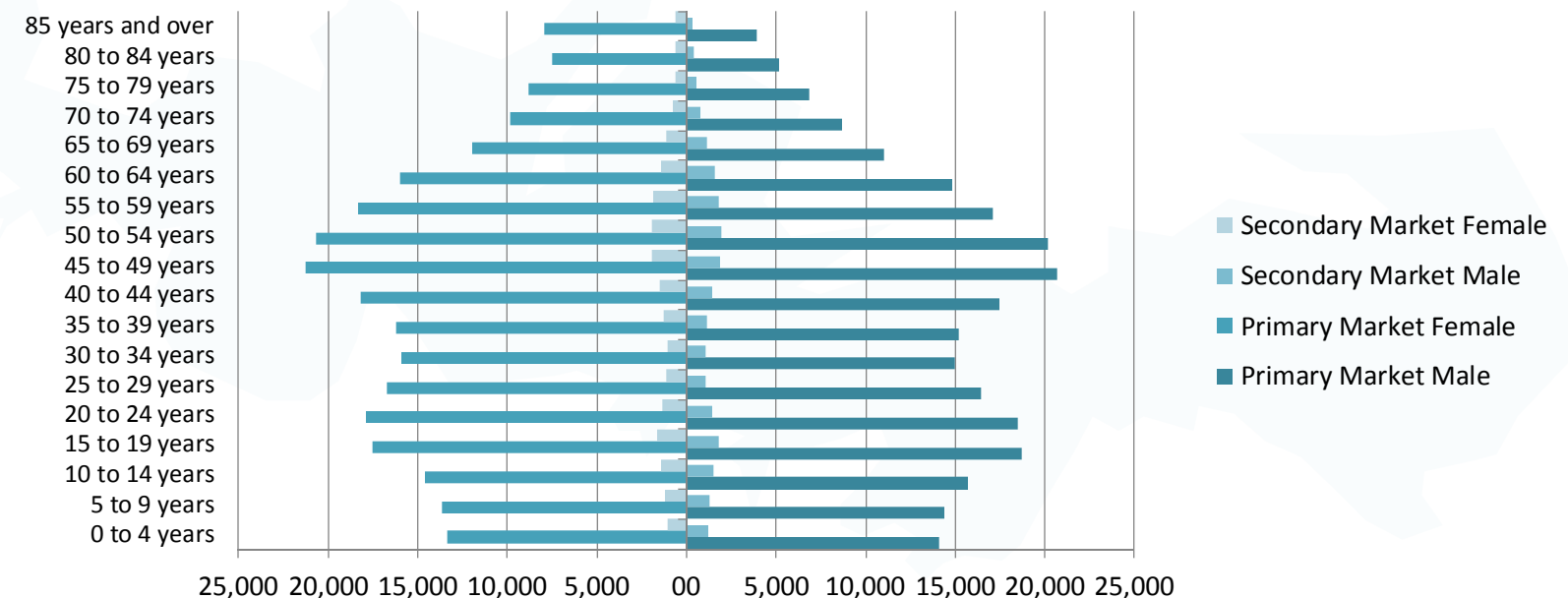


Figure A1.2: Primary and Secondary Market Population Pyramid (Data: Sierra Planning and Management based on Statistics Canada 2011 Census data)

Appendix 1: Market Conditions

Primary and Secondary Market Identification (Cont'd)

The age structure of the primary and markets have experienced change over the 2006 to 2011 period as follows:

- Both markets are representative of an aging population, where the secondary market exhibited more significant aging as represented by the nearing retirement (ages 45 to 64) and senior population (ages 65 and older);
- Both markets experienced a decline in the relative proportion of children (ages 0-14);
- Both markets experienced very slight growth in the relative proportion of the youth population (ages 15-24);
- Both markets experienced a relative decline in the proportion of the prime working group of the population (ages 25-44).

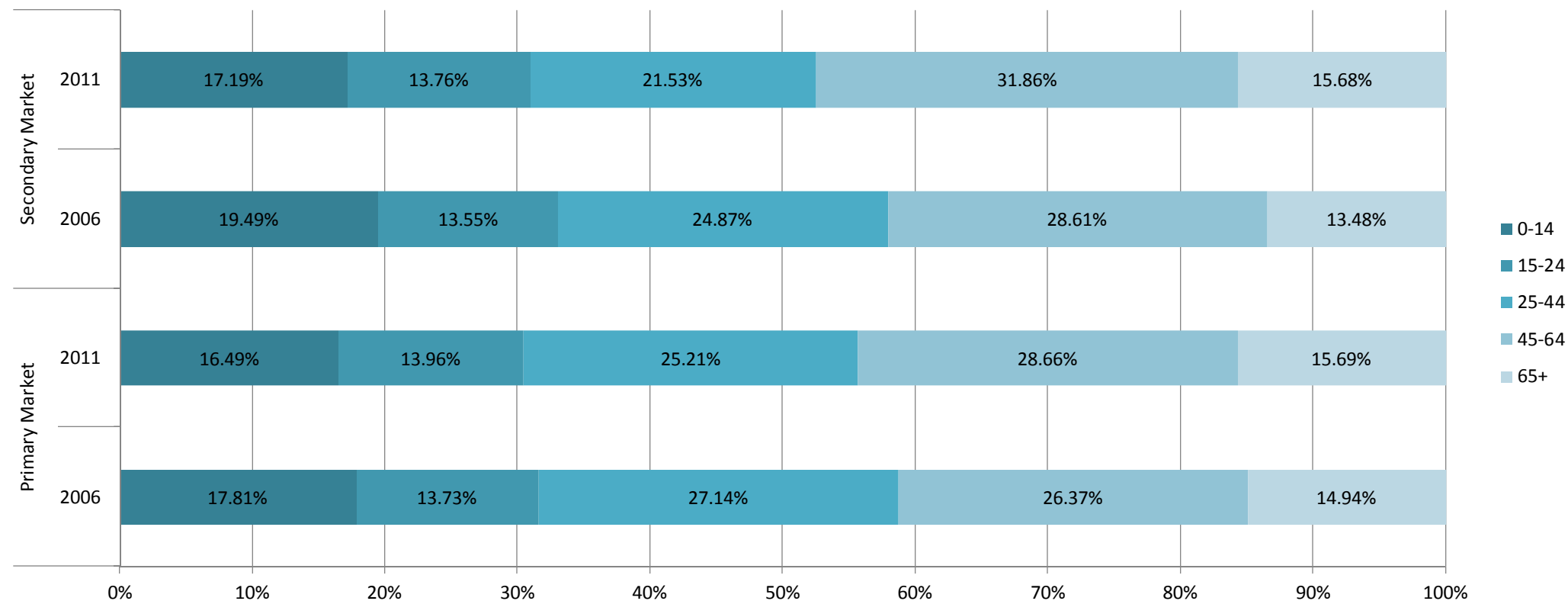


Figure A1.3: Age Comparison of Primary and Secondary Market (Sierra Planning and Management based on Statistics Canada 2006 and 2011 Census data)

Appendix 1: Market Conditions

Income Profile and Expenditure Potential

In 2010 both the primary and secondary markets represented lower household income profiles than the Provincial average: the average household income (\$76,742 in the primary market and \$79,352 in the secondary market) was lower than the Provincial average (\$85,772) (Source: Statistics Canada, National Household Survey 2011). Figure A1.4 highlights this trend: Both the primary (Hamilton) and secondary market (Haldimand County) exceed the provincial average in lower income brackets, and fall lower in the highest income category.

According to FP Markets, the secondary market represented a slightly higher spending profile than the primary market, as the estimated 2012 discretionary income (\$22,521) was larger than the primary market (\$22,280). However in comparison to the Province, both markets' spending profile is estimated to be lower.

Note: In national accounts definitions, personal income minus personal current taxes equals disposable income; also called after-tax income. Discretionary income equals after-tax income minus all typical expenses (i.e. food, clothing, shelter).

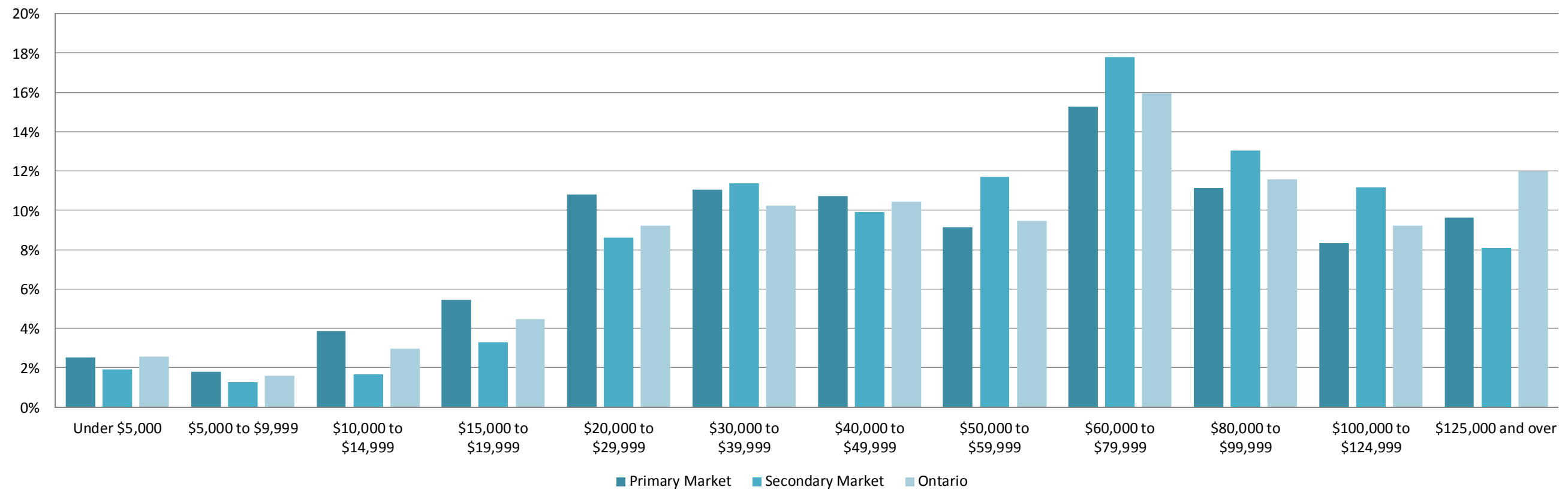


Figure A1.4: 2010 Household After-Tax Income Distribution (Sierra Planning and Management based on Statistics Canada 2011 National Household Survey)

Appendix 1: Market Conditions

Projected Growth

Hamilton is projected to grow relatively by 26% over the next two decades (2011 to 2031). Neighbouring Haldimand (secondary market) is expected to grow at a slightly slower rate over the same period (18%). This growth amounts to an additional 147,947 residents in the primary and secondary markets by 2031. As a significantly larger community, population growth in Hamilton will comprise the majority of this increase (almost 90%).

As indicated in Figure A1.5, like most communities across Ontario, the population of Hamilton and Haldimand County is expected to age over the next two decades. Seniors aged 60 and older will be the quickest growing age category in both markets. Other age groups are expected to grow relatively slowly (in Hamilton 0-14 and 30-44), or begin to decline. This change in demographic structure will impact the relative demand for different facilities at the Binbrook Conservation Area. While the provision of family-friendly activities will continue to be important, the Conservation Area will need to focus its attention on providing infrastructure that attracts older age groups.

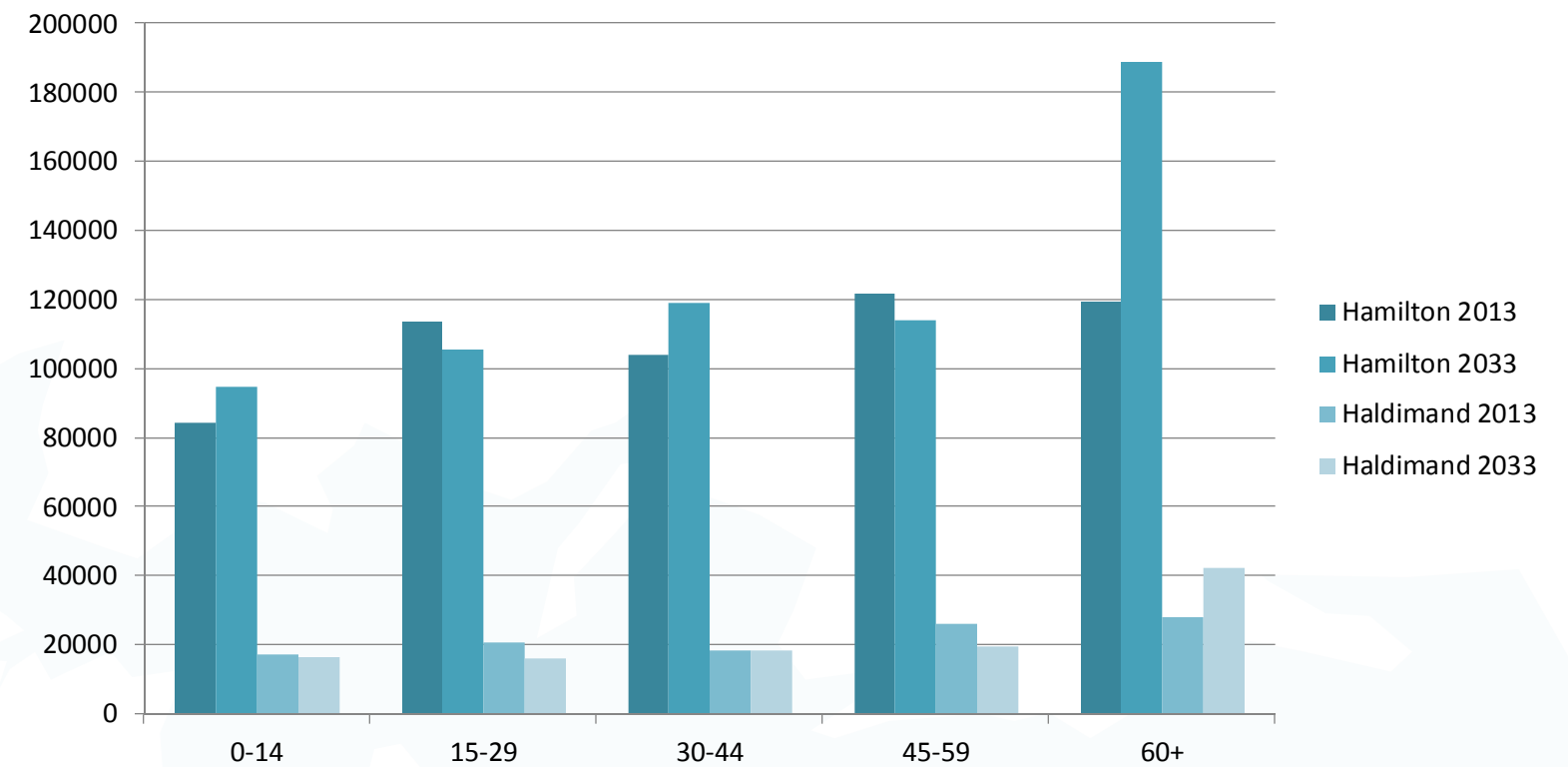


Figure A1.5: Population Growth Projections for Primary and Secondary Market (Sierra Planning and Management based on Ontario Ministry of Finance, Population Projections Update Spring 2013)

Appendix 1: Market Conditions

Trends in Visitation

Visitation to the Binbrook Conservation Area grew by approximately 10,000 visitors between 2008 and 2012. With the exception of 2010, visitation has increased annually indicating the growing popularity of the Conservation Area. Poor weather and the splash pad being out of commission reduced admission levels in 2010.

Most visitors (between 80%-90% annually) purchase day passes to visit the Conservation Area rather than purchasing membership passes (see Figure A1.7). Through consultation with users of the Conservation Area, most indicated that their decision not to purchase a season pass was primarily influenced by making insufficient visits to make it worthwhile. Several indicated that they felt the season passes were too expensive, which is perhaps a reflection of the NPCA's current marketing strategy: The value of season passes is promoted through discounts on amenities in the Conservation Areas including hiking, camping, barbecuing, festivals, workshops and cultural heritage sites. It may be beneficial to promote the season passes as equivalent to five trips to any of the NPCA's conservation areas and camp sites for a family of four.

Through consultation with park users it was evident that most visitors use the Binbrook Conservation Area during the core operating season (May to Thanksgiving). A high proportion of respondents indicated that they visit the Conservation Area predominantly with their family, many with younger children who enjoy the splash pad, open air picnics, swimming beach, and play area. Other popular activities include hiking, canoeing and kayaking, boating and fishing. Visitation in the off-season is significantly lower, and limited for the most part to waterfowl hunting (numbers restricted through a lottery system), and ice fishing.

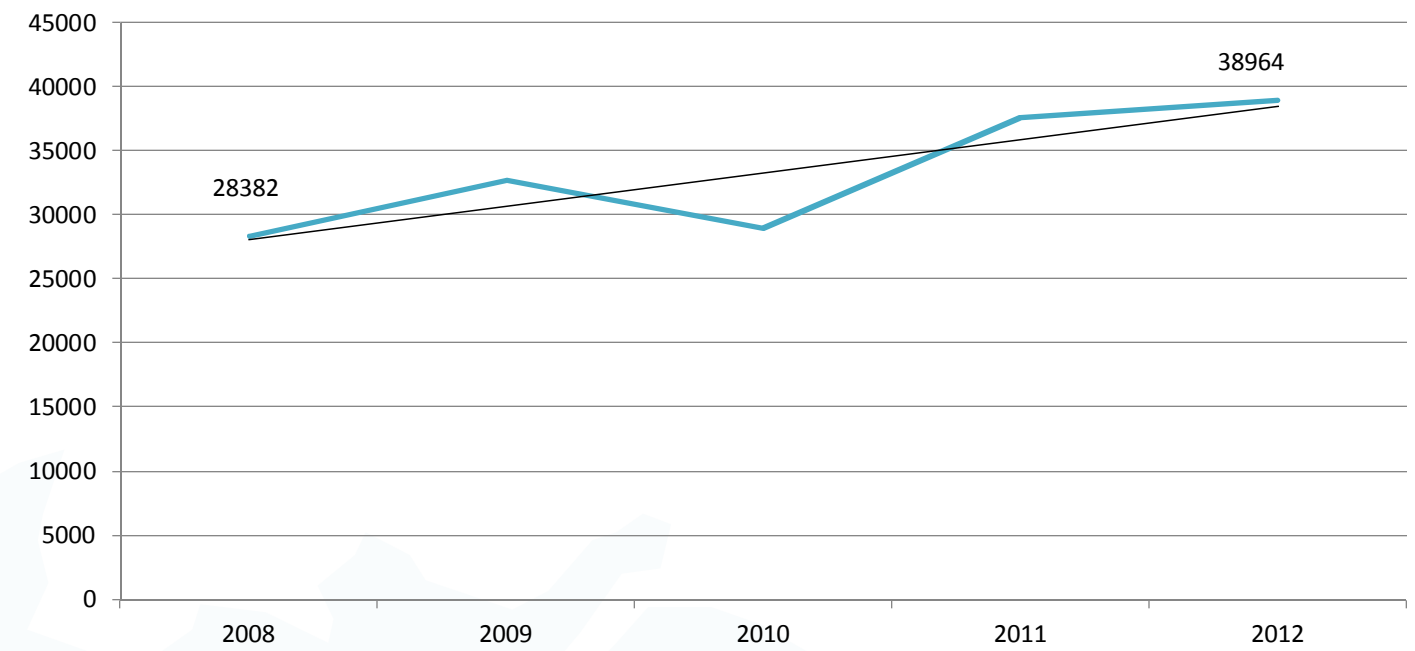


Figure A1.6: Visitation to Binbrook CA 2008-2012 (Sierra Planning and Management, adapted from NPCA)

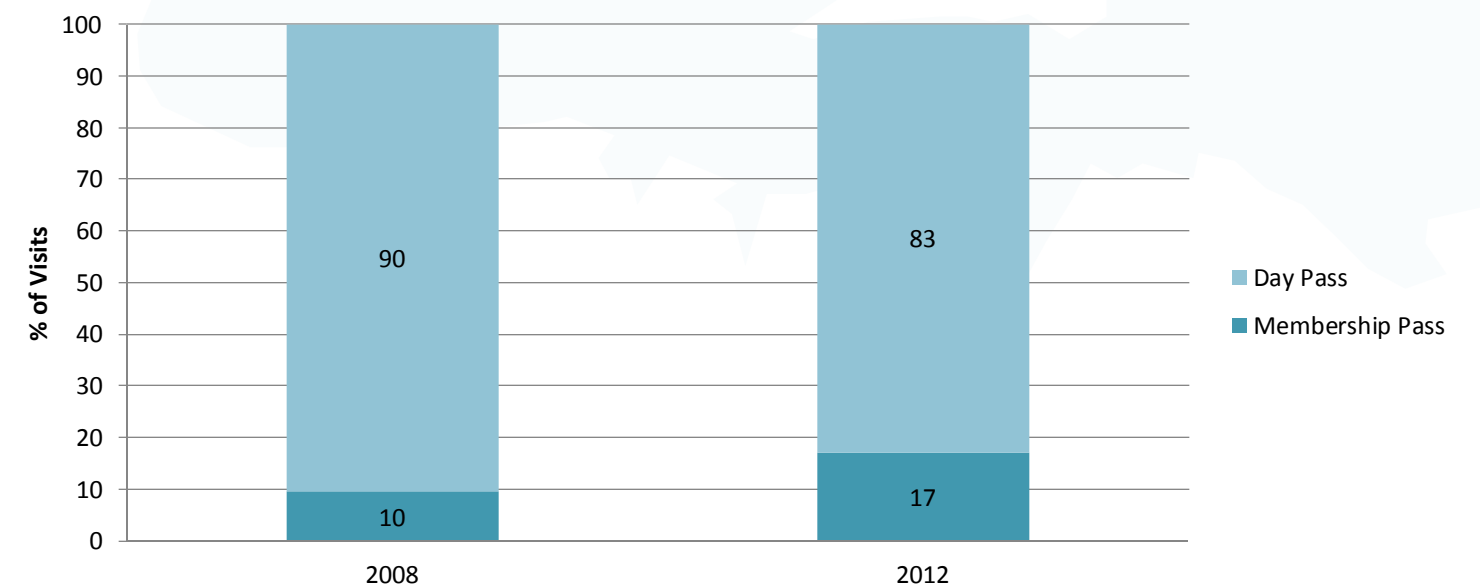


Figure A1.7: Visitation to Binbrook CA by Ticket Type 2008-2012 (Sierra Planning and Management, adapted from NPCA)

Appendix 1: Market Conditions

Tourism Potential

The Binbrook Conservation Area is located within Hamilton Census Division. In 2011 data from the Ontario Ministry of Tourism, Culture and Sport the area received 4.4 million visitors, most of which came from Ontario: 96% of visitors to Hamilton were Ontario residents, many of which arrived from the Greater Toronto and Hamilton Area. Given the relatively short distance travelled by most visitors, the majority of visits (79%) were same-day in nature. Approximately two-thirds of visitors indicated they travelled to the region to visit friends and relatives.

Data collected through project consultations and collected by the NPCA indicates that visitation to the Binbrook Conservation Area is predominantly local in origin: Most visitors arrive from either Hamilton and its respective communities or Haldimand County (approximately 90%). While the proportion of visitors arriving from outside the Conservation Area's primary and secondary markets is relatively small (10%) compared to local visitation, this does not diminish the importance of this visitation: Out-of-town visitors often spend more than local visitors as they often engage in a broader range of activities during their trip. Data compiled by the Ontario Ministry of Tourism, Culture and Sport indicated that the average same-day visitor to Hamilton spends \$58 on their trip. Of this total, visitors to the area spend an average of \$7.32 on recreation activities. In 2012 the average visitor to the Binbrook Conservation Area spent \$5.21 per person including admission and other purchases while in the Conservation Area. This indicates that there is potential for the Conservation Area to increase its share of recreation spending in the area.

The Binbrook Conservation Area is well placed to increase both its local and out-of-town visitation: Its reputation as an excellent fishing location for a wide range of species has the potential to increase visitation. Approximately 10% of visitors to Hamilton reported that they visited to participate in outdoor and sporting activities: Boating was the most popular activity (20% of respondents engaging in outdoor activities), with fishing also reported as a prominent pursuit.



Fishing Derby Participants at Binbrook Conservation Area

Appendix 2: Financial Review

Revenue and Expenses Summary

Analysis of the Binbrook Conservation Area's accounts indicate that the facility historically operates with an annual deficit. Between 2009 and 2012, the annual operating deficit has increased from approximately \$55,000 to \$100,000. This growing deficit can be attributed to stagnating revenues from 2010 onwards and growing expenses. Expenses have increased considerably between 2009 and 2012; this is primarily a function of a rising wage bill. The total cost of wages and benefits grew by approximately \$50,000 over the four years: This increase is split between growth in the hourly and casual wage bill, and the expense of gatekeepers. Growth in the wage bill accounts for roughly two-thirds of the overall increase in expenses between 2009 and 2012. Wages and benefits comprise between 70-80% of the Conservation Area's expenses annually.

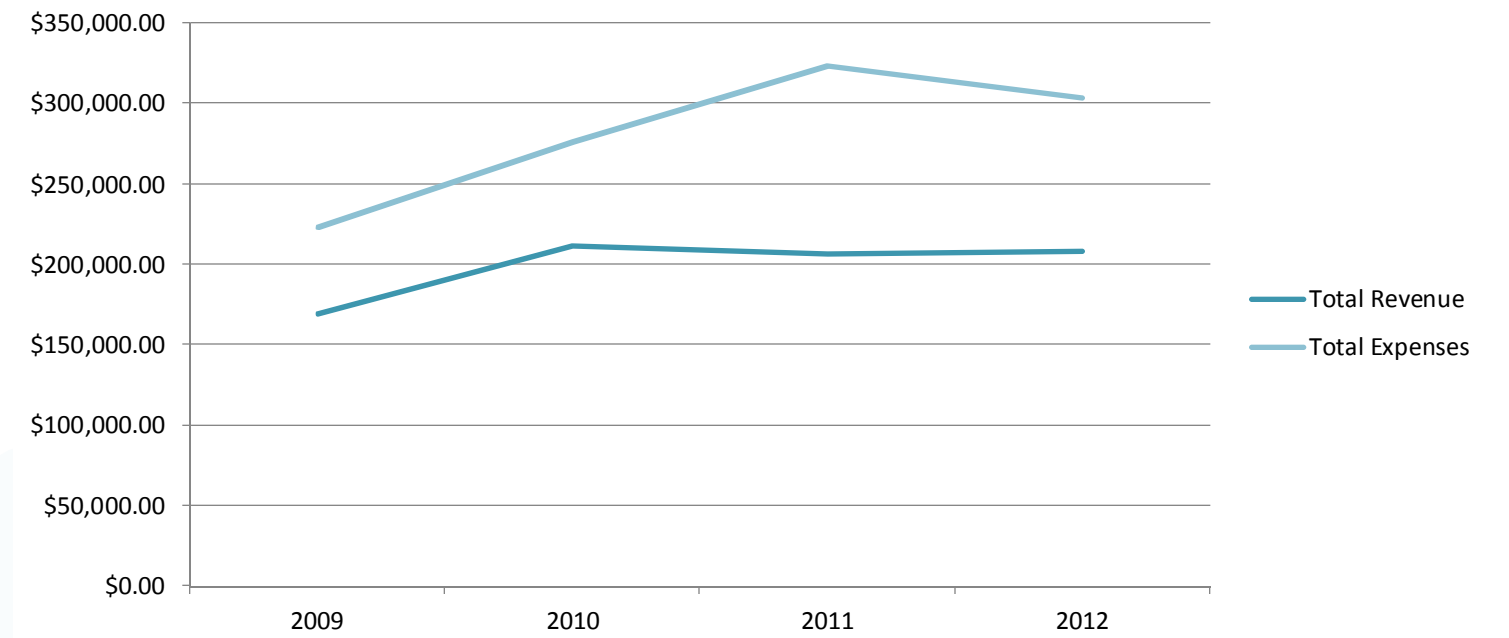


Figure A2.1: Revenue and Expenses Summary for Binbrook CA, 2009-2012

	Net Operating Income (NOI)
2009	-\$54,529.65
2010	-\$64,892.89
2011	-\$117,322.07
2012	-\$95,704.26

Appendix 2: Financial Review

Revenue

Revenue has remained relatively stagnant since 2010. Increases since 2009 are primarily attributable to growth in admission revenue that result from increased visitation. Visitation to the Conservation Area increased by approximately 6,000 visitors a year between 2009 and 2012. Day pass sales remain the primary source of revenue for the Conservation Area, accounting for approximately two-thirds of all income. Revenue from season passes has increased by approximately \$10,000 over this period; however it remains a much smaller earner for the Conservation Area than day passes.

Revenue generated through special events has declined annually since 2009, with this accounting for approximately \$5,000 in proceeds in 2012. Special events refer to any unforeseen event that occurs in the conservation area, such as a commercial shoot. The NPCA does not actively pursue these opportunities, they typically present themselves and therefore their contribution to annual revenue fluctuates considerably. Moving forward the NPCA may wish to pursue this revenue stream more actively.

Retail sales currently contribute around \$15,000 annually to the Conservation Area. These sales include concessions, equipment rental (canoes and boats), and bait sales. This revenue stream has significant growth potential through expansion of existing facilities (e.g. more canoe rentals, larger concession area), and/or development of new commercial ventures.

‘Unspecified’ income for the Binbrook Conservation Area is a growing source of revenue that consists of a broad range of sources. Most significantly this category includes pavilion rentals. Pavilion rentals by volume have declined since 2008, however they continue to contribute between \$10,000-\$15,000 annually for the Conservation Area. Additional revenue in this category includes income from events like the fishing derby and movie night in the park.

A new addition to the Binbrook Conservation Area for the 2013 season is the Boarder Pass wakeboarding facility. This has the potential to increase the revenue stream for the Conservation Area – gains that are not reflected in 2012 financial data. The facility pays a fixed rental sum of \$3,000 that includes facilities. The current rental rate is expected to increase over time as the facility becomes more established in the Conservation Area.

Moving forward, the Niagara Peninsula Conservation Authority should consider development options that will increase admission revenue by encouraging more frequent visitation, and create additional revenue streams through in-park purchases.

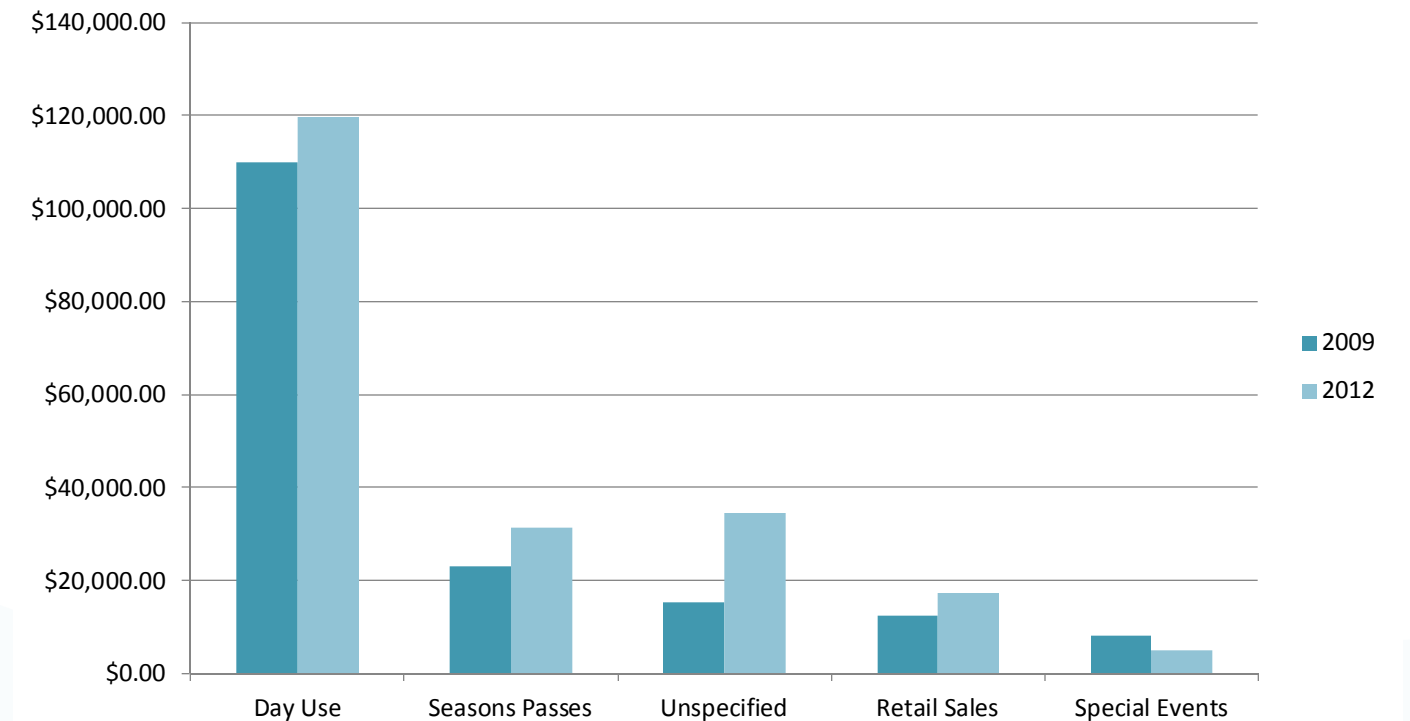


Figure A2.2: Revenue by Category for Binbrook CA, 2009 and 2012

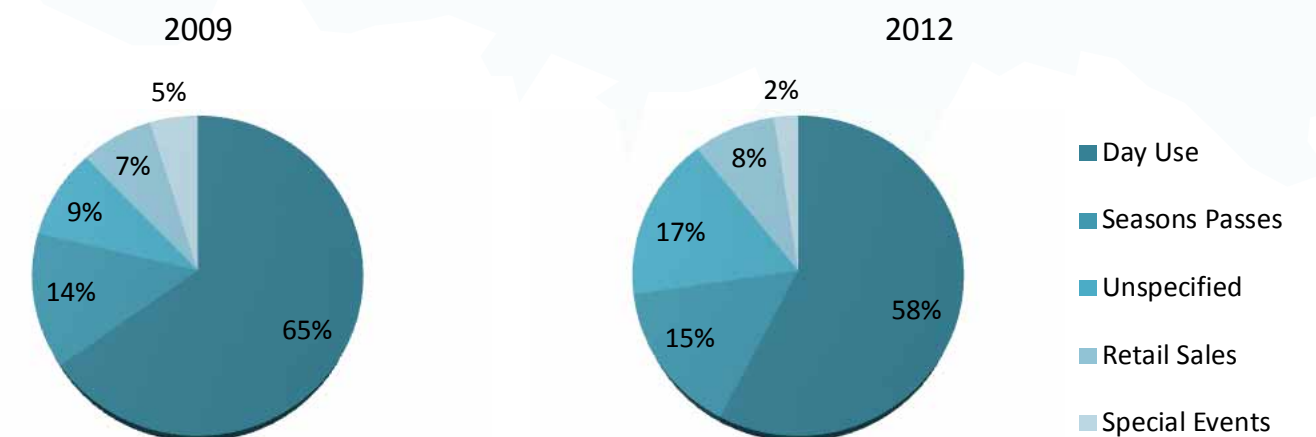


Figure A2.3: Revenue by Source, 2009 and 2012

Appendix 2: Financial Review

Expenses

Other expenses outside of those mentioned previously, that have contributed to the growing deficit are maintenance costs, advertising, and materials and supplies. The cost of both maintenance, and materials and supplies, doubled from approximately \$10,000 annually to \$20,000 in 2012. Advertising costs have risen exponentially from approximately \$1,000 in 2009 to \$4,000 in 2012. Other costs have remained relatively unchanged.

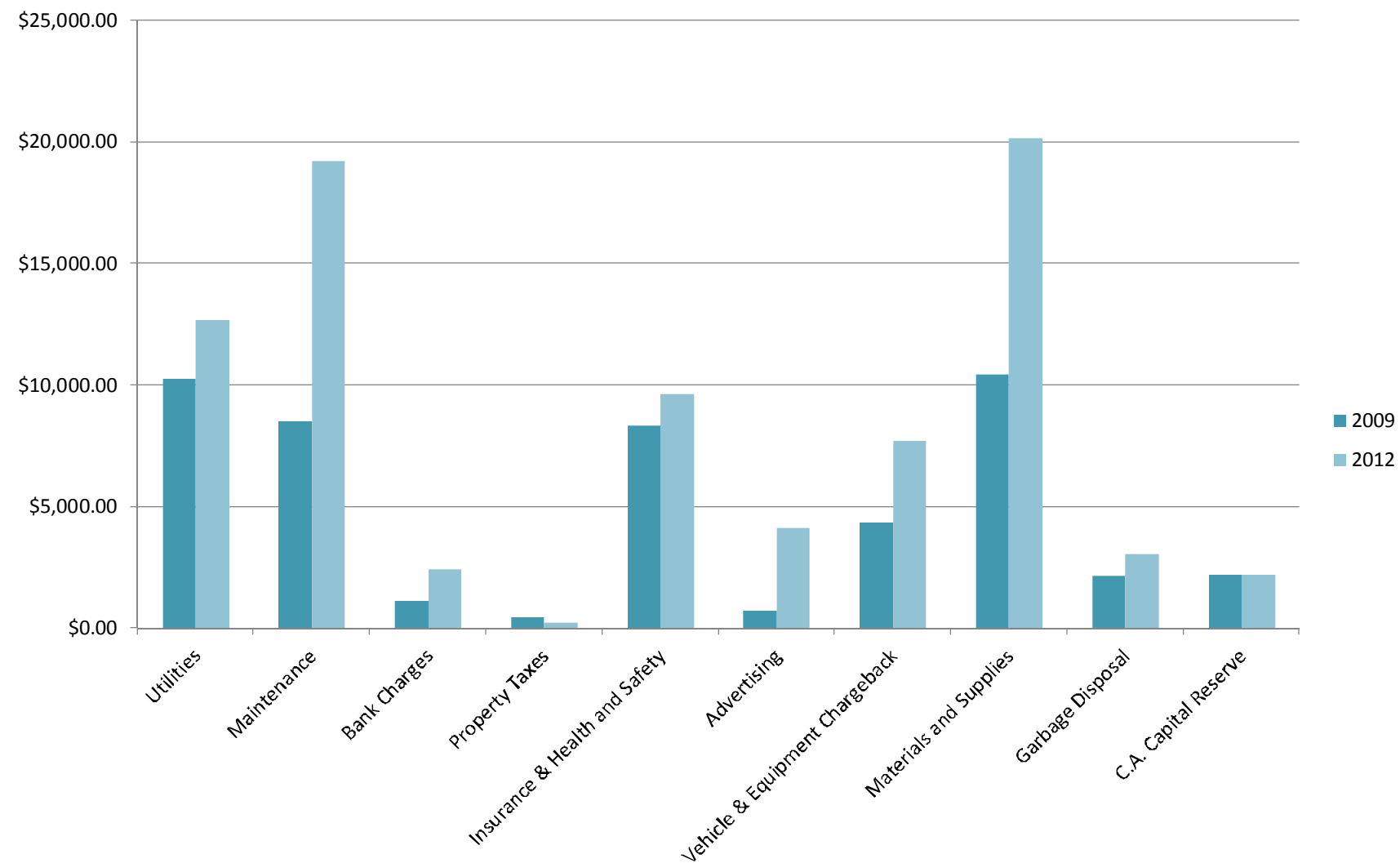


Figure A2.4: Expenses by Category (excluding wages and benefits) for Binbrook CA, 2009 and 2012

Appendix 3: Revenue Potential

Current Position

The current financial position of the Binbrook Conservation Area is reviewed in Section 5.0 Financial Review. This section briefly outlines the current financial position of the Conservation Area as it pertains to potential changes in revenue and expenses moving forward based on the central attributes of this Master Plan. It should be noted that this review is based on budget data for each financial year.

Between 2009 and 2012, the Binbrook Conservation Area's Net Operating Income (NOI) decreased by approximately \$40,000 from a deficit of approximately \$55,000 in 2009, to one of \$95,000 in 2012. During this period revenues jumped considerably between 2009 and 2010, and have since stabilized to what is for the purposes of this illustrative exercise is assumed to be a normalized operating position of approximately \$210,000 annually (see Figure A3.1). This represents a broad baseline of revenues based on the amenities, programming and marketing of the conservation area at present. The intent of the plan is, as one of several key principles established during the consultation process, to improve the net operating position of the asset through the accretion of higher revenues on a sustainable basis.

The plan also targets the appropriate balance between revenue growth, stabilized and diversified sources of revenue and maintaining cost control over operations. Above all, the conservation, environmental, recreational and educational mandate of the Park must be assured as the NPCA considers the range of potential revenue streams which can be phased in over time.

The financial targets outlined here as an intended output of implementing the Master Plan are generally tied to improvements in visitor amenity, range of activities and overall experience. The creation of a highly desirable recreational asset primarily catering to the local population in the growing communities surrounding the conservation area is at the heart of our recommendations. Both the physical planning and the evolution of services should enable the retention of "clients for life": the idea that Binbrook helps serve the recreational and leisure needs of all of its visitors; that attractions and services exist and cater to each generation from children to youths, families, active adults and seniors, all of whom are important sectors of the community.

Accordingly, the revenue targets attached to individual capital projects in this section have the capacity to create synergy and enhance overall visitation. Indeed the reputation of a park, conservation area or any tourist hub is a critical factor in sustaining growth in visitation over time. At the same time, as this Master Plan emphasizes, the development of key service improvements are essential to promote additional visitation and spending. Some of these actions include the following:

- effective and convenient access to and within the park;
- a pedestrian friendly environment throughout the staging areas of the park;
- scaling development, or modifying existing development, to ensure the carrying capacity of different locations within the park is not exceeded; and,
- deepening the opportunities for semi-private enjoyment of the park (trails, picnic shelters, overnight accommodation and development of a multi-purpose building).

The potential changes do not constitute a new business model and the Master Plan does not consider the relative merits of private sector concessions versus operations by the Parks for certain key capital facilities such as the proposed "glamping" operation, or the multi-use building. However, the detailed planning for these individual opportunities should weigh the appropriateness of different methods of delivery (capital funding and operational responsibility) as well as the impacts of such partnerships on the rights and obligations of the conservation authority as the owner of the lands.

Appendix 3: Revenue Potential

Current Position (Cont'd)

Given the increase in revenue between 2009 and 2012, the growing operating deficit throughout this period is attributable to rising operational expenditure. To this point, between 2009 and 2012, operating expenses increased by approximately 35% from roughly \$223,000 to \$303,000. Payroll and benefits have risen by approximately \$47,000 over this period – primarily attributable to increases in hourly, casual, and gatekeeper salaries rather than growth in salary positions. Figure A3.2 provides a visual overview of the growth in expense categories – the most significant of which are maintenance, and materials and supplies. The gradual creep of these and other expense categories over time, in addition to growth in the wage bill, has pushed up total operating expenses between 2009 and 2012.

The variation in day use and unspecified revenues is illustrative of a range of factors including weather related impacts, but are comparatively stable as is the revenue associated with seasons passes. Retail sales for example show considerable variation and demonstrate how, for example, a new model of retail sales via a concession or other mechanism can stabilize and maximize these ancillary business lines in the conservation areas.

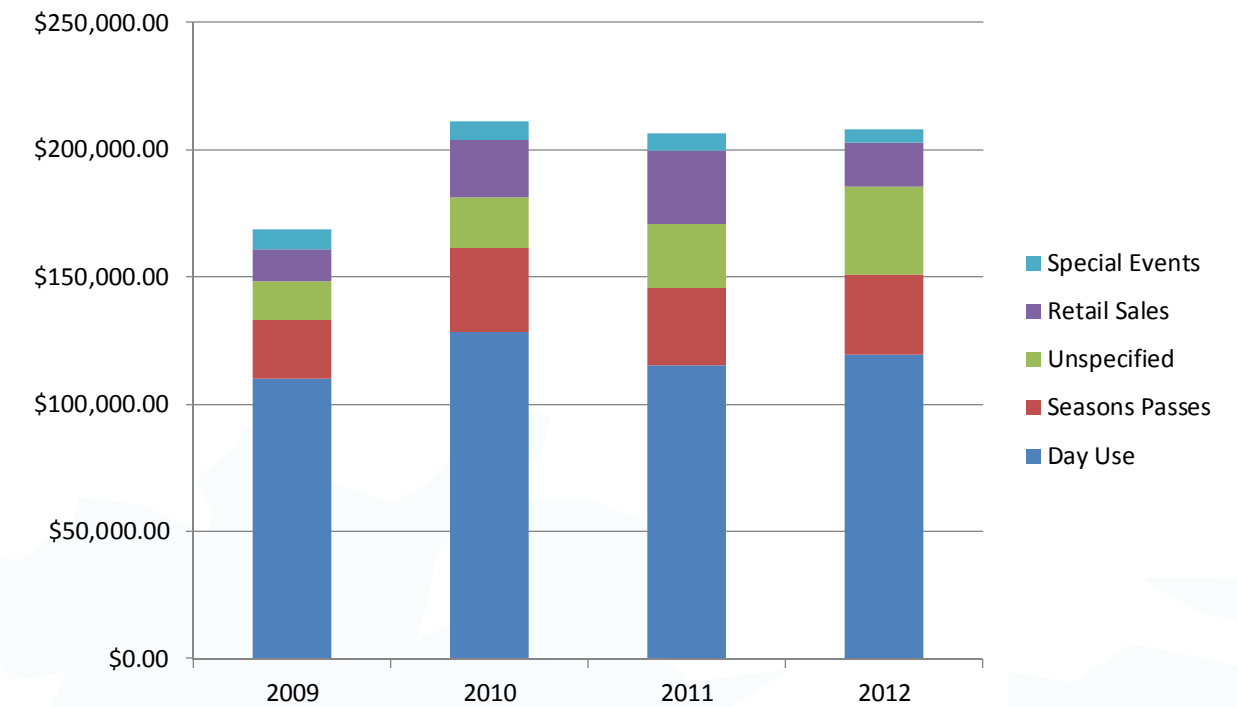


Figure A3.1: Annual Revenue by Category 2009-2012 - Binbrook Conservation Area

Appendix 3: Revenue Potential

Current Position (Cont'd)

A detailed review of operating expenses is not the purpose of this plan, rather the opportunities for sustainable financial planning around the capital investment which are proposed, all of which should be supported by a marketing plan to maximise the impact of these new amenities while maintaining the integrity of the mandate for public enjoyment.

Our focus in this Master Plan is on the role of revenue generation to move towards revenue neutrality. An evaluation of operating expenses would be subject to an operational review. Clearly however, revenue generation often comes with an impact on operating costs. Accordingly, our estimates of revenue represent net operating revenue (gross revenues less normal operating expenses). All such estimates are illustrations of potential based on broad assumptions of how each capital project might collectively impact visitation and on-site rentals and other expenditure.

The capital costs associated with this plan are estimated in Section 6.2. The sources for these capital funding requirements can be expected to feature as the ongoing implementation exercise surrounding the plan. Our operating analysis generally assumes that debt financing will not be supported by NPCA operations and hence all capital items are funded from grant, donation, transfer from operations or other sources including the NPCA, City of Hamilton, private sector, and applicable provincial and other grant agencies.

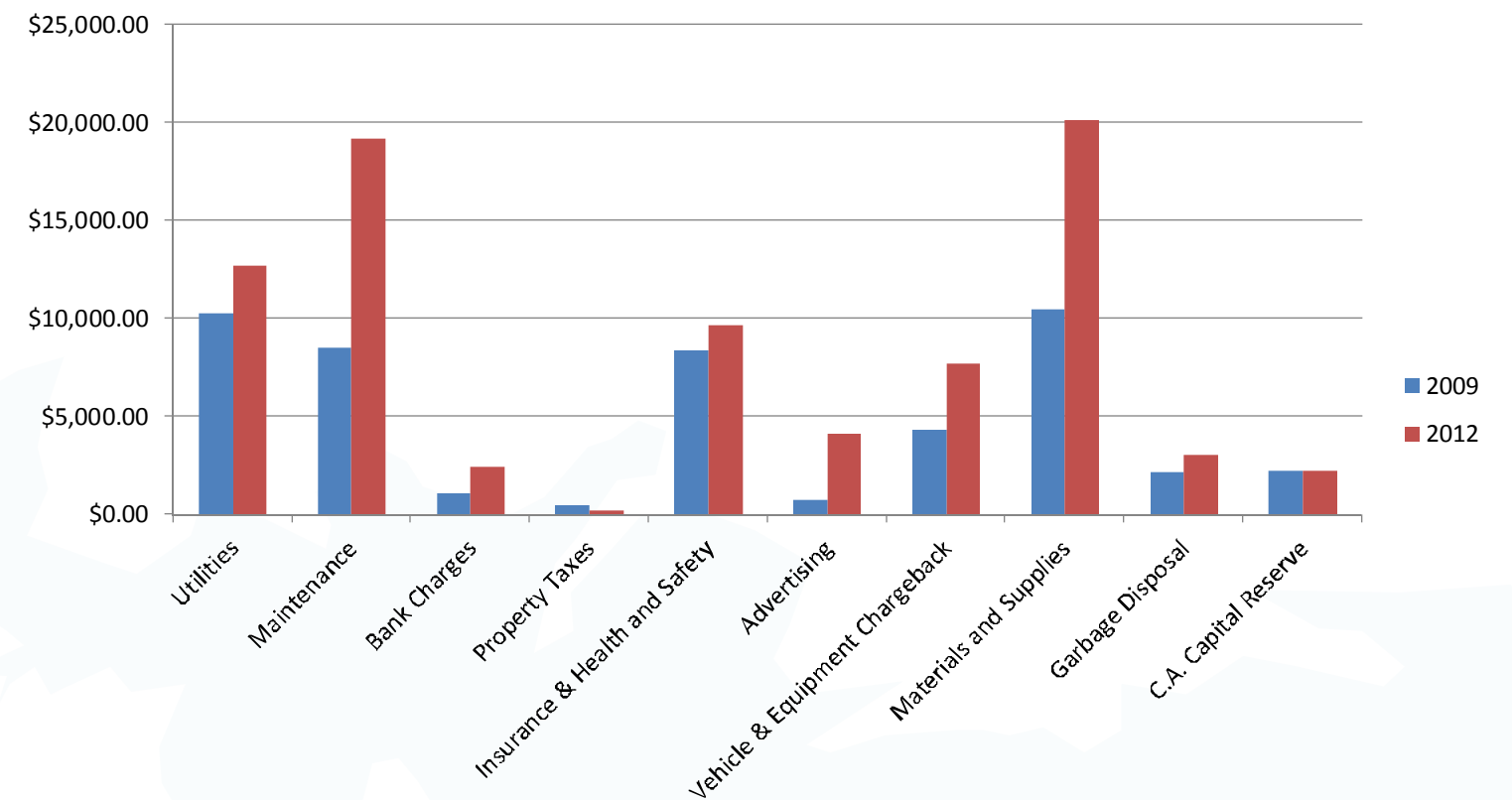


Figure A3.2: Operating Expenses (minus payroll) 2009 and 2012 - Binbrook Conservation Area

Appendix 3: Revenue Potential

Potential Changes to Revenue Streams Arising from the Master Plan

Potential changes in revenue associated with this Master Plan are speculative in nature and will be contingent on a variety of factors including but not limited to market demand for developed infrastructure and attractions, the availability of capital funding, successful improvements to the NPCA and Conservation Authority's marketing plan for the Binbrook Conservation Area, and the timing of development. As such, the potential incremental changes to net park revenue based on the Master Plan development priorities are outlined below.

Improved Access, Upgraded Washroom, and Amenity Improvement

Given that the majority of admissions occur between July and August (approx. 60%), with most others in May & June (35%) – it is assumed this is the period which will see significant growth in admission as a result of this investment. Moreover, the peak season of July and August (particularly long weekends), is when sub-par or less desirable amenities and overcrowding is most likely to deter potential visitors to the conservation area. Our projected 5-20% growth in visitation will depend on both market conditions and the effectiveness of marketing campaigns to improve awareness of the conservation area and available amenities.

Pavilions

The Binbrook Conservation Area currently houses three pavilions. The Master Plan proposes exploring the possibility of providing two additional pavilions in the longer-term. Access to private space within the Conservation Area is in demand primarily during weekends when the park is busy. It is assumed that the new pavilions will be rented at the present daily rate, and occupancy levels as existing pavilions, with a potential net additional to revenue of \$8,000 - \$10,000 annually.

Item	Net Incremental Revenue Growth			Commencement
Improved Access, Upgraded Washroom, and Amenity Improvement <ul style="list-style-type: none"> Infrastructure Upgrades Upgraded Washroom Facility Electronic Control System at Main Entrance Children's Trail Trail Upgrades Gazebo at Reflection Area Upgraded Outdoor Event Venue 	Year 1: 5% growth in day use visitor receipts (\$6,000 ¹)	Year 2: 15% growth in day use receipts (\$17,500 ²)	Year 3: 20% growth in day use receipts (\$22,800 ³)	Year 1 assuming capital works commenced including trail upgrades and other major works by year 3. Note: achieving a 20% growth in visitation in day users is predicated on achieving the items as listed. To be conservative, no change to seasons pass holders or other on-site revenue such as retail is assumed.
Kayak/Canoes/Paddle Board/Dingy Storage	Year 1: Storage-only (\$4,500)	Year 3: Lake Charge and storage (\$6,750)	Year 4: Programming (\$5,000 - \$10,000) and Camps (\$10,000 - \$15,000)	Year 1
Pavilions	\$8,000 - \$10,000			Year 3
Multi-Purpose Building	Low Estimate: \$6,800 High Estimate: \$24,800			Year 4-5
'Glamping'	\$30,000			Year 6

Table A3.1: Potential Changes to Revenue Stream Arising from the Master Plan

¹: These estimates are based on 5% growth in visitation on peak weekends only

²: These estimates are based on 15% growth in visitation on peak weekends only

³: These estimates are based on 20% growth in visitation on peak weekends only

Appendix 3: Revenue Potential

Potential Changes to Revenue Streams Arising from the Master Plan (Cont'd)

Kayak/Canoes/Paddle Board/Dinghy Storage

The conservation area currently offers kayak rentals, however these are relatively limited in number and public consultation indicated that demand exists for both an expanded rental program (more kayaks available), and for self-storage of personal kayaks. Our recommendation in this Master Plan is to keep the rental program in its current form (i.e. relatively limited), as it uses staff time and resources to manage, and generates relatively little revenue. Instead, it is recommended that the Conservation Authority focuses on kayak storage which could also be used for canoes, paddle boards, and dinghies. By way of example, the Toronto Waterfront, as do a number of urban centres, offers this for approximately \$350 a year (including free winter storage). Given that this is a new service in the Binbrook Conservation Area, and uncertain market conditions, a price point of \$150 for this service at its commencement has been assumed. It is suggested that if the market is receptive to this service, the Conservation Authority could increase the price in Year 3 to include a Lake Charge of \$75 that will contribute towards the maintenance of the water amenity and if stabilized, further consideration can be given to enabling a concession for water sports in the later years of the plan. This would increase revenues to the NPCA from a concessionaire contract with an approved operator.

It is suggested that Lake Niapenco could be used by a professional water sports operator for kayak, canoe, or paddle board programming— a venture that the NPCA may wish to investigate if the storage program is successful in encouraging greater interest in these water sports in the Conservation Area. The demand for such programming, from both the perspective of finding an interested operator, and interested clientele, is an open book and not possible to predict at this time. As such potential revenue has not been assigned to this opportunity. However, it is suggested that this opportunity be assessed if the kayak storage project is successful. An additional recommendation under this umbrella is that there may be an opportunity for a private day camp operator to use the Conservation Area during the summer school vacation. Running two camp options (one land-based, one water-based) for 25 children, over 8 of the 10 summer weeks, has the potential to generate a moderate to significant gross revenue to the operator. So much depends on the capacity of the NPCA to actively and effectively market the asset as a summer destination for safe water sports and other multi-sport, adventure, educational or other camp options, marketed to the local community and beyond. It is assumed that this opportunity will be gradual in nature but if built up to include a permanent camp base, anchored out of a multi-purpose building weekdays, this well placed asset in the growing residential base of East Hamilton could be an base for new revenues to the NPCA.

Should this opportunity be supported by the market, it is estimated that the NPCA could charge a 10% + fee to the camp operator for use of the park. It is not recommended that the NPCA adopt responsibility for running the summer camp itself, however the NPCA may wish to investigate partnerships with nearby Camp Marydale. Based on a full camp schedule and both a land and water-based camp, the NPCA could yield \$10,000 - \$15,000 per summer in addition to possible rental fees associated with offices in the multi-use building. For purposes of this assessment additional rental fees to the NPCA from the camp operators have not been included. Of course a greater involvement in the camps themselves by the NPCA would yield higher financial performance but this is not considered a core service of the NPCA.

Multi-Purpose Building

A multi-purpose building in the conservation area has potential to accommodate a variety of uses including private rentals, school board activities, weddings, and indoor camp activities. The extent to which a potential multi-purpose building generates revenue for the conservation area will rely on the extent to which it is actively marketed and programmed when it is not being rented by private users. The willingness of the NPCA to meet its corporate obligations to its partners in the City as well as the school boards, and the overall approach to rental fee rates to community and other groups, will determine the amount of revenue which can be achieved, particularly in the non-peak week days periods of the shoulder seasons (May – June and September-October). A rental rate of \$1,000/day or \$500/half day for the multi-purpose building, and \$2,000 for weddings has been assumed.

A low estimate of revenue potential assumes that the building is used exclusively by private renters—once a week in the off-peak summer season (May, June, September and October to Thanksgiving weekend), and twice per week during the peak summer season (July and August). This will require that the facility is actively marketed as a venue by the NPCA and conservation area staff. The mechanism through which reservations are made should be front and centre on the NPCA website. This is a highly conservative assessment.

A high estimate of revenue potential assumes that in addition to private rentals, the building is rented for weddings twice a month throughout the summer (both peak and non-peak months). Should the NPCA pursue providing access to the park to a private camp operator, it can be assumed that the building will likely be used during the week by this activity at no extra charge. It is likely however, to make the conservation area more attractive to a potential camp operator. In future years, rents from camp operators for office and storage space is achievable.

Appendix 3: Revenue Potential

Potential Changes to Revenue Streams Arising from the Master Plan (Cont'd)

Multi-Purpose Building (Cont'd)

A multi-purpose building will incur additional operating expenses including utilities, insurance, and repairs and maintenance that will impact the net revenues associated with its operation. As an asset with fixed costs, the building will need to be actively programmed and marketed to contribute to growth in net revenues for the conservation area.

The estimates shown in Table A3.1 represent net revenues (revenues net of direct and indirect operating expenses but excludes any provision for debt financing). It is assumed that this building will only be constructed capital funding can be secured. The capital cost estimates of our Master Plan suggest a 6,000 sq. ft. building with a construction cost of \$2 million. In reality, there is no defined scale that will create the most advantageous blend of uses and the overall range of uses will need to be assessed in more detail. For example, a smaller building if dedicated to rental hall use with associated kitchen facilities, a bar, deck for gathering and potentially several break-out rooms, the potential to secure the corporate market for rentals could inject significant revenue which might justify a building of 3,000 – 4,000 sq. ft. These would exceed our estimates above. An example of a facility of a similar configuration is the Shediac Multipurpose Centre in New Brunswick which features two classrooms/meeting rooms, four large rooms, a hall, and a bar and canteen off a central corridor. The building is actively used by members of the local community, government agencies, and the private sector.



Shediac Multi-Purpose Centre, New Brunswick

Glamping

Glamping (a fusion of glamour and camping), is a growing travel and recreation phenomenon that combines camping with the luxury and amenities of a hotel or private home. The practice originated in the early 1900s from European and American travellers camping in Africa. Like the glampers of today, these wealthy travellers did not want to give up the comforts they were accustomed to and so designed their campsites accordingly with beds, linens, furniture, and silverware. Today's glamping sites span a broad spectrum of luxury and price points, ranging from as little as \$50 per night, to thousands of dollars per night, depending on the level of luxury. Sites offer amenities such as fresh bed linens, en suite washrooms, food service, and private verandas. All glamping sites (glampsites) offer direct access to the great outdoors without the hassle of finding camp space, carrying, erecting, and taking down your own tent. Glampsites offer structures such as yurts, tipis, pods, bell tents, safari tents, tent cabins, and tree houses in which to sleep. The concept has been developed to potentially introduce glamping in the Binbrook Conservation Area is drawn from successful models from the St. Lawrence Parks Commission, and SEPAQ which offer safari-style tents on raised platforms at a density at industry standard of four per acre. Based on this density, it is assumed that the glamping initiative would be developed at, or near the former campgrounds on site, and comprise of 20 units each sleeping a maximum of 6 (4 adults and 2 children).

Like SEPAQ's 'Huttopia' glamping initiative, it is assumed that the NPCA would provide electrical outlets at each of the tents, and basic amenities including a fridge, camping stove, mini fridge, a table, and cooking and serving implements. It is also assume that the configuration will include one central comfort station with washrooms that will be accessible by all tent sites.

Table A3.2 on page 43 provides an overview of current rental rates for comparable camping facilities. In terms of form, the St. Lawrence Parks Commission's 'Instant Camping' and SEPAQ's 'Tente Huttopia' are most comparable to our proposed concept in the Binbrook Conservation Area. The St. Lawrence Parks Commission does not provide electrical outlets, hence their significantly lower price point than SEPAQ. Moreover, SEPAQ is likely able to charge their relatively higher rates on account of the particularly scenic locations of their glamping sites (such as Mont Tremblant, Oka, and Gaspésie). Accordingly, it is assumed that the NPCA could charge a peak rate of \$65/night, and an off-peak rate of \$50/night. These price points assume a cautious approach to positioning the glamping initiative, and acknowledge that there may be room to increase these price points if the amenity proves to be successful after several years.

Appendix 3: Revenue Potential

Potential Changes to Revenue Streams Arising from the Master Plan (Cont'd) Glamping (Cont'd)

The NPCA should be advised that the market for glamping is less than certain at this time without a well-targeted concept branding. Comparable glamping initiatives have typically been introduced slowly in provincial parks where successful camping businesses are already established, with existing infrastructure and additional revenues to minimize upfront capital costs and operational risk. The camp operator typically chooses to convert a small number of camp sites into glamping sites. As such, it is recommended that should the NPCA choose to pursue this opportunity, it does so with caution and takes further steps to assess market demand for this initiative.

It is estimated that the annual net profit (EBITDA – Earnings before Interest, Tax, Depreciation and Amortization) to the NPCA from pursuing the glamping initiative is reasonably bracketed around \$30,000 annually and may potentially increase in later years. This does assume that the take-up of camping is immediate and subsequent growth is based on higher rates and quality of experience as the NPCA as operator becomes more experienced in the market place. This takes into consideration all anticipated operating costs associated with the facility such as housekeeping / daily maintenance and an additional gatekeeper, as well as utilities and repair and maintenance. The NPCA should be advised however that there will likely be additional operating costs associated with the facility that cannot be absorbed by existing staffing levels, including grounds keeping, marketing and promotion, and customer service. Should the NPCA choose to pursue this opportunity, the facility will require significant marketing and promotion. There is an option for the NPCA to pursue a private operator to run the glamping facility, which will significantly decrease the net incremental revenue gain to the NPCA but would eliminate the conservation authority's responsibility for operating costs and logistics associated with glamping. However, a sustainable private operation is highly unlikely unless the operator is granted a concession of occupancy of the lands for a sufficient period of time to enable full amortization of investment and return on investment, as well as conditions of performance which are not unduly onerous.

Developing the glamping facility will also represent a significant capital investment on the part of the NPCA (see Section 9.2). As such the timing of this development, should the NPCA choose to pursue it, will be dependent on the availability of capital funding. It is suggested that it is unlikely that a private operator would be interested in providing the capital funding for the development of the facility inside the Conservation Area.

Provider	Description	Daily Rental Rate
St. Lawrence Parks Commission	4 person tent on a 12" by 24" raised platform with fire ring	\$47.91
Ontario Parks	Yurts	\$97.18
	Electric Camp Site (SW & Central Parks)	\$45.20
SEPAQ	Tente Huttopia: Safari tent on raised platform with electric outlet, fridge, and basic furniture.	\$118 (peak), \$99 (off-peak)

Table A3.2: Rental Rates for Comparable Camping Facilities

'Glamping' Case Study: Tente Huttopia: SÉPAQ

Beginning in 2008, SÉPAQ (Société des établissements de Plein Air du Québec) - the provincial agency that manages parks and wildlife reserves in Quebec - introduced 'ready-to-camp' sites in a number of provincial parks across Quebec. The idea behind the initiative was to provide simple, 'turn-key' structures that would reduce the required investment in equipment, and set-up, for potential campers. Early trials with the initiative were well received and as such SÉPAQ now offers Tente Huttopia in 16 out of 24 national parks in Quebec.

The sites are set up with one safari tent that sleeps up to six (four adults), anchored on a wooden platform with a rigid door. Each tent has two bedrooms separated by a canvas curtain, a fridge, work surface, and dining table and chairs. The tent is heated, lit, and has electrical outlets. Visitors are provided with two elements outside under an awning, a small refrigerator, dishes – everything needed to prepare meals. Outside, each site has a picnic table with four chairs. Huttopia sites have access to a shared comfort station.

The Huttopia sites have been positively received by campers., particularly by families looking to experience the outdoors without the stress of having to set up tents and other on-site equipment. SÉPAQ charges \$118/night in high season for Tente Huttopia sites, and \$99/night in the low-season. For images of Tente Huttopia on page 19.

Appendix 3: Revenue Potential

Revenue Potential Summary

If the NPCA were to pursue each of the revenue generating opportunities identified above and they were received positively by the market, the NPCA could net an additional potential \$112,600 in annual revenue. Based on the 2012 operating deficit of approximately \$95,000, these changes have the potential to bring the Binbrook Conservation Area back to a break-even level.

It should be noted, however, that a general increase in activity at the Conservation Area may lead to a generic increase in certain variable operating cost categories which cannot be easily predicted – utilities, maintenance, materials and supply, contractor services, equipment and other items. It would be appropriate to raise operating costs by a factor of 10% as a possible rise in costs associated with a 20% plus rise in visitation as well as the addition of greater activity on site. Based on 2012 numbers, this amounts to \$30,000.

The purpose of these considerations is not to project with overly simplistic assumptions how break-even can be achieved quickly, but to demonstrate targets which are reasonable and modest and within the reach of the existing organizational structure governing the day to day operations of the conservation area. Depending on market circumstances and the degree of implementation of the master plan, these illustrative targets will require revision annually. All individual capital projects should include a more detailed assessment of revenue and operating cost impacts.

Should the implementation of the plan only consider the initial upgrades for example, it is still possible that effective marketing of the conservation area can yield higher revenues without significant operating cost impacts. This alone may help reverse the recent trend of increasing deficits. Additional efforts to effectively secure rentals associated with use of the conservation area assets such as summer day camps, rental permits including film location fees, and promoting the location for events and festivals can increase revenues. Notwithstanding, significant improvement in revenue potential is linked to several of the key development projects, the funding for which has yet to be secured.

The financial plan represents targets in balance with the core mandate of the Conservation Area. If the gradual expansion of the boardwalk and other non-revenue generating infrastructure and amenities occurs per the phasing outlined in this plan, the combined effect is likely to give rise to sustained growth in patronage and opportunities for further investment in activities, concessions and other services.

Appendix 4: Potential Funding Sources

There is a range of funding programs available, both continually and during specific periods of time, that the NPCA should assess the eligibility of the planned improvements at Binbrook Conservation Area for funding, as part of the implementation mandate for this project. These programs are described further below.

Niagara Peninsula Conservation Foundation

The Niagara Peninsula Conservation Foundation is a registered charity dedicated to raising funds for NPCA projects. While the Foundation's website facilitates local fundraising for the conservation authority's work, as a registered charity there is potential to apply for various federal and provincial grants for various elements of the Master Plan through the Foundation. The NPCA is encouraged to explore the utility of the Foundation for both local fundraising efforts for Master Plan build-out, and as a vehicle through which to apply for capital funding grants at the provincial and federal levels.

Ontario Trillium Foundation (OTF)

Trillium provides funding for operating and infrastructure costs through its Community Program and Province-Wide Program. Community Program grants are smaller in scope, providing up to \$375,000 over five years; whereas the Province-Wide Program provides grants of up to \$1.25 million over five years. Community Program grants are intended for projects that will have a primarily local impact. Given the predominantly local scale of existing visitation to the Binbrook Conservation Area, funding would likely be pursued through Trillium's Community Program.

The OTF does not accept funding applications from municipalities with populations over 20,000, or agencies of provincial or federal governments. However, if these organizations submit their application in collaboration with at least one eligible organization, their proposal will be considered. Given the involvement of the Glanbrook Conservation Committee (GCC) in conservation activities in the Conservation Area, the NPCA could consider a joint application with the GCC particularly for projects that this group has an interest in supporting. It should be noted that the OTF will not fund the construction of new buildings, or the purchase of land or buildings.

Funding proposals to the OTF are assessed and prioritized based on their alignment with the program's stated priorities. At the Community Program level, funding priorities are identified for 16 catchment or granting areas. The Binbrook Conservation Area would fall within the Hamilton catchment area, which prioritizes (among others) initiatives that remove barriers to accessing environmental resources in Hamilton.

Friends of the Greenbelt Foundation

The Friends of the Greenbelt Foundation has three key goals:

- Work to ensure a successful 2015 Review that leads to a richer, greener and more robust Greenbelt;
- Strengthen the viability of farming in the Greenbelt;
- Broaden and deepen public understanding of, and support for, the Greenbelt.

To achieve their first goal, the Foundation provides grants for projects that advance knowledge and understanding of the value of Ontario's Greenbelt; increase natural heritage connections / corridors in the region; and undertake visionary land management plans to protect water resources, natural features, agriculture, or create new parks and open spaces for residents. As such, the Foundation could potentially be pursued as a funding opportunity for work related to the Conservation Area's Forest Management Plan, Fisheries Management / Water Quality Improvements Plan, and Wetland and Wildlife Habitat Management. It could also be pursued to develop educational programming in collaboration with the multi-purpose building proposed by the Master Plan.

Appendix 4: Potential Funding Sources

Great Lakes Guardian Community Fund (GLGCF)

The GLGCF provides funding for a broad range of projects that can demonstrate a direct environmental benefit – those that result in measurable environmental improvements, and those that contribute to at least one of the following goals:

- Protecting water quality for human and ecological health
- Improving wetlands, beaches and coastal areas
- Protecting habitats and species

As such, the NPCA should explore the applicability of this fund to supporting continued work associated with the Binbrook Conservation Area's Forest Management, Fisheries Management/Water Quality Improvements, and Wetland and Wildlife Habitat Management Plans. The fund encourages projects that involve the community in the management of natural resources, such as engaging youth in planting trees to restore stream banks. In this context, the GLGCF has potential to serve both the Conservation Authority's continued commitment to environmental conservation and management, and engaging the local community in conservation work and education.

Mountain Equipment Co-op (MEC) Land Acquisition Grant

The MEC Land Acquisition Grant provides funding between \$10,000 and \$100,000 to organizations dedicated to conserving ecologically and / or recreationally significant landscapes both near cities, and farther into the wilderness. The grant application process requires that the applicant demonstrate the urgency of the land acquisition in question.

A long-term initiative (11+ years) that the Master Plan proposes for consideration is the development of a continuous trail around Lake Niapenco. Feedback garnered during the consultation events indicated a demand for such a trail for both hiking and cycling in the Conservation Area. In this context, the MEC Land Acquisition Grant could be considered as a financial resource to evaluate for this development project.



TO: The Chairman and Members of the Authority

DATE: May 14, 2014

SUBJECT: Budget Status Report - Report No. 35-14

Attached is the budget status report for the period ending April 30, 2014.

Noteworthy variances include:

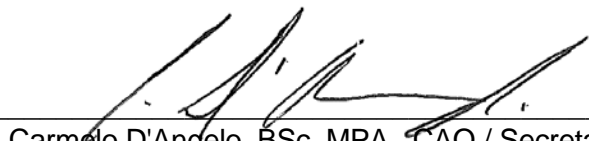
- Corporate Management due to current and retro-active increases for honorarium payments to the Chairman and Vice-Chairman. Also, expenditures associated with the implementation of the Strategic Plan, reserve fund allocations were previously approved.
- Binbrook Dam Project as previously approved, will be undertaken with MNR grant.
- Land Acquisition expenditures due to the purchase of the Lakewood Beach property, Land Acquisition-Niagara reserves to be allocated.
- As previously discussed, there is no operating budget for St. John's Centre for the last four months of 2014.

RECOMMENDATION:

That the Budget Status Report No. 35-14 for the period ending April 30, 2014 be received.

Prepared by: Cathy A. Kaufmann, Accounting Administrator

Respectfully Submitted By:


Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CURRENT BUDGET SUMMARY
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	174,500.00	0.00
PROVINCIAL GRANTS-MOE	0.00	29,706.04	58,300.00	50.95
PROVINCIAL GRANTS-OTHER	0.00	0.00	55,700.00	0.00
FEDERAL GRANTS	0.00	24,975.00	41,000.00	60.91
MUNICIPAL LEVY-GENERAL	1,806,710.00	1,955,686.00	3,599,868.00	54.33
LEVY-SPECIAL-NIAGARA	0.00	0.00	2,459,444.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	101,528.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	(2,817.00)	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	8,300.00	0.00
USER FEES	146,461.37	456,944.67	1,440,576.00	31.72
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
ADMINISTRATION FEES	40,223.00	115,708.00	260,000.00	44.50
RESERVE FUNDS	0.00	0.00	411,227.00	0.00
MISCELLANEOUS	8,265.46	64,126.63	262,262.00	24.45
	2,001,659.83	2,647,146.34	8,869,888.00	29.84

EXPENDITURES
=====

CORPORATE SERVICES	262,163.67	916,744.35	2,415,603.00	37.95
RESOURCE INV. & ENV. MONITORING	46,611.41	150,872.82	501,417.00	30.09
FLOOD PROTECTION SERVICES	54,652.40	176,389.05	596,205.00	29.59
ENVIRONMENTAL ADVISORY SERVICES	72,078.14	217,522.77	691,171.00	31.47
CONSERVATION LAND MANAGEMENT	45,629.59	166,742.37	2,125,391.00	7.85
CONSERVATION LAND PROGRAMMING	189,018.83	513,170.00	2,378,660.00	21.57
VEHICLES & EQUIPMENT	13,902.35	24,290.48	164,940.00	14.73
	684,056.39	2,165,731.84	8,873,387.00	24.41

NIAGARA PENINSULA CONSERVATION AUTHORITY
CORPORATE SERVICES - CURRENT
4 PERIODS ENDED 2014-04-30

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-OTHER	0.00	0.00	35,700.00	0.00
MUNICIPAL LEVY-GENERAL	1,806,710.00	1,955,686.00	1,949,903.00	100.30
LEVY-SPECIAL-NIAGARA	0.00	0.00	35,000.00	0.00
INTEREST INCOME	106.71	11,466.45	50,000.00	22.93
MISCELLANEOUS	0.00	70.00	0.00	0.00
RESERVE FUNDS	0.00	0.00	345,000.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
	1,806,816.71	1,967,222.45	2,415,603.00	81.44
EXPENDITURES =====				
CORPORATE MANAGEMENT	90,603.65	429,242.01	739,368.00	58.06
OFFICE SERVICES	40,278.68	151,197.32	488,900.00	30.93
FINANCIAL SERVICES	23,288.78	65,902.10	204,739.00	32.19
HUMAN RESOURCES	9,497.70	30,691.51	129,180.00	23.76
INFORMATION TECHNOLOGY	66,084.21	130,711.65	386,933.00	33.78
CORPORATE COMMUNICATIONS	32,410.65	108,999.76	466,483.00	23.37
CORPORATE FUNDRAISING	0.00	0.00	0.00	0.00
	262,163.67	916,744.35	2,415,603.00	37.95

**NIAGARA PENINSULA CONSERVATION AUTHORITY
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING - CURRENT
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-MOE	0.00	29,706.04	58,300.00	50.95
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
FEDERAL GRANTS	0.00	24,975.00	41,000.00	60.91
MUNICIPAL LEVY-GENERAL	0.00	0.00	354,227.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	35,000.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	0.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	7,624.23	44,973.52	12,890.00	348.90
	7,624.23	99,654.56	501,417.00	19.87
EXPENDITURES =====				
NIAGARA R. REMEDIAL ACTION PLAN	10,105.51	29,790.46	99,300.00	30.00
GLANBROOK LANDFILL MONITORING	781.98	3,033.24	10,616.00	28.57
JOHN C. MUNROE AIRPORT MONITORING	571.37	949.25	2,274.00	41.74
DRAIN CLASSIFICATION	0.00	0.00	0.00	0.00
W/S WATER QUALITY MONITORING	25,146.65	76,306.03	258,834.00	29.48
NIAGARA CHILDREN'S WATER FESTIVAL	10,005.90	40,793.84	130,393.00	31.29
WATERSHED REPORT CARD	0.00	0.00	0.00	0.00
	46,611.41	150,872.82	501,417.00	30.09

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FLOOD PROTECTION SERVICES - CURRENT
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	115,700.00	0.00
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
FEDERAL GRANTS	0.00	0.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	352,205.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	8,300.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
ADMINISTRATION FEES	19,605.00	56,865.00	120,000.00	47.39
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
	19,605.00	56,865.00	596,205.00	9.54

EXPENDITURES
=====

FLOOD FORECASTING AND WARNING	14,459.02	60,247.08	176,215.00	34.19
FLOOD CONTROL STRUCTURES	7,217.73	20,984.51	94,286.00	22.26
FLOODPLAIN REGULATIONS	32,975.65	95,157.46	325,704.00	29.22
	54,652.40	176,389.05	596,205.00	29.59

**NIAGARA PENINSULA CONSERVATION AUTHORITY
ENVIRONMENTAL ADVISORY SERVICES - CURRENT
4 PERIODS ENDED 2014-04-30**

	<u>Current Month</u>	<u>Current YTD</u>	<u>Approved Budget</u>	<u>% of Budget</u>
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	58,800.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	492,371.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
ADMINISTRATION FEES	20,618.00	58,843.00	140,000.00	42.03
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
	20,618.00	58,843.00	691,171.00	8.51
EXPENDITURES =====				
MUNICIPAL PLAN INPUT & REVIEW	41,758.35	132,328.91	422,173.00	31.34
DEVELOPMENT PLAN INPUT & REVIEW	30,319.79	85,193.86	268,998.00	31.67
	72,078.14	217,522.77	691,171.00	31.47

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND MANAGEMENT - CURRENT
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	349,722.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	1,747,569.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
BUILDING/LAND RENTAL	725.00	2,900.00	8,600.00	33.72
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	534.52	5,193.16	19,500.00	26.63
	1,259.52	8,093.16	2,125,391.00	0.38

EXPENDITURES
=====

OPERATIONS	31,330.54	108,497.07	1,940,955.00	5.59
LAND STEWARDSHIP-AUTHORITY LANDS	0.00	0.00	0.00	0.00
FOREST MANAGEMENT-AUTHORITY LANDS	0.00	0.00	0.00	0.00
TREE CONSERVATION BY-LAW - NIAGARA	14,299.05	58,245.30	184,436.00	31.58
	45,629.59	166,742.37	2,125,391.00	7.85

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND PROGRAMMING - CURRENT
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES				
=====				
PROVINCIAL GRANTS-OTHER	0.00	0.00	20,000.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	0.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	641,875.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	101,528.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	(2,817.00)	0.00
MISCELLANEOUS	0.00	0.00	178,872.00	0.00
RESERVE FUNDS	0.00	0.00	3,727.00	0.00
USER FEES	145,736.37	454,044.67	1,431,976.00	31.71
	145,736.37	454,044.67	2,375,161.00	19.12
EXPENDITURES				
=====				
BALL'S FALLS	63,869.15	177,338.21	666,644.00	26.60
BINBROOK	29,023.29	84,615.69	342,533.00	24.70
CHIPPAWA CREEK	30,097.55	77,874.68	398,629.00	19.54
LONG BEACH	27,453.46	63,017.88	376,946.00	16.72
BAIRD ESTATE	137.32	1,884.58	2,265.00	83.20
BEAMER MEMORIAL	1,814.92	1,840.87	8,950.00	20.57
BINBROOK TRACT	137.32	232.92	665.00	35.03
CAVE SPRINGS	137.32	954.31	2,875.00	33.19
COMFORT MAPLE	137.32	137.32	1,410.00	9.74
ELM STREET PROJECT	194.84	1,760.26	17,246.00	10.21
E.C.BROWN	137.32	210.27	3,115.00	6.75
GAINSBOROUGH	26,522.08	78,824.65	316,552.00	24.90
HEDLEY FOREST	137.31	192.38	510.00	37.72
HUMBERSTONE MARSH	137.31	137.31	410.00	33.49
JORDAN HARBOUR	185.52	219.94	6,125.00	3.59
LOUTH	137.32	137.32	560.00	24.52
MORGAN'S POINT	361.84	754.84	9,025.00	8.36
MOUNTAINVIEW	137.32	137.32	2,415.00	5.69
MUD LAKE	196.68	267.04	3,015.00	8.86
OSWEGO CREEK	0.00	28.61	50.00	57.22
PORT DAVIDSON	137.32	144.60	310.00	46.65
ROCKWAY	260.45	260.45	1,210.00	21.52
RUIGROK TRACT	137.32	165.25	350.00	47.21
STATION ROAD PROJECT	180.72	1,518.16	7,014.00	21.64
STEVENSVILLE	1,507.47	3,980.25	12,995.00	30.63
ST.JOHN'S	2,450.02	5,320.54	6,830.00	77.90
TWO MILE CREEK	137.32	137.32	1,660.00	8.27
VIRGIL	137.32	137.32	6,460.00	2.13
WAINFLEET BOG	137.32	349.05	2,010.00	17.37
THE GORD HARRY CONSERVATION TRAIL	137.32	545.67	6,460.00	8.45
WAINFLEET WETLANDS	623.85	671.77	5,145.00	13.06
WAINFLEET ACCESS POINT PROJECT	0.00	0.00	11,811.00	0.00
WILLOUGHBY MARSH	137.32	301.91	1,010.00	29.89
WOOLVERTON	137.32	137.32	310.00	44.30
GLENRIDGE QUARRY PROJECT	699.25	3,544.89	142,800.00	2.48
WOODEND	1,243.32	5,389.10	12,345.00	43.65
	189,018.83	513,170.00	2,378,660.00	21.57

**NIAGARA PENINSULA CONSERVATION AUTHORITY
VEHICLES AND EQUIPMENT - CURRENT
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MUNICIPAL LEVY-GENERAL	0.00	0.00	101,440.00	0.00
VEHICLE/EQUIPMENT SALES	0.00	2,423.50	1,000.00	242.35
RESERVE FUNDS	0.00	0.00	62,500.00	0.00
	0.00	2,423.50	164,940.00	1.47
EXPENDITURES =====				
WAGES	0.00	0.00	0.00	0.00
INSURANCE & LICENSES	6,101.76	6,101.76	11,340.00	53.81
GAS/OIL	5,024.71	8,328.18	41,200.00	20.21
PURCHASES	0.00	0.00	90,000.00	0.00
MAINTENANCE	2,271.25	8,775.42	19,800.00	44.32
TOOLS & SUPPLIES	504.63	1,085.12	2,600.00	41.74
	13,902.35	24,290.48	164,940.00	14.73

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CAPITAL BUDGET SUMMARY
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-MOE	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-OTHER	163,533.83	305,106.53	290,067.00	105.18
FEDERAL GRANTS	29,250.00	71,962.96	181,000.00	39.76
MUNICIPAL LEVY-GENERAL	0.00	0.00	271,485.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	1,136,137.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	257,100.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	0.00	0.00
CAPITAL RESERVE-NIAGARA	0.00	0.00	0.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	81,000.00	0.00
RESERVE FUNDS	0.00	0.00	150,000.00	0.00
MISCELLANEOUS	620.00	114,980.00	160,000.00	71.86
	193,403.83	492,049.49	2,526,789.00	19.47

EXPENDITURES
=====

WATERSHED STUDIES	19,831.88	89,492.69	260,067.00	34.41
RESOURCE INV. & ENV. MONITORING	44,898.57	149,971.74	809,019.00	18.54
FLOOD PROTECTION SERVICES	5,741.23	59,097.95	247,103.00	23.92
CONSERVATION LAND DEVELOPMENT	39,979.66	1,319,722.00	1,210,600.00	109.01
	110,451.34	1,618,284.38	2,526,789.00	64.05

**NIAGARA PENINSULA CONSERVATION AUTHORITY
WATERSHED STUDIES - CAPITAL
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-MOE	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-OTHER	163,533.83	273,591.40	260,067.00	105.20
FEDERAL GRANTS	0.00	0.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	0.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	0.00	0.00
CAPITAL RESERVE-NIAGARA	0.00	0.00	0.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
	163,533.83	273,591.40	260,067.00	105.20
EXPENDITURES =====				
SOURCE PROTECTION PLANS	19,601.90	87,861.91	260,067.00	33.78
SOURCE PROTECTION-TECHNICAL STUDIES	0.00	0.00	0.00	0.00
PRIVATE WATER SUPPLY SURVEY	0.00	0.00	0.00	0.00
NIAGARA OGS STUDY	0.00	0.00	0.00	0.00
STORMWATER MGMT. POLICY STUDY	0.00	0.00	0.00	0.00
UPPER WELLAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
CENTRAL WELLAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
LOWER WELLAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
LAKE ERIE NORTSHORE W/S PLAN	229.98	1,630.78	0.00	0.00
BEAVERDAMS/SHRINER'S CREEK W/S PLAN	0.00	0.00	0.00	0.00
	19,831.88	89,492.69	260,067.00	34.41

**NIAGARA PENINSULA CONSERVATION AUTHORITY
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING - CAPITAL
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES				
=====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-MOE	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
FEDERAL GRANTS	29,250.00	71,962.96	181,000.00	39.76
MUNICIPAL LEVY-GENERAL	0.00	0.00	104,382.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	313,637.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	50,000.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	0.00	0.00
CAPITAL RESERVE-NIAGARA	0.00	0.00	0.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	160,000.00	0.00
	29,250.00	71,962.96	809,019.00	8.90
EXPENDITURES				
=====				
WELLAND R. WATERSHED RESTORATION				
STEWARDSHIP	0.00	0.00	0.00	0.00
WATERSHED GIS	0.00	0.00	0.00	0.00
AOC WATER QUALITY MONITORING	0.00	0.00	0.00	0.00
AGRICULTURAL STEWARDSHIP	13,966.00	53,498.71	190,011.00	28.16
E.C.BROWN WETLAND PROJECT	0.00	563.81	0.00	0.00
OPG PROJECTS	1,652.96	7,048.58	60,000.00	11.75
MISCELLANEOUS PROJECTS	0.00	0.00	0.00	0.00
sub-total	15,618.96	61,111.10	250,011.00	24.44
12 MILE CK WATERSHED RESTORATION				
STEWARDSHIP	2,031.76	8,452.77	27,801.00	30.40
PROJECTS	5,731.29	23,137.39	117,158.00	19.75
PCB BIODIVERSITY	0.00	0.00	0.00	0.00
sub-total	7,763.05	31,590.16	144,959.00	21.79
WATERSHED GENERAL RESTORATION	16,252.55	43,627.40	195,371.00	22.33
WATERSHED WELL DE-COMMISSIONING	0.00	0.00	25,000.00	0.00
20 MILE CREEK RESTORATION	2,383.91	3,054.32	100,039.00	3.05
FORT ERIE CREEKS RESTORATION	0.00	0.00	0.00	0.00
N-O-T-L CREEKS RESTORATION	2,880.10	10,588.76	93,639.00	11.31
15,16,18 MILE CREEKS RESTORATION	0.00	0.00	0.00	0.00
LYON'S CREEK SEDIMENT REMEDIATION	0.00	0.00	0.00	0.00
NATURAL HERITAGE AREAS INVENTORY	0.00	0.00	0.00	0.00
DRINKING WATER STEWARDSHIP	0.00	0.00	0.00	0.00
	44,898.57	149,971.74	809,019.00	18.54

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FLOOD PROTECTION SERVICES - CAPITAL
4 PERIODS ENDED 2014-04-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-MOE	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-OTHER	0.00	31,515.13	30,000.00	105.05
FEDERAL GRANTS	0.00	0.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	167,103.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	0.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	0.00	0.00
CAPITAL RESERVE-NIAGARA	0.00	0.00	0.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
RESERVE FUNDS	0.00	0.00	50,000.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
	0.00	31,515.13	247,103.00	12.75
EXPENDITURES =====				
FLOOD CONTROL STRUCTURES				
BINBROOK DAM	1,319.63	40,670.87	49,700.00	81.83
SHRINER'S CREEK	0.00	0.00	0.00	0.00
sub-total	1,319.63	40,670.87	49,700.00	81.83
WATERSHED FLOODPLAIN MAPPING UPDATE	4,421.60	18,427.08	197,403.00	9.33
FLOOD FORECASTING MODELING	0.00	0.00	0.00	0.00
STREAM GAUGE & MONITORING NETWORK	0.00	0.00	0.00	0.00
	5,741.23	59,097.95	247,103.00	23.92

NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND DEVELOPMENT - CAPITAL
4 PERIODS ENDED 2014-04-30

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES				
=====				
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
FEDERAL GRANTS	0.00	0.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	0.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	0.00	822,500.00	0.00
LEVY-SPECIAL-HAMILTON	0.00	0.00	207,100.00	0.00
LEVY-SPECIAL-HALDIMAND	0.00	0.00	0.00	0.00
LEVY-SPECIAL-OTHER	0.00	0.00	0.00	0.00
CAPITAL RESERVE-NIAGARA	0.00	0.00	0.00	0.00
CONSERVATION FOUNDATION	0.00	0.00	81,000.00	0.00
RESERVE FUNDS	0.00	0.00	100,000.00	0.00
MISCELLANEOUS	620.00	114,980.00	0.00	0.00
	620.00	114,980.00	1,210,600.00	9.50
EXPENDITURES				
=====				
LAND ACQUISITION	4,609.92	1,228,882.34	600,000.00	204.81
BALL'S FALLS	5,783.48	11,411.80	32,000.00	35.66
BINBROOK	5,254.00	8,547.69	107,100.00	7.98
CHIPPAWA CREEK	6,663.66	16,855.13	225,000.00	7.49
LONG BEACH	538.31	732.07	70,000.00	1.05
BEAMER MEMORIAL	0.00	0.00	0.00	0.00
BINBROOK TRACT	0.00	0.00	0.00	0.00
E.C.BROWN	0.00	0.00	0.00	0.00
HEDLEY FOREST	0.00	0.00	0.00	0.00
HUMBERSTONE	0.00	0.00	0.00	0.00
MORGAN'S POINT	0.00	0.00	0.00	0.00
RUIGROK TRACT	0.00	0.00	0.00	0.00
WAINFLEET BOG	0.00	0.00	0.00	0.00
MEMORIAL FORESTS	0.00	0.00	1,000.00	0.00
ROCKWAY	0.00	0.00	0.00	0.00
TWENTY VALLEY TRAIL	66.14	66.14	0.00	0.00
GAINSBOROUGH	0.00	0.00	72,500.00	0.00
MOUNTAINVIEW	0.00	0.00	0.00	0.00
ST.JOHN'S	0.00	0.00	23,000.00	0.00
VIRGIL	0.00	704.94	0.00	0.00
GORD HARRY CONSERVATION TRAIL	0.00	0.00	0.00	0.00
WILLOUGHBY MARSH	0.00	0.00	0.00	0.00
SMITH-NESS	0.00	0.00	0.00	0.00
TWO MILE CREEK	0.00	0.00	0.00	0.00
STEVENSVILLE	0.00	0.00	0.00	0.00
WAINFLEET WETLANDS	0.00	0.00	0.00	0.00
WOODEND	0.00	0.00	0.00	0.00
CAVE SPRINGS	0.00	0.00	0.00	0.00
MUD LAKE	0.00	0.00	0.00	0.00
JORDAN HARBOUR	0.00	0.00	80,000.00	0.00
COMFORT MAPLE	0.00	0.00	0.00	0.00
ST. JOHNS CENTRE	17,064.15	52,521.89	0.00	0.00
	39,979.66	1,319,722.00	1,210,600.00	109.01



TO: NPCA Board of Directors

DATE: May 21, 2014

SUBJECT: Community Liaison Advisory Committee Update - Report No. 36-14

Purpose

This report will update the NPCA Board of Directors relative to the recruitment, selection and implementation of the Community Liaison Advisory Committee (CLAC) as adopted by the Board in Report Number 06-2014 (February 19, 2014).

Background

On February 19, 2014 the NPCA Board of Directors adopted Report Number 06-2014 entitled "Strategic Plan and Communication Roll-Out". Within the report, a Community Liaison Advisory Committee Terms of Reference was attached.

The Community Liaison Advisory Committee is a component of the NPCA Strategic Plan under the heading "Transparent Governance & Enhanced Accountability". In specific, the Strategic Plan states, "Expand public participation to support NPCA Governance via establishment of a Community Liaison Advisory Committee (environment, agriculture, landowners, development, industry, volunteer/sector sectors)."

Discussion

As stated in the Community Liaison Advisory Committee Terms of Reference, the mandate of the committee is to "To provide collaborative local perspective, guidance and expert advice in the implementation of the NPCA's 2014-2017 Strategic Plan and/or other issues as the Board may request. Members will serve in a non-governance capacity with a focus on providing advice and recommendations for consideration by NPCA Board."

The responsibilities of the CLAC are identified as:

- Act as Champions/Ambassadors for the NPCA;
- CLAC will provide advice to the NPCA Board for consideration on policies, procedures and strategic direction for the purpose of managing NPCA watershed's natural resources towards achieving balanced environmental, community and economic needs;
- Advise on potential partnership opportunity;
- Provide a conduit to the local community;
- Identify barriers and opportunities in the community;
- Advise on opportunities to communicate information from the NPCA to local communities and partners; and
- Advise on other issues as requested by the NPCA Board.

Recommendations from the CLAC are reported to the NPCA Board of Directors via the Co-Chairs (of which one of the co-chairs is the Chair of the NPCA Board).

The 11 members of the CLAC are as follows:

- Three (3) members from the public-at-large
- One (1) member representing property owners (i.e. Niagara Landowner's Association)
- One (1) member representing a Chamber of Commerce and/or Tourism Industry
- One (1) member representing agricultural sector (i.e. Ontario Federation of Agriculture)
- One (1) member representing the development sector
- One (1) member representing environmental clubs/groups
- One (1) member representing local municipalities (municipal staffer)
- One (1) member representing single/upper-tier municipalities (municipal staffer)
- One (1) for the NPCA Board Chair (who also serves as a Co-Chair of CLAC).

The CLAC is supported administratively via the Community Liaison Coordinator and has an inaugural budget of \$2,500 for meeting expenses.

It is anticipated that the recruitment of CLAC members will commence the week of May 25th for a two week period. Members of the public will be recruited via print advertising, NPCA web site and social media. Members of identified sectors will be recruited via direct contact.

As per the current Terms of Reference, the initial short listing from the received Expression of Interest will be conducted by the Supervisor of Marketing and Community Relations in conjunction with the Chief Administrative Officer. Thereafter, the short list (along with a separate list of all candidates) will be presented to the NPCA Board of Directors for ratification. This will most likely occur at the June 18, 2014 meeting of the Board.

At the inaugural meeting of the CLAC, it is anticipated that:

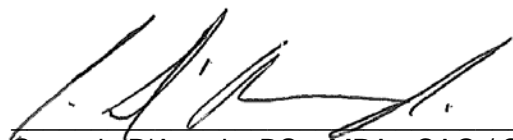
- A Co-Chair will be selected;
- The Terms of Reference and associated mandate of the committee will be reviewed; and
- A quarterly meeting schedule will be established.

Attachments: NPCA Community Liaison Advisory Committee (CLAC) Terms of Reference.

RECOMMENDATION:

That Report Number 36-14 entitled "Community Liaison Advisory Committee – Update" be received for information.

Prepared and Submitted By:



Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer



NPCA Community Liaison Advisory Committee (CLAC) Terms of Reference

Committee Name:	Community Liaison Advisory Committee (CLAC)
Type:	Advisory
Date of Formation:	February 19, 2014
Staff Support:	Supervisor of Marketing and Community Relations
Enabling Legislation:	Feb. 19, 2014 – Report # #-2014- To: NPCA Board
Total No. of Members:	11 (Includes NPCA Chair)
Meeting Frequency:	Quarterly – as required
No. of Meetings Annually:	4 (+)
Budget:	\$2,500
Reporting Method:	Presented by Staff to NPCA Board (Written and Oral)

1. TITLE:

The name of the Advisory Committee shall be “**The Community Liaison Advisory Committee**” or CLAC.

2. ACCOUNTABILITY AND MANDATE:

To provide collaborative local perspective, guidance and expert advice in the implementation of the NPCA’s 2014-2017 Strategic Plan and/or other issues as the Board may request. Members will serve in a non-governance capacity with a focus on providing advice and recommendations for consideration by NPCA Board.

3. TERMS OF APPOINTMENT:

Upon establishment of the Committee, members will be appointed to serve for a term of TWO (2) years. In order to maintain continuity, members having completed their initial first term will be invited to express their interest in continuing to serve for a second term. From amongst those who have expressed interest, CLAC shall propose four members to continue for an additional two year term and their names will be submitted to the NPCA Board for ratification.

The NPCA Chair shall function as Co-Chair and will serve until the end of his/her term.

4. RESOURCES & BUDGET

The initial 2014 budget will be allocated at \$2,500 to cover meeting expenses. Thereafter, the budget will be re-assessed on an annual basis.

The CLAC is primarily supported by a Community Liaison Coordinator, with the Supervisor of Marketing and Community Relations providing general oversight.

5. REPORTING

Meeting Agendas will be prepared by the Community Liaison Coordinator in consultation with the Committee Co-Chairs. Minutes shall be recorded and circulated to members. CLAC will report, via the CLAC Co-Chairs to the NPCA Board.

6. RESPONSIBILITIES:

- Act as Champions/Ambassadors for the NPCA
- CLAC will provide advice to the NPCA Board for consideration on policies, procedures and strategic direction for the purpose of managing NPCA watershed's natural resources towards achieving balanced environmental, community and economic needs.
- Advise on potential partnership opportunity.
- Provide a conduit to the local community.
- Identify barriers and opportunities in the community.
- Advise on opportunities to communicate information from the NPCA to local communities and partners.
- Advise on other issues as requested by the NPCA Board.

7. MEMBERSHIP:

CLAC shall consist of up to ELEVEN (11) members comprising multi-stakeholder representation including landowners, municipalities, business sectors, agriculture, development and the general public.

7.1 REPRESENTATIVE SEAT STRUCTURE:

The Advisory Committee shall consist of the following representation:

- THREE (3) members from the public-at-large
- ONE (1) member representing property owners (i.e. Niagara Landowner's Association)
- ONE (1) member representing a Chamber of Commerce and/or Tourism Industry
- ONE (1) member representing agricultural sector (i.e. Ontario Federation of Agriculture)
- ONE (1) member representing the development sector
- ONE (1) member representing environmental clubs/groups
- ONE (1) member representing local municipalities (municipal staffer)

- ONE (1) member representing single/upper-tier municipalities (municipal staffer)
- ONE (1) for the NPCA Board Chair (who also serves as a Co-Chair of CLAC)

7.2 Internal or external persons may be invited to attend the meetings at the request of the Co-Chairs, on behalf of the CLAC, to provide advice and assistance where necessary. These attendees will have no advisory privileges and may be requested to leave the meeting at any time by the Chairperson.

7.3 CLAC members may cease to be a member of the Committee if they:

- Resign from the Committee
- Fail to attend 3 consecutive meetings without providing reasons of significance to the Co-Chairs
- No longer represent their respective sector
- Breach of Confidentiality

7.4 Decisions of the CLAC are considered as recommendations only and no formal voting process is required.

8. VACANT POSITIONS

Positions vacated by a CLAC member will be filled through a supplemental “Call for Expressions of Interest” to be conducted as required and the appointment will be valid only for the original term of office.

9. PRIVACY

The meetings of the CLAC are public. Members should be aware that their names will be in the public realm and a list of membership may be provided when requested. Personal member information, other than name and resident municipality, will be kept confidential in accordance with Provincial legislation.

10. LEADERSHIP & ADVISORY COMMITTEE CO-CHAIRS

To provide leadership, the NPCA Board Chair will serve as Co-Chair of the CLAC. In addition a Co-Chair shall be elected by the CLAC to serve for a period of 12 months. Co-Chairs may serve for two (2) consecutive terms (with the exception of the NPCA Board Chair).

The Co-Chair responsibilities include:

- Building consensus
- Providing leadership and ensuring the fair and effective functioning of the Committee
- Scheduling meetings and notifying CLAC members
- Inviting special guests to attend meetings when required
- Guiding the meeting according to the agenda and time available
- Ensuring all discussion items end with a decision, action or definite outcome
- Review and approve the draft minutes before distribution

11. ROLES AND EXPECTATIONS OF MEMBERS

- Review meeting materials in advance of the meetings and arrive prepared to provide a broad perspective on the issues under consideration.
- Submit agenda items to the Co-Chairs and staff a minimum of two (2) weeks prior to the meeting date whenever possible.
- Make every effort to attend regularly scheduled meetings. If not available, notify the Co-Chairs and staff contact on inability to attend at least one day prior to the meeting date.
- Agree to describe, process and resolve issues in a professional and respectful manner.
- Provide input to help identify future projects or strategic priorities for consideration.
- Serve in a regional capacity, representing all of the NPCA watershed in its entirety and to act in the highest and best interest of the NPCA as a whole.

12. ADMINISTRATION

Community Liaison Coordinator will provide Administrative services for the Advisory Committee , including preparation and distribution of Agendas, recording of meeting minutes/notes, reports and information as required to CLAC. The Community Liaison Coordinator will coordinate reports on CLAC activities for inclusion in NPCA Board meeting agendas.

13. DURATION OF MEETINGS

Meetings will be approx. TWO (2) hours in duration. Exceptions may occur from time to time to deal with significant items.

14. APPLICATION PROCESS – CALLS FOR EXPRESSIONS OF INTEREST

- Applicants will not be recommended for appointment solely based on the number of submissions taking the available representative seats. Seats may remain vacant until candidates with the requisite background and skills can be identified.
- The Call of Expressions of Interest will be fully transparent and made public and published via NPCA website, social media venues and local print media.
- For the inaugural Committee, the Supervisor of Marketing and Community Relations, in conjunction with the Chief Administrative Officer, will develop a short list of candidates from Expressions of Interest received. The short list, along with a separate list of all applicants, will be presented to the NPCA Board for ratification and appointment.
- For subsequent recruitments, the CLAC will develop a Selection Sub-Committee comprised of no more than four participants to serve as the selection team for the recruitment and recommendation of members.
- The recommended candidates will be presented by the Selection Sub-Committee to the full Advisory Committee for ratification.

DRAFT

- Final recommendation of candidates will be presented to the NPCA Board for appointment.

15. AMENDMENTS

The Terms of Reference shall be reviewed annually from the date of approval and may be amended to meet the ongoing needs of the NPCA, by agreement of the majority of Board members.



To: Chairman and Members of the Authority

Date: May 21, 2014

Re: Monarch Butterfly – Initiatives; Report No. 37-14

Background

The monarch butterfly can be found throughout southern Ontario in agricultural fields, pasture lands, meadows, residential areas, forested areas and roadsides. Unfortunately, the **monarch butterfly populations in North America have seen a significant decline over the last few years**. This decline has been linked to a number of factors, but the decrease in butterfly habitat and food sources is considered the most significant factor.

It is helpful to understand the four stages of the monarch's lifespan when discussing the monarch butterfly habitat and population declines. The monarch's life cycle starts as an egg laid by the adult butterfly. After about 5 days the eggs hatch to produce larvae or caterpillars (2nd stage). During this critical caterpillar stage, which lasts about 2 weeks, it builds up a store of fat and energy from feeding solely on the milkweed plant. In the third ('pupa') stage the caterpillar spins a silk pad and then molts and undergoes a metamorphosis inside its casing. In the fourth stage the mature adult butterfly emerges. These adult butterflies can live for 2 to 8 weeks. The adults feed on nectar from various types of flowers including milkweed, red clover and golden rod.

As the monarch migrates north from Mexico each spring and summer it completes several life-cycles before reaching Ontario. In its last cycle, the Monarch butterfly migrates all the way back to Mexico where it stays over the winter.

The decline in the abundance of the milkweed plant is considered to be a significant factor affecting the monarch's populations. The availability of the milkweed plant has been greatly affected by the use of herbicides to control these weeds. This use is particularly prevalent in agricultural areas where some milkweed plants are poisonous to cattle and livestock. For instance, herbicides have been used to keep milkweed out of hay fields that will be harvested for cattle feed.

The milkweed has been almost eradicated in some areas of the U.S.A. due to the use of herbicides and this has created problems in the monarch's migrations.



Common Milkweed Plant

A decline in habitat areas that contain a biodiversity of nectar flowers has also been cited for the plummeting populations, since adult butterflies use these food sources.

In recent years there have been several initiatives by various organizations to promote habitat that supports all four stages of the monarch's life-cycle. The NPCA has participated in a number of these projects. The habitat initiatives must be in areas that are not going to be harmful to agricultural operations. The following describes NPCA's partnerships to promote butterfly populations. Information is also presented on the NPCA lands that are considered key monarch habitat areas in Niagara.

NPCA Partnerships

Although the NPCA is not currently undertaking standalone monarch projects it has, and continues to, partner with other agencies to restore Monarch populations and their habitat. The NPCA also works to embed certain key learning's and elements from other agencies and projects into existing programming. For example, NPCA **planting plans for restoration projects** include many components of wildlife habitat. Where appropriate, the NPCA includes milkweed species in an effort to increase possible habitat for Monarchs. NPCA is always cognizant of pollinators in general and will take advantage of opportunities to plant a wide diversity of species of wildflowers, grasses, shrubs and trees that can be extremely effective in offering feeding and refuge areas for several species.

The following are examples of partnerships that NPCA has engaged in to promote habitat for the Monarch Butterfly.

Niagara Parks Commission - Butterfly Way Stations

Through its formal partnership with **Niagara Parks Commission (NPC)**, the NPCA has offered technical expertise and volunteer time on projects over the years including the development of **Monarch Way Stations** throughout the NPC lands.



A Butterfly Way Station

Niagara is an important breeding and stop over area for Monarchs prior to them migrating south over the Great Lakes and beyond. Butterfly way stations are places that provide host and nectar plants necessary for butterflies to reproduce and sustain their migration. Monarch Way Stations do not typically include the wooden “butterfly houses” that have been advertised by some organizations, as butterflies apparently do not use these wooden shelters.

Monarch Teachers Network of Canada and Niagara Restoration Council

Most recently, the Niagara Parks Commission and the Niagara Restoration Council (NRC) have partnered with the Monarch Teachers Network of Canada to offer the **Teaching with Monarchs workshops**. The Monarch Teachers Network of Canada is the Canadian chapter of the Monarch Teacher Network (MTN). MTN is a growing network of teachers and other educators who use monarch butterflies to teach concepts such as good stewardship of the environment.

These workshops, which are being coordinated by Toronto Region Conservation Authority, form only one part of the many efforts to increase habitat and populations of Monarchs locally. The overall aim of this program is to create habitat for the Monarch Butterfly and other species by planting naturalized plots in school yards and selected sites in the community with the help of local partners and organizations such as the NPCA.

Environment Canada EcoAction Funding – Niagara Restoration Council

The NRC in partnership with the NPC have also applied to the Environment Canada EcoAction for approximately \$100,000 worth of funding to develop **habitat plots** within Niagara in the Monarch’s migratory pathway. The **NPCA is an in-kind funding partner** for this application. The final decision on whether the groups will receive this funding is expected to be made within the next month.

Through this program, the Niagara Restoration Council (NRC) is looking to increase valuable habitat areas within the Monarch Butterfly’s migratory pathway by creating more than 30 habitat plots or “way stations”. One goal of this project is to **increase species biodiversity through the planting of native vegetation**, thereby improving the overall health of the Monarch Butterfly. This will be achieved by educating the local community about this species of butterfly.

The NPCA has pledged to supply field equipment and provide technical support and expertise towards the planning and implementation of this project.

The NPCA’s close working relationship with the NRC has resulted in the implementation of several successful restoration projects. The targets that the Niagara Restoration Council has set are important to the NPCA, and we are pleased to support them in the pursuit of these goals.

NPCA Park Properties

Many of the NPCA park properties offer good butterfly habitat. Four parks in particular are considered significant habitat areas for many species, including the Monarch, in Niagara. They are:

1. **Morgan’s Point Conservation Area** - Morgan’s Point CA contains old growth forest and remnants of the oak savannah prairie that once covered large areas of the Niagara Peninsula. Located along the Lake Erie shoreline in Wainfleet a sand dune complex and

rock shoal outcrop provide natural shore protection, as well as habitat for a wide variety of plants, and animals. It is an important stop-over and resting point for Monarch butterflies before they fly across Lake Erie.

2. **Wainfleet Bog Conservation Area** - Bog plants, butterflies, migrating songbirds and animals make their homes in the restored habitat sections of this area.
3. **Smith-ness Conservation Area** - Smith Ness is a forest conservation site within the City of Niagara Falls with unique Carolinian tree species. The forest slough and wetland features make up part of a wildlife habitat complex. At present this is not a publicly accessed area.
4. **Stevensville Conservation Area** - Stevensville CA is located in the Town of Fort Erie, and has forty-nine hectares of wooded and wetland area as well as a pond and Black Creek that passes through the CA. It contains many diverse species of flora and fauna. The pond creates an ideal habitat for waterfowl, amphibians and many other birds and mammal species. The forest at Stevensville is a mix of both deciduous and coniferous tree species.

The attached map shows the locations of these four key NPCA parks for butterfly habitat. The map also shows lands in Niagara that may be potential habitats for Monarchs, such as successional lands, forested areas, and wetlands.

There may be additional areas on some NPCA properties where milkweed could be planted. For example, in areas that currently contains mowed grass or lawns. Lands that are simply left dormant can often become populated with milkweed plants without any targeted planting. Consideration should be given to the surrounding properties and nearby farming operations before starting any milkweed planting projects. Municipal by-laws aimed at controlling nuisance and noxious weeds can apply to NPCA properties; therefore, proposed locations of milkweed plantings and butterfly way stations must first be carefully assessed.

Attachments:

- 1) Map of NPCA showing potential monarch habitat areas and key NPCA properties that promote monarch populations.


RECOMMENDATION:

That the Monarch Butterfly Initiatives Report No. 37-14 be received for information purposes.

Prepared by Brian Wright, P.Eng.; Manager, Watershed Projects

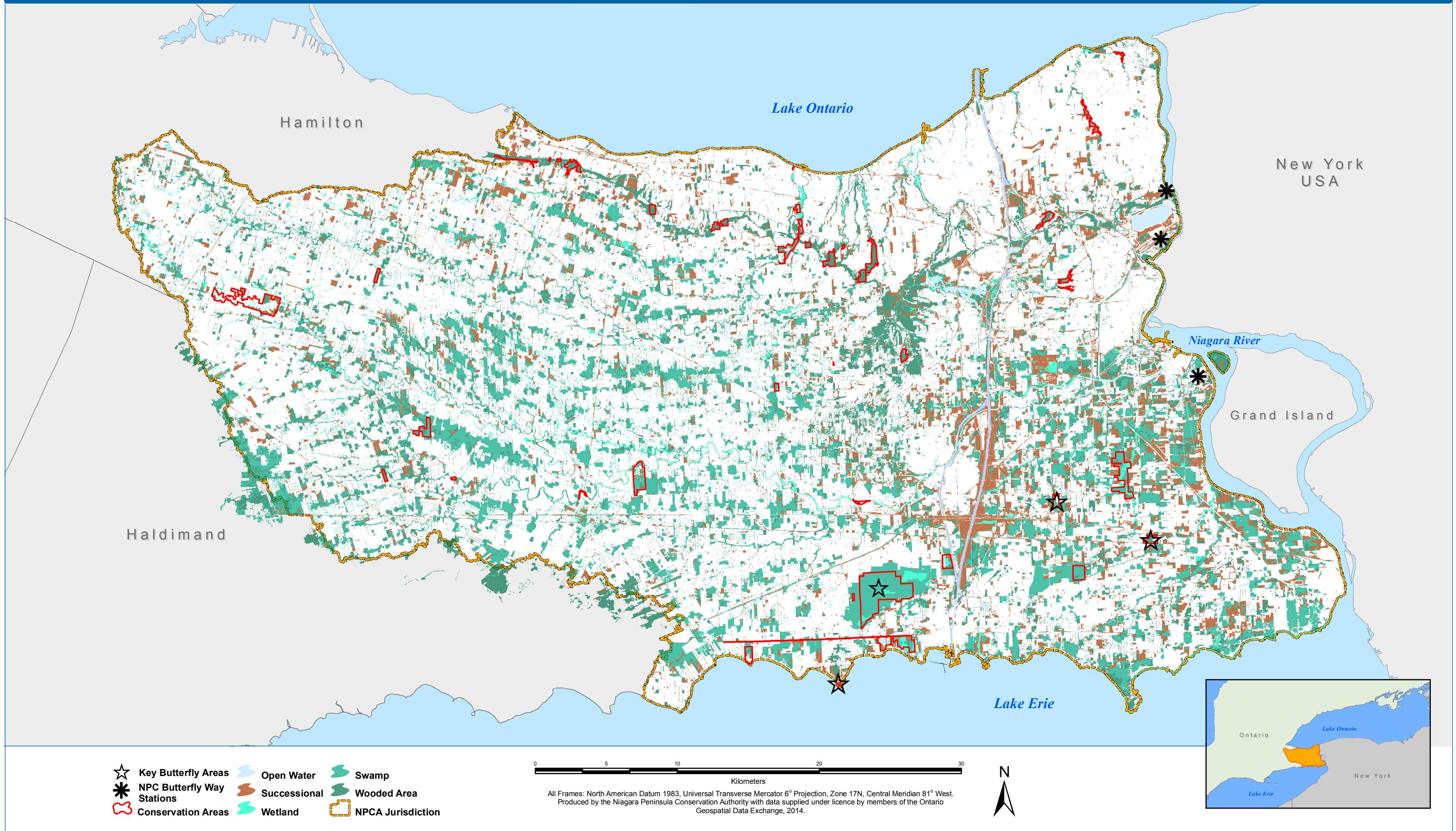
Reviewed by Peter Graham, MBA P.Eng.; Director, Watershed Management

Respectfully Submitted by:


Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer



Niagara Peninsula Conservation Authority Contributing Butterfly Habitat





TO: The Chairman and Members of the Authority

DATE: May 21, 2014

SUBJECT: 2014 Vehicle Assessment & Options – Report No. 38-14

Executive Summary

The NPCA owns and operates a number of vehicles, some of which we own and others that are on a short term lease. We have supplemented our fleet with additional vehicles from a rental company for certain programs throughout the year in month to month rental agreements. Aside from the month to month rentals, the remaining fleet vehicles, based on a 2009 staff recommended vehicle replacement policy, have typically been used for 4 to 5 years and then replaced. In 2014, there have been additional vehicles requested by staff.

An assessment and evaluation of the current staff needs and existing fleet was completed. During this process, staff identified a number of options going forward. All options were reviewed with the option to enter into an agreement with Thomas Solution for the supply of short term work vehicles being recommended for the next three years.

This recommendation meets all operational needs, requires no capital expenditure and is anticipated to save approx. \$45,000/year (equating to an estimated savings of \$225,000 over 5 years).

Background

The NPCA operates a fleet of eight pick-up trucks (two of which are finishing short term leases that require a backend payout), three specialty vehicles (a GMC 1 Ton Dump Truck and a Dodge 3500, and a Honda SUV). Month to month rental vehicles are brought in as required for program-specific needs throughout the year, typically 2 additional Cargo Vans and 3 additional ½ ton pick-up trucks (2013).

Vehicle needs have increased slightly in 2014. Office Fleet Vehicles are almost solely used by staff in the Water Department. Operating costs are kept to a minimum through a policy of regular maintenance and rotation of equipment. Authority staff conducts minor maintenance on vehicles, however major maintenance and repairs are handled by licensed mechanics at local garages or dealerships.

Ten years ago the Conservation Authority was replacing pick-up trucks on a 3-year rotation. The vehicles being traded in averaged 90,000 km. In the years leading up to 2009, staff began modifying the way vehicles were used in the Conservation Areas to reduce fuel costs and distribute work evenly across the fleet. These changes resulted in a reduction from an average 90,000 kilometers to 60,000 km over that same 3 year period.

In 2009, staff changed the vehicle replacement practice that took into consideration the condition

and mileage of the vehicle, rather than an automatic 3-year rotation. Since that time, the NPCA has been turning over vehicles closer to a 5-year period, with a targeted odometer reading of 115,000 km.

Funds have been allocated in the 2014 Capital Budget for the purchase of two ½-ton pick-up trucks. The new vehicles will replace two 2008 Dodge Ram 1500 pick-up trucks. However, this does not take into consideration the additional vehicle needs by staff or the requirement to payout \$19,000 on two other ½ ton pick-up trucks that have come to the end of a lease agreement (June 2014).

Water Department Staff was asked to calculate their monthly and annual vehicle needs and they submitted that to the Operations Department. The Operations Department did a full assessment of the current fleet which included the following: Water Department Vehicle Needs, an evaluation of the current monthly usage (km's actually used), an assessment and review of our current lease agreements, a re-evaluation of our current replacement cycle policy, our actual standing (specific to vehicles) in that replacement cycle policy, cycle systems by other Conservation Authorities, cycle projections and associated costs into 2021, and other options.

Financial/ Program/ Business Implications

Currently, on average and depending on the vehicle and time of year, the office fleet of vehicles and the parks vehicles averages 2000 km's per month usage. Aside from fuel, regular maintenance costs per vehicle average \$1500 to \$1800 per year and older trucks (4 years or more) costs the NPCA approximately \$2000 to \$3000 a year.

During this process of analysis, the option of a rental program was identified and brought forth. The two companies able to provide this option are Carter Rentals, which we currently use for various month to month rentals of vehicles, and Thomas Solutions; with variations in the price and structure of the proposed agreements.

The concept is to rent vehicles short term (month-to-month) as needed and not carry vehicles in the fleet during slow periods. The benefits of this concept include:

- 1.) No lease term
- 2.) No Capital Expenditure or backend payouts on leases
- 3.) Cost certainty (Month to month)
- 4.) Significantly less administrative and accounting stress
- 5.) Complete Fleet and Maintenance Management (Repairs and Maintenance)
- 6.) Ability to customize the vehicle(s) as needed
- 7.) Free spares

With this concept, annual Capital funds for vehicles can be realigned to improving our Conservation Areas – specifically our operating parks. The Vehicle Capital Line item can transfer to a cost certain 'Operating' Budget line item. There would be an estimated cost savings of \$45,000 a year and less time staff spent on administrative/accounting challenges. The biggest share in cost savings are the elimination of maintenance costs and reduced repair costs across the fleet.

The preferred pricing and operational flexibility came from Thomas Solutions. They have been living by this concept with a growing customer base such as U.S. Steel Canada, Detour Gold, Fox Construction, AMEC, AECON, Lancaster Sheet Metal Ltd., and others. The Niagara Region's

Public Works division has also begun to take advantage of this business model with this vendor.

Thomas Solutions proposes a three year agreement with the caveat that there is no volume guarantee by the NPCA. Our fleet size can flux up or down -and there is no penalty to reduce vehicle numbers.

OPTIONS:

Option 1 – Capital Purchases

NPCA continues with its normal practice of rotating vehicles out of the fleet within the 5 year cycle with full upfront Capital Purchases. This is what was done in 2013 with two new Ford F150s. Additional vehicle needs would continue to be addressed with month to month rentals from Carter Rental and/or Thomas Solutions.

<u>Replacement Summary for Option 1</u>	
<i>Year</i>	<i>Purchase</i>
2014	\$104,644.71
2015	\$76,239.45
2016	\$182,551.29
2017	\$125,032.93
2018	\$88,792.11
<i>Total:</i>	\$577,260.49
<i>Avg/ Year:</i>	\$115,452.10

Option 2 – Short term leases

NPCA continues with its normal practice of rotating vehicles out of the fleet within the 5 year cycle with short term leases that have backend payouts. Additional vehicle needs would continue to be addressed with month to month rentals from Carter Rental or Thomas Solutions.

<u>Replacement Summary for Option 2</u>	
<i>Year</i>	<i>Lease</i>
2014	\$71,949.39
2015	\$71,949.39
2016	\$99,066.51
2017	\$135,889.55
2018	\$135,535.63
<i>Totals:</i>	\$514,390.47
<i>Avg/ Year:</i>	\$102,878.09

Option 3 – Continue with a mix of Option 1 and Option 2.

Option 4 – Rental Program with Carter Rentals

Enter into an agreement with Carter Rentals to replace, on month-to-month short term leases. The outgoing rotational vehicles starting in 2014 and rolling out the program to 2019 where the NPCA does not own any vehicles and costs become 'Operating Expenses' as opposed to Capital Budget Purchases.

<u>Replacement Summary for Option 4</u>	
<i>Year</i>	<i>Carter</i>
2014	\$69,817.56
2015	\$101,380.02
2016	\$117,344.25
2017	\$145,377.25
2018	\$163,099.00
<i>Totals:</i>	\$597,018.08
<i>Avg/ Year:</i>	\$119,403.62

Option 5 – Rental Program with Thomas Solutions

Enter into an agreement with Thomas Solutions to replace, on month to month short term leases, the outgoing rotational vehicles starting in 2014 and for three years. The program will be re-assessed to determine whether to continue rolling out the program to 2019 where the NPCA does not own any vehicles and costs become 'Operating Expenses' as opposed to Capital Budget Purchases. Thomas Solutions offers both a new vehicle (1-3 years) and used vehicle (3-6 years) option; or a mix of the two.

<u>Replacement Summary for Option 5</u>		
<i>Year</i>	<i>TS (New)</i>	<i>TS (Used)</i>
2014	\$64,014.31	\$59,776.81
2015	\$85,170.17	\$76,751.67
2016	\$96,439.25	\$85,851.15
2017	\$120,463.05	\$108,021.75
2018	\$134,113.45	\$120,225.75
<i>Totals:</i>	\$500,200.23	\$450,627.13
<i>Avg/ Year:</i>	\$100,040.05	\$90,125.43

- Attachments:**
1. Appendix 1 (Replacement Cycle Chart)
 2. Thomas Solutions Overview

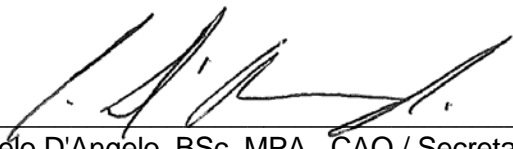
RECOMMENDATIONS:

That the NPCA Board authorize staff to enter into an agreement with Thomas Solutions to supply the additional vehicle needs of the Authority for 2014;

That the NPCA Board proceed with Option 5 and authorize staff to enter into a rental program agreement with Thomas Solutions for 3 years.

Prepared by: David Barrick – Senior Manager, Operations
Gregg Furtney – Supervisor, Conservation Areas

Respectfully Submitted by:



Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer

Appendix 1

Replacement Cycle Chart

Replacement Year	No. of Vehicle	Vehicles
2014	2	#90 ½ Ton Pickup Truck #91 ½ Ton Pickup Truck
2015	1	#95 Ford Ranger (Small Pickup)
2016	5	#81 1 Ton Dump Truck #97 Honda CRV #96 ½ Ton Pickup Truck #100 ½ Ton Pickup Truck #101 ½ Ton Pickup Truck
2017	3	#86 Limo Dodge 3500 #98 ½ Ton Pickup #99 Passenger Minivan
2018	2	#102 ½ Ton Pickup #103 ½ Ton Pickup

Condensed Replacement Summary

Replacement Summary					
Year	Purchase	Lease	Carter	TS (New)	TS (Used)
2014	\$ 124,644.71	\$ 91,949.39	\$ 69,817.56	\$ 64,014.31	\$ 59,776.81
2015	\$ 96,239.45	\$ 91,949.39	\$ 101,380.02	\$ 85,170.17	\$ 76,751.67
2016	\$ 202,551.29	\$ 119,066.51	\$ 117,344.25	\$ 96,439.25	\$ 85,851.15
2017	\$ 145,032.93	\$ 155,889.55	\$ 145,377.25	\$ 120,463.05	\$ 108,021.75
2018	\$ 108,792.11	\$ 155,535.63	\$ 163,099.00	\$ 134,113.45	\$ 120,225.75
Totals=	\$ 677,260.49	\$ 614,390.47	\$ 597,018.08	\$ 500,200.23	\$ 450,627.13
Avg/ Year	\$ 135,452.10	\$ 122,878.09	\$ 119,403.62	\$ 100,040.05	\$ 90,125.43

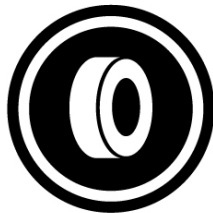
- Option 1 = Purchase
Option 2 = Lease to Own
Option 3 = Combination of Option 1 and 2
Option 4 = Carter Rental Rollout
Option 5 = Thomas Solutions (New or Used) Rollout



Introduction to Thomas Solutions

For: NPCA
Operations Department

By: Steve Gruber
Thomas Solutions
sgruber@thomassolutions.ca
www.thomassolutions.ca



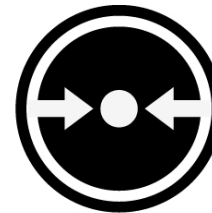
Work Trucks



Cartage



Manpower



Custom Solutions



Agenda

- About Thomas Solutions
- NPCA's needs
- Why Thomas Solutions is a Good Fit
 - # 1: Vehicle Purchase & IRR
 - # 2: Cost Certainty
 - # 3: Total Cost of Ownership
 - # 4: Maximum Asset Utilization
 - # 5: Accounting Benefit
 - # 6: Easy, Great Service & Located Near You
- Case Studies



About Thomas Solutions

40+ years in business

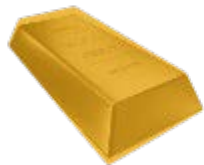
Provider of:

- Industrial work truck rentals/leasing & fleet management services
- Cartage services
- Manpower services
- Custom financing solutions
- Nutrient Management Solutions

Growing Customer Base



U. S. Steel Canada
A Subsidiary of United States Steel



DETOUR GOLD





Solutions Offered



Work Trucks

SmartSource Work Truck Rental & Leasing –

- SmartSource is a new solution which is a hybrid of traditional rental and leasing models.
- It is really **Work Trucks As A Service** (WTAAS)
- Pickups, vans, stake trucks, dump trucks, tractor trailers, specialty vehicles
- Managing your vehicle inventory, maintenance & repairs, licensing, e-testing, signage & graphics, GPS needs



Custom Solutions

Custom solutions

Variety of Mobile Equipment



Variety of Mobile Equip (2)





Our Goal – Help You

- Our ultimate goal is to help you achieve your financial and performance based project targets.
- How can we help?
 - Simplify process, remove admin costs, reduce hiring needs, keep workers working with the goal of improving employee productivity, reduce capital expenditures, improve cash flow
 - Free up your time and focus it on matters that are more pressing and drive bottom line improvements



Your needs ?

- Asset utilization? (supplemental, early returns, good/bad economy)
- Cost certainty? (fixed price, maintenance incl.)
- Cost reduction?
- Flexibility? (no fixed term lease)
- Diversified fleet requirements?
- Geographic coverage?



Why Thomas Solutions

Why Thomas Solutions is a Good Fit

- # 1: Vehicle Purchase & IRR
- # 2: Cost Certainty
- # 3: Total Cost of Ownership
- # 4: Maximum Asset Utilization
- # 5: Accounting Benefit
- # 6: Easy, Great Service & Located Near You



Vehicle Purchase & IRR

- Purchasing a Fleet – a Capital Allocation Decision
 - No Internal Rate of Return on a vehicle purchase
 - Not as tax advantageous as a lease or Thomas' SmartSource model

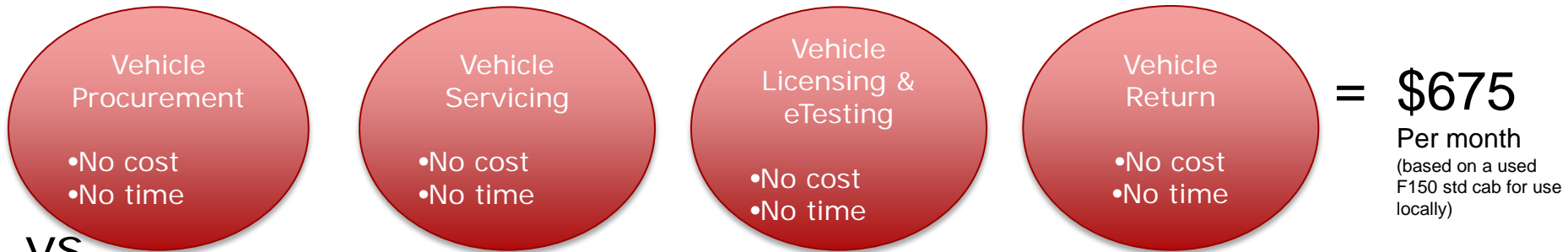
Vs

- Making an investment that will improve company performance metrics:
 - Purchase roof-top solar PV (100% financed): 200% IRR over 20 years
 - Cogeneration (natural gas) power unit: 29% IRR over 8 years



Providing Cost Certainty

- Thomas Solutions Model:



VS

- YOU Manage Internally:





Does it Make Sense for You?

- Understand your Total Cost of Ownership
 - Compare traditional leasing vs SmartSource model

	Thomas New	Thomas Used	Std Lease
Capital Cost - Lease	-	-	675
R&M Direct Labour (employee time)	-	-	50
R&M Indirect Labour (management, HR)	-	-	50
R&M – Parts	-	-	25
Mileage overages & Dents/Dings/Scratches	-	-	100
Lost productivity due to vehicles repairs	-	-	50
TOTAL	\$835	\$675	\$950

Notes:

- R&M – repairs & maintenance
- Based on a site truck (F150 std cab for use locally)
- Employee hourly value of \$100
- Per month pricing



Maximum Asset Utilization

- Giving you true fleet flexibility to manage boom, bust and flat times
 - Not locked into a long-term lease
 - Drop vehicles off when no longer needed
 - Add vehicles on easily
- What is the cost of a vehicle that is sitting idle with no utilization or one that is only being utilized to its partial potential? Why carry this extra expense?
- Any drop in work means you are locked into a much higher cost structure.



Accounting Benefits

- Asset utilization
- Expenditures under Thomas' SmartSource can easily fall under Operating Expenses or Capital
- Don't lose on Depreciation and Asset Value
- Put your time and effort into making projects more profitable
- Ability to track, allocate and even recover costs attributable to specific jobs.



Easy & Great Service

- One phone call for your vehicle needs
- Free emergency spares provided on site at NO additional cost (based on fleet size)
- Maintenance included, no downtime, no lost productivity
- For clients that are outside of Southern Ontario we do have a growing network of service partners
- Where it makes sense we will deliver vehicles to your jobsite at cost.



Case Study – Detour Gold



DETOUR GOLD

Situation:

- Developing the largest gold mine in North America and the second largest staked gold reserve in the world. In the construction phase & have a need for a fleet of trucks.

Challenges:

- Maintaining cost control over vehicles used by Detour and all contractors in the rugged and demanding environment of a mine site
- Maximizing shareholder value (publicly traded)

Solution: Utilize Thomas' SmartSource solution to provide:

- Cost certainty – one monthly price including maintenance
- Asset utilization – scale up and scale down vehicle demand over various lifecycles and seasons of the mine with no penalty



Case Study – Lancaster



Situation:

- Provide project based solutions all over Canada and their need for vehicles swings up and down as projects occur.

Challenge:

- Managing vehicle expenses in relation to project costs – historically they have found themselves with trucks sitting idle in their yard, with a monthly payment due and no work.

Solution: Utilize Thomas' SmartSource solution to provide:

- Cost certainty – one monthly price including maintenance
- Asset utilization – scale up and scale down vehicle demand over various lifecycles and seasons with no penalty
- Have access to customized vehicles anywhere in Canada with maintenance included



To: Chairman and Members of the Authority

Date: May 21, 2014

Re: Welland River Floodplain Review & Implementation - Update; Report No. 39-14

PURPOSE

This report is to provide the Full Authority Board with a brief update on the status of the Central Welland River Floodplain Mapping review and implementation.

REPORT

Welland River Floodplain Review & Implementation Committee (WRFRIC) Meeting

On April 7th the WRFRIC convened with the primary purpose of presenting the findings of the Peer Review to the committee. Two (2) representatives from AMEC, Ron Scheckenberger, M.Eng. P.Eng. and Aaron Farrell M.Eng. P.Eng., spoke to the committee and outlined the Terms of Reference and Peer Review process that they followed.

Following a lengthy discussion along with fielding and responding to questions from all those present, including members from the Welland River Floodplain Association, the committee approved the receiving of the Peer Review report and presentation and that the report be released for public consumption.

Welland River Floodplain Association (WRFA) AGM

On April 23rd, the NPCA's Director of Watershed Management and various NPCA Board members attended the association's annual general meeting. The AGM included a presentation made by Bev Lepard who provided a brief overview of why and how the WRFA was formed and an update on where things stand now.

On May 2nd, there was an informal gathering comprised of some WRFRI committee members and landowners at the home of Glen and Ellen Robins. Discussions were constructive, re-highlighting key issues and areas of concern, and discussing potential means to move the process forward.

Next Steps

The NPCA has been asked to complete additional research (e.g. review 2002 Welland River Fluctuation Study), collect additional information (e.g. implications and potential floodplain policies using a multi-zone approach) and to be responsible for scheduling the next meeting of the WRFRIC to present these findings.

RECOMMENDATION

That the WRFRIC update Report No. 39-14 be received for information purposes.

Prepared by: Peter Graham P.Eng.; Director of Watershed Management

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read 'C. D'Angelo', written over a horizontal line.

Carmelo D'Angelo, BSc, MPA.; CAO/Secretary-Treasurer



TO: NPCA Board of Directors

DATE: May 21, 2014

SUBJECT: Ministry of Natural Resources: 2014-2015 Operating Grant (Section 39) - Report No. 40-14

Purpose

The Ministry of Natural Resources has provided annual grant funding to Conservation Authorities as per Section 39 of the *Conservation Authorities Act*. This report identifies the grant funding allocated to the Niagara Peninsula Conservation Authority for the annual term of April 1, 2014 to March 31, 2015.

Background

On May 9, 2014 the Niagara Peninsula Conservation Authority (NPCA) received correspondence (see Attachment #1) from the Ministry of Natural Resources relative to the 2014-2015 Section 39 Operating Transfer Payment allocated budget and associated legal agreement.

Section 39 of the *Conservation Authorities Act* states:

“Grants may be made by the Minister to any authority out of the money appropriated therefor by the Legislature in accordance with such conditions and procedures as may be prescribed by the Lieutenant Governor in Council.”

Discussion

As per Section 39 of the *Conservation Authorities Act*, the Minister may provide operating grants to the NPCA. The grants are to support “mandated activities and specific eligible activities” as outlined in the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities* (1997) a chapter of the Conservation Authorities Act Policies and Procedures Manual.

Mandated activities include:

- (1) Flood and erosion operations (flood and erosion structures, flood forecasting and warning, ice management); and
- (2) Hazard prevention (plan input, hazard information).

Further, under the *Planning Act*, the Minister of Natural Resources has delegated to Conservation Authorities the responsibility for representing the “provincial interest” related to the natural hazard components in Section 3.1 of the Provincial Policy Statement (PPS) (2005). Within this responsibility, conservation authorities must review and comment on municipal policy documents and applications submitted under the *Planning Act* as part of the “Provincial One–

Window Plan Review Service". This review and comment is to ensure consistency with the natural hazard policies of the Provincial Policy Statement (see Attachment #2).

The 2014-2015 allocated grants for the NPCA totals \$174,496.00. This total consists of:

1. Flood and Erosion Operations Base Grant = \$130,872.00
2. Hazard Prevention Base Grant = \$43,624.00.

As per the NPCA financial records, this grant of \$174,496.00 has remained constant since 2006.

The NPCA has submitted to the Ministry of Natural Resources additional grant funding requests relative to the following projects:

1. Binbrook Dam Monitoring Wells Repair and Installation; and
2. Binbrook Dam Control Building Repairs.

The status of these requests will be presented to the NPCA Board at the June 18th meeting.

Attachments

1. Ministry of Natural Resources Letter (May 9, 2014) and associated legal agreement.
2. Section 3.1 of the Provincial Policy Statement, 2005.

RECOMMENDATION

That the Chief Administrative Officer be authorized to sign the legal agreement as attached for the 2014-2015 Operating Grant.

Prepared and Submitted By:



Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer

Ministry of Natural Resources

Regional Operations Division
Integration Branch
300 Water Street
Peterborough, ON K9J 8M5
Telephone: (705) 755-1258
Fax: (705) 755-1267

Ministère des Richesses naturelles

Division des opérations régionales
Direction de l'intégration
300, rue Water
Peterborough (Ontario) K9J 8M5
Téléphone: (705) 755-1258
Télécopie: (705) 755-1267



May 9, 2014

Mr. Carmelo D'Angelo
Chief Administrative Officer/Secretary-Treasurer
Niagara Peninsula Conservation Authority
250 Thorold Road West, 3rd Floor
Welland ON L3C 3W2

Dear Mr. D'Angelo:

The Ministry of Natural Resources is pleased to provide your 2014-2015 Section 39 Operating Transfer Payment allocation budget and legal agreement for signing.

The legal agreement contains the terms and conditions of funding with specific reporting deliverables and a table outlining the payment schedule. Please review the agreement, sign in **triplicate** and return them, along with a copy of your certificate of insurance, within one week to the address below. MNR will then sign each agreement and an original signed copy will be returned for your records with your payment.

Program	Total Allocation
Conservation Authority Operating (Section 39)	\$174,496.00

As a result of an audit of our transfer payment program and to ensure compliance with the provincial Transfer Payment Accountability Directive, we are:

- Requesting the submission of your certificate of insurance or other proof of insurance along with the signed agreements.
- Continuing the mid-year reporting requirement (due September 30)
- Reviewing reporting template formats (Schedule D) based on an analysis of 2013-14 submissions and future invited input from conservation authorities. MNR will provide additional guidance related to mid-year and year-end reporting requirements.
- Working with our Corporate Management staff to clarify the level of detail required in Audited Financial Statements.

Notification of other transfer payments such as the 2014-15 Water and Erosion Control Infrastructure will follow in a separate cover letter.

We look forward to our continued partnership in the delivery of flood/erosion control operations and hazard prevention activities that assist the province in protecting human life, property and natural resources.

Please send signed legal agreements to:

Charlene Vantighem, Conservation Authority Liaison Policy Advisor
Land and Water Services Section,
Ministry of Natural Resources
5th Floor South
300 Water Street
Peterborough, Ontario
K9J 8M5

Charlene will also be available for questions and can be reached at (705) 755 -5105, or charlene.vantighem@ontario.ca .

Sincerely,

A handwritten signature in black ink, appearing to read "P. Hulsman", written in a cursive style.

Peter Hulsman
Manager,
Land and Water Services Section
Ministry of Natural Resources

THE AGREEMENT effective as of the _____ day of _____, 2014.

B E T W E E N :

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Natural Resources

(the "Province")

- and -

Niagara Peninsula Conservation Authority

(the "Recipient")

BACKGROUND:

The Province funds projects similar to the Project.

The Recipient has applied to the Province for funds to assist the Recipient in carrying out the Project and the Province wishes to provide such funds.

CONSIDERATION:

In consideration of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Parties agree as follows:

ARTICLE 1
INTERPRETATION AND DEFINITIONS

1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and the headings do not form part of the Agreement; they are for reference only and shall not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency shall be to Canadian dollars and currency; and
- (e) "include", "includes" and "including" shall not denote an exhaustive list.

1.2 Definitions. In the Agreement, the following terms shall have the following meanings:

"Agreement" means this agreement entered into between the Province and the Recipient and includes all of the schedules listed in section 28.1 and any

amending agreement entered into pursuant to section 34.2.

"BPSAA" means the *Broader Public Sector Accountability Act, 2010* (Ontario), including any directives issued pursuant to that Act.

"Budget" means the budget attached to the Agreement as Schedule "B".

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section 14.1.

"Force Majeure" has the meaning ascribed to it in Article 26.

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

"Funds" means the money the Province provides to the Recipient pursuant to the Agreement.

"Indemnified Parties" means her Majesty the Queen in right of Ontario, her ministers, agents, appointees and employees.

"Maximum Funds" means \$174,496.00

"Notice" means any communication given or required to be given pursuant to the Agreement.

"Notice Period" means the period of time within which the Recipient is required to remedy an Event of Default, and includes any such period or periods of time by which the Province considers it reasonable to extend that time.

"Parties" means the Province and the Recipient.

"Party" means either the Province or the Recipient.

"Project" means the undertaking described in Schedule "A".

"Reports" means the reports described in Schedule "D".

"Timelines" means the Project schedule set out in Schedule "A".

ARTICLE 2

REPRESENTATIONS, WARRANTIES AND COVENANTS

2.1 **General.** The Recipient represents, warrants and covenants that:

- (a) it is, and shall continue to be for the term of the Agreement, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and shall continue to have for the term of the Agreement, the experience and expertise necessary to carry out the Project; and
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and shall continue to be true and complete for the term of the Agreement.

2.2 Execution of Agreement. The Recipient represents and warrants that:

- (a) it has the full power and authority to enter into the Agreement; and
- (b) it has taken all necessary actions to authorize the execution of the Agreement.

2.3 Governance. The Recipient represents, warrants and covenants that it has, and shall maintain, in writing, for the period during which the Agreement is in effect:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to ensure the ongoing effective functioning of the Recipient;
- (c) decision-making mechanisms;
- (d) procedures to provide for the prudent and effective management of the Funds;
- (e) procedures to enable the successful completion of the Project;
- (f) procedures to enable the timely identification of risks to the completion of the Project and strategies to address the identified risks;
- (g) procedures to enable the preparation and delivery of all Reports required pursuant to Article 7; and
- (h) procedures to deal with such other matters as the Recipient considers necessary to ensure that the Recipient carries out its obligations under the Agreement.

2.4 Supporting Documentation. Upon request, the Recipient shall provide the Province with proof of the matters referred to in this Article 2.

**ARTICLE 3
TERM OF THE AGREEMENT**

- 3.1 **Term.** The term of the Agreement shall commence on the Effective Date and shall expire on **March 31st, 2015** unless terminated earlier pursuant to Article 12, Article 13 or Article 14.

ARTICLE 4 FUNDS AND CARRYING OUT THE PROJECT

- 4.1 **Funds Provided.** The Province shall:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the payment schedule attached to the Agreement as Schedule "C"; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

- 4.2 **Limitation on Payment of Funds.** Despite section 4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the insurance certificate or other proof as provided for in section 11.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
- (c) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information provided by the Recipient pursuant to section 7.1; and
- (d) if, pursuant to the provisions of the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
 - (i) reduce the amount of the Funds and, in consultation with the Recipient, change the Project; or
 - (ii) terminate the Agreement pursuant to section 13.1.

- 4.3 **Use of Funds and Project.** The Recipient shall:

- (a) carry out the Project:

- (i) in accordance with the terms and conditions of the Agreement;
and
 - (ii) in compliance with all federal and provincial laws and regulations,
all municipal by-laws, and any other orders, rules and by-laws
related to any aspect of the Project;
 - (b) use the Funds only for the purpose of carrying out the Project; and
 - (c) spend the Funds only in accordance with the Budget.
- 4.4 **No Changes.** The Recipient shall not make any changes to the Project, the Timelines and/or the Budget without the prior written consent of the Province.
- 4.5 **Interest Bearing Account.** If the Province provides Funds to the Recipient prior to the Recipient's immediate need for the Funds, the Recipient shall place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.
- 4.6 **Interest.** If the Recipient earns any interest on the Funds:
- (a) the Province may deduct an amount equal to the interest from any further instalments of Funds; or
 - (b) the Recipient shall pay an amount equal to the interest to the Province as directed by the Province.
- 4.7 **Maximum Funds.** The Recipient acknowledges that the Funds available to it pursuant to the Agreement shall not exceed the Maximum Funds.
- 4.8 **Rebates, Credits and Refunds.** The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the actual costs to the Recipient, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

ARTICLE 5

ACQUISITION OF GOODS AND SERVICES, AND DISPOSAL OF ASSETS

- 5.1 **Acquisition.** Subject to section 32.1, if the Recipient acquires supplies, equipment or services with the Funds, it shall do so through a process that promotes the best value for money.
- 5.2 **Disposal.** The Recipient shall not, without the Province's prior written consent, sell, lease or otherwise dispose of any asset purchased with the Funds or for which Funds were provided.

**ARTICLE 6
CONFLICT OF INTEREST**

- 6.1 **No Conflict of Interest.** The Recipient shall carry out the Project and use the Funds without an actual, potential or perceived conflict of interest.
- 6.2 **Conflict of Interest Includes.** For the purposes of this Article, a conflict of interest includes any circumstances where:
- (a) the Recipient; or
 - (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased and impartial judgment relating to the Project and the use of the Funds.
- 6.3 **Disclosure to Province.** The Recipient shall:
- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as either an actual, potential or perceived conflict of interest; and
 - (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

**ARTICLE 7
REPORTING, ACCOUNTING AND REVIEW**

- 7.1 **Preparation and Submission.** The Recipient shall:
- (a) submit to the Province at the address provided in section 18.1, all Reports in accordance with the timelines and content requirements set out in Schedule "D", or in a form as specified by the Province from time to time;
 - (b) submit to the Province at the address provided in section 18.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
 - (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
 - (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.
- 7.2 **Record Maintenance.** The Recipient shall keep and maintain:
- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and

- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.
- 7.3 **Inspection.** The Province, its authorized representatives or an independent auditor identified by the Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's expenditure of the Funds and, for these purposes, the Province, its authorized representatives or an independent auditor identified by the Province may:
 - (a) inspect and copy the records and documents referred to in section 7.2; and
 - (b) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds and/or the Project.
- 7.4 **Disclosure.** To assist in respect of the rights set out in section 7.3, the Recipient shall disclose any information requested by the Province, its authorized representatives or an independent auditor identified by the Province, and shall do so in a form requested by the Province, its authorized representatives or an independent auditor identified by the Province, as the case may be.
- 7.5 **No Control of Records.** No provision of the Agreement shall be construed so as to give the Province any control whatsoever over the Recipient's records.
- 7.6 **Auditor General.** For greater certainty, the Province's rights under this Article are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

ARTICLE 8 CREDIT

- 8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient shall, in a form approved by the Province, acknowledge the support of the Province in any publication of any kind, written or oral, relating to the Project.
- 8.2 **Publication.** The Recipient shall indicate, in any of its publications, of any kind, written or oral, relating to the Project, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

ARTICLE 9 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

- 9.1 **FIPPA.** The Recipient acknowledges that the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

ARTICLE 10 INDEMNITY

- 10.1 **Indemnification.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement, unless solely caused by the negligence or wilful misconduct of the Province.

ARTICLE 11 INSURANCE

- 11.1 **Recipient's Insurance.** The Recipient represents and warrants that it has, and shall maintain for the term of the Agreement, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than two million dollars (\$2,000,000) per occurrence. The policy shall include the following:
- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
 - (b) a cross-liability clause;
 - (c) contractual liability coverage; and
 - (d) a 30 day written notice of cancellation, termination or material change.
- 11.2 **Proof of Insurance.** The Recipient shall provide the Province with certificates of insurance, or other proof as may be requested by the Province, that confirms the insurance coverage as provided for in section 11.1. Upon the request of the Province, the Recipient shall make available to the Province a copy of each insurance policy.

ARTICLE 12 TERMINATION ON NOTICE

- 12.1 **Termination on Notice.** The Province may terminate the Agreement at any time upon giving at least 30 days Notice to the Recipient.
- 12.2 **Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section 12.1, the Province may:
- (a) cancel all further instalments of Funds;
 - (b) demand the repayment of any Funds remaining in the possession or

under the control of the Recipient; and/or

- (c) determine the reasonable costs for the Recipient to wind down the Project, and:
 - (i) permit the Recipient to offset the costs determined pursuant to section 12.2(c), against the amount owing pursuant to section 12.2(b); and/or
 - (ii) subject to section 4.7, provide Funds to the Recipient to cover the costs determined pursuant to section 12.2(c).

ARTICLE 13 TERMINATION WHERE NO APPROPRIATION

- 13.1 **Termination Where No Appropriation.** If, as provided for in section 4.2(d), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately by giving Notice to the Recipient.
- 13.2 **Consequences of Termination Where No Appropriation.** If the Province terminates the Agreement pursuant to section 13.1, the Province may:
- (a) cancel all further instalments of Funds;
 - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and/or
 - (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section 13.2(b)..
- 13.3 **No Additional Funds.** For purposes of clarity, if the costs determined pursuant to section 13.2(c) exceed the Funds remaining in the possession or under the control of the Recipient, the Province shall not provide additional Funds to the Recipient.

ARTICLE 14 EVENT OF DEFAULT, CORRECTIVE ACTION AND TERMINATION FOR DEFAULT

- 14.1 **Events of Default.** Each of the following events shall constitute an Event of Default:
- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; and/or

- (iii) provide, in accordance with section 7.1, Reports or such other reports as may have been requested pursuant to section 7.1(b);
- (b) the Recipient's operations, or its organizational structure, changes such that it no longer meets one or more of the applicable eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver;
- (d) the Recipient ceases to operate; and
- (e) an event of Force Majeure that continues for a period of 60 days or more.

14.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel all further instalments of Funds;
- (f) demand the repayment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand the repayment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand the repayment of an amount equal to any Funds the Province provided to the Recipient; and/or
- (i) terminate the Agreement at any time, including immediately, upon giving Notice to the Recipient.

14.3 Opportunity to Remedy. If, in accordance with section 14.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province shall provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and

(b) the Notice Period.

14.4 **Recipient not Remediating.** If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to section 14.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections 14.2(a), (c), (d), (e), (f), (g), (h) and (i).

14.5 **When Termination Effective.** Termination under this Article shall take effect as set out in the Notice.

ARTICLE 15 FUNDS AT THE END OF A FUNDING YEAR

15.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article 14, if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may:

- (a) demand the return of the unspent Funds; or
- (b) adjust the amount of any further instalments of Funds accordingly.

ARTICLE 16 FUNDS UPON EXPIRY

16.1 **Funds Upon Expiry.** The Recipient shall, upon expiry of the Agreement, return to the Province any Funds remaining in its possession or under its control.

ARTICLE 17 REPAYMENT

17.1 **Debt Due.** If:

- (a) the Province demands the payment of any Funds or any other money from the Recipient; or
- (b) the Recipient owes any Funds or any other money to the Province, whether or not their return or repayment has been demanded by the Province,

such Funds or other money shall be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient shall pay or return the amount to

the Province immediately, unless the Province directs otherwise.

- 17.2 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.
- 17.3 **Payment of Money to Province.** The Recipient shall pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and mailed to the Province at the address provided in section 18.1.

ARTICLE 18 NOTICE

- 18.1 **Notice in Writing and Addressed.** Notice shall be in writing and shall be delivered by email, postage-prepaid mail, personal delivery or fax, and shall be addressed to the Province and the Recipient respectively as set out below, or as either Party later designates to the other by Notice:

To the Province:

Ministry of Natural Resources
300 Water Street, Peterborough
Ontario, K9J 8M5

Attention:

Peter Hulsman, Manager
Land & Water Services Section
Fax: (705) 755-1267

To the Recipient:

**Niagara Peninsula Conservation
Authority**

250 Thorold Road West, 3rd Floor
Welland, Ontario, L3C 3W2

Attention:

Carmelo D'Angelo
CAO/Secretary -Treasurer
Fax: (613) 259-3468

- 18.2 **Notice Given.** Notice shall be deemed to have been received:
- (a) in the case of postage-prepaid mail, seven days after a Party mails the Notice; or
 - (b) in the case of email, personal delivery or fax, at the time the other Party receives the Notice.
- 18.3 **Postal Disruption.** Despite section 18.2(a), in the event of a postal disruption:
- (a) Notice by postage-prepaid mail shall not be deemed to be received; and
 - (b) the Party giving Notice shall provide Notice by email, personal delivery or by fax.

**ARTICLE 19
CONSENT BY PROVINCE**

- 19.1 **Consent.** The Province may impose any terms and/or conditions on any consent the Province may grant pursuant to the Agreement.

**ARTICLE 20
SEVERABILITY OF PROVISIONS**

- 20.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement shall not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision shall be deemed to be severed.

**ARTICLE 21
WAIVER**

- 21.1 **Waivers in Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article 18. Any waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

**ARTICLE 22
INDEPENDENT PARTIES**

- 22.1 **Parties Independent.** The Recipient acknowledges that it is not an agent, joint venturer, partner or employee of the Province, and the Recipient shall not take any actions that could establish or imply such a relationship.

**ARTICLE 23
ASSIGNMENT OF AGREEMENT OR FUNDS**

- 23.1 **No Assignment.** The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of the Province.
- 23.2 **Agreement to Extend.** All rights and obligations contained in the Agreement shall extend to and be binding on the Parties' respective heirs, executors, administrators, successors and permitted assigns.

**ARTICLE 24
GOVERNING LAW**

- 24.1 **Governing Law.** The Agreement and the rights, obligations and relations of the Parties shall be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement shall be conducted in Ontario.

**ARTICLE 25
FURTHER ASSURANCES**

- 25.1 **Agreement into Effect.** The Recipient shall do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

ARTICLE 26
CIRCUMSTANCES BEYOND THE CONTROL OF EITHER PARTY

- 26.1 **Force Majeure Means.** Subject to section 26.3, Force Majeure means an event that:

- (a) is beyond the reasonable control of a Party; and
- (b) makes a Party's performance of its obligations under the Agreement impossible, or so impracticable as reasonably to be considered impossible in the circumstances.

- 26.2 **Force Majeure Includes.** Force Majeure includes:

- (a) infectious diseases, war, riots and civil disorder;
- (b) storm, flood, earthquake and other severely adverse weather conditions;
- (c) lawful act by a public authority; and
- (d) strikes, lockouts and other labour actions,

if such events meet the test set out in section 26.1.

- 26.3 **Force Majeure Shall Not Include.** Force Majeure shall not include:

- (a) any event that is caused by the negligence or intentional action of a Party or such Party's agents or employees; or
- (b) any event that a diligent Party could reasonably have been expected to:
 - (i) take into account at the time of the execution of the Agreement; and
 - (ii) avoid or overcome in the carrying out of its obligations under the Agreement.

- 26.4 **Failure to Fulfil Obligations.** Subject to section 14.1(e), the failure of either Party to fulfil any of its obligations under the Agreement shall not be considered to be a breach of, or Event of Default under, the Agreement to the extent that such failure to fulfill the obligation arose from an event of Force Majeure, if the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of the Agreement.

ARTICLE 27

SURVIVAL

- 27.1 **Survival.** The provisions in Article 1, any other applicable definitions, sections 4.6(b), 5.2, 7.1 (to the extent that the Recipient has not provided the Reports or other reports as may be requested by the Province to the satisfaction of the Province), 7.2, 7.3, 7.4, 7.5, 7.6, Articles 8 and 10, sections 12.2, 13.2, 13.3, 14.1, 14.2(d), (e), (f), (g) and (h), Articles 16, 17, 18, 20, 24, 27, 28, 30, 31 and 34, and all applicable cross-referenced provisions and schedules shall continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement.

ARTICLE 28 SCHEDULES

- 28.1 **Schedules.** The Agreement includes the following schedules:
- (a) Schedule "A" - Project Description and Timelines;
 - (b) Schedule "B" - Budget;
 - (c) Schedule "C" - Payment; and
 - (d) Schedule "D" - Reports.

ARTICLE 29 COUNTERPARTS

- 29.1 **Counterparts.** The Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

ARTICLE 30 JOINT AND SEVERAL LIABILITY

- 30.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities shall be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

ARTICLE 31 RIGHTS AND REMEDIES CUMULATIVE

- 31.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

ARTICLE 32 BPSAA

- 32.1 **BPSAA.** For the purposes of clarity, if the Recipient is subject to the BPSAA and there is a conflict between any of the requirements of the Agreement and the requirements of the BPSAA, the BPSAA shall prevail.

**ARTICLE 33
FAILURE TO COMPLY WITH OTHER AGREEMENTS**

33.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply (a "Failure") with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or a Crown agency;
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

**ARTICLE 34
ENTIRE AGREEMENT**

34.1 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

34.2 **Modification of Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties.

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO
as represented by the Minister of Natural Resources**

Name: Carrie Hayward
Title: Assistant Deputy Minister

Date

Niagara Peninsula Conservation Authority

Name: Carmelo D'Angelo
Title: CAO/Secretary-Treasurer

Date

Name:
Title:

Date

I/We have authority to bind the Recipient.

Schedule "A"

PROJECT DESCRIPTION AND TIMELINES

Background

Section (S.) 39 of the *Conservation Authorities Act* states "grants may be made by the Minister to any authority." The *Conservation Authorities Act* S. 39 Provincial 'Operating' Grant Transfer Payment supports the Conservation Authority (CA) in mandated activities and specific eligible activities are outline in the in the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities* (1997) a chapter of the *Conservation Authorities Act* Policies and Procedures Manual

The *Conservation Authorities Act* Section (S.) 39 Provincial 'Operating' Grant funds the CA in undertaking provincially mandated activities that include:

- (1) Flood/Erosion Operations (flood and erosion control structures, flood forecasting and warning, ice management) and
- (2) Hazard Prevention (Plan Input, Hazard Information)

Under the Planning Act, the Minister of Natural Resources delegated to CAs the responsibility for representing the "Provincial Interest" related to the natural hazard components in Section 3.1 of the Provincial Policy Statement (PPS) (2005). CAs must review and comment on municipal policy documents and applications submitted under the *Planning Act* as part of the Provincial One-Window Plan Review Service to ensure that they are consistent with the natural hazards policies of the PPS.

The Policies and Procedures Manual sets out guidelines to prepare an annual budget summary to be approved by the Minister of Natural Resources and which includes work to be undertaken and the associated planned expenditures, The Province provides technical guidance and policy to the CAs to undertake the flood and erosion control work through MNR's Natural Hazards Technical Guides. A Memorandum of Understanding on Procedures to Address Conservation Authority Delegated Responsibility (2005) between the Province, the Ministry of Municipal Affairs and Housing and Conservation Ontario on behalf of the 36 CAs sets out how the CAs undertake their various roles under the Planning Act.

Project Objective

1. To provide financial support to the Authority to undertake essential functions necessary to protect human life, property and communities from water-related hazards, including flood and erosion..
2. To provide financial support to the Authority to undertake essential activities of hazard prevention and management as the delegated Authority responsible for representing the "Provincial Interest" related to the natural hazard components in Section 3.1 of the PPS.

Scope of Project

1. Flood and Erosion Control Operations

- A. Routine operation and maintenance of flood and erosion control structures owned or managed by the CA that mitigate risk to life and property damage from flooding. This includes dams, flood and erosion channel works and dykes.
- B. Flood forecasting and warning procedures undertaken by the CA, required to reduce the risk of loss of life and property damage due to flooding through the forecasting of flood events and the issuing of flood warnings, alerts and advisories to prepare those who must respond to the flood event. This includes the maintenance and operation of a system developed to guide activities and manage structures.
- C. Ice management, including undertaking preventative measures such as the removal of sediment from channels or the control of ice in areas where there is a chronic problem occurring annually.

2. Hazard Prevention, Plan Input and Hazard Information for Plan Input

- D. Municipal Plan input related to the 'delegated' responsibility of the CA for Section 3.1 "Natural Hazards" of the PPS.
- E. Hazard information derived from watershed planning projects or technical studies to provide input into municipal policy documents or site plan applications, and can include delineation of hazard areas and development of policies to guide appropriate management and use of hazard lands.

Timelines

Funding extends from April 1, 2014 to March 31, 2015.

SCHEDULE "B"

BUDGET

1. Flood/Erosion Operations Base Grant - \$ 130,872.00
2. Hazard Prevention Base Grant – \$ 43,624.00

Total Operating Allocation for 2014/15 - \$174,496.00

SCHEDULE "C"

PAYMENT

PAYMENT DATE OR MILESTONE	AMOUNT
One Payment for 100% of funding	\$ 174,496.00

SCHEDULE "D"

REPORTS

Name of Report	Due Date
1. Interim Progress Report *NEW 2013/14* (template attached)	October 20, 2014
2. Annual Budget Request (2015/16) (template attached)	March 31, 2015
3. Year End Expenditure Report (revised template attached)	April 30 th , 2015
4. Final Report	April 30 th , 2015
5. Annual Audited Financial Report	April/May 2015

Report Details

1. An Interim Progress Report which provides:
 - An interim accounting of the Project expenditures to date signed by the Chief Administrative Officer or General Manager confirming that Project expenditures are in accordance with the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities* (1997).
 - Activities undertaken to date for the Project (should align with your Project Description).
 - A statement confirming that the Recipient is in compliance with the terms and conditions of the Transfer Payment Agreement signed by the Chief Administrative Officer or General Manager.
2. An Annual Budget Request for the 2015/16 fiscal year as outlined in the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities* (1997). A template for this Budget Request is attached.
3. A Year End Expenditures Report which includes a summary of results and a cost breakdown as outlined in the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities* (1997). The Expenditure Report must include an accounting and explanation of any unused funds. The Expenditure Report must be signed by the Chief Administrative Officer or General Manager confirming Project expenditures and be in accordance with the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities* (1997) and the Authority's Transfer Payment Agreement. A template for this Expenditures Report is attached.

4. A Final Report which includes:

A written description of the results achieved for expenditure of provincial grant funding during the term of the Transfer Payment Agreement, and which include:

- Operation of Flood Control Structures
 - Routine/Minor Maintenance of Flood Control Structures
 - Preventative Maintenance of Flood Control Structures
- Operation of Erosion Control Structures
 - Routine/Minor Maintenance of Erosion Control Structures
 - Preventative Maintenance of Erosion Control Structures Flood
- Forecasting and Warning - System Operation
- Flood Forecasting and Warning - Rationalization
- Ice Management
- Plan Input
- Information
- Legal Costs
- Administration

Section 4 of the *Policies and Procedures for Determining Eligibility for Provincial Grant Funding to Conservation Authorities (1997)* provides definitions of eligibility and can be used as guidance to assist in categorizing achievements.

- A statement signed by the Chief Administrative Officer or General Manager confirming that the Recipient is in compliance with the terms and conditions of the Authority's Transfer Payment Agreement.
5. An Annual Financial Audit of the Authority's accounts and transactions by a third party pursuant to S. 38 of the *Conservation Authorities Act*.

Provincial Policy Statement, 2005

This Provincial Policy Statement was issued under Section 3 of the Planning Act and came into effect on March 1, 2005. It replaces the Provincial Policy Statement issued May 22, 1996, and amended February 1, 1997.

3.0 Protecting Public Health and Safety

Ontario's long-term prosperity, environmental health and social well-being depend on reducing the potential for public cost or risk to Ontario's residents from natural or human-made hazards. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage.

Accordingly:

3.1 Natural Hazards

3.1.1 Development shall generally be directed to areas outside of:

- a. *hazardous lands* adjacent to the shorelines of the *Great Lakes - St. Lawrence River System* and *large inland lakes* which are impacted by *flooding hazards, erosion hazards* and/or *dynamic beach hazards*;
- b. *hazardous lands* adjacent to *river, stream* and *small inland lake systems* which are impacted by *flooding hazards* and/or *erosion hazards*; and
- c. *hazardous sites*.

3.1.2 *Development* and *site alteration* shall not be permitted within:

- a. the *dynamic beach hazard*;
- b. *defined portions of the one hundred year flood level along connecting channels*(the St. Mary's, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
- c. areas that would be rendered inaccessible to people and vehicles during times of *flooding hazards, erosion hazards* and/or *dynamic beach hazards*, unless it has been demonstrated that the site has safe access appropriate for the nature of the *development* and the natural hazard; and

- d. a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.

3.1.3 Despite policy 3.1.2, *development* and *site alteration* may be permitted in certain areas identified in policy 3.1.2:

- a. in those exceptional situations where a *Special Policy Area* has been approved. The designation of a *Special Policy Area*, and any change or modification to the site-specific policies or boundaries applying to a *Special Policy Area*, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources prior to the approval authority approving such changes or modifications; or
- b. where the *development* is limited to uses which by their nature must locate within the *floodway*, including flood and/or erosion control works or minor additions or passive non-structural uses which do not affect flood flows.

3.1.4 *Development* shall not be permitted to locate in *hazardous lands* and *hazardous sites* where the use is:

- a. an institutional use associated with hospitals, nursing homes, pre-school, school nurseries, day care and schools, where there is a threat to the safe evacuation of the sick, the elderly, persons with disabilities or the young during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion;
- b. an essential emergency service such as that provided by fire, police and ambulance stations and electrical substations, which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion; and
- c. uses associated with the disposal, manufacture, treatment or storage of *hazardous substances*.

3.1.5 Where the two zone concept for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate floodproofing to the *flooding hazard* elevation or another *flooding hazard* standard approved by the Minister of Natural Resources.

3.1.6 Further to policy 3.1.5, and except as prohibited in policies 3.1.2 and 3.1.4, *development* and *site alteration* may be permitted in those portions

of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor so as to be managed or mitigated in accordance with provincial standards, as determined by the demonstration and achievement of all of the following:

- a. *development* and *site alteration* is carried out in accordance with *floodproofing standards*, *protection works standards*, and *access standards*;
- b. vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
- c. new hazards are not created and existing hazards are not aggravated;
and
- d. no adverse environmental impacts will result.



TO: Chairman and Members of the Authority

DATE: May 21, 2014

RE: WATERSHED STATUS REPORT - REPORT NO. 41-14

WATERSHED MANAGEMENT

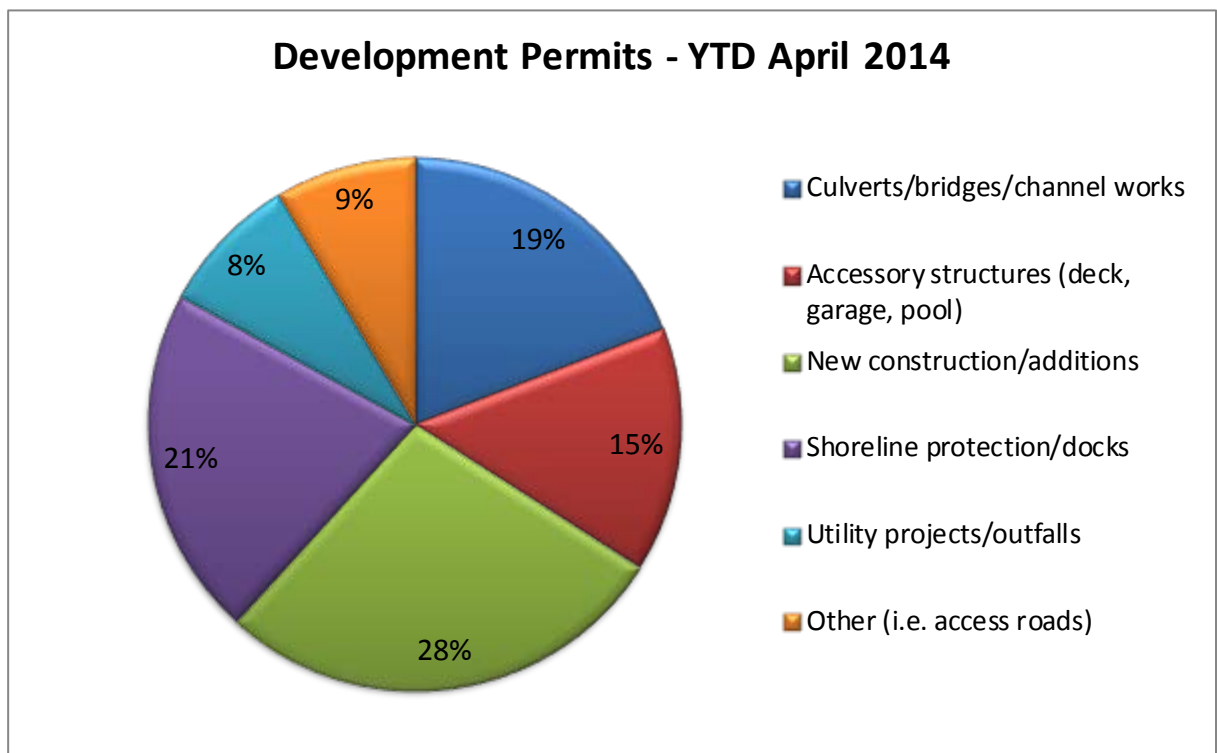
A. Plan Review & Regulations

1) Municipal and Development Plan Input and Review

- Staff reviewed 103 planning applications to the end of April.
- Staff reviewed 23 building permits to the end of April.

2) NPCA 'Regulation of Development, Interference with Wetlands, and Alteration to Shorelines and Watercourses'

- Permits – 47 permits have been issued to the end of April. The breakdown of these 47 permits by category is shown below:



- Violations – See Violations Status summary.

3) Watershed Biology

Watershed Planning and Regulations

Staff provided biology review for a variety of planning files in the past month. The spring season has increased the number of site visit requests related to both planning and regulations.

Staff conducted biology reviews for 11 Permit applications within the past month related to NPCA Regulated areas, provided natural heritage information for several large information requests related to Environmental Assessments, and conducted several site visits related to NPCA existing lot of record policies.

The NPCA Supervisor, Watershed Biology attended a Conservation Authorities Aquatics Group (CAAG) meeting at the Grand River Conservation Authority where recent changes to the Fisheries Act and the new draft MNR Ontario Fish Strategy were discussed. The supervisor also attended the inaugural Planning Ecologists Working Group startup meeting between the greater horseshoe area Conservation Authorities' planning ecologists, where a group Terms of Reference, natural heritage feature delineation policies and changes to the Provincial Policy Statement were discussed.

As per the Board's request, legal wording has been received and will be added to the NPCA website to provide liability protection for NPCA staff when they assist clients in reviewing projects through the DFO self-assessment process.

4) Watershed Ecology

Funding Granted for Ecological Projects on CA Properties

Three funding requests for ecological projects on Conservation Area properties have recently been approved. These projects include aquatic habitat improvements at Binbrook CA, Species at Risk habitat enhancement at Woolverton CA, and trail restoration at Willoughby CA. The funding has been generously provided by:

- TD- Toronto Dominion Friends of the Environment Foundation (Binbrook and Willoughby), and
- Environment Canada - Habitat Stewardship Program (Woolverton)

Projects are scheduled to be completed at Binbrook and Woolverton by November- December 2014 and at Willoughby by March 31, 2015.

NPCA Hunting Program

Staff issued an additional 47 hunting permits for a total of 155 hunting permits issued for the NPCA Conservation Areas for 2014. Of this total, hunting permits are issued to 25 individuals residing outside of our administrative area.

Conservation and Species at Risk

Salamander monitoring is complete for 2014. Staff focused efforts on one Conservation Area in the spring 2014 season to assess the population and habitat of a salamander species. Information from this monitoring will assist restoration needs identification as well as support activities for provincial and national recovery of this species. Additional Conservation Areas will be monitored in 2015.

B. Projects / Programs

1) Source Water Protection Plan

Staff completed updating the Assessment Report Database (ARDB) as requested by MOE.

The Source Protection Authority has appointed Councillor Diodati as the new municipal representative on the Source Protection Committee (SPC) for Niagara Region and the local municipalities. Mr. Diodati replaces Mr. Tim Rigby who has stepped down from the Source Protection Committee.

2) Water Quality Monitoring Program

- The Water Resources staff welcomed Mr. Jake Mokrzynski to its group. Jake will assume the position of Assistant Water Quality Technician over the summer (via. MNR's Summer Employment Opportunities program) and will be assisting with the intensive summer water sampling program.
- The annual water quality report (from 2013 water quality data including chemistry, biological, and temperature) is scheduled to be completed by May 31st.
- Surface water quality monitoring has begun at 75 stations in the NPCA watershed with water samples scheduled to be collected monthly from April to October. These samples will be analysed for bacteria, metals, nutrients and general chemistry.
- Staff continue to monitor water levels at all Provincial Groundwater Monitoring Network wells. As part of the regular maintenance of this data, a water level correction review has been completed and submitted to the MOE.
- Staff completed Hamilton Airport's 2013 Biological Monitoring Report and has submitted the report to airport officials.
- Biological monitoring for Hamilton Airport stations and the Glanbrook Landfill are scheduled for May and early June.
- To date, four (4) water well decommissioning projects have been approved for 2014.

3) Flood Control

a) Monitoring & Major Maintenance

- **Binbrook Reservoir** - due to recent heavy rains the water level currently sits at 1.0 foot above the holding level; however the level is dropping as water is

presently being discharged. Staff will continue to monitor on a daily basis and make adjustments as the situation warrants.

- Staff continue to routinely monitor the water levels at our 14 stream gauge stations, climatic data at our 15 climate stations, and undertake routine maintenance, calibration, and inspections at all 29 installations, as part of the NPCA's routine **Flood Forecasting and Warning** duties. The public may access this real-time water level and rainfall information through the NPCA's website.
- Staff attended the 'Introduction to Emergency Management Training' course hosted by the Region of Niagara in an effort to better coordinate with both upper and lower tier municipalities during an emergency event.

4) Restoration

Canopies for Kids

- Ten (10) elementary schools in the NPCA watershed received 100 large scale shade trees and 12 smaller trees during the implementation phase of the program which took place from April 28th to May 2nd. Over 3,000 kids were educated not only on the many great things that the NPCA does but also on the many benefits of trees! Participating schools are listed below.

Schools that Participated in Canopies for Kids in 2014

School Name	Address
St. Philomena Catholic School	1332 Phillip St, Fort Erie
Father Hennepin Catholic School	6032 Churchill St, Niagara Falls
St. Patrick Catholic School	4653 Victoria Ave , Niagara Falls
St. Mary Catholic School	5719 Morrison, Niagara Falls
Our Lady of Fatima Catholic School	69 Olive St, Grimsby
Connaught Public School	28 Prince Street, St. Catharines,
St. Charles Catholic School	25 Whyte Ave, Thorold
McKay Public School	320 Fieldon Ave, Port Colborne
Our Lady of Fatima Catholic School	439 Vine St, St. Catharines
Parnall Public School	507 Geneva St, St. Catharines

- Funding for this program was provided by the Niagara Water Strategy (WaterSmart), the St. Catharines Green Committee, and the NPCA.

School Planting Design – McKay Public School



School Presentation – St. Charles 2014



Tree Planting – Connaught 2014



Enjoying the Trees – Holy Name 2011



The following Niagara newspapers highlighted the 2014 Canopies for Kids program:

<http://www.wellandtribune.ca/2014/04/25/canopies-for-kids-planting-trees-in-schoolyards>
<http://www.niagarathisweek.com/community-story/4507577-st-charles-students-pledge-to-nourish-new-trees/> (hardcopy attached)

5) Special Projects

- Staff provided hydrogeology reviews for planning files as per the Planning Memorandum of Understanding with Niagara Region and local municipalities.
- Staff attended training “Exploring New Options for Leaching Bed Design” held at the University of Guelph Ontario Rural Wastewater Centre, April 16th, 2014.
- Staff co-hosted the talk “Regional bedrock aquifers and a hydrogeologic model for southern Ontario” given by Terry Carter (Chief Geologist for Petroleum Operations, MNR), for local hydrogeologic professionals, April 3, 2014 at the Glendale, Niagara College Campus.
- Staff provided hydrogeology comments for the rehabilitation of a historic Salt Well at Rockway Conservation Area

Niagara River Remedial Action Plan (RAP)

RAP Stage 3: Charting a course to delisting the Areas of Concern (AOC)

The Niagara River RAP is ramping up to implement an Outreach and Community Engagement Strategy as part of the course to delisting the AOC. The RAP Steering Committee will discuss details, including looking into possible partnerships to implement the strategy, in mid-May 2014.

In the meantime, the Governments of Canada and Ontario have negotiated a draft *Canada-Ontario Agreement on Great Lakes Water Quality and Ecosystem Health (COA), 2014*. The 2014 COA helps Canada deliver on commitments under the Canada-United States Great Lakes Water Quality Agreement.

The draft COA is available for public viewing and comments or questions on the proposed draft should be submitted to the Great Lakes Environment Office, Environment Canada at Canada.Ontario.Agreement@ec.gc.ca by **July 3, 2014**.


The next quarterly RAP Coordinating Committee meeting is scheduled for mid-July.

RECOMMENDATION:

That the Watershed Status Report No. 41-14 be received for information.

Prepared by: Peter Graham, MBA P.Eng.; Director, Watershed Management

Respectfully Submitted by:


Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer

Canopies for Kids planting trees in schoolyards

By [The Tribune](#)

Friday, April 25, 2014 2:11:41 EDT PM



In this 2013 photo, Mickey DiFruscio, Thorold's representative on the Niagara Peninsula Conservation Authority board, stands with Westmount school principal Mary Zwolak, student Natalie Yarnell, watershed stewardship manager Jocelyn Baker and student Jack Yarnell following a tree-planting session at the school as part of the Canopies for Kids program. (QMI Agency Niagara file photo)

Canopies for Kids, Niagara Peninsula Conservation Authority's shade tree planting program, continues into its fourth year in area schoolyards, including at one Port Colborne school.

Planting will take place at McKay Public School on Thursday afternoon.

The science-based program is tailored for students in grades junior kindergarten to 8. Participants will get a glimpse into the benefits of trees and forests and how they help our ecological, economic and social environment. Studies show that trees play an important part in improving biodiversity, water quality and air quality; and more importantly it is noted that shade provided by trees can reduce asthma rates related to poor air quality, contribute to increased physical activity, mood improvement and promote psychological well-being, an NPCA release said.

NPCA staff work with schools to design a tree planting plan that will work with the existing features of the school playground area. There is no cost to the participating schools and 10 schools per year are chosen to participate.

Other schools selected for this year's Canopies for Kids program are: St. Philomena in Fort Erie and Father Hennepin in Niagara Falls on Monday; St. Mary and St. Patrick, both in Niagara Falls, on Tuesday; Our Lady of Fatima in Grimsby and Connaught in St. Catharines on Wednesday; St. Charles in Thorold on Thursday; and Our Lady of Fatima and Parnall, both in St. Catharines, on Friday.

May 08, 2014 |

St. Charles students pledge to nourish new trees

Canopies for Kids see 10 trees planted at school



St. Charles students pledge to nourish new trees

Paul Forsyth/staff photo

St. Charles Catholic School in Thorold had 10 trees planted on May 1 as part of the Canopies for Kids program. Show with one of the trees are the Niagara Peninsula Conservation Authority's Kelly Jamieson (left), Steve Gillis and Deanna Lindblad, and students Matthew Worden (left) Mateya Scalzi and Brady Persia.

Niagara This Week - Thorold

By [Paul Forsyth](#)

THOROLD — When they're old men and women, the students at St. Charles Catholic School will be able to bring their grandkids or great-grandkids back to their old school and show them the flowering tulip trees and towering maples that they helped raise.

That's because the St. Charles kids will spend the next several years showering newly planted trees at the school with some tender loving care.

Each year, 10 Catholic or public schools take part in the Niagara Peninsula Conservation Authority's Canopies for Kids program, in which often barren school grounds get new trees planted in them at no cost to the schools.

St. Charles principal Marilyn Burcsik said each of the 10 tulip and maple trees planted at the school on May 1 will be adopted by a class, with each class making their own pledge to protect and nourish the trees.

“They’ll make a pledge on how to take care of them, and on the importance of nature and God’s creation,” she said. “It’s part of what we believe in: we’re committed to God, and God has created nature.”

Jocelyn Baker, supervisor with the NPCA watershed restoration program, said 300 large trees have been planted at Niagara schools in the first three years of the Canopies program.

Part of the logic behind the program is that the trees will give kids shade at a time when skin cancer due to ultraviolet radiation from sunlight is a concern. “The weather is changing, whether you believe in climate change or not,” she said.

Baker said 15 or 20 years ago there was movement to rip out trees from school yards in Ontario. “They were considered hazardous,” she said. “Many of the schools were left with nothing. The kids are out playing on tarmac with no cover.”

The thinking has reversed in recent years, with trees seen as ecological treasures. Baker said properly placed trees can reduce energy consumption in buildings such as schools by 20 per cent.

But they can also do much more. The NPCA said studies show trees play an important part in improving biodiversity, water quality and air quality. The shade from trees can also reduce asthma rates related to poor air quality, contribute to increased physical activity, mood improvement and promote psychological well-being, the agency said.



TO: NPCA Board of Directors
DATE: May 21, 2014
SUBJECT: Operations Status Report No. 42-14

Balls Falls Conservation Area

❖ Community Day

The Citizenship Ceremony will be held again this year, as well Community Day will again be a free day to the public May 20th. All the buildings will be open for the public the visit. Scavenger Hunts and other simple activities are in the process of being planned.

❖ Education Programs

Final details and planning for the new education programs were finalized this month. There was 1 LEED tour, and 1 Amazing Amphibian/hikes program. The total revenue for Education programs for the month of April was \$517.45.

We have many programs booked for May and June. The total school bookings for April-June 2014 are below. We have a limited amount of days still available for schools, but we may still get an additional booking or two for May and June.

Spring Awakening: 10
LEED Tours: 2
It's Better With Bees: 4
Amazing Amphibians: 10
Birds: 3
Sphagnum Pl: 4
Orienteering: 2
Guided Hikes: 9
Journey to Glen Elgin: 2
Ball's Falls Rocks: 3
Other: Alternate Journey to Glen Elgin program with hands on activities- 1

Total: 50 Education Programs
Total Students: 1190
Total Amount: \$8523.45

Binbrook Conservation Area

❖ 9th Annual Spring Crappie Derby – Sunday May 3, 2014:

There were an estimated 250 participants. The winning Crappie weighed in at 1.6lbs. Area staff and Glanbrook Conservation Committee members worked diligently to make the event a success.

❖ Ongoing Reservations and Membership Passes:

Presently, 2/3 of weekend pavilion rentals are already sold (i.e. Saturdays and Sundays) from May through to the Labour Day weekend. The Area has already sold 30 membership passes to date with more being sold daily.

❖ Cineflix – Filming Crew:

A Location Manager from Cineflex Productions (Toronto) recently inquired about filming at Binbrook Conservation Area for two separate days on two separate productions. One television program is called Mystery in Paradise and the other is Motives and Murders. The park will be utilized in some of the filming for both programs. Binbrook Conservation Area has become an interesting hotspot for film crews. Cineflex has filmed at the park a number of times. As Members may recall, parts of the Red Green Show were also filmed there when it was in production.

❖ Wildlife Tracking Tower:

In conjunction with a Researcher from Bird Studies Canada as well as NPCA office staff, a Wildlife and Bird Tracking Tower was successfully installed at the park. The information gathered will be of significant use to the NPCA, the MNR, as well as a number of research study groups.

Chippawa Creek Conservation Area:

Chippawa Creek Comfort Station:

- Water is on, the system is pressure tested, and the toilets are flushing at the new Comfort Station.
- We are on target to open the men's and women's restrooms for opening day, Friday May 16. Having this restroom open for May 16 eliminates the need / cost of bringing in the rental portable toilets that have served the east end of the park for some decades.
- The exterior "rough" landscaping is complete, with construction debris removed, soil tilled and seeded. A thin layer of straw has been laid over parts to help retain moisture, deter birds and promote the growth of the new grass. Settling is expected, and addressing this is a key part of Phase 2 landscaping over the rest of spring.
- In particular, Chippawa Creek staff wishes to recognize the support of Central Workshop staff, including Rob Shoats, Mich Germain, Bruce Harry, Jason DiMarco and Wayne Kilts, as well as Rob Kuret from Ball's Falls for their assistance this spring. This job has truly been a team effort.

Park Grounds:

- The frost went deep this winter. As water was turned on and lines/systems tested over the past few weeks, staff was very pleased to find that the eastern end of the park was unaffected. This didn't prove true in the western end of the park, which had both a different soil type and more rolling topography. Staff is rapidly working to repair four water line breaks in that end of the park. We anticipate no problems having the system up and running for our May 16 opening day.
- Bacteriological water tests are planned for Monday May 12, in cooperation with the LBCA sampling program, to meet safe drinking water requirements prior to opening day on May 16.
- Hazard tree inspections have been completed and, where necessary, tree cutting has been done ahead of the arrival of trailers.
- Campsite, playground and Dils Lake Trail safety inspections have been completed (May 9). The Pike Bed Trail remains too wet to use, remains closed, and will be inspected and opened as conditions allow.

Long Weekend Outlook:

- Electrical sites are 100% booked, and un-serviced sites are disappearing rapidly.
- Gatehouse operations are set up for seasonal arrival. Permits, cards and sites are ready to go.

Other:

NPCA staff, working in partnership with 3 troops of Welland Girl Guides, with supplies from Duck Unlimited, installed 5 new waterfowl nesting boxes in the north end of the park. This is part of the Girl Guides National Service Project for "Supporting Animal Habitats." We wish to recognize the girls, leaders and parents who organized, supported and attended the park on Sunday April 27. In particular, the efforts of Megan Campigotto of the 7th Welland Girl Guides for her extended effort to organize the event. In addition to the installation, the Guides will be monitoring and servicing the boxes on a seasonal basis. Working with NPCA staff, we have established a monitoring record to gauge the success of the boxes.

Long Beach Conservation Area

Operations:

The Park Staff and a number of Returning and New Seasonal Staff are busy preparing the park for Opening Day. Seasonal Campers are allowed to enter and place their trailers on the property as of Monday May 12th. The Gatehouse personnel have been busy preparing Seasonal Camping Agreements, permits, swipe cards and membership passes.

The Water Treatment Plant is now fully operational and making water. The water lines are being flushed and super-chlorinated to clean out the lines and prepare for our mandatory water sampling program. Staffs are replacing broken lines and leaky taps as this process moves forward.

Staff from the Central Workshop was onsite already to help with hazard tree and limb identification, trimming, and removal. This is part of our annual due diligence protocol. Site Maintenance staff have been busy collecting the branches and debris that was left behind. Ruts left by the campers last year have been repaired and picnic tables have been distributed. The identified drainage issues have been reviewed and repaired. New drainage is an ongoing process throughout the year.

Due to the late winter and ice on the wastewater lagoon, our annual operations for the lagoon, as directed by our Ministry of the Environment Certificate of Approval, have been delayed but staff is working through the process and it will be complete prior to the park officially being open.

St. Johns Centre C.A.

The Spring Lambs program is now complete. It ran from March 17 to May 2 for a total of 7 weeks. With all the students, teachers and parents participating in the program, we saw approximately 3500 visitors. All available dates for this program were booked to capacity. After Spring Lambs program was finished we cleaned and disinfected the barns.

Site staff is now preparing all student activity areas and trails: this includes mowing and trimming the grass, clearing and mulching the trails. This is done to get ready for Simple Machines, Pioneers at St. Johns and 5 Senses programs which are all run during the months of May and June.

Grounds and Garden Maintenance/ Spring Cleanup is ongoing and in full force. We have arranged to have the cedar roof replaced on the Main House at St. Johns.

Central Workshop – Gainsborough Conservation Area

April has been a very busy month. Staff have been working diligently within both the Revenue and Non-Revenue Generating areas anticipating higher patronage as the weather improves. Ongoing Hazard Tree identification, trimming, and removal is being done at all of our area locations.

Summer Staff/Safety Training

The summer staff will help with school programs, camps, general tours, maintenance, security as well as filling for the gate staff.

New and returning seasonal staff have been receiving site specific training already. Annual Safety Training is scheduled for May, before the long weekend.

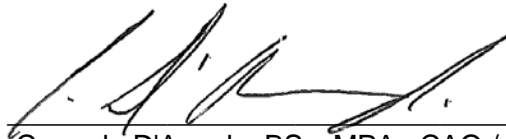
An HR Report will be submitted at the June Board meeting outlining process improvements and training regarding seasonal staff.

RECOMMENDATION:

That the Operations Status Report No. 42-14 be received for information.

Prepared by: David Barrick, Senior Manager, Operations

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'C. D'Angelo', written over a horizontal line.

Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer



TO: NPCA Board of Directors

DATE: May 21, 2014

SUBJECT: Community Relations Status Report No. 43-14

Niagara Children's Water Festival

Plans for the 2014 Water Festival are well underway. RBC has awarded a 2014 Blue Water Project Community Action Grant to the Niagara Peninsula Conservation Authority in the amount of \$5,000 to support the Niagara Children's Water Festival. A cheque celebration will be scheduled between now and RBC Blue Water Day (Thursday, June 12th). Registration for the Water Festival began early April and will be ongoing until capacity numbers are achieved.

Niagara Envirothon

The Envirothon competition took place at Stevensville Conservation Area on April 23rd. A total of 12 teams consisting of five students each competed from 8 Niagara secondary schools. Teams participated in testing of 5 Eco stations: Wildlife, Soils, Aquatics and Forestry as well as presented an oral presentation on the current issue for 2014: Local, Sustainable Agriculture. Lakeshore Catholic NCDSB – Port Colborne) took home 1st place and advanced to the Ontario Envirothon taking place from May 12th-15th at Fleming College, Frost Campus in Lindsay, Ontario. Westlane Secondary took home 2nd place and St. Michael Catholic took home 3rd place. Winning team participants received a gift certificate to Outdoors Oriented and all participants received a Niagara Envirothon t-shirt. The Niagara Envirothon program is a partnership between the NPCA and watershed community groups including Niagara Restoration Council, Land Care Niagara and the Niagara Falls Nature Club. Funding and support is provided by: Niagara Peninsula Conservation Authority, Ontario Power Generation, Land Care Niagara, Outdoors Oriented, Forests Ontario and TransCanada.

Yellow Fish Road

The Yellow Fish Road program educates the public about the impacts of pollution entering urban storm drains. Three school and community groups have reached out to become involved in the Yellow Fish Road program for the month of May. The 25th Niagara Brownies and Sparks group held their painting day on May 5th and painted a total of 23 storm drains as well as distributed fish hangers informing residents of the program to approximately 50 homes. St. George Catholic Elementary School in Crystal Beach held their painting day on May 7th and the Trail Ridge Montessori School in Grimsby will hold their painting day during the week of May 26th.

Binbrook Master Plan Feedback

Following the Binbrook Master Plan Open House, feedback from the public was compiled both online and in-person. That feedback has been compiled and presented to the steering committee before the Master Plan was finalized.

Latornell Symposium

The 2014 Latornell 2014 Symposium Theme is Growth & Transformation. Environmental conditions today require us to challenge our conventional approaches and transform how we think, work, and live in order to develop new approaches and opportunities that enable and support a more sustainable future. As great as today's conservation challenges are, there is also enormous potential to find innovative solutions by tapping into knowledge, partnerships, and evolving tools available to all of us. The Latornell Conservation Symposium program strives to challenge tradition and inspire you to transform and grow in new ways - personally and professionally.

The Latornell Conservation Symposium is one of Ontario's premier annual environmental events. It will again be held at the Nottawasaga Inn Resort & Convention Centre in Alliston, Ontario. New for 2014, the 21st edition of the Symposium will be held from Tuesday to Thursday, November 18th to 20th, 2014. The Symposium provides a forum for practitioners, policy makers, nongovernment organizations, academics and businesses to network and discuss the challenges and opportunities in Ontario's conservation field.

Michael Reles is participating with the organizing committee as a Stream Lead for the Marketing and Communications component of the annual conference. He is currently reviewing presentation and workshop proposals and confirming speakers when final selection occurs.

South Korean Delegation

On April 23, NPCA Communications and Kim Frohlich hosted a delegation of doctors and professors from South Korea. They travelled to one other bog site in Canada and requested specific information on the restoration efforts that have taken place so far at the Wainfleet Bog.

Seasonal Camper WiFi Survey

Communications designed and distributed a survey to 2014 seasonal campers that supplied the NPCA with their email address. The operations department will be using the information to guide decision-making on services delivered at revenue generating conservation areas.

2014 Bob Welch Memorial Golf Classic

Golfer recruitment for the 2014 Bob Welch Memorial Tournament has begun. Communications will be putting forth a strong effort to recruit more golfers this year. Funds are being raised for the NPCF which will be utilized for improvements at Jordan Harbour Conservation Area.

Binbrook Fishing Derby

The annual Crappie Derby was held Sunday, May 4th at Binbrook Conservation Area. The event is organized by the Glanbrook Conservation Committee. Despite the cool weather, anglers of all ages enjoyed the day. Attendance was down from previous year.

St. Johns Conservation Area Trout Season Opening

Mayor Ted Luciani and member Mickey DiFruscio were on hand for the opening day of Trout Season on April 26th. In spite of the cold and rainy weather approximately 200 visitors participated in the event.

Thanksgiving Festival

Planning of the 40th annual festival is ongoing. Applications for Exhibitors closed on March 31st with a total of 180 applications received. The selection committee met over a two day period to determine the exhibitors who would be invited to attend. Successful applicants have been notified and a waiting list has been compiled. Entertainment and food vendor applications are being accepted until May 31st.

Beamer Hawkwatch

The annual Hawkwatch event occurred on Good Friday, April 18th. Staff was on hand to engage visitors about NPCA programs and events. Attendance was down from previous years and is mainly attributed to the weather. It was a cool overcast day which is not the best conditions for raptor sightings.

Volunteers

A Volunteer Orientation Handbook is being prepared and an orientation session was held at Ball's Falls on May 10th. To date 16 Volunteers have been recruited.

Doug Elliott Memorial Bass Derby

With the consent of the late Doug Elliott's family, the annual Chippawa Creek Bass derby is being renamed in his honour. The event will be held on Saturday, July 5th this year.

Citizenship Ceremony

A Citizenship Ceremony will be held at Ball's Falls on Monday, May 19th. The event is organization by staff from the Citizenship office. Invitations have been sent to all board members. The Chairman will be on hand to bring greetings on behalf of NPCA.

Welland River Floodplain Review and Implementation Committee


The Welland River Floodplain Review and Implementation Committee met to review the Peer Review. Staff will be following up with the consultants as there were a number of questions which arose from the presentation.

RECOMMENDATION:

That Community Relations Status Report No. 43-14 be received for information.

Prepared by: Mary Stack; Supervisor, Marketing & Community Relations

Respectfully submitted by:


Carmelo D'Angelo, BSc, MPA, CAO / Secretary-Treasurer