

FULL AUTHORITY MEETING

Wednesday July 16, 2014; 6:00 PM
NPCA Boardroom Welland Office
250 Thorold Road West; 3rd Floor; Welland, ON

A G E N D A

- ROLL CALL

- DECLARATION OF CONFLICT OF INTEREST

- BUSINESS:

- (1) Draft Meeting Minutes – Full Authority Meeting June 18, 2014
- (2) Business Arising From Minutes
- (3) Correspondence
- (4) Chairman's Remarks
- (5) CAO Comments
- (6) Delegation - Mr. W. Wakulich
- (7) Delegation – NRWC Niagara Region Wind Corp.
- (8) NRWC Request for NPCA Access - Gord Harry Trail ----- **Report No. 56-14**
 - Attached Wainfleet letter
- (9) Emerald Ash Update – Presentation by Dan Drennan, Forester
- (10) Financial Statement – Month Ending June 30, 2014 ----- **Report No. 66-14**
 - Budget Summary period ending Jun 30 2014
 - Reserve Funds Y.E. Dec 31, 2013
- (11) Project Status Reports
 1. Watershed Management----- **Report No. 67-14**
 2. Operations----- **Report No. 68-14**
 3. Corporate Services----- **Report No. 69-14**

- (12) Welland River Flood Plain Review & Implementation update ----- **Report No. 70-14**
 - *Wainfleet letter attached*
 - *Copy of Report 25-14 attached*
 - *Appendix 1 – 6 attached*

- (13) CLAC Update ----- **Report No. 71-14**
 - *Matrix & recruitment ad attached*

- (14) New NPCA Unsolicited Proposal Policy ----- **Report No. 72-14**
 - *DRAFT Unsolicited Proposal (attached)*

- (15) Accessibility Standard Compliance Policy ----- **Report No. 73-14**
 - *Policy attached*

- (16) Changes to Implementation of O.Reg 155/06 ----- **Report No. 74-14**

- (17) Land Use Agreement – Fort Erie Conservation Club Inc. ----- **Report No. 75-14**
 - *Agreement attached*

- (18) Ball's Falls Septic System ----- **Report No. 76-14**
 - *Visitor Centre...Performance report attached*

- (19) University of Guelph – Proposed Research Study Niagara ----- **Report No. 77-14**
 - *Endorsement letter attached*

- (20) Other Business

- (21) **In-Camera**
 - 1. Regulation Status Report ----- **Report No. CR-78-14**
 - *Violations Summary attached*

 - 2. Forestry By-law Status ----- **Report No. CR-79-14**
 - *Communications Summary attached*

 - 3. St. Johns Centre - Operating Review ----- **Report No. CR-80-14**
 - *Letter attached*
 - *CR-64-14 attached*

 - 4. HQ Report ----- **Report No. CR-81-14**
 - *attachments*

 - 5. Land Acquisition ----- **Report No. CR-65-14**
 - *Appendix 1 & 2 attached*

■ **ADJOURNMENT**

CORRESPONDENCE

July 16, 2014 Full Authority Meeting

From: Abe Huebner <ahuebner@vaxxine.com>
Sent: Wednesday, July 09, 2014 7:59 AM
To: jbradley.mpp.co@liberal.ola.org; Group-NPCA Info
Subject: Warnings and dangers of fast diluge of rain floods, & high water

RT. Hon. J. Bradley Minister of?
Niagara Peninsula Conservation Authority.

Cloud burst and extended heavy rains bring swollen streams, rivers and bodies of water, to quick dangerous situations, like yesterday after noon,.

Could there perhaps be an announcement when-ever it rains faster and harder then normal e.g 1 inch per-hour. That all the communities are aware of this, especially young families to warn their children to stay away from fast running streams. high ponds and floods, before someone gets injured or hurt. Because fast high water levels intrigue young person's who would be unawares of the dangers of this particular situation. e.g. weather man has a note to remind them of the above possibilities, as the weather is being reported over the air-waves.

I called several agencies who were unaware of the dangers that the fast rain fall was making things dangerous for young person's, esp. walkways and trails in water shed gullies and streams

Walkers Creek in the North end of St. Catharines had swollen to over three feet possibly four in some narrower places, like culverts.

I warned some children to stay away from the water edges.

Abe J Huebner

REPORTS

July 16, 2014 Full Authority Meeting

Report To: Board of Directors

**Subject: NRW Request for NPCA Property Access- Gord Harry Trail
(Follow-up Report)**

Report No: 56-14

Date: June 18, 2014

RECOMMENDATION:

1. That the NPCA Board **RECEIVES** Report No. 56-14 for information.
2. That the NPCA Board **AUTHORIZE** staff to enter into a Land Use agreement granting NRW access to the Gord Harry Trail as per Option 3 as outlined in this report.

PURPOSE:

For the NPCA Board to consider granting property access to Niagara Region Wind Corp. (NRWC) for use of a portion (635m) of the Gord Harry Trail.

This report aligns with the 2014-2017 Strategic Plan through the NPCA Mission:

'To manage our watershed's natural resources by balancing environmental, community, and economic needs.'

BACKGROUND:

NRWC approached the NPCA late in 2013 regarding their proposed Wind Farm and possible access to the Gord Harry Trail. Further discussions with NPCA staff resulted in a report to the NPCA Board (as attached: Report No. 25-14) at its April Board meeting. As noted in the April report, "The trail was deeded from Wainfleet and there was a reservation of the right to install utilities along the trail. That being the case, the NPCA cannot grant access rights to others without consulting the Township of Wainfleet." Therefore, the Board requested staff to consult the Township of Wainfleet 'to ensure that any works constructed are not in conflict with the Trail rights held by them.'

DISCUSSION:

The Township of Wainfleet considered the matter at its May 13, 2014 Council meeting and passed a Resolution (Appendix 1) stating they 'do not consent to the use of the Gord Harry Trail in its entirety,' however, they would consent to a 'single crossing.'

With consideration to the Wainfleet Resolution, Stantec proposes an additional option as per its Memo dated June 6, 2014 (Appendix 2). All of the options include:

- 1) NRWC Preferred Option: Stantec notes the NRWC preference to move forward with its original request to use the Trail as per A1 (Appendix 3 map). This would include collector and fibre optic lines installed beneath the trail running over half a kilometer. It also includes a temporary construction access road and a permanent access route along a portion of the trail.

This option was rejected by the Township of Wainfleet in its Resolution. Therefore, it is not in alignment with NPCA legal and staff recommendations.

- 2) Township of Wainfleet Preferred Option: The Township noted its preference for option A2 (Appendix 3 map) in its Resolution. This would include collector/fibre lines and a construction/permanent access road at a single crossing of the trail.

This option would necessitate additional environmental impacts as an additional access road would be required running parallel to the existing trail corridor. These environmental impacts can be avoided or minimized in either option 1 or 3.

- 3) NPCA staff Recommended Option: Option A3 (Appendix 4 map), proposed by Stantec, is a hybrid of the first two options. It includes a single crossing for the collector/fibre lines AND the use of a 635m of trail for a construction/permanent access road.

This option meets NPCA obligations to the Township of Wainfleet while mitigating the environmental impacts of Option 2. This option best meets the NPCA Mission by balancing environmental (conservation authority), community (Wainfleet), and economic (NRWC) needs.

- 4) Do nothing

FINANCIAL IMPLICATIONS:

There are no direct costs to the NPCA associated with this project. However, NRWC has outlined Proposed Mitigation and Compensation measures as attached in Appendix 5. For the staff recommended option 3, NRWC is willing to make improvements to a portion of the Trail. Further, NRWC would provide \$5000 to the NPCA towards naturalization and/or educational efforts associated with the Trail as well as an annual contribution of \$2000 for the duration of the permission granted (\$45,000 over 20 years).

RELATED REPORTS AND APPENDICES:

1. Related report attached: April 16, 2014 Report No. 25-14
2. Appendix 1: Township of Wainfleet Resolution No. CM-008-2014
3. Appendix 2: Stantec Memo dated June 6, 2014
4. Appendix 3: Stantec Map of Alternate A1 and A2
5. Appendix 4: Stantec Map of Alternative A3
6. Appendix 5: NRWC Proposed Mitigation and Compensation

Prepared by:

A handwritten signature in black ink, appearing to read 'DB', is positioned above a horizontal line.

Name: David Barrick

Title: Senior Manager, Operations

Submitted by:

A handwritten signature in black ink, appearing to read 'C. D'Angelo', is positioned above a horizontal line.

Carmen D'Angelo

Chief Administrative Officer

Secretary Treasurer

TO: Chairman and Members of the Authority

DATE: April 16, 2014

RE: Niagara Region Wind Corp. Request for NPCA Property Access Gord Harry Trail - REPORT NO. 25-14

Executive Summary

- Niagara Region Wind Corporation is requesting NPCA property access along a 1km stretch of the Gord Harry Trail, located in the southwest corner of the Township of Wainfleet
- Property access is being sought to enable construction and access to a portion of the proposed Niagara Region Wind Farm
- When assessed against other options, the use of the Gord Harry Trail better limits negative environmental impacts, avoids construction and traffic-related inconveniences, and is also the most cost-efficient option
- In consideration of the cost savings associated with this option, the proponent has indicated a willingness to make improvements to the Trail, consistent with NPCA's plans.

Background

Niagara Region Wind Corporation (NRWC) is proposing to develop, construct, and operate a 230 Megawatt Niagara Region Wind Farm within the Townships of West Lincoln and Wainfleet, and the Town of Lincoln, within the Niagara Region and within Haldimand County, in Southern Ontario, in response to the Government of Ontario's initiative to promote the development of renewable electricity in the province.

The basic components of the project include the installation of wind turbine generators. A collection system connects each turbine to one of two transformer substations. Access roads to each turbine will be necessary during construction of the turbines and for maintenance during turbine operation.

The proposed work on NPCA property includes:

- Underground collector lines and fibre optic lines being installed beneath the Trail (or overhead if underground installation is not feasible)
- The construction of a temporary construction access road to provide access to the two wind turbines located on private property to the south of the Gord Harry Trail
- Removal of vegetation growing along the former railway
- The establishment of a permanent access route

The permanent project components (access road, collector and fibre optic lines) are proposed to be installed for the duration of the project, which is 20 years, in accordance with the Ontario Power Authority Feed-in Tariff contract. Following the term of this agreement, a decision would be made to extend the life of, or decommission the project.

It is envisioned that work will commence in November, 2014 and will be completed within approximately 40 days.

Financial/Program/Business Implications

The trail was deeded from Wainfleet and there was a reservation of the right to install utilities along the trail. That being the case, the NPCA cannot grant access rights to others without consulting the Township of Wainfleet.

There are no direct costs associated with this project. However, the project proponent has indicated a willingness to make improvements to portions of the Trail, consistent with NPCA plans, already in place. Further, the proponent would provide \$5000 to the NPCA towards naturalization and/or educational efforts associated with the Trail.

Attachments: Memo from NRWC & Stantec dated March 13, 2014 Stantec Map

RECOMMENDATION

**That Report No. 25-14 be received for information; and
That the Township of Wainfleet be consulted to ensure that any works constructed are not in conflict with the Trail rights held by them.**

Prepared by: David Barrick, Senior Manager- Operations

Respectfully Submitted By:



Tony D'Amario, CAO/ Secretary-Treasurer

TOWNSHIP OF WAINFLEET

RESOLUTION

Moved by David Wyatt

No. CM-008-2014

Seconded by Richard Dykstra

Date: May 13th, 2014

THAT staff be directed to advise the NPCA Board of Directors that with regard to the Niagara Region Wind Corporation Project, the Township does not consent to the use of the Gord Harry Trail in its entirety; however,

THAT the Township of Wainfleet will consent to a single crossing of the Gord Harry Trail as depicted in option "A2" on the mapping provided by Stantec Consulting.

Carried ☒


Mayor (Chairman)

☐ Lost

Recorded on
Request of: _____

Councilor / Staff Member	Yeas	Nays
Alderman Dykstra		
Alderman Hessels		
Alderman Konc		
Alderman Wyatt		
Mayor Jeffs		

Carried ☐

Clerk

☐ Lost

MEMO

To:	David Barrick Niagara Peninsula Conservation Authority	From:	Chris Powell, Stantec Consulting Ltd. Darren Croghan, NRWC
File:	NRWC (160950269)	Date:	June 6, 2014

**Reference: Niagara Region Wind Farm
Request for NPCA Property Access to the Gord Harry Trail**

Further to information submitted to the NPCA on December 11, 2013 and April 16, 2014, and as presented to the NPCA Board on May 13, 2014, Niagara Region Wind Corporation (NRWC) is requesting the use of a 635 m section of the Gord Harry Trail for the construction and maintenance of a portion of the proposed Niagara Region Wind Farm proposed under the Renewable Energy Approval (REA) process, in accordance with Alternative A1 (see Figure 1 attached).

As discussed with NPCA staff during the planning and development of the Project layout, the preferred route along a short section of the Gord Harry Trail is the best alternative for the protection of the environment. The proposed alternative follows an existing corridor and culvert crossing of a tributary of Lake Erie and adjacent to a significant woodland and wetland community. As such, potential environmental impacts on aquatic habitat and riparian vegetation in this area are minimized. This was reviewed and discussed with NPCA staff and generally agreed to be a reasonable alternative based on commitments to mitigation, including assistance with the creation, restoration and naturalization of the trail following construction.

The use of this former railway corridor also provides the opportunity to minimize disturbance to area residents, which could result from the need to obtain access from North Shore Dr. during construction, and to minimize impacts on existing agricultural operations. The rationale and merits of the various alternative routes were provided in our correspondence dated April 16, 2014.

The Council Resolution from the Township of Wainfleet on May 13, 2014 (see attached) states that the Township does not consent to the NRWC's use of the Gord Harry Trail in its entirety but will consent to a single crossing of the Trail (specifically Alternative A2). However, NRWC is not proposing use of the entire Gord Harry Trail for this Project but rather only a 635m section of the Trail, as described as Alternative A1. Relative to the alternatives considered, NRWC position is that Alternative A1 is in the best interest of the NPCA as it minimizes potential environment impacts and will lead to overall benefits to the Trail by minimizing recreational impacts during construction, establishing native vegetation and offering compensatory funding and resources to the NPCA to enhance the Gord Harry Trail.

Our preference for the use of Alternative A1 is maintained in the absence of environmental or technical rationale from the Township regarding their opposition to the use of the Gord Harry Trail and/or support for Alternative A2, which will necessitate additional environmental impacts that otherwise could be avoided or minimized through the use of Alternative A1. A new access road will be required across the agricultural fields immediately south of the Trail and a new culvert crossing

**Reference: Niagara Region Wind Farm
Request for NPCA Property Access to the Gord Harry Trail**

will be required immediately downstream of the existing Trail crossing, essentially running parallel to the existing corridor. This new crossing will result in the removal of riparian vegetation and temporary impacts during construction. While these potential impacts to the aquatic and riparian communities can be mitigated through the proper design of the culvert and implementation of best management practices during construction, these impacts could be avoided or further minimized by following the proposed route (A1) along the Gord Harry Trail.

Despite initial consultation with the Township during the REA process, concerns with respect to the use of the Gord Harry Trail were not identified by the Township at that time. The Township completed a third-party review of the draft REA reports, which was funded by the NRWC, the results from which did not include any concerns regarding the Trail. Subsequent attempts to consult and seek input from the Township in regards to this Project, including completion of the REA municipal consultation form and discussion regarding a road use agreement, have not been successful. To date, the Township refuses to discuss matters pertaining to the NRWC Project pending issuance of the REA by the Ministry of the Environment.

In regards to impacts to the Trail and its users, while A2 will reduce the extent of the Trail being impacted during construction, the temporary closure of the Trail will still be required during construction for access and to install the project components (i.e. access road, collector and fibre optic lines). However, the proposed removal of non-native vegetation and subsequent re-naturalization using native species along the 635 m section of the Trail associated with Alternative A1 will be significantly reduced.

As such, based on the above discussion and supporting information previously provided to the NPCA, NRWC requests that the NPCA support the preferred Alternative A1 from an environmental perspective and grant NRWC approval for construction access, installation of project components and periodic maintenance along the 635 m section of the Gord Harry Trail.

Alternative Routing Option – Alternative A3

In the event that the NPCA does not support the use of the Trail for access or installation of collector and fibre optic lines based on the Resolution from the Township of Wainfleet, NRWC proposes the following alternative:

- Alternative A3 - Utilizing the 635 m section of the Gord Harry Trail for access during construction and maintenance activities (Alternative A1), but rerouting the proposed collector and fibre optic lines to follow the route supported by the Township of Wainfleet (Alternative A2).

As we understand, the Township of Wainfleet's interest in the Gord Harry Trail pertains to the future use of trail as a utility corridor, which would not be impacted by temporary construction or periodic access by maintenance vehicles. This alternative would further reduce potential environmental impacts associated with a new culvert crossing, while impacts associated with installing collector and fibre optic lines would be minimal (i.e., directional drill beneath watercourse).

**Reference: Niagara Region Wind Farm
Request for NPCA Property Access to the Gord Harry Trail**

The proposed benefits to the Trail would be implemented as described in our letter dated April 16, 2014, including removal of non-native species, naturalization, providing access to surplus gravel and financial contributions to the Trail improvements. The only change to the project would be a slight shift of the collector and fibre optic lines onto the participating property south of the Trail with one crossing of the Trail by these project components along the unopened road allowance. We feel that this addresses both the NPCA's jurisdiction with respect to protecting the environment and offering recreational resources, while addressing the Township of Wainfleet's protection of the Trail as a potential future utility corridor.

Conclusion

NRWC requests that the NPCA grant approval for the implementation of Alternative A1 from an environmental perspective and grant NRWC approval for construction access, installation of project components and periodic maintenance along the 635 m section of the Gord Harry Trail.

In the event that Alternative A1 is not supported, Alternative A3 is being proposed as a compromise to address the comments received from the Township of Wainfleet to protect their interest in the Trail as a future utility corridor while avoiding or minimizing potential environmental impacts associated with a new culvert crossing.

Finally, in the event that the NPCA does not support Alternative A1 or A3, NRWC would concede to follow Alternative A2, although it is not preferred from an environmental impact perspective. Alternative A2 would still require a crossing of the trail along the existing unopened road allowance for the following activities:

- Upgrades and use of the crossing during construction to access the two turbines located south of the trail;
- Installation of underground collector and fibre optic lines beneath the trail at the location of the crossing; and
- Periodic access (monthly) for maintenance vehicles during operation of the turbines for the duration of the Project (20 years).

All 3 route alternatives would avoid the need for construction access and associated disturbance (traffic, tree removal) to area residents along North Shore Dr. and would result in some level of temporary disturbance to the trail and trail users. However, from an environmental perspective, Alternative A1 is preferred over A3, and subsequently preferred over Alternative A2.

Details regarding the specific commitments associated with obtaining approval from the NPCA for access to the Gord Harry Trail during construction and maintenance activities will be reviewed and discussed with NPCA staff pending a decision by the NPCA Board. NRWC wishes to continue working with the NPCA to confirm that any concerns associated with the temporary and long-term use of the Trail can be addressed.

**Reference: Niagara Region Wind Farm
Request for NPCA Property Access to the Gord Harry Trail**

We trust that the above information will be of assistance in preparing for the upcoming NPCA Board Meeting on June 18, 2014. If you have any questions or wish to discuss this further, please do not hesitate to contact the undersigned.

Sincerely,

STANTEC CONSULTING LTD.



Chris Powell, M.A.
Project Manager, Environmental Planner

NIAGARA REGION WIND CORPORATION



Darren Croghan
Vice President, Project Development

Attachment: Figure 1 – Gord Harry Trail Route Alternatives
Township of Wainfleet Council Resolution CM-008-2014

c. Mike Sullivan, Township of Wainfleet



-  Proposed Turbine Location
-  Potential Access Road
-  Blue Heron Trail
-  Gord Harry Trail
-  Road
-  Abandoned Railway
-  Watercourse
-  Municipality Lower Tier
-  Property Boundary
-  Waterbody
-  Wooded Area

- A1/A2
- B1/B2
- C1/C2

Route 1

Route 2



1. Coordinate System: NAD 1983 UTM Zone 17N
2. Base features produced under license with the Ontario Ministry of Natural Resources © Queen's Printer for Ontario, 2014.
3. Orthoimagery © First Base Solutions, 2014.

March 2014
14095244

Niagara Region Wind Corporation
Niagara Region Wind Farm

1

Gord Harry Trail Route Alternatives



Notes

1. Coordinate System: NAD 1983 UTM Zone 17N
2. Base features produced under license with the Ontario Ministry of Natural Resources & Queen's Printer for Ontario, 2014; © Niagara Peninsula Conservation Authority, 2014; © Grand River Conservation Authority, 2014; © Grand River
3. Orthoimagery © First Base Solutions, 2014. Imagery taken in 2010.

Legend

- Proposed Turbine Location
- Temporary Laydown Area
- Turbine Blade Length
- Potential Access Road
- Access Road 20m Construction Area
- Collector Lines – Underground or Overhead
- Road
- Abandoned Railway
- Watercourse (MNR)
- Municipal Boundary



KEY MAP

Client/Project

Niagara Region Wind Corporation
Niagara Region Wind Farm

Figure No.

1

Title

**Gord Harry Trail
Alternative A3**

June 2014
140750248

NRWC Proposed Mitigation and Compensation

In recognition of the disturbance to the existing trail and permission required from the NPCA for the temporary uses (construction) and on-going access (20 years post-construction) required across or along a section of the Gord Harry Trail, the following commitments are proposed by the NRWC to minimize, restore and offset impacts to the trail and NPCA:

Alternative A1 or A3 (635 m section of the Trail)	Alternative A2 (Crossing of the Trail)
1. Notify adjacent landowners and trail users of the Project Schedule regarding construction activities along the Gord Harry Trail, including signage at trail heads notifying trail users 2 weeks in advance of temporary closures;	1. Notify adjacent landowners and trail users of the Project Schedule regarding construction activities along the Gord Harry Trail, including signage at trail heads notifying trail users 2 weeks in advance of temporary closures;
2. Schedule construction activities along the Gord Harry trail to avoid periods of high use to the extent possible and in consultation with the NPCA (i.e. late fall or winter construction when ground is frozen – in consultation with the NPCA);	2. Schedule construction activities along the Gord Harry trail to avoid periods of high use to the extent possible and in consultation with the NPCA (i.e. late fall or winter construction when ground is frozen – in consultation with the NPCA);
3. To the extent possible, vegetation removal along the trail will occur will avoid the core nesting season for migratory birds (May 1 to July 31). Where removal is required during this period, surveys will be undertaken by a qualified biologist to identify the presence/absence of nesting birds and to identify appropriate protection measures where observed;	3. To the extent possible, vegetation removal along the trail will occur will avoid the core nesting season for migratory birds (May 1 to July 31). Where removal is required during this period, surveys will be undertaken by a qualified biologist to identify the presence/absence of nesting birds and to identify appropriate protection measures where observed;
4. All disturbed areas of the Trail will be restored and re-vegetated to pre-disturbance conditions (or as planned conditions) as soon as possible following construction activities;	4. All disturbed areas of the Trail will be restored and re-vegetated to pre-disturbance conditions (or as planned conditions) as soon as possible following construction activities;
5. All re-vegetation activities will utilize species native to Ecoregion 7E;	5. All re-vegetation activities will utilize species native to Ecoregion 7E;
6. Appropriate erosion and sediment control measures will be installed, monitored and maintained during all phases of construction;	6. Appropriate erosion and sediment control measures will be installed, monitored and maintained during all phases of construction;
7. NRWC will provide access to the NPCA for the use of any excess gravel resulting from the construction of the Gord Harry Trail (approx. 400 m ³), removed to restore roads to permanent width, to be used at their discretion; and	7. No excess gravel will be available given only a crossing of the trail is required;
8. \$5,000 plus \$2,000 annually for the duration of the permission granted will be provided to the NPCA towards trail improvements, naturalization and/or educational efforts associated with the TransCanada Trail, such as the installation of benches, trail signage, etc. (\$45,000 total contribution over 20 years)	8. \$2,500 plus \$250 annually for the duration of the permission granted will be provided to the NPCA towards trail improvements, naturalization and/or educational efforts associated with the TransCanada Trail, such as the installation of benches, trail signage, etc. (\$7,500 total contribution over 20 years)



July 2, 2014

Board of Directors,
Niagara Peninsula Conservation Authority,
250 Thorold Rd. W., 3rd Floor,
Welland, ON L3C 3W2

Dear Chairman Timms, Vice-Chairwoman Jeffs and Directors,

I am writing on behalf of the members of the Wainfleet Ratepayers Association.

I was at the last Township of Wainfleet Council meeting and was present for Mr. D'Angelo's presentation of the NPCA report 56-14 to Council on the proposed use by Niagara Region Wind Corporation of the Gord Harry Trail and the revised alternatives.

We have now had a chance to review the report and examine the accompanying maps with the proposed locations. Our conclusion is that Option 2 is the best alternative, i.e., the option that crosses over the Trail but does not run along it. The statement that the options using the Gord Harry Trail for the collectors and fibre optic lines would be the least disturbing to the environment and natural habitats does not take into account that the trail itself is an integral part of the natural habitat and is used as a trail by deer, ducks and numerous other wild life. It makes much more sense to "disturb" the "agricultural land" on the property of the person who is hosting the turbines and who is, therefore, invested in the project.

We note that the proposal indicates work to begin November, 2014 and last for 40 days. We would like to remind you that the trail is used by hunters in the fall and that Hunting Season falls in that time frame of early November and the beginning of December. We request that appropriate signage be posted prior to the hunting season, so that hunters can adjust their plans and that NPCA workers avoid the area during hunting season if at all possible or wear orange vests and caps so that they are visible.

We also request that we be kept in the loop regarding the timing of the closures of the trail for this work, so that we can inform our members, many of whom use the trail on a regular basis.

We were somewhat alarmed that your staff would recommend the disruption and use of Conservation land over the use of private property which is already connected to the NRWC project. We note that Option 2 was also the recommendation of Wainfleet Council and, therefore, urge the NPCA to choose for Option 2 and support the position of Wainfleet Council's choice in this matter.

Yours truly,

Terry Maxner,
President, Wainfleet Ratepayers Association



Report To: Board of Directors

Subject: Financial Statement – Month Ending June 30, 2014

Report No: 66-14

Date: July 16, 2014

RECOMMENDATION:

Report No. 66-14 be received for information

DISCUSSION:

To provide the Board a cash flow summary of operations & capital expenditures versus revenues will remain within budget allocations approved by the Board.

The Corporate operations and capital budget will be reviewed mid-cycle following the close of June 30, 2014 to confirm general financial oversight and compliance with financial planning and reporting is in accordance with Public Sector Accounting Board standards. Trends and variance reporting will be provided in accordance with accounting best practices.

FINANCIAL IMPLICATIONS:

The lines of business are within budget allocations identified during the budget preparation and approval cycle.

RELATED REPORTS AND APPENDICES:

Appendix "A" – Budget Status report month ending June 30, 2014

Appendix "B" – Reserve Account balances as of December 31, 2013

Prepared by:

A handwritten signature in black ink, appearing to read "Jim Hagar".

Name: Jim Hagar

Title: Acting Sr. Mgr., Corporate Services

Submitted by:

A handwritten signature in black ink, appearing to read "Carmen D'Angelo".

Carmen D'Angelo

Chief Administrative Officer

Secretary Treasurer

This report was prepared in consultation with Cathy Kaufmann, Accounting Administrator

NIAGARA PENINSULA CONSERVATION AUTHORITY
STATEMENT OF CONTINUITY OF RESERVES AND RESERVE FUND
FOR THE YEAR ENDED DECEMBER 31, 2013

	Balance 31-Dec 2012	Realloca- tions	Approp. From Operations	Approp. To Operations	Balance 31-Dec 2013
	\$	\$	\$	\$	\$
Unexpended capital reserves					
Capital Assets					
Vehicle	226,330	0	48,459	(60,000)	214,789
Equipment	79,393	0	35,685	(30,000)	85,078
Computers & office equipment	79,522	0	0	0	79,522
	<u>385,245</u>	<u>0</u>	<u>84,144</u>	<u>(90,000)</u>	<u>379,389</u>
Conservation area capital reserve					
Niagara Region	639,295	0	20,150	(115,392)	544,053
City of Hamilton	54,822	0	2,350	(16,138)	41,034
Haldimand County	10,954	0	320	0	11,274
Jordan Harbour	86,286	0	0	0	86,286
Land acquisition-Hamilton	500,000	0	100,000	0	600,000
Land acquisition-Niagara	1,493,146	0	364,184	0	1,857,330
	<u>2,784,503</u>	<u>0</u>	<u>487,004</u>	<u>(131,530)</u>	<u>3,139,977</u>
Water management capital projects					
Welland River restoration - capital	5,153	0	0	0	5,153
Welland River restoration - Niagara	217,054	0	0	0	217,054
Welland River restoration - Hamilton	3,160	0	0	0	3,160
Water Management	94,472	0	0	0	94,472
Watershed Studies-Niagara	3,162	0	0	0	3,162
Watershed Studies-Hamilton	20,260	0	0	0	20,260
Watershed Studies-Haldimand	22,032	0	0	0	22,032
Flood Protection Services	402,666	0	11,976	0	414,642
Resource Inventory & Monitoring	256,142	0	141,515	0	397,657
	<u>1,024,101</u>	<u>0</u>	<u>153,491</u>	<u>0</u>	<u>1,177,592</u>
	<u>4,193,849</u>	<u>0</u>	<u>724,639</u>	<u>(221,530)</u>	<u>4,696,958</u>
Operating reserves					
Conservation Areas					
Niagara Region	169,418	0	0	(79,144)	90,274
City of Hamilton	225,027	0	0	(19,038)	205,989
Haldimand County	12,707	0	5,868	0	18,575
	<u>407,152</u>	<u>0</u>	<u>5,868</u>	<u>(98,182)</u>	<u>314,838</u>
Conservation Land Management					
Tree Bylaw	57,998	0	0	0	57,998
Agreement forest	20,606	0	0	0	20,606
Regulations & planning services	309,100	0	0	0	309,100
General operating contingency	139,262	0	163,948	0	303,210
Debt charge reserve	21,229	0	0	0	21,229
	<u>955,347</u>	<u>0</u>	<u>169,816</u>	<u>(98,182)</u>	<u>1,026,981</u>
Reserve Fund					
Accumulated sick leave	23,780	0	1,156	0	24,936

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CURRENT BUDGET SUMMARY
6 PERIODS ENDED 2014-06-30**

	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	1,955,686.00	3,911,372.00	3,599,868.00	108.65
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	159,120.56	740,713.77	1,440,576.00	51.42
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
ADMINISTRATION FEES	22,530.00	179,180.50	260,000.00	68.92
RESERVE FUNDS	0.00	0.00	411,227.00	0.00
MISCELLANEOUS	13,277.34	93,590.98	262,262.00	35.69

2,150,613.90	4,979,538.29	8,869,888.00	56.14
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EXPENDITURES
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CORPORATE SERVICES	191,022.60	1,501,489.55	2,415,603.00	62.16
RESOURCE INV. & ENV. MONITORING	33,732.65	221,884.41	501,417.00	44.25
FLOOD PROTECTION SERVICES	46,767.86	268,800.10	596,205.00	45.09
ENVIRONMENTAL ADVISORY SERVICES	53,885.21	325,230.97	691,171.00	47.06
CONSERVATION LAND MANAGEMENT	43,711.27	619,673.94	2,125,391.00	29.16
CONSERVATION LAND PROGRAMMING	223,529.26	937,174.96	2,378,660.00	39.40
VEHICLES & EQUIPMENT	25,931.87	58,049.24	164,940.00	35.19
	618,580.72	3,932,303.17	8,873,387.00	44.32

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CORPORATE SERVICES - CURRENT
6 PERIODS ENDED 2014-06-30**

	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	1,955,686.00	3,911,372.00	1,949,903.00	200.59
LEVY-SPECIAL-NIAGARA	0.00	0.00	35,000.00	0.00
INTEREST INCOME	104.54	11,695.38	50,000.00	23.39
MISCELLANEOUS	10.00	99.00	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
	1,955,800.54	3,923,166.38	2,415,603.00	162.41
EXPENDITURES =====				
CORPORATE MANAGEMENT	85,970.30	782,263.96	739,368.00	105.80
OFFICE SERVICES	29,500.88	230,139.50	488,900.00	47.07
FINANCIAL SERVICES	13,419.57	94,755.18	204,739.00	46.28
HUMAN RESOURCES	14,716.77	59,724.23	129,180.00	46.23
INFORMATION TECHNOLOGY	18,844.21	168,569.88	386,933.00	43.57
CORPORATE COMMUNICATIONS	28,570.87	166,036.80	466,483.00	35.59
CORPORATE FUNDRAISING	0.00	0.00	0.00	0.00
	191,022.60	1,501,489.55	2,415,603.00	62.16

**NIAGARA PENINSULA CONSERVATION AUTHORITY
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING - CURRENT
6 PERIODS ENDED 2014-06-30**

	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	11,236.66	64,446.84	12,890.00	499.98
	11,236.66	119,127.88	501,417.00	23.76
EXPENDITURES =====				
NIAGARA R. REMEDIAL ACTION PLAN	4,637.67	41,382.00	99,300.00	41.67
GLANBROOK LANDFILL MONITORING	773.66	4,580.56	10,616.00	43.15
JOHN C. MUNROE AIRPORT MONITORING	197.14	1,343.53	2,274.00	59.08
DRAIN CLASSIFICATION	0.00	0.00	0.00	0.00
W/S WATER QUALITY MONITORING	18,525.51	114,455.59	258,834.00	44.22
NIAGARA CHILDREN'S WATER FESTIVAL	9,598.67	60,122.73	130,393.00	46.11
WATERSHED REPORT CARD	0.00	0.00	0.00	0.00
	33,732.65	221,884.41	501,417.00	44.25

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FLOOD PROTECTION SERVICES - CURRENT
6 PERIODS ENDED 2014-06-30**

	<u>Current Month</u>	<u>Current YTD</u>	<u>Approved Budget</u>	<u>% of Budget</u>
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	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	9,665.00	79,270.00	120,000.00	66.06
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
	9,665.00	79,270.00	596,205.00	13.30

EXPENDITURES
=====

FLOOD FORECASTING AND WARNING	16,349.23	93,979.57	176,215.00	53.33
FLOOD CONTROL STRUCTURES	6,967.42	33,346.32	94,286.00	35.37
FLOODPLAIN REGULATIONS	23,451.21	141,474.21	325,704.00	43.44
	46,767.86	268,800.10	596,205.00	45.09

**NIAGARA PENINSULA CONSERVATION AUTHORITY
ENVIRONMENTAL ADVISORY SERVICES - CURRENT
6 PERIODS ENDED 2014-06-30**

	Current Month	Current YTD	Approved Budget	% of Budget
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	12,865.00	99,910.50	140,000.00	71.36
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	750.00	750.00	0.00	0.00
	13,615.00	100,660.50	691,171.00	14.56
EXPENDITURES =====				
MUNICIPAL PLAN INPUT & REVIEW	32,501.91	197,690.83	422,173.00	46.83
DEVELOPMENT PLAN INPUT & REVIEW	21,383.30	127,540.14	268,998.00	47.41
	53,885.21	325,230.97	691,171.00	47.06

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND MANAGEMENT - CURRENT
6 PERIODS ENDED 2014-06-30**

	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	4,350.00	8,600.00	50.58
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	1,176.14	6,676.26	19,500.00	34.24
	1,901.14	11,026.26	2,125,391.00	0.52
EXPENDITURES =====				
OPERATIONS	30,330.21	534,731.68	1,940,955.00	27.55
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	13,381.06	84,942.26	184,436.00	46.06
	43,711.27	619,673.94	2,125,391.00	29.16

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND PROGRAMMING - CURRENT
6 PERIODS ENDED 2014-06-30**

	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	158,395.56	736,363.77	1,431,976.00	51.42
	<u>158,395.56</u>	<u>736,363.77</u>	<u>2,375,161.00</u>	<u>31.00</u>
EXPENDITURES				
=====				
BALL'S FALLS	59,856.65	294,754.06	666,644.00	44.21
BINBROOK	35,607.45	156,523.80	342,533.00	45.70
CHIPPAWA CREEK	38,904.18	151,126.46	398,629.00	37.91
LONG BEACH	40,613.33	133,160.75	376,946.00	35.33
BAIRD ESTATE	1,937.56	3,822.14	2,265.00	168.75
BEAMER MEMORIAL	451.00	2,806.44	8,950.00	31.36
BINBROOK TRACT	97.48	330.40	665.00	49.68
CAVE SPRINGS	0.00	954.31	2,875.00	33.19
COMFORT MAPLE	549.50	686.82	1,410.00	48.71
ELM STREET PROJECT	1,903.19	4,789.12	17,246.00	27.77
E.C.BROWN	58.67	268.94	3,115.00	8.63
GAINSBOROUGH	29,069.73	140,395.22	316,552.00	44.35
HEDLEY FOREST	0.00	192.38	510.00	37.72
HUMBERSTONE MARSH	0.00	137.31	410.00	33.49
JORDAN HARBOUR	154.06	446.77	6,125.00	7.29
LOUTH	0.00	137.32	560.00	24.52
MORGAN'S POINT	781.33	2,167.96	9,025.00	24.02
MOUNTAINVIEW	0.00	137.32	2,415.00	5.69
MUD LAKE	50.56	387.46	3,015.00	12.85
OSWEGO CREEK	0.00	28.61	50.00	57.22
PORT DAVIDSON	0.00	144.60	310.00	46.65
ROCKWAY	0.00	260.45	1,210.00	21.52
RUIGROK TRACT	0.00	165.25	350.00	47.21
STATION ROAD PROJECT	592.72	2,814.37	7,014.00	40.13
STEVENSVILLE	2,796.51	7,094.51	12,995.00	54.59
ST.JOHN'S	828.58	6,796.21	6,830.00	99.51
TWO MILE CREEK	732.67	869.99	1,660.00	52.41
VIRGIL	0.00	266.50	6,460.00	4.13
WAINFLEET BOG	68.57	417.62	2,010.00	20.78
THE GORD HARRY CONSERVATION TRAIL	69.19	614.86	6,460.00	9.52
WAINFLEET WETLANDS	1,101.95	5,138.75	5,145.00	99.88
WAINFLEET ACCESS POINT PROJECT	3,515.94	3,515.94	11,811.00	29.77
WILLOUGHBY MARSH	159.96	461.87	1,010.00	45.73
WOOLVERTON	0.00	137.32	310.00	44.30
GLENRIDGE QUARRY PROJECT	2,992.98	8,505.94	142,800.00	5.96
WOODEND	635.50	6,717.19	12,345.00	54.41
	<u>223,529.26</u>	<u>937,174.96</u>	<u>2,378,660.00</u>	<u>39.40</u>

**NIAGARA PENINSULA CONSERVATION AUTHORITY
VEHICLES AND EQUIPMENT - CURRENT
6 PERIODS ENDED 2014-06-30**

	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	9,923.50	1,000.00	992.35
RESERVE FUNDS	0.00	0.00	62,500.00	0.00
	0.00	9,923.50	164,940.00	6.02
EXPENDITURES =====				
WAGES	0.00	0.00	0.00	0.00
INSURANCE & LICENSES	0.00	6,101.76	11,340.00	53.81
GAS/OIL	3,278.97	15,742.87	41,200.00	38.21
PURCHASES	19,756.85	19,756.85	90,000.00	21.95
MAINTENANCE	2,718.40	15,147.57	19,800.00	76.50
TOOLS & SUPPLIES	177.65	1,300.19	2,600.00	50.01
	25,931.87	58,049.24	164,940.00	35.19

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CAPITAL BUDGET SUMMARY
6 PERIODS ENDED 2014-06-30**

	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	305,106.53	290,067.00	105.18
FEDERAL GRANTS	0.00	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	4,620.00	128,807.80	160,000.00	80.50
	4,620.00	505,877.29	2,526,789.00	20.02

EXPENDITURES
=====

WATERSHED STUDIES	20,122.27	128,891.55	260,067.00	49.56
RESOURCE INV. & ENV. MONITORING	58,251.33	262,098.39	809,019.00	32.40
FLOOD PROTECTION SERVICES	10,579.24	89,384.94	247,103.00	36.17
CONSERVATION LAND DEVELOPMENT	67,294.47	1,801,288.08	1,210,600.00	148.79
	156,247.31	2,281,662.96	2,526,789.00	90.30

**NIAGARA PENINSULA CONSERVATION AUTHORITY
WATERSHED STUDIES - CAPITAL
6 PERIODS ENDED 2014-06-30**

	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	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
	0.00	273,591.40	260,067.00	105.20
EXPENDITURES =====				
SOURCE PROTECTION PLANS	18,554.70	125,249.52	260,067.00	48.16
SOURCE PROTECTION-TECHNICAL STUDIES	0.00	0.00	0.00	0.00
PRIVATE WATER SUPPLY SURVEY	0.00	36.02	0.00	0.00
NIAGARA OGS STUDY	1,567.57	1,975.23	0.00	0.00
STORMWATER MGMT. POLICY STUDY	0.00	0.00	0.00	0.00
UPPER WELAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
CENTRAL WELAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
LOWER WELAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
LAKE ERIE NORTHSHORE W/S PLAN	0.00	1,630.78	0.00	0.00
BEAVERDAMS/SHRINER'S CREEK W/S PLAN	0.00	0.00	0.00	0.00
	20,122.27	128,891.55	260,067.00	49.56

**NIAGARA PENINSULA CONSERVATION AUTHORITY
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING - CAPITAL
6 PERIODS ENDED 2014-06-30**

	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	0.00	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	1,000.00	1,050.00	160,000.00	0.66
	1,000.00	73,012.96	809,019.00	9.02
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	4,446.17	8,892.33	0.00	0.00
AGRICULTURAL STEWARDSHIP	9,736.74	75,529.95	190,011.00	39.75
E.C.BROWN WETLAND PROJECT	429.38	1,939.92	0.00	0.00
OPG PROJECTS	1,639.26	10,327.10	60,000.00	17.21
MISCELLANEOUS PROJECTS	0.00	0.00	0.00	0.00
sub-total	16,251.55	96,689.30	250,011.00	38.67
12 MILE CK WATERSHED RESTORATION				
STEWARDSHIP	2,021.00	12,494.77	27,801.00	44.94
PROJECTS	5,348.34	33,834.08	117,158.00	28.88
PCB BIODIVERSITY	0.00	0.00	0.00	0.00
sub-total	7,369.34	46,328.85	144,959.00	31.96
WATERSHED GENERAL RESTORATION	23,730.81	84,326.57	195,371.00	43.16
WATERSHED WELL DE-COMMISSIONING	3,989.19	7,260.44	25,000.00	29.04
20 MILE CREEK RESTORATION	3,005.16	9,064.64	100,039.00	9.06
FORT ERIE CREEKS RESTORATION	0.00	0.00	0.00	0.00
N-O-T-L CREEKS RESTORATION	3,905.28	18,428.59	93,639.00	19.68
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
	58,251.33	262,098.39	809,019.00	32.40

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FLOOD PROTECTION SERVICES - CAPITAL
6 PERIODS ENDED 2014-06-30**

	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	1,314.40	43,299.67	49,700.00	87.12
SHRINER'S CREEK	0.00	0.00	0.00	0.00
sub-total	1,314.40	43,299.67	49,700.00	87.12
WATERSHED FLOODPLAIN MAPPING UPDATE	9,264.84	46,085.27	197,403.00	23.35
FLOOD FORECASTING MODELING	0.00	0.00	0.00	0.00
STREAM GAUGE & MONITORING NETWORK	0.00	0.00	0.00	0.00
	10,579.24	89,384.94	247,103.00	36.17

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND DEVELOPMENT - CAPITAL
6 PERIODS ENDED 2014-06-30**

	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	3,620.00	127,757.80	0.00	0.00
	3,620.00	127,757.80	1,210,600.00	10.55
EXPENDITURES				
=====				
LAND ACQUISITION	1,891.03	1,592,343.66	600,000.00	265.39
BALL'S FALLS	3,454.74	15,873.96	32,000.00	49.61
BINBROOK	19,203.75	31,526.86	107,100.00	29.44
CHIPPAWA CREEK	2,755.16	31,141.86	225,000.00	13.84
LONG BEACH	2,028.73	6,473.80	70,000.00	9.25
BEAMER MEMORIAL	0.00	0.00	0.00	0.00
BINBROOK TRACT	0.00	0.00	0.00	0.00
E.C.BROWN	103.80	103.80	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	0.00	7,301.28	0.00	0.00
GAINSBOROUGH	0.00	973.84	72,500.00	1.34
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	37,857.26	114,844.08	0.00	0.00
	67,294.47	1,801,288.08	1,210,600.00	148.79

Report To: Board of Directors

Subject: Watershed Management Status Report

Report No: 67-14

Date: July 16, 2014

RECOMMENDATION:
That Watershed Status Report No. 67-14 be received for information.

PURPOSE:
Watershed Management Status

DISCUSSION:
A. Plan Review & Regulations

1) Municipal and Development Plan Input and Review

The Watershed Management Department is responsible for reviewing *Planning Act* applications and Building Permit applications where there is a feature regulated by the NPCA. Under the Memorandum of Understanding (MOU) within the Region of Niagara, the NPCA reviews *Planning Act* applications with respect to the Region's Environmental Policies (Section 7 of the Regional Policy Plan).

During the period between January 1, 2014 to June 30, 2014 the Watershed Management Department reviewed 179 *Planning Act* applications (various type and complexity), 25 Niagara Escarpment Commission Development Permit applications, 136 Building Permit applications, and 49 property information requests. Staff also responded to various inquiries from the public and local municipalities, as well as attended weekly consultation meetings with the local municipalities and conducted various site inspections. A breakdown of the applications reviewed is provided below.

Plan of Subdivision/Condominium	50 (includes technical review of studies submitted to clear conditions)
Site Plan Control	26
Official Plan Amendments	12
Secondary Plans	0
Zoning By-law Amendments	26
Consents to Sever (including lot line adjustments)	37
Minor Variances	28
Niagara Escarpment Commission Development Permits	25
Renewable Energy Projects	0
Building Permits	136
Property Information Requests	49

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

As of June 30, 2014 staff have issued:

- 73 Permits

In June there was one emergency culvert replacement in the City of Hamilton. Other culvert replacements were approved in Niagara-on-the-Lake and St. Catharines. The majority of permit applications last month were for new construction, additions and accessory structures.

Violations – See Violations Status summary

3) Tree and Forest Conservation By-law

Summary of Forest By-Law Activities – See attached

4) Watershed Biology

The Butternut Health Assessor Workshop was attended by the staff Ecologist and Fish and Wildlife Technician on June 19 in Hamilton. This workshop provided updated information on regulation and protocol needs. This enables continued assessment of butternuts for recovery and other works.

Watershed Planning and Regulations

The Fish and Wildlife Technician completed 6 NPCA Permit reviews, 12 site visits for both planning and permits, including delineating significant woodlands for proposed projects, approximately 7 site reviews for pre-consultation. She also conducted a site visit for an emergency spill response within the 12 Mile Creek watershed and attended a presentation on the Walkerton tragedy offered through the Region of Niagara.

The Supervisor of Watershed Biology conducted several site visits and reviews for Existing Lot of Record Permit applications, and provided scoping and review of Environmental Impact Studies. She is also taking part in the Review Team process to update the personnel regulations, and working with the GIS department to accurately map the biology department review processes.

Biology staff took part in a webinar hosted by the Department of Fisheries and Oceans which provided an update on the Drain Classification and Mapping project, as well as a brief update on the status of the Conservation Ontario – DFO Memorandum of Understanding, which is to take the form of an "information sharing" agreement, and is currently being reviewed by DFO for any legal comments.

The Board requested at the March meeting that legal wording be sought and added to the NPCA website regarding NPCA staff assistance to clients for the review of their projects through the DFO self-assessment process. This legal wording has been received and is expected to be added to the NPCA website soon. Technical review of Permit applications through the DFO self-assessment process will begin once this information is available to the public.

5) Watershed Ecology

Binbrook Conservation Area

With the generous funding from TD Friends of the Environment Foundation, the Binbrook Aquatic Project will get underway Saturday August 9. With the help of the Glanbrook Conservation Committee, volunteers have propagated some plants and will assist with planting a side bay area for benefits of aquatic species such as a spawning area for pike and other fish and aquatic species, as well as nursery and rearing area for fish.

Comfort Maple Conservation Area

To continue the heritage of this tree and its parent genetics, seeds were propagated by a plant nursery and tended for 3 years for a higher stock to reduce mortality (under contract agreement). A total of 45 trees were planted in several Conservation Areas including: the Ball's Falls arboretum, Stevensville, Long Beach and Wainfleet Bog (south) Conservation Areas.

Other Conservation Area Ecological Activity

Funding of Ecological CA Projects

Staff is preparing to undertake three projects at Binbrook for aquatic habitat, the Species at Risk Habitat Enhancement and Willoughby Trail Restoration. All projects will be completed by November- December 2014 and March 31, 2015 respectively.

NPCA Hunting Program

General: Hunting Permits

Staff has issued an additional 3 hunting permits for a total of 171 hunting permits issued for the NPCA Conservation Areas for 2014. Of this total, hunting permits are issued to 26 individuals residing outside of our administrative area.

Conservation and Species at Risk

Red Mulberry species monitoring shows stress and continued canker throughout the majority of the population. Past propagation resulted in only two specimens surviving in three years.

Eastern Flowering Dogwood species monitoring is continuing at several Conservation Areas. Summary to follow once all areas monitoring is complete.

The Butternut Health Assessor Workshop was attended by the staff Ecologist on June 19 in Hamilton. This workshop provided updated information on regulation and protocol needs. This enables continued assessment of butternuts for recovery and other works.

External Research on Conservation Area Lands

Three additional external research permits were granted for research works on NPCA lands.

These included:

- As part of a national survey, further information continues on the distribution and habitat of Hemlock Woolly Adelgid (HWA) (*Adelges tsugae*), as pursued by a federal government agency. This is a non-native pest resulting in significant mortality of

both eastern hemlock, and Carolina hemlock. Visual surveys are being conducted aimed at early detection of the pest in areas where it is not known to occur. Such surveys will be conducted at Cave Springs, Beamer Memorial and Ball's Falls Conservation Areas. The 2013 same surveys at these Conservation Areas showed no presence of this pest.

- Research on the Spotted Wing Drosophila fly (SWD) (*Drosophila Suzukii*) is being conducted at the Ball's Falls, Louth and Rockway Conservations, by a provincial agency. This research is to understand the seasonal movement and overwintering presence of this species and its' host supporting crops to assist in developing best management strategies. This species has a wide range is not expected to have specific implications to the specific Conservation Areas.
- Moss inventories of 2 species were conducted at 3 Conservation Areas to assist in determining the COSEWIC (Committee on the Status of Endangered Wildlife in Canada) status on its' level of needed protection. This was conducted by consultants for federal departments, and is important as the first and fundamental step in conservation protection using the best available scientific, community and Aboriginal knowledge to evaluate risk of extinction.

B. Projects / Programs

1) Source Water Protection Plan

- NPCA staff attended a source protection project managers' meeting to discuss improvements to the program and areas where Conservation Ontario could provide support to the CA's.

2) Water Quality Monitoring Program

- Staff completed spring biological monitoring for Hamilton Airport and Glanbrook Landfill monitoring projects.
- Staff assisted with the annual monitoring at Mud Lake to determine how water levels are affecting the ecology of the lake.
- To-date in 2014, the NPCA approved grants for seven water well decommissioning projects of which five projects have been completed.

3) Flood Control

a) Monitoring & Major Maintenance

- The Binbrook Dam (including the infrastructure within the facility's valve pit) was inspected as scheduled, and found to be in good order.
- Binbrook Reservoir - the water level currently sits at the holding level. Staff will continue to monitor on a daily basis and make adjustments as the situation warrants.

b) Water Resources Engineering

- In order help better address the issues surrounding Storm water management when evaluating development proposals, staff gave a presentation to NPCA Planning and Regulations staff on techniques used to mitigate flooding and improve the quality of storm water runoff impacted by urban development.

- Staff attended the quarterly meeting of the *Regional Conservation Authorities Flood Forecasting and Warning Group* in order to ensure that the NPCA flood forecasting and warning efforts remain consistent and integrated with our local Conservation Authorities (Hamilton, Grand River, and Long Point CAs).

4) Restoration

Project Implementation – Watershed Plans

- Approximately 45 restoration projects including wetland construction, Best Management Projects (BMP's), water quality and biodiversity projects are being implemented this year across NPCA watershed planning areas. The tree planting components of restoration projects are nearing completion.

Tree Planting

- In total, 12 NPCA woodland restoration (tree planting) projects have been implemented across the watershed through partnerships with private landowners.
- An additional 20 tree planting projects have been completed across the peninsula working collaboratively with Land Care Niagara (who are partnered with Trees Ontario Foundation), and Ontario Power Generation. Over 100,000 trees of native to Niagara varieties were planted.

Niagara on the Lake – One Mile Creek Watershed Plans

- The One Mile Creek Watershed Study was completed in October 2005. Since that time, all of the implementation recommendations have been addressed with all of the actions being either in progress or in maintenance. The water quality in One Mile Creek has improved from poor to marginal (based on the NPCA's water quality monitoring program which uses the Canadian Water Quality Index). This system saw decreases in both total phosphorous and E.coli. In comparison to the rest of the Niagara Peninsula, One Mile Creek is ranked 10th out of 72 creeks for its low levels of total phosphorous. The success of this initiative would not be realized without the individual landowners who have implemented stewardship projects on their properties.

Friends of One Mile Creek - William Street Landfill Naturalization Project

- As part of the One Mile Creek watershed plan, William Street Landfill site (William Street Park) was identified as a water quality and biodiversity improvement opportunity. Over the past two years, the Friends of One Mile Creek (FOMC) have been working with the NPCA to naturalize this area adjacent to One mile Creek. To date, 50 native trees and shrubs, along with over 1700 wildflower plugs have been planted. These native plants have adapted to our climate and soil and will enhance the natural habitat for our beneficial insects and birds and pollinators. Interpretive signs were installed in 2013 to promote the work and the partnerships.
- Special acknowledgement goes to NPCA Board of Director, Mickey DiFruscio for his donation of 20 Butterfly Milkweed plants for butterflies including the Monarch.

Niagara River Remedial Action Plan (RAP)

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

- The Niagara River Remedial Action Plan (RAP) agreement lays out the responsibilities of the federal and provincial governments and commits funds for implementing actions. To that end, the Ministry of the Environment is pleased to announce the recruitment of Cheriene Vieira, Great Lakes Advisor – West Central Region. She takes over from Mary Ellen Scanlon who recently retired. Cheriene was involved with the NPCA and the RAP in 1999-2002.

5) Special Projects

- Staff provided hydrogeology comments (on planning applications, septic system building permits, and an environmental assessment) for Niagara Region and local municipalities under the Planning Memorandum of Understanding (47 new or existing files in 2014).
- Staff work on tasks for the Ontario Geological Survey NPCA Groundwater Study: (i) two monitoring wells were installed (adjacent Wainfleet Public Works yard and Gainsborough Conservation Area (see photo), (ii) assisted with agency/municipal approvals, (iii) advised OGS on responding to public water well concerns, (iv) provided technical assistance for Niagara College environmental training program and (v) worked with the University of Guelph on a potential 2015 work program.
- Staff worked with NPCA Operations to complete the Environmental Compliance Approval report for the Balls Falls Waterloo biofilter system.
- Staff provided recommendations for restoring the salt well at Rockway Conservation Area
- Staff also worked on the Draft report for the Town of Grimsby Private Water Supply Survey

Newly Installed Monitoring Well at Gainsborough Conservation Area



RELATED REPORTS AND APPENDICES:

None

Prepared by:



Peter Graham, P.Eng.: Director, Watershed Management

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer



Report To: Board of Directors
Subject: Operations Status Report
Report No: 68-14
Date: July 16, 2014

RECOMMENDATION:

That the NPCA Board **RECEIVE** Report No. 68-14 for information

PURPOSE:

Operations Status Report

DISCUSSION:

Ball's Falls Conservation Area

Operations

Education Programs - The month of June has been a busy month for school bookings. There were 23 school bookings in June with 974 students.

The total number of students attending all spring programs was 1385. In comparison 2013 had 805 students attending school programs (April to June). This is an increase of 580 students. In order for these programs to occur we had 4 dedicated seasonal staff complemented by 4 dedicated volunteers. One volunteer, Peter Rhind, came out for 14 school programs in May and June.

Total students per program	Programs booked	Total students
Amazing Amphibians	11	342
Ball's Falls Rocks	3	46
Follow Our LEED	3	96
For the Birds	3	86
Guided Hikes	11	456
It's A Bee's Life	5	202
Journey to To Glen Elgin	3	60
Orienteering	5	258
Sphagnum P.I	4	149
Spring Awakening	10	326

Overall we have increased the number of programs offered, and the number of students that attend.

Total Spring Programs 2013-2014

	2013	2014
total students	805	1385

Adult Tours -We had two adult historical tours booked for June. 71 people came through, 14 adults and 57 seniors, generating \$340.50.

Summer Camp - This year's summer staff has been busy planning and organizing the summer camp. A flyer was created by the NPCA Communications Department for distribution around the local communities of Jordan, Vineland, Beamsville and Grimsby. As well the flyer has been posted on the main page of the Ball's Falls website.

Currently we have the following enrollment for camp in 2014:

Week	Monday	Tuesday	Wednesday	Thursday	Friday	Total Children
June 30-July 4	6	6	7	7	6	29
July 7-11	17	17	17	17	17	85
July 14-18	14	13	13	13	13	56
July 21-25	20	20	20	21	20	101
July 28-August 1	12	12	12	11	11	58
August 4-8	3	3	3	3	3	15
August 11-15	6	6	6	6	6	36
August 18-22	14	14	14	14	14	70
August 25-29	13	13	11	12	12	61

Facility Rentals for June - Big Barn – 13 wedding receptions; Glen Elgin room – 6 wedding receptions; Glen Elgin room – 10 corporate rentals; St. George's Church – 12 wedding ceremonies

Paid Day Admission -Adults – 1150; Students/Seniors – 417

Centre for Conservation -A revised monitoring and reporting program has been implemented for the Waterloo Biofilter sewage system at the Centre for Conservation. This will ensure full compliance of our MOE certificate of approval.

Ball Home - Summer staff has completed detailed cleaning of the interior Ball home including artifact preservation.

Gardens - The volunteer gardeners have been in every Wednesday. This year we lost a large amount of plants due to the extreme winter. The gardeners are busy replanting and transplanting. Park staff has been assisting the gardeners on Wednesdays as needed, as well as maintaining the gardens throughout the rest of the week.

Grist Mill/ Display Barn - Summer staff has begun to clean the third floor of the Mill and the second floor of the Barn. This annual maintenance is necessary to ensure all artifacts that are stored in these buildings are properly preserved. This work will continue throughout the summer.

Grounds - Staff is continuing lawn and trail maintenance regularly.

Drinking Water Systems Inspection - The Niagara Regional Health Unit inspected the three drinking water systems in use at Ball's Falls. This inspection is performed annually to ensure proper disinfection, monitoring, reporting and maintenance is completed. The site passed inspection and park staff commended for their proactive approach.

Capital Projects

Lime Kiln Restoration – The Lime Kiln is a historic replica that is situated on the Historical side of the park, under the Rental Residence. It requires restoration as it could become a hazard. Restoration will include the rebuild of a retaining wall and includes the installation of proper drainage and a helical pier. Many of the mortar joints will also need to be repaired and restored to original historical accuracy and there are a number brick areas within the actual kiln that will need to be replaced. The priority issue is the rebuild of the retaining wall and drainage.

The original quote to repair the necessary pieces was \$20,000. After some further inspection and excavation, the contractor re-quoted, to a maximum of \$60,000. After some considerable thought and consultation, staff at Ball's Falls have decided to tackle the project themselves with a new plan. The proposed plan is to build an 18ft by 6ft crib using 6 inch by 6 inch pressure treated lumber. This crib would replace the west facing retaining wall. The rectangular crib would be filled by using 8 to 16 inch RipRap Stone for weight. This crib would then be pinned to the existing side wall to support the lime kiln and to retain the existing soil and vegetation. The material used for back fill would be 3/4 inch clear gravel with the addition of drainage tile to drain the water away from the lime kiln and hillside. Any existing RipRap Stone from the wall removal would be placed around the outside of the wooden crib for erosion control. The new build would not be historically accurate, but after the landscaping is complete, no one will know the difference. We believe the cost will be back closer to \$20,000.



Respectfully Submitted by Rob Kuret, Park Superintendent, and Jill Walter-Klamer, Program Assistant

Binbrook Conservation Area

Operations

Visitor Statistics – As of June 22, 2014, deposits are \$21,526 above what they were this time last year. 241 Membership Passes were sold as of June 26th, comparable to 237 this time last year. During the week of June 16 to 22, 30 dozen worms were sold. As of June 23rd, there were only 9 available weekend day openings for a pavilion rental. As of June 23rd there are 131 rentals in total and at least 63 of these rentals have booked with us in previous years (48%). The park saw, as of June 22nd, 3420 total paid vehicle entries. As of July 3rd, the number of paid vehicle entries increased to 4583. These totals do not take into account the number of Membership Pass Holders that entered the park.

Day Camp – In 2013, staff at Binbrook Conservation Area started a two week Day Camp program that was modeled after the successful programs at Ball's Falls. In 2013 there was 50% attendance both weeks. To date, both weeks are 80% full.

Splashpad Temporarily Closed – Staff had to temporarily close the splashpad on June 26th and 27th due to a Calcium build up in the recirculation line that forced us to remove a small section of pipe and replace it.

In addition, Hamilton Public Health Inspectors were out to visit the splashpad and gave staff the permission to continue with operations.

Special Events

Boarderpass Canada Triple Crown Event- the Triple Crown Event took place on Saturday June 28th. It was very well attended, by competitors and spectators alike. The event helped increase attendance on an already busy weekend.

Movie Night – The Annual Outdoor Movie Night is scheduled for Saturday July 19th, at dusk. The movie being played is "The Lego Movie". Proceeds will be donated to the Glanbrook Home Support Program. The Hamilton International Airport has kindly supported the event with a \$1000 donation to go towards the rental of the movie screen. Mary and her team from Corporate Services have been a great help in getting the posters and flyers together. Flyers to the community will be going out shortly as per last year thanks to Councillor Brenda Johnson, City of Hamilton.

Respectfully Submitted By Mike Boyko, Park Superintendent

Chippawa Creek Conservation Area

Operations

New Comfort Station - The new comfort station, Phase 2, was opened to the public for the Canada Day long weekend. Customer feedback has been excellent:

The first seasonal camper who showered there told us "It's like going to the Hilton!" A first-time weekend camper described the facility as being "as good as any of the ones at Algonquin Park." Dozens of other verbal comments were made to staff - all of them positive.

Camping - Operationally, CC's electrical sites were booked solid for the long weekend. Non-serviced sites started slowly, with an average occupancy of 30-40%, which peaked at about 50-60% at the height of the weekend. In fact, over half the non-serviced sites taken were still occupied by trailers. A forecast of rain in the latter part of the weekend is something that is known to keep tent campers away - a growing trend that staff has observed in the past number of years.

The park's summer activities program started with the end of the school year. Our full-time kid's program of crafts, activities and recreation utilized natural themes and builds in environmental messages. It will run through to Labour Day weekend.

Special Events

Staff have prepared for the Douglas E Elliott Memorial Family Fishing Derby, to be held on July 5 from 7am to noon.

Respectfully Submitted By Dave Drobitch, Park Superintendent

Long Beach Conservation Area

Operations

Camping - Staff spent additional time and effort preparing for the Canada and Independence Day Long Weekends and enjoyed the increase in the number of overall families that showed up. There has been an increase in groups attending the park for the use of pavilions and camping and the combination of the two. There was a repeat church group from Dunnville that attended the park as well as the Parry Sound Canoe Club. The 3rd Annual Bolerama Group is due to arrive for the weekend of July 12th. A "Boler" Trailer is a very small camping trailer that has an interesting history. July will be a busy month based on the current number of reservations. In May, there were 162 camping nights sold. In June, there were 361 camping nights sold.

Capital Projects

Gatehouse Roof - In early July, the gatehouse will receive a new metal roof to replace the existing Cedar Shingle roof.

Respectfully Submitted by Nathaniel Devos, Park Superintendent

St. Johns Center Conservation Area

Operations

Facility and Grounds - Although the student visits are now finished, staff is still busy in the park with a number of maintenance and clean-up projects in order to prepare for the upcoming school year. This includes: repairs to several sections of split rail fence, repairs to the stream wall was damaged during the flash flood in May, painting and staining various aspects of the John Street Mill and the old school house, regular and ongoing grounds maintenance, and a thorough building by building spring cleaning since the school groups have now left.

Special Events

Volunteers Luncheon – Site Staff prepared for and executed a well-attended Volunteers Luncheon. Staff prepared a pamphlet, a give-away plaque, and installed and unveiled a bronze plaque affixed to a “Mill Stone”, placed next to the gangway of the John Street Mill, to show Father Jackman, from the Jackman Foundation, appreciation for the work he supported over the years and the gracious donation of the property to the NPCA. Mr. D’Angelo, Chairman Timms, Board Member Baty, Board Member DiFruscio and Mr. Brickell were in attendance to represent the NPCA.

Respectfully Submitted by Randy and Norma Lisoy, General Managers

Central Workshop – Gainsborough Conservation Area

Operations

Aside from regular maintenance and mowing at all the NPCA owned non-revenue generating Conservation Areas, Staff has also been active in helping out on special projects at some of the NPCA revenue generating sites as well as those sanctioned and in partnership with the Water Department.

Mountainview Conservation Area - Upgrades and repairs were undertaken at the parking lot at Mountainview Conservation Area.

Tree Planting - Staff planted 45 Sugar Maple Seedlings, the seedlings were started from seeds from the Comfort Maple Tree, at various NPCA Conservation Areas including Morgan’s Point C.A., the Wainfleet Bog, Long Beach C.A., Stevensville C.A., and Ball’s Falls C.A.

Chippawa Creek C.A. Comfort Station - Staff has been involved, this spring and early summer, in the Chippawa Creek Conservation Area Comfort Station project, inside and out.

Respectfully Submitted by Mich Germain, Superintendent

Prepared by:



Name: Gregg Furtney
Title: Conservation Areas Supervisor

Reviewed by:



Name: David Barrick
Title: Senior Manager, Operations

Submitted by:



Carmen D’Angelo
Chief Administrative Officer
Secretary Treasurer

Report To: Board of Directors

Subject: Corporate Services Project Status Report

Report No: 69-14

Date: July 16, 2014

RECOMMENDATION:

That Report No. 69-14 be received for information.

PURPOSE:

To receive report for information.

DISCUSSION:

To provide the Board a summary of projects important to the Conservation Authority's business objectives. The project status report is to provide information pertaining to process improvements, initiatives in support of the strategic plan and supporting the organization to achieve its mission, vision and values.

FINANCIAL IMPLICATIONS:

Projects are within budget allocations for staff time and activity, including the job design and job evaluation project which is a new project initiative that was not identified during the budget preparation and approval cycle.

RELATED REPORTS AND APPENDICES:

1.0 Accounting & Financial Management

- 1.1 Budget Status Report (including Reserve Fund reports) - Monthly report to Board of Directors
- 1.2 Sage AccPac upgrade to version 6.1 with installation of Business Intelligence module to permit improved financial reporting and analysis.
- 1.3 Enhanced financial management and reporting access to senior management team accountable for their respective budgets.

- 1.4 Implementation of reporting tool (Crystal Reports) to query financial management system for particular information on which to evaluate performance and make business decisions.
- 1.5 Training will be provided to the financial management and reporting users to ensure optimal use of the technology will result and provide a return on the investment.
- 1.6 The current budget will be reviewed mid-fiscal year to prepare for 2015 budget development to be presented to the Board later this year.
- 1.7 Investigation into additional AccPac modules to provide process improvements in automated time and attendance reporting; accounts payable/receivable and expense report processing; and customer relations management for marketing and community relations to assist in campaigns and stakeholder contact list maintenance.

2.0 GIS & Data Management

- 2.1 Corporate Headquarters Candidate Site Registry - GIS Services has been assisting Operations with identifying, mapping and evaluating the 44 sites currently in consideration for a new corporate headquarters location.
- 2.2 iDARTs – Information gathering consultations with the broader Plan Review and Regulations team has been completed in order to diagram their operational workflows in substantial detail to support implementation planning activities. The NPCA project team meets with the Region on July 15th to finalize the project workplan.
- 2.3 Contemporary Mapping of Watercourses – The interpretation and capture effort for Wainfleet is almost complete and Draft mapping should be sent to the Township later this summer for comment. The Region has confirmed its commitment to the project by renewing the Analyst position's contract that they are funding to complete the work under the supervision of the NPCA office for another year. This should ensure that the outstanding Regional Niagara Municipalities of West Lincoln, Pelham, Welland, Thorold, St. Catharines and Lincoln are completed as well.
- 2.4 Data Requests – Several GIS data requests were fulfilled this month, including a municipality requiring information to complete OP development activities, as well as consultants assisting proponents going through development review activities.

3.0 Corporate Services Administration

- 3.1 Senior Manager, Corporate Services recruitment is in progress, and the period of the employment opportunity has been extended to July 20, 2014 to permit broader advertisement.
- 3.2 Wi-Fi has been installed within the main office space to permit enhanced business activities of staff and visitors. The issue of implementing a practical password protocol has been resolved through discussions between the NPCA and Niagara Region. It has been agreed to access the system by agreeing to have a general NPCA employee password, a daily visitor password that will be provided upon request, and an

individual password for each Board member who wants to use their device while in the office environment.

- 3.3 A computer replacement standard is being adopted consistent with the Niagara Region's four (4) year replacement cycle. Computer technology options will be based on business needs that will allow for the choice of a desk PC, laptop or notebook, with one large format monitor standard, or dual monitor if supported by a business case.
- 3.4 Office telephone system review and a request for quotation by Niagara Region to provide updated functionality, dependability and serviceability as the current system (Meridian/Nortel) is coming to the end of its life cycle. Findings and options from the telephone system review to be reported to the Board.
- 3.5 Preparing request for proposal for NPCA website to enhance communication to the public and other stakeholders, and improve the on-line reservation experience to better market Conservation Area amenities. A cross-enterprise Project Team is being formed to develop a project charter and contribute to design criteria.
- 3.6 Occupational Health and Safety Awareness and Training required under Ontario Regulation 297/13, Compliance Requirements for Ontario Employers has been delivered. The Regulation required all Ontario employers to ensure workers and supervisors completed a basic occupational health and safety awareness training program by the July 1, 2014 deadline.
- 3.7 Accessibility for Ontarians with Disabilities Act training on Customer Service Standards was delivered July 2, 2014 to the majority of staff. Employees who were unable to attend must take the mandatory training on-line before October 1, 2014.

4.0 Marketing & Community Relations

- 4.1 Niagara Children's Water Festival - To date 4,562 students are registered for the 2014 school program encompassing a total of 85 schools as follows:

Tuesday	855 (19 schools) – some spots still available
Wednesday	1,245 (23 schools)
Thursday	1,209 (20 schools)
Friday	1,253 (23 schools)

Staff will be sending out another communication to the watershed schools who have not yet registered in mid-August. A number of elementary schools in Niagara have been amalgamated resulting in some schools not yet knowing their enrollments for the participating grade levels. The program will run at Ball's Falls Conservation Area from September 16th – 19th.

- 4.2 Yellow Fish Road - The Yellow Fish Road program educates the public about the impacts of pollution entering urban storm drains. Trail Ridge Montessori School in Grimsby held their painting day May 30th. They painted a total of 11 storm drains and distributed approximately 42 information hangers.

- 4.3 Doug Elliott Memorial Family Fishing Derby - The 1st annual Doug Elliott Memorial Fishing Derby was held at Chippawa Creek Conservation Area on Saturday, July 5th from 7:00AM to 12:00 NOON. Promotional materials, posters and ads were designed internally, placed in local papers and promoted through NPCA's social media. A press release was also issued and through a few phone calls was able to push the story into the Tribune on the day before the event. It was a great day with approximately 200 participants. A complimentary barbecue and prizes were a big hit. A number of corporate sponsors made it possible to host the event free to participants which was greatly appreciated by all. The Elliott family was represented by daughter Susan and husband Jolle. A trophy donated by the Welland River Keepers was presented to the winner by Chairman Bruce Timms and Susan Baltjes.
- 4.4 Binbrook Master Plan - Consultants have provided the Binbrook Master Plan in a non-print-friendly format. Staff is redesigning the document to print specifications.
- 4.5 Communications/Media Relations - We have received a number of positive articles highlighting the NPCA's recent activities. We received new pickups for RBC Niagara Children's Water Festival Grant (Sun Media), Articles covering CAO's presentation at Regional Council (Sun Media & Niagara This Week), and Doug Elliott Memorial Fishing Derby (Tribune). Staff is working with CA staff to provide marketing and communications needs for various activities. Binbrook Conservation Area will be hosting a Movie night on July 19th with a screening of *The Lego Movie*.
- 4.6 Thanksgiving Festival/Event Marketing - Planning continues for the 40th festival which will take place October 10 – 13th, 2014 at Ball's Falls Conservation Area. Initial event promotion plan is underway. Rack cards (15,000) have been distributed through vendors and at tourism centres throughout the province. Ongoing marketing plan is being developed and will be executed over the next several months with a big push scheduled for the fall season.
- 4.7 Brand Guide & Template Library - The Communications Specialist is developing a corporate trademark guideline document and templates for all customer facing documents in order to ensure the NPCA is consistent with presenting our brand. This will include working with the Operations team to develop appropriate directional and conservation areas signage.

Staff continues to participate in a number of community partnership initiatives to promote the work of the Conservation Authority. Promotional initiatives are focused to the revenue producing areas in an effort to increase visitation and encourage the purchase of Membership Passes.

- 4.8 Fundraising Update - The Bob Welch Memorial Golf Tournament was cancelled due to low participation. A number of sponsors very generously redirected their support to the Doug Elliott Memorial Fishing Derby which allowed us to host the event admission free this year. This was very positively received. A follow up meeting will be held to discuss subsequent events.
- 4.9 Community Relations Volunteer Partnership Event - On August 21, NPCA staff will be working with staff from Stratus Vineyards in Niagara-on-the-Lake to build and install bird houses on NPCA conservation property. The event will be part of their annual family barbecue for winery staff and families.

4.10 Community Liaison Advisory Committee - Staff has sent communication and the Terms Of Reference to our member municipalities as well as businesses, individuals, and service groups regarding the establishment of this committee.

4.11 2014 A.D. Latornell Conservation Symposium - The Latornell Conservation Symposium is one of Ontario's premier annual environmental events. The 2014 Symposium Theme is Growth & Transformation. The event will be held at Nottawasaga Inn Resort & Convention Centre in Alliston, Ontario, 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.

Latornell Leadership Awards recognize individuals who made significant contributions at any time, for any duration – and not just over the course of their entire lifetime, as long as their achievements demonstrate leadership accomplishments. Latornell Award Recipients will be honoured at the Leadership Luncheon, Thursday, November 20, 2014 where they will receive an award and be formally recognized for their important contributions to conservation.

Members are encouraged to consider attending the symposium.

Prepared by:


Name: Jim Hagar
Title: Acting Senior Manager, Corporate Services

Submitted by:


Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

This report was prepared in consultation with: Cathy Kaufmann, Accounting Administrator; Geoff Verkade, Supervisor, GIS; and Mary Stack, Supervisor, Marketing & Community Relations

Report To: Board of Directors

Subject: Welland River Floodplain Review & Implementation Update

Report No: 70-14

Date: July 16, 2014

RECOMMENDATION:

- THAT: 1. Board approve the WRFRIC's request to expand its Terms of Reference to include two (2) non-voting members of the Welland River Floodplain Association (WRFA).**
- 2. Direction be provided to NPCA staff pertaining to the three (3) items articulated in the motion brought forth by the WRFRIC.**
- 3. Report No. 70-14 be received for information purposes.**

PURPOSE:

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

DISCUSSION:

Welland River Floodplain Review & Implementation Committee (WRFRIC) Meeting

On June 25th the WRFRIC convened at the NPCA office in Welland with the following being a summary of salient points and actions to be taken.

Committee Member Request

After receiving a request from the Chair of the Welland River Flood Plain Association (WRFA), the committee voted in favour of having two (2) members of the WRFA be appointed to the Welland River Floodplain Review & Implementation Committee, as non-voting members.

Township of Wainfleet Motion

The committee recommended that the NPCA examine the motion put forward by the Township of Wainfleet to have a multi-disciplinary stakeholder group engage in a widespread study of the Welland River watershed for the purpose of ameliorating the impacts of obstructions to the flow of the Welland River.

Proposed stakeholders for this study group include:

- Township of Wainfleet
- NPCA

- City of Welland
- Township of West Lincoln
- Town of Pelham
- Haldimand County
- City of Hamilton
- Region of Niagara
- Ministry of Natural Resources
- St. Lawrence Seaway Authority, and
- Ontario Power Generation

It was agreed that participation in this initiative would be one that ran concurrently with the primary objectives of the WRFRIC. In other words, the WRFRIC would remain focused on making “appropriate recommendations to the Full Authority Board with respect to implementation of the revised Flood Plain Mapping for the Welland River” while at the same time participating in this longer term study.

NPCA Presentation

NPCA staff utilized a presentation format to communicate key messages and to facilitate a conversation with the expressed intent of moving the process forward.

Following a brief recap / chronology of activities and a scoping that outlined the magnitude in which landowners have been affected within the Central Welland River watershed study area, the majority of the presentation focused on answering ‘where do we go from here’? This portion of the presentation laid out potential options and a detailed risk analysis of these options, including a review of financial, legal and policy implications.

Potential Options that were proposed and then added to by committee members are as follows:

1. ACCEPT Results – Regulate development under current One Zone policy.
2. ACCEPT Results – Regulate development under revised policies (i.e. using revised One Zone or new Two Zone policy)
3. REJECT Results – Utilize old 1985 flood lines to delineate Welland River flood hazard
4. POSTPONE – Obtain another opinion (i.e. hire another consultant to generate new flood lines using different model)
5. POSTPONE – Continue to utilize old 1985 flood lines; gather additional actual water quantity data (using local real storm events) over time to further validate new model flood lines.

Review of Options

Legal Implications:

1. If the NPCA Board approves the peer review (following input / review from WRFRIC):
 - NPCA has jurisdiction (under Ont. Reg. 155/06) to regulate the newly expanded floodplain, and must proceed to immediately update the flood lines
 - Reduced Liability - decisions made by NPCA and its Board, made in good faith and based on engineering/scientific reports, are likely to be seen by courts as appropriate discretionary decisions (i.e. Board is protected by *qualified immunity*)

2. If the NPCA Board rejects the peer review:

- The only legally justifiable reason to do so is on the basis of substantive flaws or incompetence in the engineering peer review analysis (i.e. it is not deemed 'defensible').

Policy Implications:

Assuming new flood lines are accepted/approved, two potential options exist.

1. One Zone Approach - regulate based on current policies
2. Multi-Zone Approach - revise existing NPCA policies (less restrictive policies)

Subsequent to analyzing how other Conservation Authorities (i.e. Nottawasaga, Credit Valley, Grand River, and Toronto Region) assess and apply a Two-Zone approach, the following commonalities were noted:

- The onus of proof lies with the Municipality
- Two-Zone approach was limited to areas within or adjacent to urban or built-up areas
- Approach must be approved by the CA, Municipality, and the MNR
- Specific policies were developed for Two-Zone Policy Areas
- Development within the new 'flood fringe' area must address floodproofing and safe access/evacuation
- Must be in accordance with Provincial procedures and standards (Appendix 4 – "Technical Guide to River and Stream Systems: Flood Hazard Limit"; MNR, 2002)

Financial Implications

It was noted that:

- Commissioning another Welland River Floodplain Mapping Study (i.e. another modeling process) will equate to an additional \$75,000 to \$125,000 in costs and is estimated to take 8 to 10 months to complete.
- These new flood lines may end up being lower or higher than the Aquafor Beech results.

Extensive and beneficial discussions ensued throughout the meeting and ultimately resulted in a motion being brought forward. The following captures the main elements of the committee's motion and next steps to continue to move this process forward in a productive manner.

The committee recognized that the NPCA is in a position of legal liability based on the current peer reviewed scientific study and must continue to move forward in a positive direction in terms of making a decision on floodplain mapping and development of floodplain policy.

Motion:

In the committee's advisory capacity to the Board, the following motion is put forth for the Board's consideration and direction:

- i. That the NPCA direct staff to determine what other models can be appropriately used to generate flood lines on the Welland River and report back to committee.
- ii. That the NPCA examine their existing policies and work with municipalities towards developing a two zone model framework unique to the Welland River watershed.
- iii. That the NPCA pursue the motion put forward by Wainfleet town council and engage in a widespread study of the Welland River watershed concurrent with the ongoing efforts and existing mandate of the WRFRIC.

RELATED REPORTS AND APPENDICES:

1. Township of Wainfleet Council – Resolution C-125-2014
2. Copy of presentation: *Welland River Floodplain Review / Implementation – Implications* (June 25, 2014)

RELATED REPORTS AND APPENDICES:

None

Prepared by:



Peter Graham, P.Eng.: Director, Watershed Management

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

TOWNSHIP OF WAINFLEET

RESOLUTION

Moved by Richard Dykstra

No. C-125-2014

Seconded by Ted Hessels

Date: May 13th, 2014

"THAT Council for the Township of Wainfleet hereby approves the passing of the requested resolution as follows:

WHEREAS the Township of Wainfleet, its neighbouring municipalities, and the Welland River Floodplain Association have identified the need to protect the health of the Welland River, and

WHEREAS the Welland River is a natural watercourse that provides recreational uses to Niagara residents and visitors and should have better stewardship from municipalities and other agencies, and

WHEREAS in the last several years, it has been noted that there have been large fluctuations in the level of water in the Welland River due to water taking activities by Ontario Power Generation, and

WHEREAS there are reports that Ontario Power Generation activities lead to reversal of the flow of water in the river twice daily, and

WHEREAS the flow of the Welland River is impeded at several chokepoints along its course due to man-made obstructions such as the siphons in Welland where the river crosses the St. Lawrence Seaway and the Welland Recreation Canal, and

WHEREAS there is abnormal sedimentation in the Welland River that restricts the historical flow of the river, and

WHEREAS the Township of Wainfleet and its neighbouring municipalities rely on the Welland River to provide adequate drainage outlet for municipal drains and storm-water, and

WHEREAS the obstruction of the flow of the river has severe impacts on agricultural businesses and the rural lifestyle in all municipalities that the river flows through, and


WHEREAS over the last 30 years, members of the Wainfleet Drainage Committee have been advised by staff from Ontario Power Generation that the Welland River is in the jurisdiction of the Niagara Peninsula Conservation Authority;

NOW THEREFORE BE IT RESOLVED THAT Council for the Township of Wainfleet requests that the Welland River Floodplain Association agree with the Township to share information between each organization including information the Township has received from Ontario Power Generation;

THAT the Township of Wainfleet requests that the Niagara Peninsula Conservation Authority form a stakeholder group consisting of the Township of Wainfleet, the Niagara Peninsula Conservation Authority, the City of Welland, the Township of West Lincoln, the Town of Pelham, Haldimand County, City of Hamilton, the Region of Niagara, the Ministry of Natural Resources, St. Lawrence Seaway Authority, and Ontario Power Generation to study and ameliorate the impacts of obstructions of the flow of the Welland River;

AND THAT upon creation of the Stakeholder group, the Niagara Peninsula Conservation Authority shall provide each proposed member of the stakeholder group with a copy of this resolution.

Carried ☒


Mayor (Chairman)

☐ Lost

Welland River Floodplain Review/ Implementation - Implications

June 25, 2014

Outline

- Brief Recap
 - Chronology
 - Roles & Responsibilities
 - Peer Review Qualifications
- Scope
 - Welland River Watershed / Study Area
 - Affected Landowners
 - Affected Landowners - Primary Concerns
- Where do we go from here?...
- Options
 - Legal Implications
 - Policy Implications
 - Financial Implications
 - Risks - Examples
- Review of Options
- NPCA Staff Perspective

Chronology

2009

- Following NPCA Consultant Selection Policies & Procedures, NPCA retained Aquafor Beech to undertake a study of the Welland River floodplain
- Floodplain mapping was updated based on the following rationale:
 - The Niagara Water Quality Protection Strategy (2001) recommended that Watershed Plans be generated (including associated floodplain mapping) for the NPCA's major drainage areas in an effort to manage and improve the quality of water within Niagara.
 - Previous floodplain mapping:
 - Over 25 years old
 - Did not include many tributaries feeding into Central Welland River (CWR)
 - Used modeling that does not currently adequately address unique complexities

2010

- NPCA staff satisfied that the engineering and floodplain mapping met the requirements of the 2002 MNR Guidelines
- Floodplain Mapping Report was finalized

2011

- March – Approved Welland River Mapping uploaded to NPCA website. NPCA starts to use new mapping for regulation of development.
- November – NPCA staff prepared a report to the Board recommending transitional policies.

Chronology (Cont'd)

2012

- Jan. – NPCA Board, in response to public outcry, suspends implementation
- Welland River Floodplain Implementation Committee (WRFIC) formed
- May - NPCA staff directed to commission Peer Review
- June – Following RFP process, AMEC retained to complete Peer Review

2013

- February – John Perdikaris, at the direction of the Implementation Committee, inputted precipitation data from Oct. 2012 Hurricane Sandy event into his flood model. The model's predicted water levels correlated extremely well with actual recorded Welland River water levels at NPCA stream gauges.
- May – In addition to all other reviewers, John Perdikaris successfully defends his Ph.D. thesis, the subject of which is the generation and validation of the Welland River Floodplain model.

2014

- Feb 20th - NPCA received results of Peer Review
- April 7th - WRFIC reconvenes (results of Peer Review presented)

"it is AMEC's opinion that the hydrologic and hydraulic analyses completed by Aquafor Beech conform to the technical standards and requirements provided in the 2002 MNR Guidelines".

Roles and Responsibilities

1. NPCA

Mandate: undertake programs to conserve, restore, develop and manage natural resources within its jurisdiction.

- Administer Ontario Reg. 155/06 under the Conservation Authorities Act
 - Includes regulating waterways, valleylands, hazardous lands (i.e. Floodplains), shorelines, and wetlands
 - The purpose of which is to prevent harm to individuals or damage to property caused by natural hazards.
- Delineate natural hazards (i.e. commission the generation of floodplain mapping and update as required).
- Retain qualified peer reviewer, as required.

Roles and Responsibilities

2. Floodplain Review & Implementation Committee

As per Welland River Floodplain Review and Implementation Committee (WRFRIC) Draft Terms of Reference:

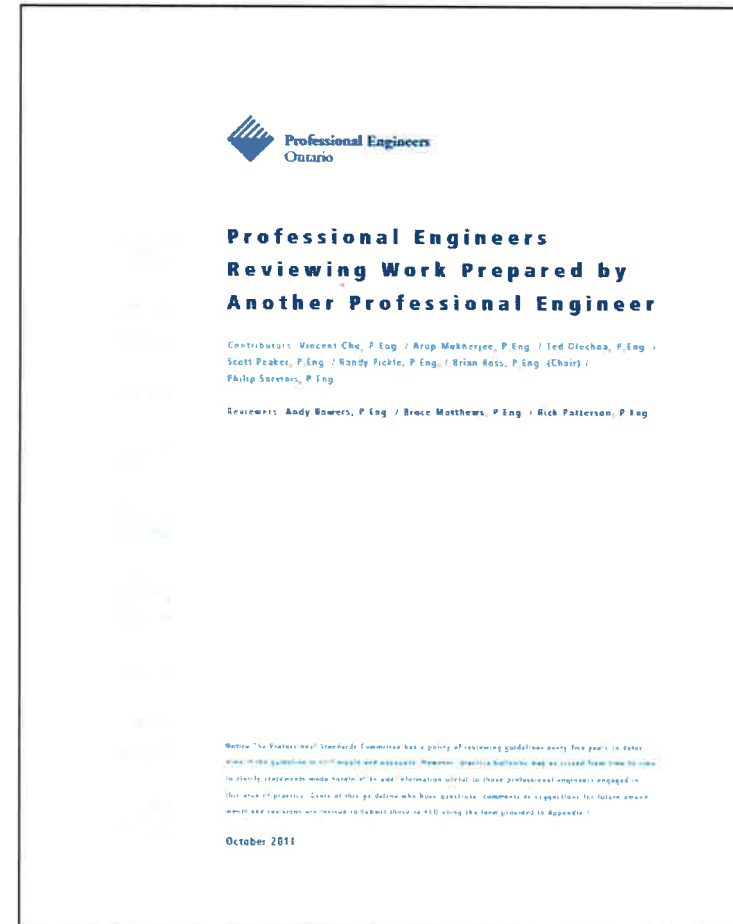
To make appropriate recommendations to the Full Authority Board with respect to implementing the revised Welland River Floodplain Mapping by:

- ✦ *Attending strategy meetings as required.*
- ✦ *Reviewing peer opinions, technical and other information as appropriate.*
- ✦ *Reviewing policies with respect to implementation of the Welland River Floodplain Mapping.*
- ✦ *Developing a strategy and process to ensure the effective dissemination of floodplain mapping lines and information.*

Roles and Responsibilities

3. Peer Reviewer

- Reviewing work prepared by a Professional Engineer
- Standards and Guidelines for Peer Reviewers are defined by Professional Engineers Ontario (PEO), the Licensing and Regulating Body for all Professional Engineers in the Province of Ontario



Roles and Responsibilities

3. Peer Reviewer (Cont'd)

- All technical reviews must be conducted by people licensed to practice professional engineering
- Professional engineers providing a technical review must hold a Certificate of Authorization (C of A) or be employees of a C of A holder
- A reviewer must have a thorough understanding of the usual methodologies and knowledge accepted by the majority of practitioners in the area of professional engineering relevant to the work being reviewed

Roles and Responsibilities

3. Peer Reviewer (Cont'd)

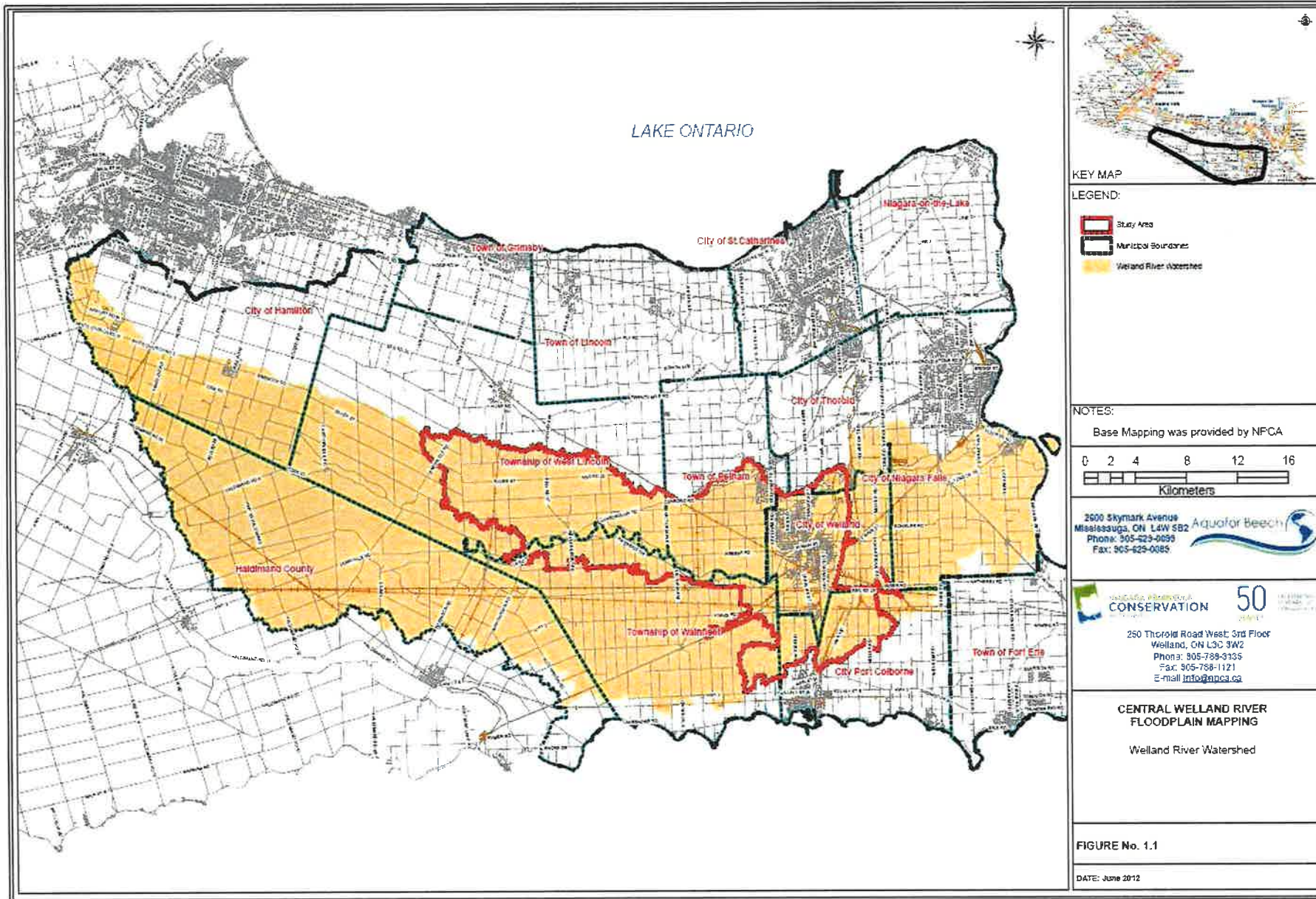
- Thoroughness of review must be based upon the principle of *fairness*, and should be conducted in an *objective* and consistently applied manner
- Reviewing engineers must point out things that are incorrect, unclear, unsubstantiated, or problematic; however, a review must not be taken to the point of criticizing irrelevant, minor issues
- The reviewer is professionally obliged to remain *independent* and express *no bias* in performing the service

Brief Recap – Qualifications

Peer Reviewer Experience

- Ron Scheckenberger, M.Eng., P.Eng. – Senior Reviewer
 - Project Manager and Principal Consultant for Water Resources Department
 - Earned Master's Degree in 1984
 - Practicing Water Resources Engineering for 33 years
 - Expertise extends to all areas of water resources including watershed planning, floodplain mapping, stormwater policy preparation, stormwater quality and quantity management, hydraulics, hydrology, flood and erosion control, conceptual, preliminary and final design, economic evaluations, Development Charges, implementation programming, compliance monitoring, permitting and approvals, peer review, and expert testimony.

Scope - Welland River Watershed

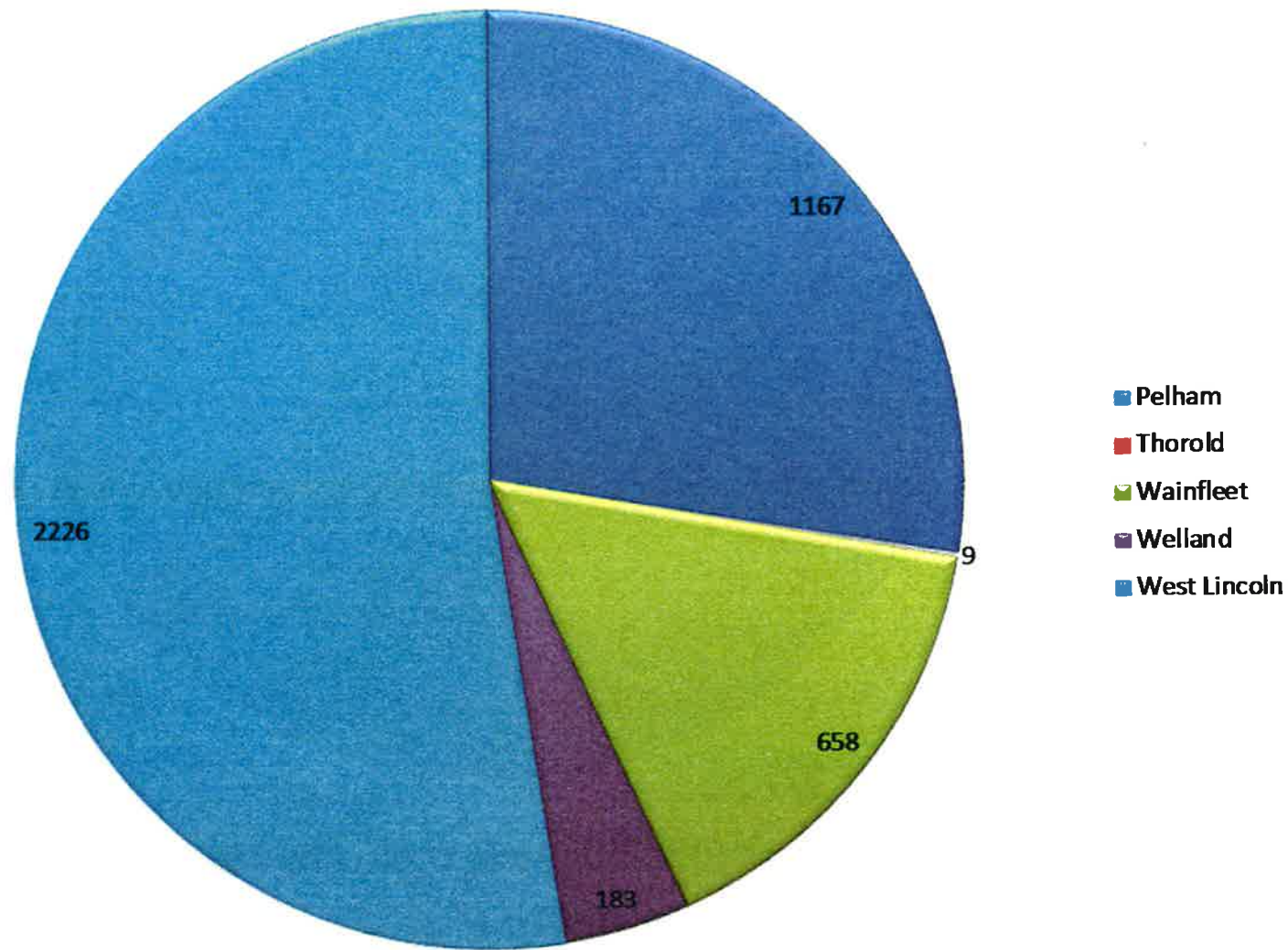


Presentation to WRFRIC



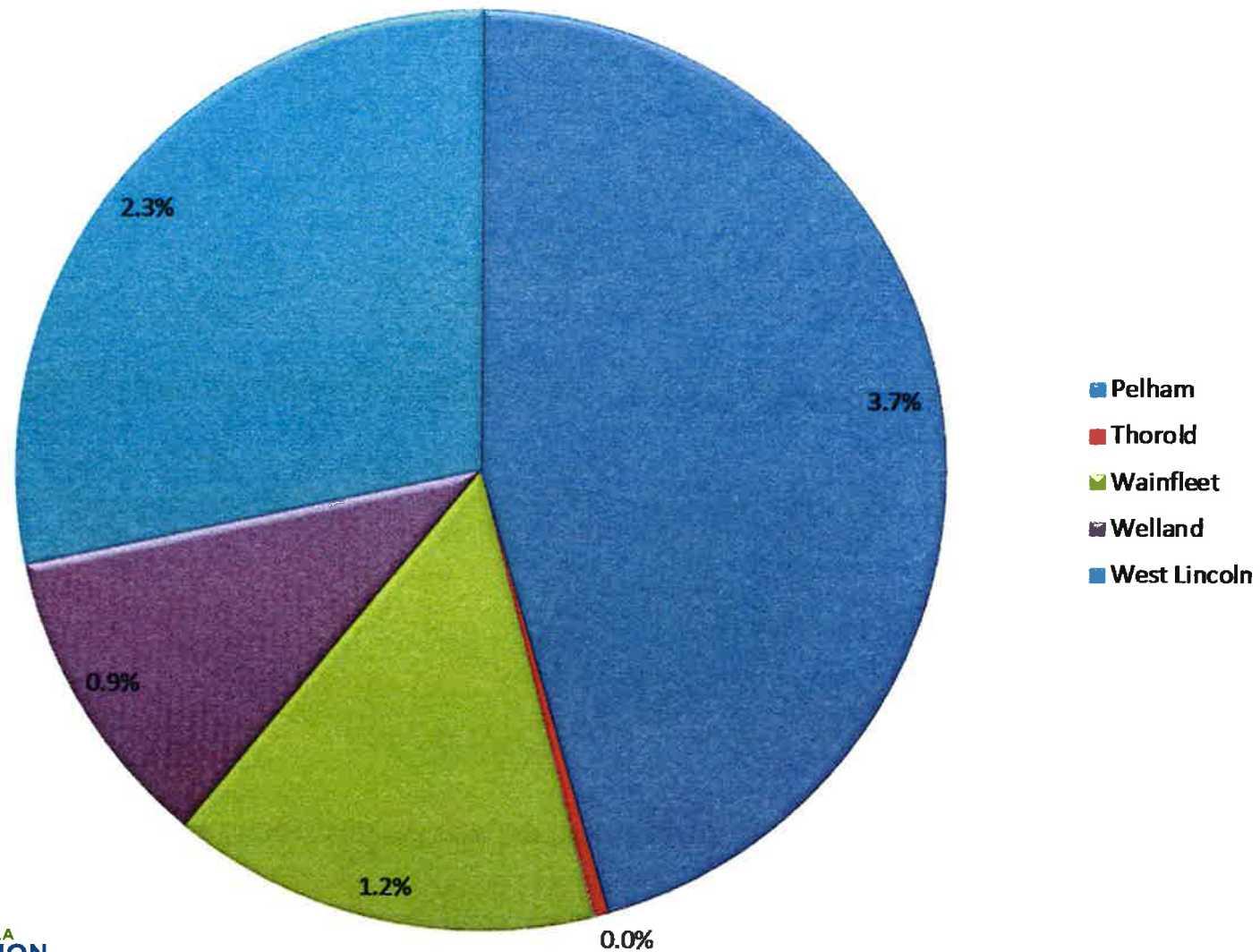
Scope - Affected Landowners

New Floodplain Area by Municipality (Acres)



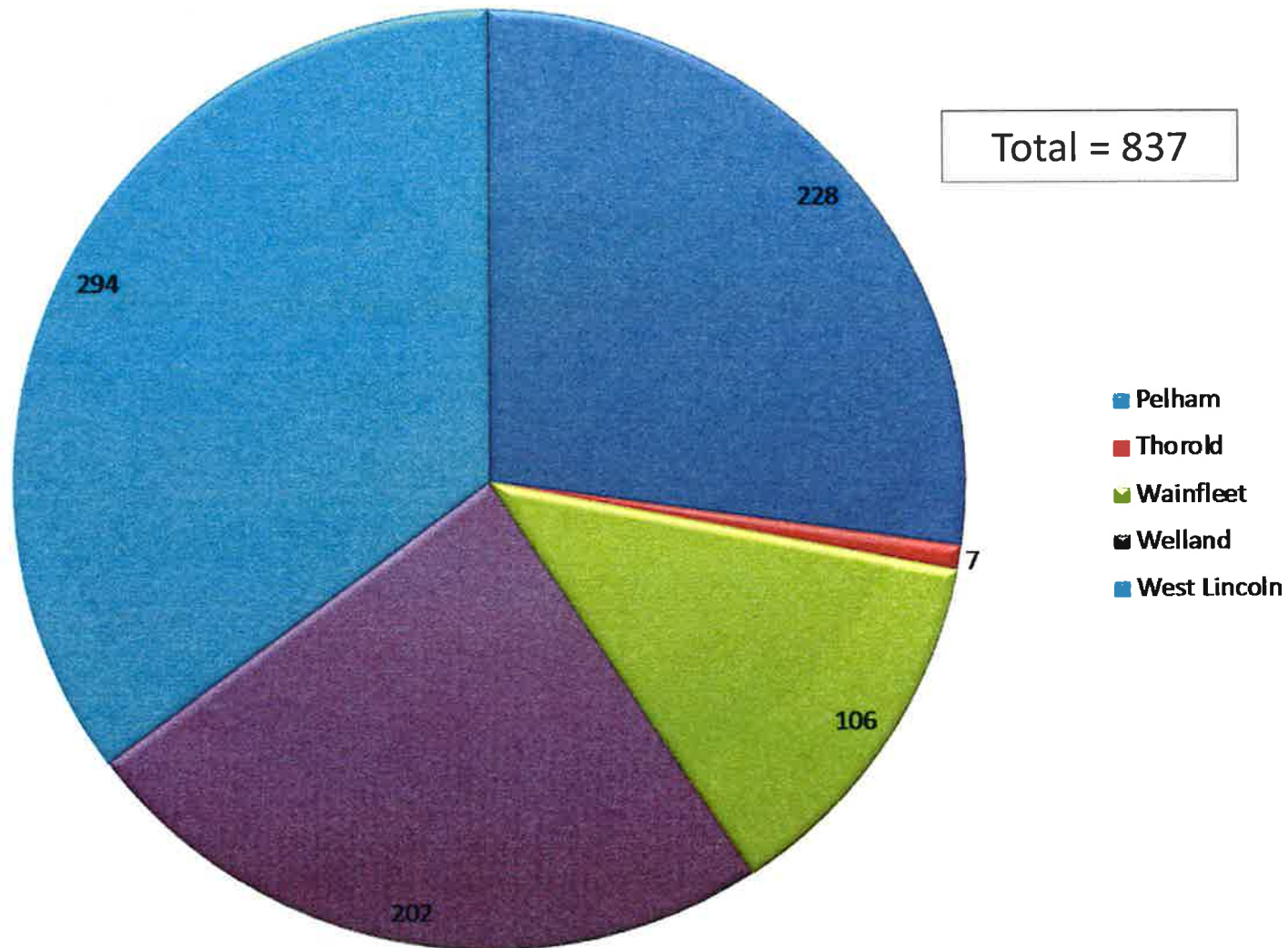
Scope - Affected Landowners

New Floodplain Area in Municipality (% of Municipality)



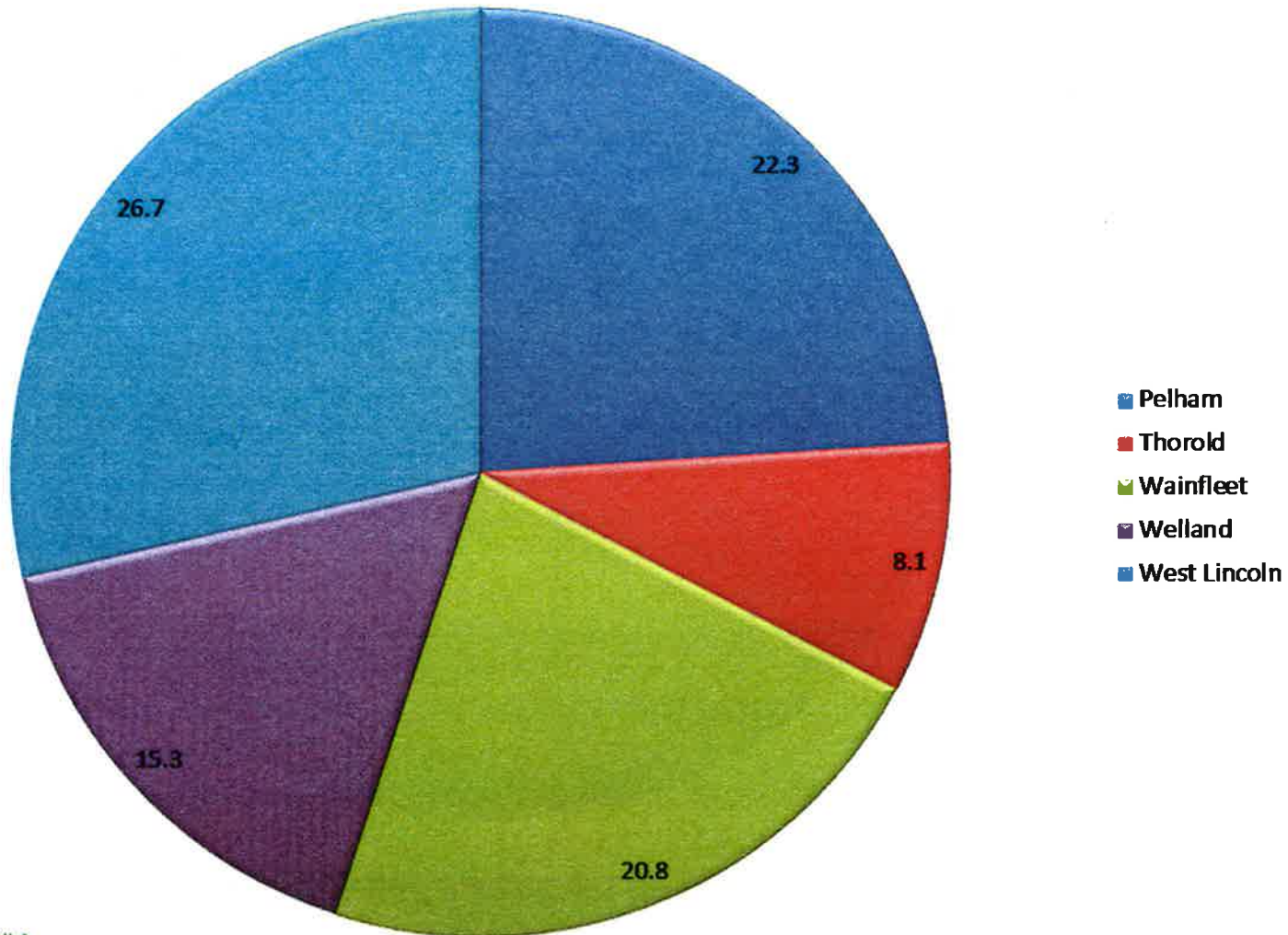
Affected Landowners

Newly Affected Parcels (#) by Municipality



Affected Landowners

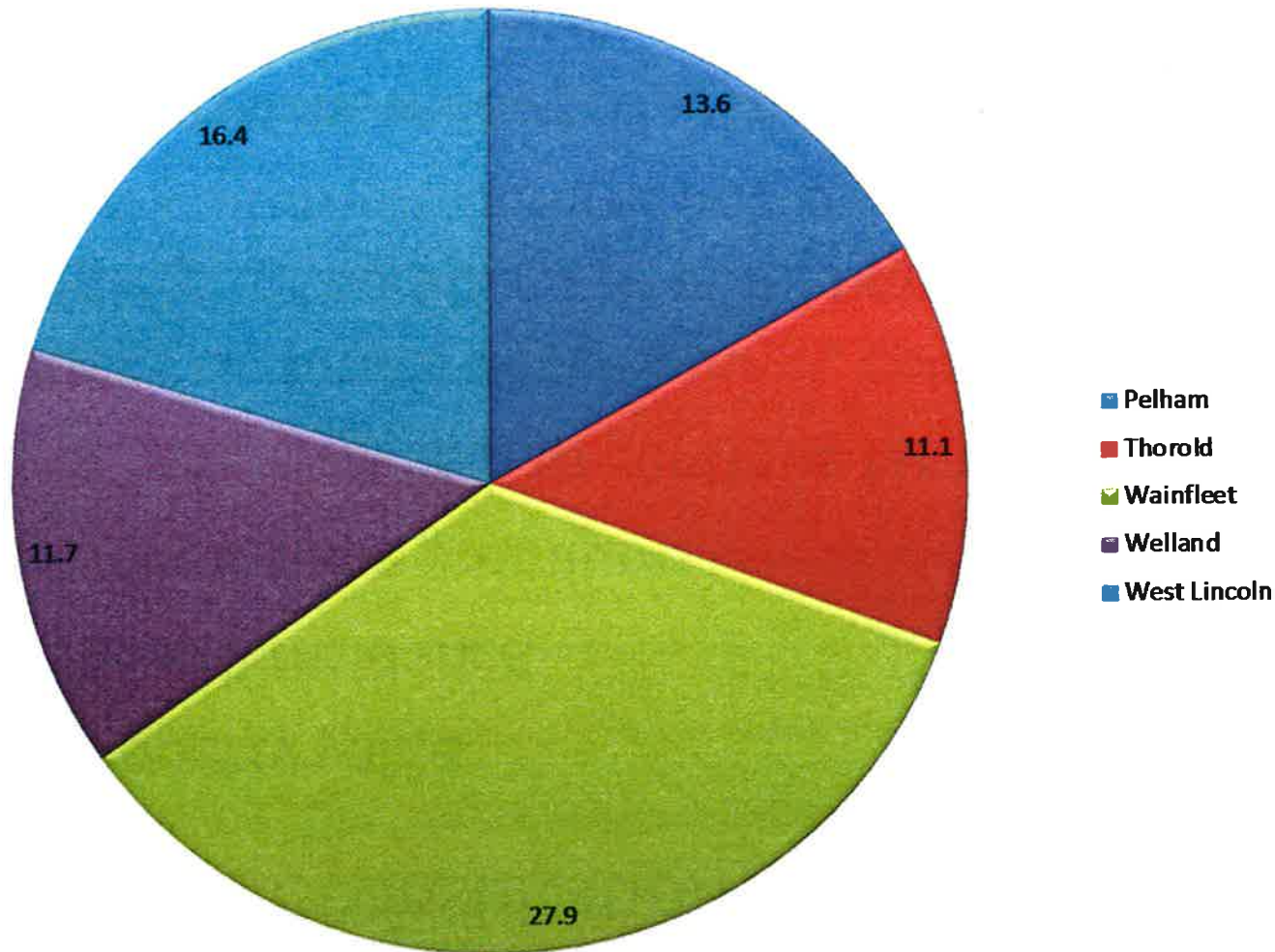
Average (%) New Floodplain Area of Affected Parcels



Municipality	Pelham	Thorold	Wainfleet	Welland	West Lincoln	TOTAL
No. of Newly Affected Parcels	228	7	106	202	294	837

Affected Landowners

Affected Parcels (%) with Buildings in New Floodplain Area



Municipality	Pelham	Thorold	Wainfleet	Welland	West Lincoln	TOTAL
Number of Lots with buildings in new floodplain that were not in old	40	1	74	71	62	248

Affected Landowners – Primary Concerns (based on public consultation)

- Loss of property value
- Difficult to sell residence
- Increased insurance premiums
- Threat of not being able to continue farming
- Restrictions on future development, construction of out-buildings, or additions to primary residence and/or agricultural structures and businesses
- Fear that decisions made today may change
- Fear of more restrictive policies implemented in future on lands recently added to expanded floodplain.

Where do we go from here?...

Options

1. ACCEPT Results – Regulate development under current One Zone policy.
2. ACCEPT Results – Regulate development under revised policies (i.e. revised One Zone or new Two Zone policy)
3. REJECT Results – Utilize old 1985 flood lines to delineate Welland River flood hazard
4. POSTPONE – Obtain Another Opinion (i.e. 2nd Peer Review or 2nd Model)

Legal Implications

- If the NPCA Board approves the peer review (following input / review from WRFRIC):
 - NPCA has jurisdiction (under Ont. Reg. 155/06) to regulate the newly expanded floodplain, and must proceed to immediately update the flood lines
 - NPCA may proceed with regulating the new area (i.e. requiring permit approval process) even before the flood lines are updated
 - Reduced Liability - decisions made by NPCA and its Board, made in good faith and based on engineering/scientific reports, are likely to be seen by courts as appropriate discretionary decisions (i.e. Board is protected by *qualified immunity*)
- If the NPCA Board rejects the peer review:
 - The only legally justifiable reason to do so is on the basis of substantive flaws or incompetence in the engineering peer review analysis.

Policy Implications

- Assuming new flood lines are accepted/approved

Options

1. One Zone Approach - regulate based on current policies
2. Multi-Zone Approach - as a revision to existing NPCA Policies
 - Less restrictive policies in 'Fringe Area'
 - Include Preamble (emphasizing uniqueness of CWR watershed)
 - Define Scope
 - Name Area (e.g. "Fringe")
 - Outline Rationale (Limiting Risk)
 - Allow Development (Set Limits / Parameters; require certain conditions)

Two-Zone Approach - Comparison

Authority	Driver	Location	Rationale	Other
Nottawasaga Valley	Municipality will consult with CA whether it's desirable to implement Two-Zone	Adjacent to existing urban or built-up areas	Prove that one zone approach is too stringent and adversely impacts economic viability	Selective application; in accordance with Provincial standards
Credit Valley	Municipality determines whether it's appropriate to apply Two-Zone	Two areas – Town of Orangeville and City of Mississauga (i.e. urban areas) Two-Zone concept to be considered on a subwatershed basis (not lot-by-lot) considering several community related and technical criteria*	Where the affected municipality has determined it 'appropriate'	Selective application; approved comprehensive environmental study; in accordance with Provincial standards*
Grand River	Municipality must prove that One-Zone is too restrictive; approved by CA and MNR	Existing urban areas	Prove that one zone approach is too restrictive and would have negative impact on the community	Selective application; in accordance with Provincial standards
Toronto Region	Two-zone applied to existing flood prone communities where approved by relevant agencies	Specific flood prone areas (existing urban areas)	Where the affected municipality, in consultation with relevant agencies, has determined it 'appropriate'	Selective application; in accordance with Provincial standards

Commonalities:

- Onus of proof lies with Municipality
- Two-Zone concept limited to areas within or adjacent to urban or built-up areas
- Must be approved by CA, Municipality, and MNR
- Specific policies for Two-Zone Policy Areas
- Development within 'Flood Fringe' must address floodproofing and safe access/evacuation
- Must be in accordance with Provincial procedures, & standards (Appendix 4 – "Technical Guide to River and Stream Systems: Flood Hazard Limit (MNR, 2002)

Financial Implications

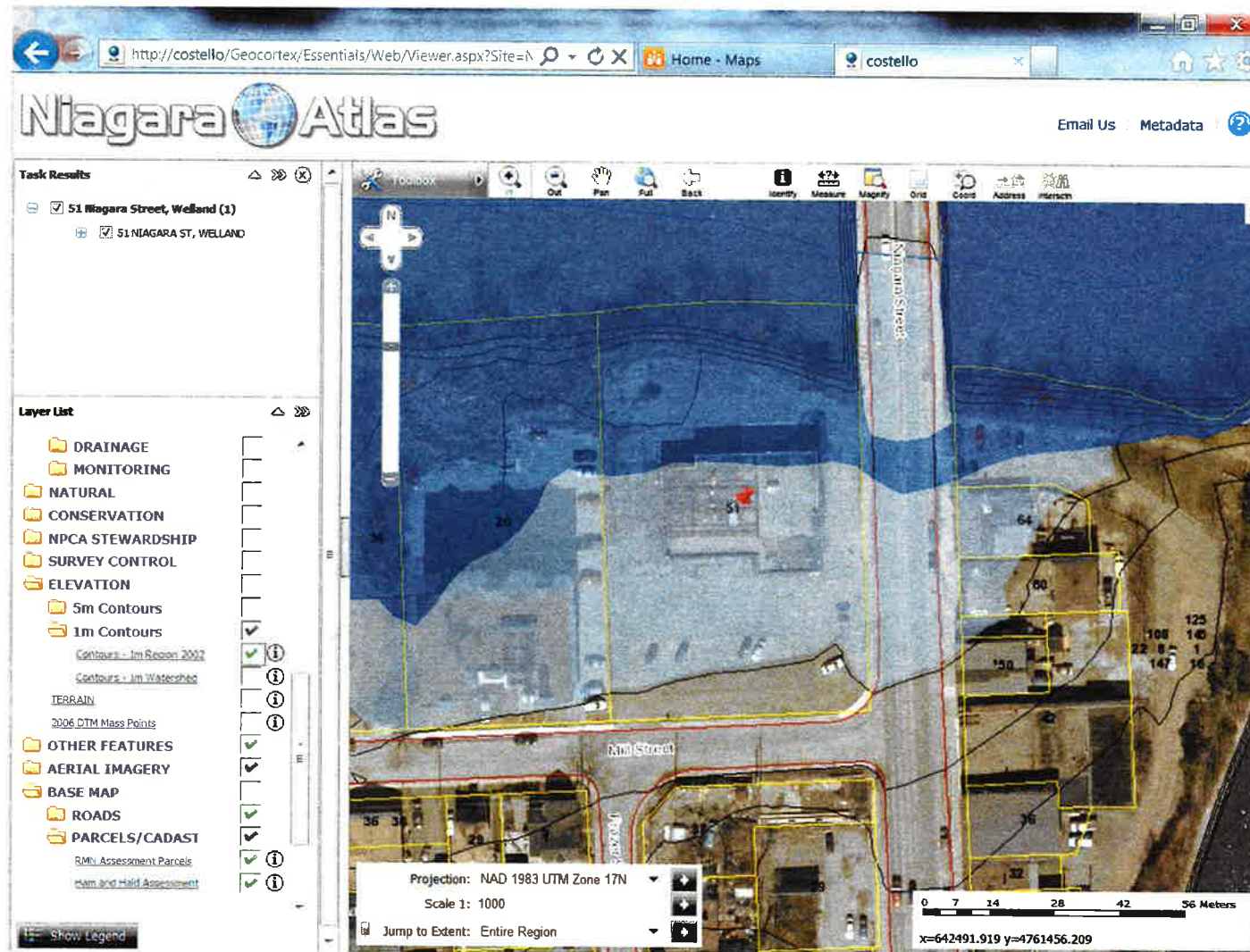
- Commissioning another Welland River Floodplain Mapping Study (i.e. another modeling process) will equate to an additional \$75,000 to \$125,000 in costs.
- Note: These new flood lines may end up being lower or higher than the Aquafor Beech results.

Risks - Examples

1. Approving applications within Advisory floodplain area
 - 51 Niagara St., Welland
2. Approving applications in areas where no old (1985) flood lines exist
 - 72353 Regional Road 27, Wainfleet

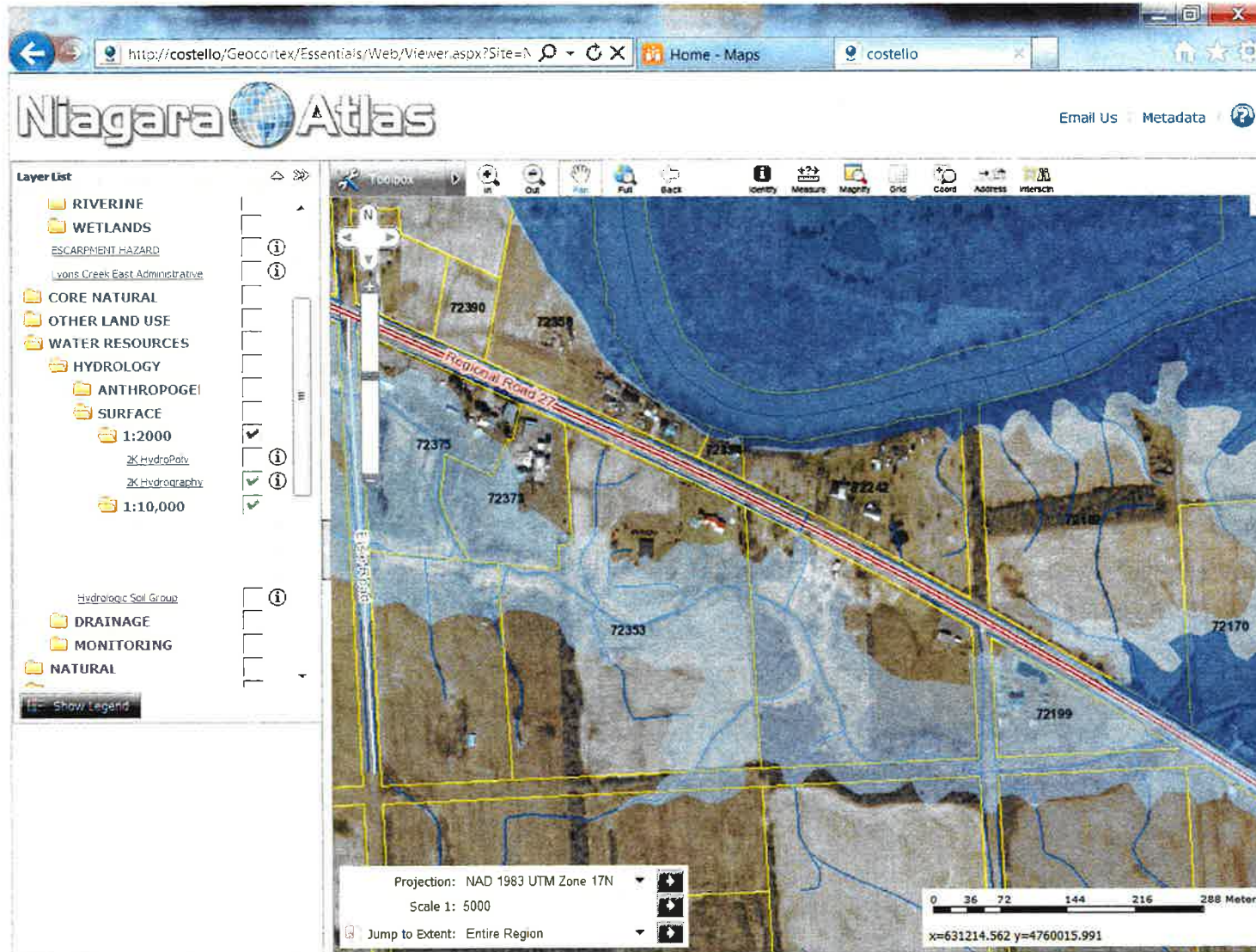
51 Niagara Street, Welland

- Currently approving development within new floodplain and only advising landowners of potential flood risk.
- Secondary risk related to impacts on neighbouring properties



Regional Road 27, Wainfleet

No old flood lines to delineate hazard on many Welland River Tributaries
should new flood lines be rejected. **What flood lines do we use?**



Review of Options

Option	Risks / Downsides	Benefits
1. ACCEPT – One Zone	Impact to affected landowners <ul style="list-style-type: none"> Future development potential Land valuation 	NPCA fulfills its legal obligation; alignment with CA Act & Regulations
2. ACCEPT – Multi Zone	MNR must approve Potential liability - future property damage Precedence? – may open the door for other Niagara sub-watersheds to want the same ‘special provisions’	Mitigates impact to affected landowners
3. REJECT	Legal implications (liability) – there must be substantive engineering reasoning to reject results Regulatory negligence *	Appeases affected landowners
4. ANOTHER OPINION – 2nd Model	Liability – future potential property damage during ‘interim’ Additional time Additional costs (\$75,000 - \$125,000)	Potentially settle matter of location of flood lines with affected / concerned landowners.

* As the NPCA has received the 2010 mapping report as well as the Peer Review supporting the 2012 findings, a court may decide that the NPCA was “fixed with knowledge of a clear, present and significant danger posed to a discrete and identifiable segment of the community.”³

³ – Taylor v. Canada (Attorney general), 2012 ONCA 479 at para 114 [“Taylor”]
<http://cases.slaw.ca/post/28438263523/taylor-v-canada-attorney-general-2012-onca-479>

NPCA Staff Perspective

Preferred

ACCEPT: One-Zone

- in consultation with Municipalities and MNR, revise floodplain policies

Alternative

ACCEPT: Multi-Zone Approach along main branch of Welland River with a One-Zone approach along the tributaries

- in consultation with Municipalities and MNR, revise floodplain policies

APPENDIX

Stakeholders

- Affected Landowners
- NPCA Board of Directors
- NPCA Staff
- Welland River Flood Plain Association (WRFPA)
- Welland River Floodplain Implementation Committee (WRFIC)
- Local Politicians
- Consulting Engineers

Report To: Board of Directors

Subject: Appointments to Community Liaison Advisory Committee

Report No: 71-14

Date: July 16, 2014

RECOMMENDATION:

That the recommended appointments to the Community Liaison Advisory Committee as identified within Report No. 71-14 be approved.

PURPOSE:

This report will identify the recommended appointments to the Community Liaison Committee as per a scoring matrix developed by NPCA staff.

Within the 2014-2017 NPCA Strategic Plan, and under the heading *Transparent Governance & Enhanced Accountability*, one of the key actions item identified is:

Expand public participation to support NPCA Governance via establishment of a Community Liaison Advisory Committee (environment, agriculture, landowners, development, industry, volunteer/user sectors).

BACKGROUND:

The initial approval of the Community Liaison Advisory Committee, in association with the Terms of Reference, was approved by the NPCA Board on February 19, 2014 via Report No. 06-2014. A subsequent update report on the recruitment process was presented to the NPCA Board on May 21, 2014 via Report No. 36-14.

DISCUSSION:

As discussed at the NPCA Board meeting of May 21, 2014, a matrix was established to assist in the selection of committee members to participate on the Community Liaison Committee. The matrix is included in the Appendix of this report.

The matrix categorized the scoring into five parameters and thereafter into 10 measurable units:

Expression of Interest

- Complete
- Deadline (July 14, 2014) met

Education

- Undergraduate education
- Graduate education

- Related education
- Experience (committee experience)
 - Community level committee experience
 - Municipal level committee experience
 - Conservation Authority level committee experience
- Residency
 - Candidate resides in the watershed boundaries
- Endorsement
 - Candidate endorsed by identifies stakeholder group

Special Notes on the selection:

Public-At-Large Representation:

Ten (10) Expressions of Interest were received to represent the public at large with a wealth of diversity and interest. Unfortunately, only three candidates were eligible to be selected. Upon approval of the committee members by the NPCA Board, and subsequent acceptance by the individuals to participate, all candidates will receive formal letters acknowledging their application and appreciation for their interest.

The successful candidates representing the public at large are:

- Lisa Campbell (Academic)
- David Ruttan (Hydrogeologist)
- Dean Ostryhon (Source Water Protection)

Environmental Representation:

Two outstanding, well experienced and multi-talented individuals applied. The deciding factor was one of the two candidates received multiple endorsements from a variety of community groups.

The successful candidates representing the environment sector is:

- Albert Garofalo

Other Sector Representation:

The Greater Niagara Chamber of Commerce requested that Paul Speck participate on the committee.

The Niagara Landowner's Association requested that Maurice Edwards participate on the committee.

Three individuals submitted to represent the agricultural sector. One was endorsed by the Niagara North Federation of Agriculture in addition to participating as a Policy Advisor on the Ontario Federation of Agriculture. The candidate is Robert Bator.

The Niagara Home Builders Association requested that Jonathan Whyte participate on the committee.

The municipal representatives have not been yet determined. Letters have been sent to all municipalities.

FINANCIAL IMPLICATIONS:

None.

RELATED REPORTS AND APPENDICES:

1. Community Liaison Advisory Committee Matrix
2. CLAC Advertisement



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

This report was prepared with the consultative input from: Mary Stack, Supervisor of Marketing and Community Relation.

Community Liaison Advisory Committee

Scoring Matrix

Expression of Interest: Was the submission complete? Was the submission received by the deadline?

Education: Does the candidate have an undergraduate and/or graduate degree and is the degree related to the sector and/or conservation?

Experience: Does the candidate have committee and/or participative experience with a community agency/group, municipality and or a conservation authority?

Watershed Residency: Does the candidate live within the watershed?

Candidate Endorsed: Has the candidate been endorsed by another agency?

[illegible]

Report To: Board of Directors

Subject: New NPCA Unsolicited Proposal Policy

Report No: 72-14

Date: July 16, 2014

RECOMMENDATION:

1. That the NPCA Board **APPROVE** the NPCA Unsolicited Proposal Policy as attached.

PURPOSE:

The purpose of this report is for information and consideration of the adoption of a new NPCA Unsolicited Proposal Policy.

BACKGROUND:

There currently is no Unsolicited Proposal policy on file. At the June 18, 2014 Full Authority meeting, staff informed the Board that an Unsolicited Proposal Policy would be presented for its consideration at the July Board meeting.

DISCUSSION:

On occasion, the Niagara Peninsula Conservation Authority receives unsolicited proposals from parties. This year alone, several unsolicited proposals have been received which may offer improved services, reduced cost, cost avoidance, or provide other benefits. To date, staff have informed proponents that a policy would be forthcoming to allow their proposal to be seriously considered.

The primary objective of this policy is to permit the NPCA to receive and consider unsolicited proposals from parties in a manner that eliminates the perception of bias, and ensures transparency, fairness, and best value for the NPCA. The policy also provides a party with a prescribed process to approach the NPCA with unsolicited proposals that protects their proprietary trade information.

FINANCIAL IMPLICATIONS:

There are no direct financial implications for the adoption of this policy, however, it does provide staff with clear and consistent guidance moving forward.

RELATED REPORTS AND APPENDICES:

1. Appendix – NPCA Unsolicited Proposal Policy

Prepared by:



Name: David Barrick

Title: Senior Manager, Operations

Submitted by:



Carmen D'Angelo

Chief Administrative Officer

Secretary Treasurer

NAME OF POLICY: UNSOLICITED PROPOSALS

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POLICY STATEMENT

On occasion, the Niagara Peninsula Conservation Authority (“NPCA”) receives unsolicited proposals from parties. When the proposal is in the best interests of the NPCA, as identified by the responsible parties identified in this policy (section 5.0) and complies with all other criteria provided in this policy, the NPCA may consider the opportunity.

POLICY PURPOSE

The NPCA receives unsolicited proposals from parties, which may offer improved services, reduced cost, cost avoidance, or provide other benefits. The primary objective of this policy is to permit the NPCA to receive and consider unsolicited proposals from parties in a manner that eliminates the perception of bias, and ensures transparency, fairness, and best value for the NPCA. The policy also provides a party with a prescribed process to approach the NPCA with unsolicited proposals that protects their proprietary trade information.

SCOPE

This policy applies to:

- All unsolicited proposals received by the NPCA from parties, and
- All employees of the NPCA and Board Members.

GUIDELINES

This policy recognizes, complies and acts in accordance with the NPCA's Purchasing Policy and Procedures (Res. No. FA-25-06), as amended Feb. 15, 2006. All managers shall monitor compliance to this policy. Failure to comply with this policy may result in employee disciplinary action.

PROCEDURE

1.0 Eligibility

- 1.1** The unsolicited proposal must be submitted to the Chief Administrative Officer and/or a departmental Director/Senior Manager.
- 1.2** The information initially provided to the NPCA, should be at the conceptual level and shall include the following:
 - (a) A profile, highlighting the technical, commercial, managerial and financial capacity and capabilities of the participant, identifying key team members, including members of a consortium, if relevant;
 - (b) An overview of the project to be undertaken, the deliverable to be achieved, or the improvement to be made to an existing undertaking. Must clearly define the proposed benefit to be realized by the NPCA;
 - (c) High level business principles for undertaking the project, including the proposed financial relationship and responsibilities of both the NPCA and the participant, as well as the respective risk sharing allocations; and
 - (d) Expectations by the party of the NPCA, including both financial expectations and any staff assistance in preparing or finalizing the unsolicited proposal.
- 1.3** Unsolicited proposals shall not circumvent the NPCA's Purchasing Policy, and shall not qualify under this policy, if in the opinion of the CAO, the proposal is similar in scope to a current or upcoming competitive procurement that has been issued, or is planned to be issued.

- 1.4** If the proposal suggests a different scope, style or approach, that may improve the NPCA's position in any way, the procurement process may be suspended in order to allow the proposal to be considered. In this case, only one of the following outcomes shall result:
- (a) The scope of work with the bid will be amended to recognize some or all of the suggestions contained within the unsolicited proposal, and the amended scope of work; or
 - (b) Objective will be publicly competed, to allow all interested "bidders" to consider the implications; or
 - (c) The NPCA will revert back to the original procurement, either planned or in progress.
- 1.5** The CAO and/or Department head will determine the eligibility of the unsolicited proposal under this policy taking into account such factors as:
- (a) The goods or services are readily available from other sources in a competitive marketplace, and no unique added benefit is being proposed;
 - (b) The proposed project is not of sufficient value to be pursued at this time, within overall the NPCA's priorities;
 - (c) The NPCA is unable or unwilling to fund its share of the implementation or the costs associated with the competitive process;
 - (d) The cost and resources required to consider the proposal is too excessive.
- 1.6** If the unsolicited proposal is, in the opinion of the CAO and/or Department head, not in the best interests of the NPCA, the party will be so advised, and no further action will be taken in relation to the proposal concept.
- 1.7** If the unsolicited proposal is, in the opinion of the CAO and/or Department head, in the best interests of the NPCA, the party will be notified and:
- (a) Provided with any available information describing the NPCA's requirements for the goods or services proposed;
 - (b) Provided with the evaluation criteria to be considered by the evaluation team, and if necessary;
 - (c) Requested to prepare and submit a detailed proposal, at its sole expense, within a prescribed format and an agreed upon timeframe; and
 - (d) Required to confirm in writing their agreement to continue in accordance with the provisions of this policy.
- 1.8** All unsolicited proposals received under this policy will be open for consideration by the NPCA for a minimum period of six months.

2.0 Evaluation

- 2.1** An evaluation team will be assembled by the CAO and/or Director head to include sufficient expertise to evaluate the detailed unsolicited proposal.

The evaluation team will:

- (a) Evaluate the participant's technical, commercial, managerial and financial capacity to determine whether the capabilities are adequate for undertaking the project;
- (b) Evaluate the unsolicited proposal in relation to the evaluation criteria provided to the participant;
- (c) Weigh the various aspects and merits of the unsolicited proposal and the business and contract principles to determine if the scale and scope of the project is in line with the requirements, the funding ability, and/or the interests of the NPCA;
- (d) Determine whether the sharing of risk as proposed in the unsolicited proposal is acceptable to the Region;
- (e) Consider both the level of effort required of the NPCA's staff in relation to any proposed benefit, and the degree to which the project conforms with the long term objectives of the NPCA.

- 2.2** Based upon the outcome of this detailed evaluation, the NPCA will:

- (a) Reject the unsolicited proposal thereby ending any further obligation on the NPCA's part;
or
- (b) Request amendments, clarifications or modifications to the unsolicited proposal; or
- (c) Accept the proposal as being in the best interests of the NPCA and seek approval as follows:
 - (i) The CAO and/or Department head shall seek approval in accordance with the delegated authority to consider the proposal under this policy.

3.0 Delegated Authority

- 3.1** Department heads will have delegated authority to approve the application of this policy for proposals where the value of the revenue, cost or benefit is less than \$25,000. The CAO will have delegated authority to approve the application of this policy for undertakings where the value of the revenue, cost or benefit is less than \$50,000. The Board will be required to approve the application of this policy for all undertakings where the value of the revenue,

cost, or benefit is expected to equal or exceed \$50,000. These authorities match the execution authority as identified in the NPCA's Purchasing Policy.

- 3.2** Where funding for the purpose envisioned in the unsolicited proposal is required which the Board did not previously approve, a report must be presented to the Board for approval of the required funds.

4.0 Procurement Process

- 4.1** Following the approval to proceed with the unsolicited proposal, staff in the operational unit, will invite competing counter proposals, in a transparent, fair and equitable manner in accordance with the principles contained in the Purchasing Policy by:

(a) Communicating the opportunity using the NPCA's Request for Proposal (RFP) format, through an internet based bid distribution network, defining the NPCA's procurement process, and allowing sufficient time for any interested party to submit a counter proposal;

(b) Providing interested proponents with the main concepts of the detailed unsolicited proposal, including the contract principles and risk sharing framework, while keeping proprietary information contained in the original proposal confidential to the extent possible; and

(c) Ensuring that the original evaluation team evaluates all counter proposals received, with any necessary changes to the team membership requiring approval by the CAO/Department head.

- 4.2** If the RFP results in no counter proposal being received, or if the counter proposal(s) are evaluated and found to be equal to or inferior to the original unsolicited proposal, in the sole opinion of the NPCA, a recommendation will proceed to award the contract under delegated authority to the original party.

- 4.3** If the RFP results in one or more counter proposals being received, and if, in the sole opinion of the NPCA, the counter proposal(s) are evaluated and found to be superior to the original unsolicited proposal, the NPCA will proceed to determine the successful participant through a final procurement phase known as "Best and Final Offer" (BAFO).

(a) BAFO as applied to this policy is the process whereby the NPCA will invite the original party and the proponent submitting the superior counter proposal to engage in a BAFO phase. The invitation to participate in the BAFO phase will provide to both participating proponents:

(i) The general concepts that were considered superior to the original proposal, while keeping proprietary information contained in the proposals confidential to the extent possible; and

- (ii) The pre-established evaluation criteria or the “basis of award” to be used to determine the successful proponent.
- (b) Offers received in response to the BAFO invitation will be reviewed by the evaluation team and scored in accordance with a pre-established criteria, or alternatively, in accordance with the “basis of award” provision identified through the BAFO process. The successful proponent will be the proponent offering “best value” to the NPCA.
- (c) In all cases, the basis of award will be “best value” to the NPCA, as defined in this policy, in the sole opinion of the NPCA.

5.0 Responsibilities

- (a) The CAO and/or Department head will be responsible for determining whether the unsolicited proposal qualifies under this policy from a business perspective, and if the NPCA should continue to entertain the proposal.
- (b) The CAO will be responsible for determining if the undertaking is similar in scope to a current or planned procurement activity.
- (c) The Department head will be responsible for this policy process that invites and evaluates competing proposals.
- (d) The CAO and/or Department head must approve any decision to reject an unsolicited proposal, based on supporting rationale provided by the evaluation team.
- (e) The NPCA Board will be responsible for approving the application of this policy for all undertakings where the value of the revenue, cost, or benefit is expected to equal or exceed \$50,000.
- (f) Senior management is responsible for ensuring that their employees are fully aware of the requirements and for enforcing this policy.

DEFINITIONS

Best and Final Offer (BAFO) means the procurement process intended to allow the original party and the proponent submitting the superior counter proposal the opportunity to amend, refine and improve upon their proposal submission so that they more closely align with the NPCA's objectives, and allow the NPCA to select the proposal that offers the best overall value to the NPCA.

Best Value means the optimal balance of performance and cost determined in accordance with a pre-defined evaluation plan.

Competitive procurement means a publicly competed opportunity for bidders using one of the several bid solicitation documents, generally distributed electronically.

Conceptual Level Proposal means the initial "high level" unsolicited proposal submitted by the party, to be considered by staff under this policy.

Counter Proposal means a responsive proposal received as a result of the NPCA's RFP, from a proponent other than the original proponent.

Detailed Proposal means a proposal prepared in sufficient detail to allow evaluation against the criteria established by the NPCA.

Evaluation Team means the team to review and analyze the proposals, and may be comprised of staff, and/or external consultants.

Inferior Proposal means a competing counter proposal received in response to an RFP, evaluated in accordance with pre-determined criteria by an Evaluation Team, and deemed to be of less value to the NPCA, than the original unsolicited proposal.

Superior Proposal means a competing counter proposal received in response to an RFP, evaluated in accordance with pre-determined criteria by an Evaluation Team, and deemed to be of greater value to the NPCA, than the original unsolicited proposal.

Unsolicited Proposal means a proposal received by NPCA staff from a vendor, consortium, or any other proponent, which was not provided in response to a formal request from the NPCA, but which was submitted through the initiative of the proponent.

Report To: Board of Directors

Subject: Accessibility Standards Compliance Policy

Report No: 73-14

Date: July 16, 2014

RECOMMENDATION:

The Board approve the Accessibility Standards Compliance Policy

PURPOSE:

The Accessibility of Ontarians with Disabilities Act (AODA), 2005 requires employers to provide all staff and volunteers with the necessary information to satisfy the training requirements of the Customer Service Standard under Ontario Regulation 429/07. An additional requirement to the Regulation is to ensure accessibility standards compliance is documented in all policies, practices and procedures for providing accessible customer service. The purpose of the Accessibility Standards Compliance Policy is to satisfy this requirement.

BACKGROUND:

The Ontarians with Disabilities Act, 2001 was replaced with the Accessibility of Ontarians with Disabilities Act (AODA), 2005 with the purpose of achieving a fully accessible Ontario by the year 2025. The Act required the development of accessibility standards which would apply to the public, broader public and private sectors. The AODA Standards would provide for a phased in implementation focusing on:

- Customer Service
- Transportation
- Information & Communication
- Employment
- Built Environment

The Standards to be adopted also require:

1. Document in writing all policies, practices and procedures for providing accessible customer service;
2. Notify customers that these documents are available upon request;
3. Provide the information in a format that takes into account the person's disability.

DISCUSSION:

Approximately 1.8 million Ontarians have some form of disability representing 15.5% of the population. It is anticipated this number will increase to approximately 16% as the population of Ontario ages over the coming years. It is estimated this population exercises the spending power of \$21 to \$26 billion per year in Ontario.

It is the responsibility of the service provider to make reasonable efforts to ensure the policies, procedures are consistent with the principles noted in the Customer Service Standard. Accessible customer service is flexible service that meets the needs of the individual customer with the understanding that some methods of service may not work for all people. However, Efforts, up to undue hardship must be made to satisfy the four key principles of customer service:

1. Dignity
2. Independence
3. Integration
4. Equal Opportunity

The Customer Service Standard was approved for implementation by Niagara Region by January 2010. This Standard was understood to be deemed approved for the purposes of Niagara Peninsula Conservation Authority, Niagara Regional Housing, and Niagara Regional Police Services. However, the Niagara Region Policy does not specifically cite the deemed approval by these other independent agencies. Consequently, a Policy approved by the NPCA will demonstrate compliance with the Regulation and the expected Standard.

The Customer Service Standard applies to the provision of goods and services to the public, but does not apply to the product itself, but to the manner in which they are provided. The obligation also extends to contractors providing goods and services on behalf of the NPCA.

The requirements of a Customer Service Standard are:

- Establish policies, practices and procedures;
- Establish a policy allowing people to use personal assistive devices;
- Use the core principles of independence, dignity, integration, and equality of opportunity;
- Communicate with a person with a disability in a manner that takes into account his or her disability;
- Train staff, volunteers, contractors and any other people who interact with the public;
- Train staff, volunteers, contractors who are involved in developing policies, practices and procedures;
- Allow people with disabilities to be accompanied by a support person;
- Allow people with disabilities to be accompanied by their guide dog or service animal;
- Where admission fees are charged, provide notice ahead of time for the support person;
- Provide notices when facilities are temporarily disrupted;
- Establish a process for people to provide feedback.

With respect to the training of employees in the Standard as it currently exists based on the Niagara Region's policy, the majority of staff received training on July 2, 2014, in advance of the October 1, 2014 training deadline under the Regulation. The remaining employees of the NPCA will be requested to complete the training on line to meet this requirement.

The Integrated Accessibility Standards Regulation/Accessibility for Ontarians with Disabilities Act, or other applicable legislation does not replace or affect the legal rights or obligations that arise under the Ontario Human Rights Code, or other laws relating to the accommodation of people with disabilities. As such, the Ontario Human Rights Code or other applicable legislation may require additional accommodation measures that go beyond or are different from the Standards established by the Regulations of the AODA.

Persons with disabilities face many kinds of barriers every day. It is best to identify and remove barriers voluntarily instead of waiting to respond to individual accommodation requests or complaints. Therefore, it is in the interest of the NPCA to create an independent accessibility policy and complaint resolution procedure that is administered by the organization and establishes its accountabilities to the related legislation and regulations.

FINANCIAL IMPLICATIONS:

N/A

RELATED REPORTS AND APPENDICES:

1. Appendix "A" - Accessibility Standards Compliance Policy

Prepared by:



Name: Jim Hagar

Title: Acting Sr. Mgr., Corporate Services

Submitted by:



Carmen D'Angelo

Chief Administrative Officer

Secretary Treasurer

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Developed by: Corporate Services

Approved by: Date: July 3, 2014

Effective Date: August 1, 2014 Latest Revision:

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1.0 POLICY STATEMENT

The Niagara Peninsula Conservation Authority (the “NPCA”) is committed to being responsive to the diverse needs of all its residents by striving to provide equal access to its programs, services and facilities, including people with disabilities.

2.0 POLICY PURPOSE

The NPCA will develop policies, procedures and practices which address integration, independence, dignity and equal opportunity, in compliance with the *Accessibility for Ontarians with Disabilities Act* (AODA), and to promote accessibility.

3.0 SCOPE

This policy applies to the Council and staff of the NPCA, including volunteers, contractors, agents and any other people who interact with the public or other third parties, on behalf of the NPCA.

4.0 PROCEDURES

4.1 ASSISTIVE DEVICES

If a person with a disability requires assistive devices to access goods or services of the NPCA, they are allowed to use such devices. The NPCA provides assistive devices at some of its facilities.

4.2 GUIDE DOGS, SERVICE ANIMALS

If a person with a disability is accompanied by a guide dog or other service animal, the NPCA will permit the person to enter the premises with the animal and keep it with him or her, unless the animal is otherwise excluded by law from the premises.

If the service animal or guide dog is excluded by law from the premises, the NPCA will look to other available measures to enable the person with a disability to obtain, use or benefit from the NPCA’s goods and services.

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4.3 SUPPORT PERSONS

If a person with a disability is accompanied by a support person, they are permitted to enter the premises together and are not prevented from having access to each other while on the premises. The NPCA may require a person with a disability to be accompanied by a support person while on its premises, but only if a support person is necessary to protect the health or safety of the person with a disability or the health or safety of others on the premises.

Where fees for goods and services are advertised or promoted by the NPCA, it will provide advance notice of the amount payable, if any, in respect of the support person.

4.4 DISRUPTION OF SERVICES

If there is a disruption in a particular facility or service used to allow a person with a disability to access goods or services, the NPCA will give notice of the disruption to the public by posting the reason for the disruption, the anticipated duration of the disruption, and alternative facilities or services that may be available.

This posting will be in a conspicuous place on the premises of the NPCA, or by other reasonable methods in the circumstances. If the disruption is anticipated, the NPCA will provide a reasonable amount of advance notice of the disruption. If the disruption is unexpected, notice will be provided as soon as possible.

4.5 ACCESSIBLE EMERGENCY INFORMATION

The NPCA is committed to providing the customers and clients with publicly available emergency information in an accessible way upon request. We will also provide employees with disabilities with individualized emergency response information when necessary (upon request)



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4.6 KIOSKS

The NPCA will take the following steps to ensure employees consider the needs of people with disabilities when designing, procuring or acquiring self-service kiosks by January 1, 2014.

The NPCA shall communicate with members of the Niagara NPCA's Accessibility Advisory Committee as well as other persons with disabilities as appropriate.

5.0 EMPLOYMENT

The NPCA is committed to fair and accessible employment practices.

We will take the following steps to notify the public and staff that, when requested,

The NPCA will accommodate people with disabilities during the recruitment and assessment processes and when people are hired.

Persons shall be made aware throughout the application, recruitment and interview process that the NPCA will provide accommodations, upon request, for persons with disabilities.

The NPCA will consult with the employee and any other appropriate persons and organizations to develop and put in place a process for developing individual accommodation plans and return-to-work policies for employees that have been absent due to a disability.

We will gather and retain appropriate documentation to ensure the accessibility needs of employees with disabilities are taken into account if is using performance management, career development and redeployment processes.

6.0 INFORMATION AND COMMUNICATION

The Niagara NPCA is committed to meeting the communication needs of people with disabilities. We will consult with people with disabilities to determine their information and communication needs.

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The NPCA will also take the necessary steps to make all new websites and content on those sites conform with WCAG 2.0, Level A by January 1, 2014.

The Niagara NPCA will take the necessary steps to make ensure existing feedback processes are accessible to people with disabilities upon request by January 1, 2015.

The NPCA will take the necessary steps to make sure all publicly available information is made accessible upon request in alternate formats by January 1, 2016.

The NPCA will take the necessary steps to make all websites and content conform with WCAG 2.0, Level AA by January 1, 2021.

7.0 PROCUREMENT

When procuring goods, services and facilities, Niagara NPCA will incorporate accessibility criteria and features. Where applicable, procurement documents will specify the desired accessibility criteria to be met and provide guidelines for the evaluation of proposals in respect of those criteria. Where it is impractical for the NPCA to incorporate accessibility criteria and features when procuring or acquiring specific goods, services or facilities, the Manager of Procurement will provide a written explanation, on request.

8.0 TRAINING

The NPCA will provide training about the provision of its goods and services to persons with disabilities. All NPCA employees, volunteers, agents, contractors and others who deal with the public or other third parties, and those involved in developing customer service policies, practices, and procedures, will receive Accessibility Awareness Training within six months of beginning their duties.

The NPCA will also provide on-going training with respect to changes in its policies, practices, and procedures to those individuals who require such training as soon as practicable.

The NPCA will keep records of the training provided, including dates when training is provided and the number of persons trained.

Accessibility Awareness Training will include the following:

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- a. How to provide goods and services in a manner that respects the dignity and independence of persons with disabilities;
- b. How to interact and communicate with persons in a manner that takes into account their disabilities;
- c. The process for people to provide feedback to the NPCA, its provision of goods and services to persons with disabilities, and how the NPCA responds to the feedback and takes action on any complaint;
- d. How to interact with persons with disabilities who use an assistive device or require the assistance of a guide dog, service animal or a support person to access goods and services;
- e. Information on other NPCA policies, practices, and procedures dealing with the AODA;
- f. A review of the purposes of the AODA and the requirements of the customer service standard;
- g. How to use equipment or devices available on NPCA premises or provided by the NPCA that may assist the provision of goods and services;
- h. What to do if a person with a disability is having difficulty accessing the NPCA's goods and services.
- i. The process for persons with disabilities to access Personal Emergency Evacuation Plans upon request.
- j. Requirements under the Ontario Human Rights Code relating to persons with disabilities.

9.0 FEEDBACK PROCESS

The public can provide feedback on the accessibility of the provision of goods and services by Niagara NPCA through the Accessibility Advisory Committee:

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- a. By mail: 250 Thorold Road West, Welland, Ontario, L3C 3W2
- b. By phone: 905.788-3135 x.232
- c. In person: 250 Thorold Road West, Welland, Ontario, L3C 3W2
- d. By email: accessibility@niagaraNPCA.ca

Feedback will be responded to within three business days of receipt by the NPCA.

10.0 DEFINITIONS

10.1 Assistive Devices

Auxiliary aids such as communication aids, cognition aids, personal mobility aids and medical aids (i.e. canes, crutches, wheelchairs, or hearing aids)

10.2 Disabilities

As per the Ontario *Human Rights Code*, “disability” means:

- a. any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device,
- b. a condition of mental impairment or a developmental disability,
- c. a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language,
- d. a mental disorder, or

NPCA Corporate Policy



Section	Name of Policy
ADMINISTRATIVE	ACCESSIBILITY STANDARD COMPLIANCE

Page 8 of 8

- e. an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*; (“handicap”)

10.3 Persons with Disabilities

Individuals who are afflicted with a disability as defined under the Ontario *Human Rights Code*.

10.4 Service Animals

Any animal individually trained to do work or perform tasks for the benefit of a person with a disability.

10.5 Support Persons

Any person whether a paid professional, volunteer, family member, or friend who accompanies a person with a disability in order to help with communications, personal care or medical needs, or with access to goods and services.

Report To: Board of Directors

Subject: Changes to Implementation of Ontario Regulation 155/06

Report No: 74-14

Date: July 16, 2014

RECOMMENDATION:

1. That the Board delegate the following staff positions to approve permissions under Ontario Regulation 155/06:

- (a) CAO, Secretary-Treasurer
- (b) Director, Watershed Management

And further that the NPCA adopt a policy where permissions will generally be granted for a period of 12 months (1 year) for typical applications, with staff delegated approval responsibility for these applications, including responsibility for granting an extension for permit validity up to the allowable maximum of 24 months.

And further, that the NPCA Hearings Board will be responsible for issuing approvals for a validity period of 24 months for major municipal infrastructure projects and other major developments where it has been demonstrated to the Hearing Board's satisfaction that, due to the scope of the project, an extended implementation period is warranted and will be assessed on a case-by-case basis, with provisions for an extension of permit validity not to exceed 60 months.

2. That the Board direct staff to address the two categories of permissions in the update to the NPCA policy document.
3. That staff be directed to update the NPCA's Hearing Guidelines to address the 2013 Amendments to Regulation 155/06.
4. That staff be directed to update the NPCA Permit Application form to address the following:
 - (a) Freedom of Information changes
 - (b) To allow signature by agent or landowner
 - (c) To get permission for staff to access the property
 - (d) To have the applicant confirm conformity with municipal planning requirements
5. Upon completion of changes to the NPCA permit application form, that staff be directed to prepare monthly reports to the Board on permits approved.

PURPOSE:

The purpose of the report is to recommend changes to the NPCA's permit approval process in order to reflect changes to O. Reg. 155/06 adopted by the Board and approved by the Province in 2013. Specifically, this report focuses on the signing authority for permits and revisions to the permit application itself.

STRATEGIC PLAN ALIGNMENT:

This report is related to the following sections of the Strategic Plan regarding the permit approvals process:

- "Streamlined, Efficient Delivery of Development Approvals Process"
- "Transparent Governance and Enhanced Accountability"

BACKGROUND:

Changes need to be made to streamline the Conservation Authorities Act (CAA) Section 28 permit review and decision making process. Staff are working on a comprehensive report to address the "Streamlined, Efficient Delivery of Development Approvals Process" section of the Strategic Plan. That report will be brought forward to the Board in the fall of 2014. In the meantime, this report deals with two elements that should be addressed immediately as it relates to the issuance of NPCA permits in accordance with Ontario Regulation 155/06.

DISCUSSION:

Delegation of Signing Authority

Given the NPCA's Strategic Plan direction towards increased transparency, staff recommends that the Board have a formal position on signing authority for NPCA permits. Sections 3 and 6 of Regulation 155/06 were revised in 2013 to ensure conformity with subsection 28(2) of the Conservation Authorities Act which allows for the Board to designate one or more employees to approve permits. For the NPCA, the accepted practice for several years was that the CAO, Secretary-Treasurer approving permits for applications was deemed to be fully consistent with Board approved policies.

Prior to the 2013 changes to the Act, only Conservation Authority Boards were given the authority to approve permits. This caused significant delays for permit issuance for many CAs. Conservation Authorities throughout the Province are at various stages of implementing the 2013 amendments to their individual regulations. The changes to the individual regulations did not automatically designate staff to approve permits. It requires the individual Conservation Authority Boards to designate staff to approve permits. Of the 36 Conservation Authorities only two (NPCA and the Grand River Conservation Authority) have one senior staff member approving permissions for Conservation Authority permits (valid for 24 months or less). The majority of Conservation Authorities delegate more than one senior staff member to approve permits (valid for 24 months or less) that are consistent with Board adopted policies. This would help improve the time to complete approvals of NPCA permits should the CAO/Secretary Treasurer be unavailable to sign a permit.

Section 3 of Regulation 155/06 refers to the delegation of "employees". It is proposed that "positions" rather than named "employees" be delegated the responsibility to grant permissions

for applications which are consistent with NPCA policy and with a permit validity of 24 months or less. It is recommended that the CAO/Secretary Treasurer *and* the Director of Watershed Management be delegated responsibility for issuance of permissions for those applications categorized as the "up to and including 24 months" projects that are consistent with NPCA Board approved policies.

A new Section 9 was added to Regulation 155/06 that introduced two categories of permissions. The existing category (up to and including 24 months) is expected to address the majority of permit applications. The second category (greater than 24 months and up to and including 60 months) was established to address larger scale projections (e.g. municipal infrastructure). Permit issuance for a period of up to 60 months will be considered by the NPCA Board for applications for major municipal infrastructure works and other major development projects where it has been demonstrated, to the Board's satisfaction, that due to the scope of the project an extended implementation period is warranted. These permit applications will be assessed on a case-by-case basis. The changes to the Regulation do not allow staff to approve permits beyond 24 months even if it was consistent with NPCA Board approved policies. It is recommended that the update to NPCA's policy document address the two categories of permissions.

Permit applications that are not consistent with the Board adopted policies will continue to be brought to the Board for consideration in accordance with the NPCA's Hearing Guidelines. Updates to the Hearing Guidelines required as a result of the 2013 amendments to Regulation 155/06 will be brought to the Board in the near future.

Reporting on the Permit Approval Process

At the May 2014 Board meeting, members expressed an interest in knowing more about permit applications received by the Authority. Staff consulted other Conservation Authorities to learn more about their processes. A number of CA Boards receive a monthly report on the permit application approved by staff. These reports include the name of the applicant, the nature of the work, location and a description of the project. If the Board would like to proceed in this manner, it would require some wording changes to the permit application form to notify the applicants how their personal information will be used. Below is the wording used on the Grand River Conservation Authority's Permit application form:

"NOTICE OF COLLECTION

Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Individual Privacy Act, 1989, the personal information contained on this form is collected under the legal authority of the Conservation Authorities Act, R.S.O. 1980, c85, as amended. This information is used to assess applications for and, where approved, issue the Permit. Information on this form may be disclosed to Government and Municipal Agencies for review and comment. The name of the applicant, location of the work and a description of the project may be published in GRCA documents including agendas, reports and meeting minutes which are posted on the GRCA website. Questions about the collection of personal information should be directed to the Freedom of Information Co-ordinator, Administration Division, Grand River Conservation Authority, 400 Clyde Road, P.O. Box 729, Cambridge, Ontario, N1R 5W6, (519) 621-2761."

The NPCA's Freedom of Information Officer, Mrs. Mary Stack, has reviewed the wording used by the GRCA and is satisfied that it meets the Freedom of Information requirements.

The information in the monthly reports could then be amalgamated into the quarterly reports to the Watershed municipalities as identified in the Strategic Plan *Transparent Governance and Enhanced Accountability* Section.

Changes to the NPCA Permit Application Form

Freedom of Information Changes

See section above regarding the reporting on the permit approval process.

Signature by Landowner or Agent

When the Regulation was amended in 2013, wording in sections 4 & 7 indicate “a signed application...for permission...shall be filed with the Authority”. MNR has confirmed that an agent is allowed to sign on behalf of a landowner/proponent. In most cases, landowners would be the permit applicant; however, there may be permit applications when a third party (e.g. a consultant submitting an application for a municipal project) would sign the application on behalf of someone else. Staff recommends that the permit application form be revised to obtain authorization in writing or email form that an individual is an “authorized agent” on behalf of the landowner/applicant.

Permission for Staff to conduct a Site Visit

Currently there is nothing on the NPCA Permit application form that allows the landowner or agent to give NPCA staff permission to visit the property. It is important to see the site before staff makes a recommendation on the permit application. Approval timelines can be reduced if staff know upfront if they have permission to access the property and also to confirm whether the landowner and/or agent would like to attend the site meeting with staff. Staff recommend that the Permit application form be updated to allow the landowner and/or agent to give staff permission to visit the site and to specify if they would like to be present.

Confirming Compliance with Municipal Planning and Zoning

Currently there is nothing on the NPCA Permit application form that allows the landowner to identify the current official plan and zoning on the property. While approval of an NPCA permit is a separate process from that under the Planning Act, there are many cases when NPCA policies rely on the fact that no Planning Act approvals are required. Timelines for approval of NPCA permits can be improved if this information is provided as part of the permit process and doesn't require staff time to follow up with the municipality to determine if Planning Act approvals are required. Staff recommend that the NPCA Permit application be revised to allow the landowner to identify the current official plan and zoning on the property.

If the Board is satisfied with the changes suggest above, staff can update the NPCA permit application form. The updated form can then be made available to the public on the NPCA website and at the front counter.

FINANCIAL IMPLICATIONS:

N/A

RELATED REPORTS AND APPENDICES:

1. NPCA Strategic Plan 2014-2017 (referenced only)
2. Report No. 01-13 (referenced only) Board adoption of amendments to O. Reg. 155/06

Prepared by:



Suzanne McInnes, MCIP, RPP
Manager, Plan Review & Regulation

Reviewed by:



Peter Graham, P. Eng, MBA
Director, Watershed Management

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

This report was prepared with the consultative input from: Lara Widdifield, Supervisor, Construction Approvals; Mary Stack, Manager, Communications

Report To: Board of Directors

Subject: Land Use Agreement- Fort Erie Conservation Club Inc.

Report No: 75-14

Date: July 16, 2014

RECOMMENDATION:

1. That the NPCA Board **AUTHORIZE** the CAO and Board Chair to execute the attached 1-year Lease with the Fort Erie Conservation Club Inc.

PURPOSE:

To allow the Fort Erie Conservation Club Inc. continued access to the Stevensville Conservation Area.

This report aligns with the 2014-2017 Strategic Plan Alignment under 'Effective Communication with Stakeholders & Public.'

BACKGROUND:

The NPCA has had an annual lease in place with the Fort Erie Conservation Club for a number of years (approx. 15 years). The Club desires continued use of 4.84 acres of the Stevensville Conservation Area.

DISCUSSION:

This report is considered 'housekeeping' in that it is an annual renewal of lease with a long-standing community partner. The NPCA and Fort Erie Conservation Club have a working relationship extending more than 25 years. The Club agrees that it will maintain the Clubhouse facility and compound in a good state of cleanliness, safety and repair.

The Board has the option to not renew the Agreement. This option is not recommended by staff given the Club has demonstrated to be a great partner. Further, the NPCA does not have additional options relating to this property at this time.


FINANCIAL IMPLICATIONS:

The Club agrees to pay a fee of \$1 to the Authority upon signing of the Agreement. The Club also pays any and all taxes, rates, assessments and utility charges on the lands. The Club also provides a standard of maintenance and repair alleviating some work from Central Workshop. Further, the Club maintains liability insurance in the total of two million dollars (\$2,000,000) during the term of the agreement showing the Authority as an additional insured.

RELATED REPORTS AND APPENDICES:

1. Appendix 1: Lease Agreement with the Fort Erie Conservation Club Inc. (2014)

Prepared by:



Name: David Barrick

Title: Senior Manager, Operations

Submitted by:



Carmen D'Angelo

Chief Administrative Officer

Secretary Treasurer

THIS LEASE made this _____ day of July, 2014

BETWEEN:

NIAGARA PENINSULA CONSERVATION AUTHORITY

Hereinafter referred to as "Landlord" or "NPCA"

-and-

FORT ERIE CONSERVATION CLUB INC.

Hereinafter also referred to as "The Club"

THE Landlord agrees to Lease to The Club for a term of one (1) year commencing the 1st day of July, 2014 exclusive right to the use of 4.84 acres of the Stevensville Conservation Area shown as Part 1 on Reference plan 59R-4747 for the purposes and on the terms as hereinafter set out:

1. The Club shall pay to the Landlord the sum of One Dollar (\$1.00) as rent for the said lands.
2. The Tenant covenants with the Landlord as follows:
 - (a) To pay rent and all or any taxes, rates, assessments or utility charges servicing the said lands;
 - (b) To keep up all fences;
 - (c) Not to cut down timber or trees of any kind whatsoever except those which NPCA has specifically designated to be appropriate for removal and upon the cutting of such trees to remove all stumps and debris and to plant sod or replant a tree, as may be required by NPCA;
 - (d) Not to use the lands for purposes other than conservation purposes as provided under the Conservation Authorities Act;

- (e) Not to construct any permanent buildings on the lands without the written consent of NPCA and, when such consent has been given, to remove THIRTY (30) days prior to the termination of the Lease, all such buildings if required by NPCA and to restore the lands to a state comparable to that upon the commencement of the Lease;
- (f) The Landlord acknowledges that there has been constructed a Club House on the lands which was constructed with their approval but is subject to the terms of (e) above with regard to any additions thereto and with regard to its possible removal at the time of termination;
- (g) To permit NPCA, its servants and agents, to enter upon the lands at all reasonable times during the term of the Lease to view the state and condition of the lands and any buildings constructed on the lands;
- (h) To repair and to carry out such grounds maintenance according to any notice in writing received from NPCA;
- (i) Not to dump or place any fill of any kind on the lands nor to change , divert or interfere with the existing channels of any rivers, creeks, streams or water courses running through the lands without first having received the written consent of NPCA;
- (j) To protect and preserve all trees on the lands from waste, injury or destruction and to prune and care for such trees as often as they may require such care;
- (k) (i) to indemnify NPCA against all fines, suits, claims, demands and actions of any kind to which NPCA may become liable by reason of any breach, violation or non-performance by The Club of any covenant, term or provision of this Lease or by reason of any injury occasioned to or suffered by any person or any property because of any wrongful act, neglect or default by The Club or of any of its employees, assignees, sub-tenants, licencees or independent contractors engaged by The Club or any of its assignees, sub-tenants or licencees; and

- (ii) not to do or permit to be done any act or thing which would render void or voidable any policy of insurance on the lands or which may cause any increase premium to be payable in respect of such policy.
- (l) To obtain and maintain Public Liability Insurance on the lands in an amount not less than TWO MILLION (\$2,000,000.00) DOLLARS and to add the Landlord as a named insured;
- (m) Not to erect any sign on the lands without first receiving written approval of NPCA as to the size, content and design of the sign;
- (n) To obtain from any Assignee, sub-tenant or licensee of the lands prior to an Assignment or Sub-Lease a covenant to perform all terms, covenants and agreements in this Lease.

NPCA COVENANT

3. Niagara Peninsula Conservation Authority covenants with The Club, as follows:

- (a) for quiet enjoyment;

MUTUAL COVENANT

4. It is expressly intended and agreed between NPCA and The Club, as follows:

- (a) The Club may on Ninety (90) days notice in writing delivered to NPCA terminate this Lease.

- (b) NPCA shall not in any event whatsoever be liable or responsible in any way for the death of or any personal injury that may be suffered or sustained by any person who may be on the lands or in any building or for any loss or damage or injury to any property including cars and their contents belonging to any person on the lands or for any damage caused by anything either denied or admitted by NPCA its agents or employees or independent contractors of NPCA.
- (c) NPCA may re-enter upon any breach or non-performance of any covenant of The Club.
- (d) In the case of any dispute of NPCA and The Club, arising during the term of this Lease as to any matter arising out of the Lease, either party shall be entitled to give to the other notice of the dispute and demand arbitration of the matter in question. After giving notice the dispute shall be referred to a single arbitrator agreed upon between the parties, but if there can be no such agreement, the dispute shall be referred to a single arbitrator appointed by a Judge of the Superior Court of Justice. The arbitrator so appointed shall conduct the arbitration pursuant to the Arbitration Act and the decision of the arbitrator shall be final and binding upon the parties.
- (e) Any notice or other communication required to be given under this Lease shall be in writing and shall be given by delivering the same personally or by prepaid registered post to the respective recipient at the following addresses:

TO: Niagara Peninsula Conservation Authority
250 Thorold Road West, 3rd Floor,
Welland, Ontario, L3C 3W2

TO: Fort Erie Conservation Club Inc.
2555 Ott Road,
Stevensville, Ontario, L0S 1S0

If notice is given by prepaid registered post, the date of service shall be deemed to have been given on the first business day following the date of the postmark.

FURTHER COVENANTS

5. The Club shall maintain the Clubhouse facility in a neat and clean manner satisfactory to the Landlord.
6. The Club shall use the facilities only for its own purposes. There shall be no recourse against the Landlord for any damages suffered by The Club arising out of their occupation or use of the property.
7. The Club shall not sell or dispense any alcoholic beverages on the property without obtaining the proper permits therefore.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their corporate seals as attested to by the proper officers in that behalf.

NIAGARA PENINSULA CONSERVATION AUTHORITY

Per: _____
Bruce Timms, Chairman

Per: _____
Carmen D'Angelo – CAO Secretary / Treasurer

FORT ERIE CONSERVATION CLUB INC.

Per: _____
Connie Charron, President

Per: _____
Terry Teal, First Vice-President

Per: _____
Elmer Mickolczi, Treasurer

Report To: Board of Directors
Subject: Ball's Falls Septic System
Report No: 76-14
Date: July 16, 2014

RECOMMENDATION:

That the NPCA Board **RECIEVE** Report No. 76-14 for information

PURPOSE:

Information update on the Ball's Falls Conservation Area's septic system

DISCUSSION:

The Ball's Falls Center for Conservation was originally outfitted with a tertiary septic system (onsite sewage system) manufactured by Waterloo Biofilter in 2006 when the build project began. Because there were three existing septic systems already on the property, the NPCA was required to ask the Ontario Ministry of the Environment for an Environmental Compliance Approval. This original Waterloo Biofilter System had a Shallow Buried Trench Septic Field. The Shallow Buried Trench Septic Field failed causing "break outs". In 2012, the NPCA asked for approval from the MOE to take out the Shallow Buried Trench Septic Bed and replace it with an "Area Bed". This was approved by the Ministry of the Environment and the Environmental Compliance Approval was updated.

On April 10th, staff was contacted by an MOE Officer, Officer Christopher Medland, who had been reviewing our files and he realized that an Annual Report had never been filed as set out in Condition #9 of the Environmental Compliance Approval. Under their condition, an Annual Performance Report has to be submitted to the local Director of the Ministry of the Environment within 90 days of the end of the previous calendar year. Since 2006 an Annual Report had never been submitted. Officer Medland was mainly concerned about the report from 2012 and 2013, after the installation of the new Area Bed. With the help of Jayme Campbell P.Eng/ Hydrogeologist and NPCA Supervisor of Special Projects, Joshua Diamond, NPCA Water Quality Specialist, and the staff at Ball's Falls Conservation Area, a report for 2012 and 2013 was submitted to the MOE on Thursday June 12th, 2014

Since the report has been submitted, the NPCA has only received confirmation that the report has been received. Based on previous experience, staff is not expecting any issues to arise from this. Staff has gone through the Ball's Falls Center for Conservation Environmental Compliance Approval thoroughly and everyone involved is now familiar with the requirements and have made the necessary improvements to our operations, sampling, inspections, and

reporting. The NPCA Watershed Management Group will be taking care of the sampling and reporting going forward.

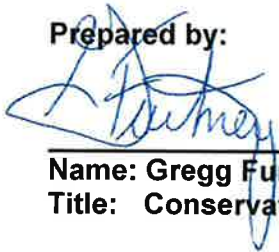
FINANCIAL IMPLICATIONS:

Additional funds will need to be allocated to the Ball's Falls Conservation Area budget to offset the costs associated with an approved 3rd Party Maintenance Agreement and additional sampling as spelled out in the Environmental Compliance Agreement. Staff has started, under the NPCA Purchasing Policy, to get quotes on these items. The annual additional costs could be as high as \$3500.00.

RELATED REPORTS AND APPENDICES:

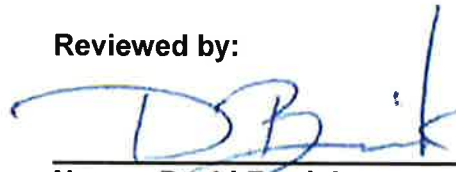
1 – Copy of Submitted Report, authored by Jayme Campbell P.Eng

Prepared by:



Name: Gregg Furtney
Title: Conservation Areas Supervisor

Reviewed by:



Name: David Barrick
Title: Senior Manager, Operations

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

This report was prepared with the consultative input from: Jayme Campbell P.Eng, Supervisor, Special Projects; Joshua Diamond, Water Quality Specialist; Rob Kuret, Superintendent of Ball's Falls Conservation Area; Jeff Fazekas, Assistant Park Superintendent of Ball's Falls Conservation Area; Henry Parker, Custodian of the Center of Conservation at Ball's Falls Conservation Area.



Ball's Falls – Visitor Center Sewage Works Performance Report January, 2012 – December, 2013

Introduction

This report describes the performance of the on-site sewage treatment system at the Ball's Falls Visitor Center, in the Town of Lincoln, Regional Municipality of Niagara, Ontario in accordance with Amended Environmental Compliance Approval (ECA) Number 8994-8TUHQ2 (Appendix A). Included in this report are the analytical water quality results, tabulated water flow records, maintenance records and documentation of operational problems as required by Condition 9(4) of the ECA.

The sewage treatment system is rated for a peak flow of 3,000 L/day. It consists of one (1) 6,800 L two-compartment septic tank equipped with an effluent filter, one (1) 5,500 L balancing tank, one (1) Waterloo Biofilter Model PE-5, and one (1) Waterloo Biofilter Area Bed. The system was originally approved by the Ministry of the Environment on July 25, 2007 as part of Certificate of Approval No. 6195-72BR2V. However a new ECA No. 8994-8TUHQ2 was issued on July 24, 2012 to include improvements to the system such as installation of a Waterloo Biofilter Area Bed.

The ECA requires that samples of treated effluent be taken bi-weekly. These samples have been collected to help monitor the performance of the system. All effluent samples were sent to Niagara Analytical Inc. in Niagara Falls, Ontario for analysis.

The ECA also requires that samples be collected twice a year from monitoring wells (MW-1, MW-2 and MW-3) and three times a year from surface water stations (SW-1 and SW-2) as shown of Figure 1. All environmental monitoring samples were sent to Exova-Accutest in St.Catharines/ Ottawa, Ontario for analysis.

Analytical Results

This section addresses the interpretation and summary of all the monitoring data and compares the data to the Objectives and Limits outlined in the ECA.

Effluent Objectives

Treated effluent grab samples were collected from the Treatment System (Waterloo Biofilter) before the area bed. The samples were analyzed for chemical biological oxygen demand (CBOD), total suspended solids (TSS), total phosphorus (TP), total ammonia

nitrogen (TAN), nitrate NO₃-N, and nitrite NO₂-N. The temperature and pH were measured on-site (Table 4, Section 8, of ECA). The results are presented in Table 1.

The ECA states: The *Owner* shall use best efforts to operate the *Works* with the objective that the concentrations of the materials named below (Table 2) as effluent parameters are not exceeded in the effluent being discharged to the subsurface disposal system.

Table 2: Environmental Compliance Approval Effluent Objectives

Treatment System (Biofilter) Effluent Parameter	Concentration/Loading Objective
pH	6.5 – 8.5
CBOD (mg/L)	8
Total Suspended Solids (mg/L)	8
Nitrate-Nitrogen (g/day) – based on a 6 consecutive month average	86

The effluent generally did not meet the pH objectives during 2012 and 2013 until May 2013 onwards (Figure 2). In a limited number of cases (four) during the 2012-2013 period the pH was not recorded because the meter was not functioning properly.

The CBOD generally did not meet the recommended objective however an overall decline in CBOD was observed starting in November 2012 (Figure 3). Total suspended solids also generally did not meet the recommended objective, but from November 2012 into 2013 average concentrations were much lower (18 mg/L) compared to the rest of 2012 (43 mg/L) (Figure 4). These improvements are attributed to recirculation of effluent through the Waterloo Biofilter starting in November 2012.

The mass of nitrate-nitrogen met the objective throughout the monitoring period with no distinct trend (Figure 5).

Groundwater Objective

The ECA states: The *Owner* shall use best efforts to design, construct and operate the *Works* with the objective that the concentration of nitrate in groundwater is not exceeded in MW-2 and MW-3.

Groundwater samples were collected from monitoring wells MW-1, MW-2 and MW-3 twice a year in 2012 and 2013 as required in the ECA Section 8. The samples were analyzed for chemical biological oxygen demand (CBOD), chemical oxygen demand (COD), total phosphorus (TP), total ammonia nitrogen (TAN), nitrate NO₃-N, nitrite NO₂-N, total Kjeldahl nitrogen (TKN), e.coli and specific conductance. The temperature and pH were measured on-site as well as groundwater levels (Table 5, Section 8, of ECA). The results are presented in Table 3.

Monitoring well sampling was generally conducted after purging 3 well volumes with inertial footvales, however in some cases 2 well volumes after multiple purging of the wells

dry. The monitoring wells recover fairly slowly as they are completed in clay till (Terra-Dynamics Consulting, Inc., 2006). During purging field parameters (temperature, pH and specific conductance) and visual observations were recorded. It is worth noting that each fall sampling of MW-3 a sulphurous odour was noted by field staff.

The monitoring wells are classified as upgradient (MW-1) and downgradient (MW-2 and MW-3). MW-1 is about 15 metres away from the area bed mantle, while wells MW-2 and MW-3 are 24 and 61 metres away, respectively.

Table 4: Environmental Compliance Approval Groundwater Monitoring Objective

Effluent Parameter	Average Concentration (mg/L)
Nitrate-Nitrogen	2.9

The groundwater met the objective as concentrations were generally non-detect for nitrate-nitrogen at MW-2 and MW-3 (Figure 6).

Given the high amount of nitrogen loading in the effluent (median values of ammonia-nitrate 70 mg/L, nitrate-nitrogen 45 mg/L and nitrite-nitrogen 27 mg/L) but low to non-detect nitrate-nitrogen in downgradient groundwater samples, two hypotheses are proposed to be attenuating the sewage plume because dilution by atmospheric infiltration would be insufficient.

1. Denitrification is occurring below/downgradient of the area bed. This would not be unexpected given (a) the suggestion of a redoxcline at 3.6 to 3.8 metres below ground surface (Robertson et al, 1996), (b) the monitoring wells screen the redoxcline (Terra-Dynamics Consulting, Inc., 2006) and (c) there are sulphurous odours at MW-3 each year in the fall suggesting reducing conditions; and/or
2. The leaching bed plume has not yet reached MW-2 or MW-3 due to slow groundwater movement. While a maximum average linear groundwater velocity of ~83 m/year was proposed (Terra-Dynamics Consulting Inc, 2006), velocities could be on the order of <1 metre/year.

Groundwater monitoring of these three stations will continue. NPCA will work with a contractor, qualified to work with a Waterloo Biofilter System, to improve nitrification and denitrification to prevent any potential negative environmental affects.

Groundwater phosphorus concentrations are background in nature compared to effluent total phosphorus concentrations. Effluent phosphorus concentrations were on average 20x the groundwater concentrations (Figure 7). This is to be expected as the clay soil setting is expected to attenuate and retard phosphorus (Roberston et al, 1998). E.coli. was non-detect at all groundwater monitoring stations throughout 2012 and 2013 (Table 3). Groundwater samples met available water standards (drinking) in 2012 and 2013 (Table 3). Groundwater conductivity and alkalinity have been relatively stable at MW-1 and MW-2 since 2011 and both parameters have been decreasing over-time at MW-3 (Figures 8 and 9), it is not yet known if this is related to operation of the sewage system.

Effluent Limits

The ECA also states that the *Owner* shall operate and maintain the *Works* such that the concentrations of the materials named below (Table 5) as effluent parameters are not exceeded in the effluent of the sewage treatment system before entry to the area bed. Compliance with effluent limits is based on the running monthly average concentration of the parameters listed in column 1 below.

Table 5: Certificate of Approval Effluent Limits

Effluent Parameter	Concentration Limit (mg/L)
CBOD ₅	10
Total Suspended Solids	10
pH of the effluent maintained between 6.0 to 9.5, inclusive at all times	

The CBOD generally did not meet the recommended limit. However as mentioned above CBOD has improved following initiating recirculation to the Waterloo Biofilter following installation of the area bed (Figure 3). Total suspended solids also did not generally meet the recommended limit, however again as mentioned above concentrations were much lower on average once the recirculation system was able to be initiated. The effluent met the pH limits during 2012 and 2013 (Figure 4). In 2014, NPCA will work with a contractor, qualified to work with a Waterloo Biofilter System, to improve system performance in order try and meet the requirements of the ECA.

The owner did not report these exceedences to the Ministry of the Environment as required under Section 9 (3) of the ECA. NPCA staff receiving the effluent chemistry did not understand the requirement to report exceedences to the MOE immediately. This oversight will be corrected in 2014 following receipt of this report by the MOE. It is noted that measurements of TSS thus far in 2014 had median measurements of 8 mg/L which is below the limit. However CBOD was still performing poorly with a median of 23 mg/L.

Surface Water Quality Observations

The ECA states: "Maintain the surface water monitoring program consisting of two surface water sampling stations (SW-1 and SW-2), with SW-1 at the top of the ravine and SW-2 at the base of the ravine where the surface water enters the ditch before discharging to Twenty Mile Creek".

Surface water sample collection activities were conducted in fall 2012 and twice in 2013 (spring and fall) from stations SW-1 and SW-2. However, the surface water course was dry when visited in Fall 2013. It was not identified until preparing this report that staff had not been specifically directed internally to collect summer storm samples as outlined in the ECA. As of 2014 summer storm samples will be collected and water level depths measured.

The samples were analyzed at a laboratory for chemical biological oxygen demand (CBOD), chemical oxygen demand (COD), total phosphorus (TP), total ammonia nitrogen (TAN), nitrate NO₃-N, nitrite NO₂-N, total Kjeldahl nitrogen (TKN), and e.coli. In the field dissolved oxygen, specific conductance, pH and temperature were measured on-site as well

as surface water flow rates (Table 6, Section 8, of ECA). The un-ionized ammonia concentrations were calculated by NPCA staff. Samples were not however tested for total suspended solids prior to 2013. The results are presented in Table 6.

The ECA does not contain any specific surface water parameter objectives or limits. However the surface water results were compared to Provincial Water Quality Objectives and Canadian Water Quality Guidelines where available (Table 6). These objectives were exceeded for three parameters, however in each of the three cases (total phosphorus, e.coli and pH) the exceedences were both upstream (SW-1) and downstream (SW-2) with no clear trend. The surface water results suggest no impact from operation of the septic system.

NPCA staff routinely observed the conditions of the area bed and did not observe any breakout during 2012 or 2013. These observations were not recorded formally during 2012-2013 but will now be recorded going forward in 2014.

Hydraulic Flow Rates

The average daily water use over the 2012 and 2013 period was 413 litres, with a maximum recorded water use of 2,534 L/day during the 2012 Water Festival. Water usage was generally greatest during the summer/early fall period (Figure 10). The daily average flow of treated effluent pumped to the subsurface disposal system was well below the 3,000 L/day rated capacity of the system. The results are presented in Table 7.

The volumes of effluent pumped to the leaching beds were recorded on a daily basis. The average daily discharge closely followed the water usage as is to be expected (Figure 10). The recorded log of data is located in Appendix B.

Record of System Maintenance

The regularly scheduled maintenance performed by NPCA staff at the Balls Falls Visitor Center and is summarized below.

Frequency	Details
Daily	(a) recording of effluent meter readings, (b) monitoring of sewage alarm panels, (c) visual inspection of Waterloo Biofilter, (d) visual inspection of external sewage pumps.
Weekly	Inspections of area bed for sewage breakouts.
Bi-weekly	(a) collection of grab samples from biofilter unit for analysis by laboratory, and (b) review of results to compare to effluent limits in ECA with exceedences notified to the District Manager as required under Section 9 (3).
Monthly	Removal and cleaning of septic tank strainer.
3 times a year	Collection of surface water samples from SW-1 and SW-2
Bi-annually	Collection of groundwater samples from MW-1, MW-2 and MW-3
Annually	(a) cleaning and inspection of biofilter twister spray nozzle, (b) inspection and maintenance of stormwater management works including any removal of excess vegetation and sediment, (c) completion of an annual monitoring report for submission to the MOE within 90 days of year end.

Items are listed here from the maintenance table, not already discussed in this report:

- The septic tank strainer was cleaned on a monthly basis.
- The septic tanks were pumped March 11th and September 1st in 2013. The average volume of pump-out was 3,000 litres.
- The spray nozzle was cleaned on June 12th and July 25th, 2013.
- The stormwater management works was inspected on a regular basis and excessive vegetation removed to enable system function.
- An annual monitoring report was not submitted for 2012, this error is acknowledged. Future annual reports will be submitted within 90 days of year end as stated in the ECA.

The pumping equipment was initially calibrated as part of early system maintenance a number of years ago.

Operating Problems and Mitigation Taken

The septic tank alarm was logged on a number of dates usually following large events at the center. The alarm's purpose is to warn staff to check operational performance of the Waterloo Biofilter. Alarm dates included (2012) June 23rd, and (2013) March 11th, June 3rd, 9th, July 25th, August 18th, 24th, 30th, 31st, September 28th and October 14th. In only one case did the tanks require pumping to address concerns (March 11, 2013).

The operations manual for the system requires improvements to adequately reflect the requirements of the ECA (Section 7 (2)). These improvements will be made in 2014 following receipt of this report by the MOE and in conjunction with a service provider for the treatment system.

No public complaints were received during the reporting period (Section 7 (2)c).

Summary

The on-site sewage treatment system at the Balls Falls Centre for Conservation safely disposed of sewage effluent and operated within its 3,000 L/day design capacity since improvements were made to the system in 2012.

Despite some ECA effluent limits being exceeded there was no evidence of any impacts to the environment. The frequency and magnitude of total suspended solids and CBOD limit exceedences were reduced following initiation of recirculation in November 2012. However NPCA will now be retaining outside assistance to improve system performance in order to meet the limits as set-out in the ECA.

Two minor changes to the ECA are requested to better reflect conditions at the site:

- a) As sampling in Section 8 (6) is twice a year, it is recommended the objective in Section 5, (3) be noted as bi-annual concentration rather than monthly
- b) Sections 8 (1) and (4) refer to Waterloo Biofilter Area bed rather than shallow buried trench

References

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Review of Phosphate Mobility and Persistence in 10 Septic System Plumes. Volume 36, Ground Water, No.6, pages 1000-1010.

Terra-Dynamics Consulting Inc., 2006

Hydrogeologic Assessment, Installation of a Waterloo Biofilter System to Treat Sewage from the Proposed Visitor Centre, Ball's Falls Conservation Area, Lincoln, ON.

Terra-Dynamics Consulting Inc., 2007

Addendum Letter Hydrogeologic Assessment Report, Installation of a Waterloo Biofilter System to Treat Sewage from the Proposed Visitor Centre, Ball's Falls Conservation Area, Lincoln (Vineland), ON.

Report To: Board of Directors

Subject: University of Guelph – Proposed Research Study in Niagara

Report No: 77-14

Date: July 16, 2014

RECOMMENDATION:

That the letter of endorsement for the University of Guelph's groundwater research study be received for information.

PURPOSE:

- Provide a brief description of the proposed University of Guelph (U of G) study;
- Outline some study benefits; and
- Outline NPCA's role.

BACKGROUND:

The University of Guelph is submitting an Ontario Research Fund Proposal for their research study, "Groundwater and Wellhead Protection: Adapting to Change in Large and Small Ontario Communities". The study's purpose is to provide decision-making bodies' better science for land use planning, groundwater resource development and contingency plans for groundwater contamination. The goal is to develop an improved science-based framework for understanding and minimizing the vulnerability of contamination of drinking water aquifers and water supply wells. Study themes include (i) new monitoring methods, (ii) community issues with rural water and waste water, (iii) bedrock aquifer vulnerability and aquitard integrity, (iv) emerging contaminants such as pharmaceuticals and (v) climate and groundwater recharge/discharge.

This University of Guelph bedrock study compliments the information to be gathered through the overburden groundwater study by the Ontario Geological Survey (NPCA Board Report 53-14).

DISCUSSION:

As stated in NPCA Board Report 53-14, the University of Guelph study aligns well with the strategic plan in that it improves the depth and quality of information needed to effectively assess and manage groundwater resources (critical natural resource) in key areas of the Niagara Peninsula.

This study will benefit "*development and management of natural resources*" (bedrock, groundwater) to "*positively benefit the organization and the public at large*" (Strategic Plan

Challenge). The benefit will come from information to “*manage our watershed’s natural resources*” in applications such as, source water protection, new water supplies, groundwater flow models, water budgets, groundwater monitoring and rural private servicing.

NPCA’s role is to:

- Provide U of G with access to newly installed and existing NPCA monitoring wells;
- Attend meetings as required for coordination of field work etc.; and
- Assist in information transfer such as providing existing technical data.

FINANCIAL IMPLICATIONS:

There are no financial commitments to participate in the study.

RELATED REPORTS AND APPENDICES:

1. Appendix A: NPCA Letter of Endorsement

Prepared by:


Name: Jayme Campbell, P.Eng.
Title: Supervisor, Special Projects

Reviewed by:


Name: Peter Graham, MBA, P.Eng.
Title: Director, Watershed Management

Submitted by:


Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

This report was prepared with the consultative input from:

- Brian Wright, Manager, Watershed Projects



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June 25, 2014

Dr. Beth Parker, Ph.D.
NSERC Industrial Research Chair
School of Engineering
University of Guelph
Guelph, Ontario N1G 2W1

RE: ORF Round 7 Proposal

Dear Dr. Parker,

The Niagara Peninsula Conservation Authority is pleased to provide this letter of support for the proposed research program, "*Groundwater and Wellhead Protection: Adapting to Change in Large and Small Ontario Communities*". We understand the proposal for this research will be submitted in summer 2014 to the Ontario Research Fund, Round 7.

NPCA is dedicated to monitoring, regulating, protecting and improving the health and safety of our watershed. NPCA is currently participating in the large multi-year "*Ontario Geological Survey Niagara Peninsula Groundwater Study*" in which Ontario Geological Survey (OGS) is the lead agency. One of the goals of the OGS study is to improve the management of Niagara water resources, with a particular focus on groundwater supply and quality.

NPCA supports the main goals of the ORF program proposed by D. Parker. The ORF program should provide improved groundwater knowledge, characterization methods and long-term monitoring techniques for fractured bedrock aquifers in Niagara.

NPCA may, depending on budget and staff availability, be able to provide some in-kind assistance for the ORF project. However, this support is contingent upon ongoing NPCA Board approval. In-kind support provided by NPCA may include assistance such as providing access to newly installed and existing monitoring wells for testing of water quality; and some staff time for meetings and information transfer.

We are pleased to provide this letter of support for the ORF study proposal. The planned research is relevant to NPCA's watershed management goals.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jayme D. Campbell".

Jayme D. Campbell, P.Eng.
Special Projects, Supervisor

A handwritten signature in blue ink, appearing to read "Brian Wright".

Brian Wright, MBA, P.Eng.
Manager, Watershed Projects