



NIAGARA PENINSULA SOURCE PROTECTION AUTHORITY

**Wednesday December 17, 2014; 7:00 pm
Ball's Falls Centre for Conservation
3292 Sixth Avenue, Jordan, ON**

AGENDA

- **ROLL CALL**

 - **DECLARATION OF CONFLICT OF INTEREST**

 - **ADOPTION OF AGENDA**

 - **BUSINESS:**
 - 1) **MINUTES– May 21, 2014 Source Protection Authority Meeting**

 - 2) **Business Arising from the Minutes**

 - 3) **Source Protection Committee (SPC) Appointments
Report No. SPA-02-14**

 - 4) **OTHER BUSINESS**

 - **ADJOURNMENT**
-

TO: Chairman and Members of the Source Protection Authority (SPA)

DATE: Wednesday December 17, 2014

RE: Update on SPC Member Appointments Process – Report No. SPA-02-14

RECOMMENDATION:
That the Source Protection Authority receive this report for information purposes.

PURPOSE:
 The purpose of this report is to provide an update on the process to replace the Source Protection Committee (SPC) members whose terms of appointments have expired.

BACKGROUND:
 In 2007 the Source Protection Committee (SPC) was formed to oversee the development of the Source Protection Plan under the under the Clean Water Act (2006). The Niagara Peninsula SPC has 9 members, plus a Chair. Regulation 288/07 under the Clean Water Act prescribed how the SPCs in the province were formed, as well as the length of the members’ terms. The Source Protection Authorities are responsible for appointing the SPC members, except for the SPC Chair who is appointed by the province.

When the Act and Regulations were written, the appointments of the SPC members and liaisons were expected to last at least until the Source Protection Plan (SPP) was completed and approved by the province. Once the SPP was approved, Regulation 288/07 specified that the SPC members’ terms would expire according to Table 1 (below).

Table 1

Type of SPC Representation	Notice or SPP Approval	First Anniversary	Second Anniversary
SPC members representing municipal interests	One member’s term expires	One member’s term expires	One member’s term expires
SPC members representing agriculture, commerce or industry	One member’s term expires	One member’s term expires	One member’s term expires
SPC members representing the general public	One member’s term expires	One member’s term expires	One member’s term expires

Existing SPC members could be re-appointed by the Source Protection Authority as long as the conditions of appointment under Section 7 of Ontario Regulation 288/07 continue to be met and the member is selected in accordance with Section 4 of Ontario Regulation 288/07. This is considered the most preferable option since re-appointing existing members would provide continuity in the SPC. The existing SPC members have a wealth of knowledge gained from participating in the program for 7 years.

The Niagara Peninsula Source Protection Plan was approved by the province in December 2013, and thus according to the regulation, 3 SPC members' terms expired. The Source Protection Authority has appointed Councillor Diodati as the new SPC member representing Niagara Region and the 12 local municipalities. At the request of the Ontario Ministry of Environment and Climate Change (MOECC) the other two SPC members were not replaced in early 2014. It was noted that the SPC would still be able to meet quorum despite not replacing two members.

The MOECC suggested delaying the replacement of the SPC members for a number of reasons:

- It will be difficult and unnecessarily costly to replace the SPC members if the process described in Regulation 288/07 is used.
- The MOECC, SPC's and Source Protection Authorities have gained a lot of experience and insight into the source protection process since the Regulation 288/07 was developed back in 2007, and there is a desire to improve this new phase of the program, possibly through amendments to the regulation.
- The Niagara Peninsula Source Protection Plan was approved by the province quite early compared to most Source Protection Plans, and thus there was a benefit in delaying the replacement process where possible until the recommended improvements are considered by the MOECC.
- Several SPC's across the province have vacant positions that have not been readily filled. This is allowed under the Clean Water Act, as long as the SPC is able to meet quorum.

In November 2014, a working group was formed by the MOECC to review the requirements of Regulation 288/07 and make recommendations on how to improve the SPC member replacement process. The SPA's were concerned that the requirements of the regulation would be too onerous and costly. The working group is expected to make recommendations to Ms. Ling Mark, the MOECC Director of Source Protection Planning, before the end of the year.

After the first anniversary of the approval of the Niagara Peninsula Source Protection Plan, it will be necessary to replace or re-appoint 3 members on the SPC. As noted, if the existing SPC members wish to be re-appointed, this is by far the preferred option. If it is necessary to replace some members who wish to step down, then the positions will be advertised, followed by an interview/selection process, (except for municipal representatives who are designated by the municipality).

Prepared by:



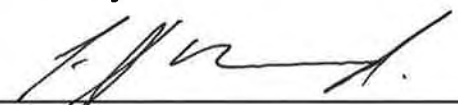
Brian Wright; Manager, Watershed Projects

Reviewed by:



Peter Graham P.Eng.; Director, Watershed

Submitted by:



Carmen D'Angelo; CAO/Secretary Treasurer

FULL AUTHORITY MEETING
Wednesday December 17; 7:00 PM
Ball's Falls Centre for Conservation – Glen Elgin Room
3292 Sixth Avenue, Jordan, ON

A G E N D A (Revised)

7:00 PM ♦ ROLL CALL

♦ DECLARATION OF CONFLICT OF INTEREST

♦ ADOPTION OF AGENDA

♦ BUSINESS

- (1) **Recognition / Appreciation Awards for Member's Service**
- (2) Cave Springs – NPCA Staff - Power Point Presentation
- (3) Draft Meeting Minutes – Full Authority Meeting November 24, 2014
- (4) Business Arising From Minutes
- (5) Correspondence
- (6) Chairman's Remarks
- (7) CAO Comments

Reports for Information:

- (8) Project Status Reports:
 1. *Watershed Management*-----**Report No. 115-14**
 2. *Operations*-----**Report No. 116-14**
 3. *Corporate Services*-----**Report No. 117-14**

 - (8) Financial Report for period ending Nov 30, 2014-----**Report No. 118-14**
 - *Budget status & Master Card list (attached)*

 - (9) NPCA Policy Review - Ontario Reg. 155/06 -----**Report No. 119-14**
 - *Policy Review Draft Work Plan (attached)*
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Reports for Consideration:

- (10) Source Protection Data Sharing Agreement Extension -----**Report No. 120-14**
 - MOE April 1st letter (attached)
 - Grant of License Agreement (attached)

- (11) Rates and Fees - Operations -----**Report No. 121-14**
 - Appendix 1 - Proposed 2015 fees (attached)
 - 2104 comparison (attached)

- (12) Welland River Flood Plain Committee update-----**Report No. 122-14**
 - RFP (attached)
 - Wainfleet Resolution C-125-2014 (attached)

- (13) Permit Approval Process (Ontario Reg. 155/06)-----**Report No. 123-14**
 - Appendix 1 – Flow Chart (attached)

- (14) Henley Island Bridge Project -----**Report No. 124-14**
 - Oct 27, 2014 letter from CHRC (attached)
 - Nov 26, 2014 letter from NPCA to CHRC (attached)
 - Nov 27, 2014 letter from CHRC (attached)

- (15) Other Business

◆ **ADJOURNMENT**

Delegation Cave Springs

December 17, 2014 Full Authority Meeting



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

Cave Springs Master Plan

About NPCA

- The Niagara Peninsula Conservation Authority (NPCA) was established in 1959, under the Conservation Authorities Act
- It serves approximately 500,000 people in an area known as the Niagara Peninsula Watershed, which encompasses the entire Niagara Region and portions of the City of Hamilton and Haldimand County
- Its mandate is to establish and undertake programs designed to further the conservation, restoration, development and management of natural resources other than gas, coal, oil and minerals
- NPCA owns and manages more than 7,200 acres of land, across 37 Conservation Areas (including Cave Springs)

Mission

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

Vision

Balancing conservation and sustainable development for future generations by engaging landowners, stakeholders and communities through collaboration.

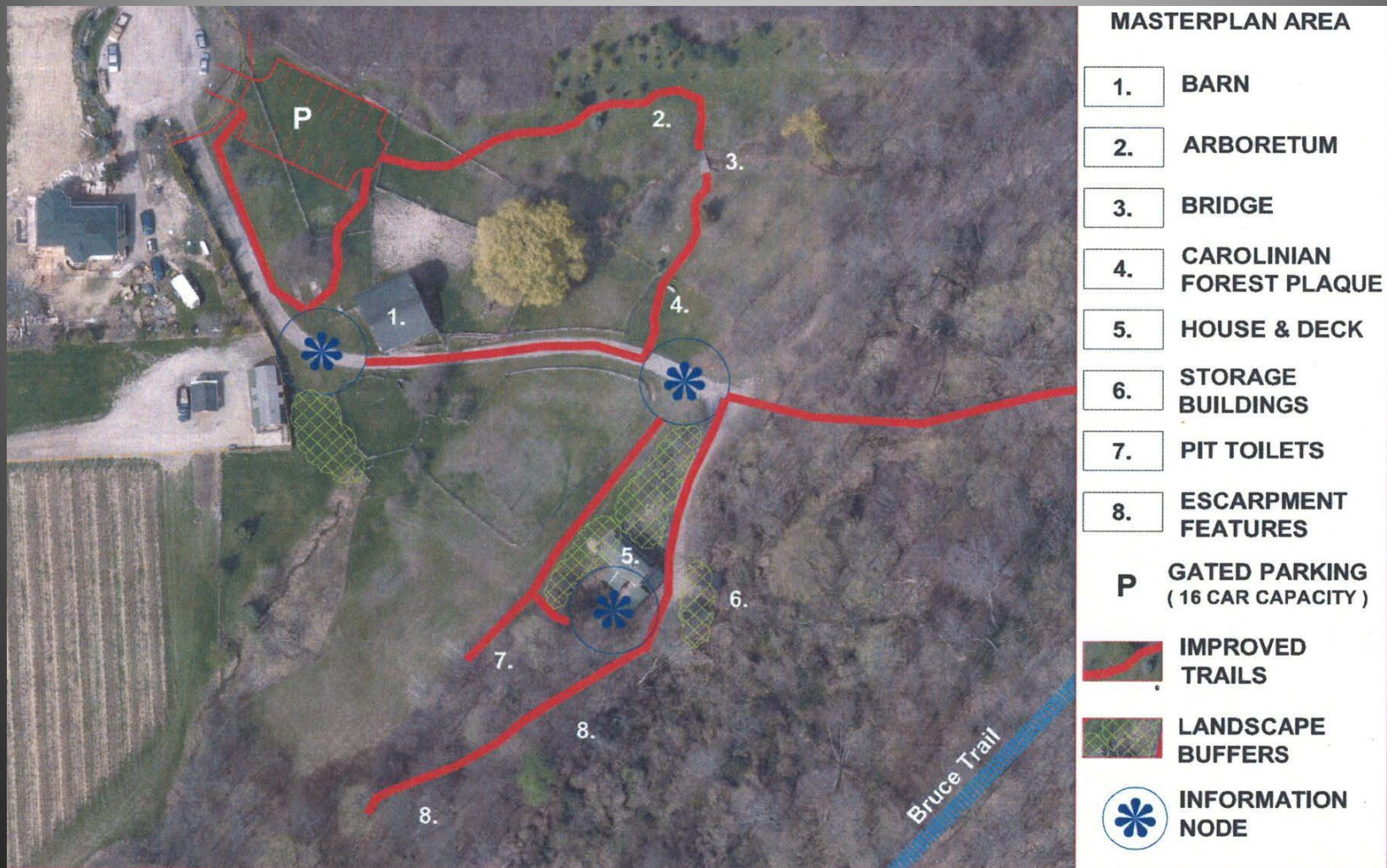


NPCA Values

- A sustainable balance between environmental conservation, economic growth and agricultural prosperity.
- Clear and respectful communication.
- Integrity, fairness and sensitivity to all impacted by our actions and decisions.
- Transparency, accountability and quality of services.
- Pragmatic solution oriented approaches to decision making.
- A respectful work environment and professional development.









The Niagara Escarpment Plan requires all park and open space agencies to prepare a master/management plan for each park and open space in the NEPOSS...Each management plan will establish direction for long-term protection, development and management of the park or open space that meet the requirements of the Environmental Assessment Act and are consistent with the Niagara Escarpment Plan.



Management plans should reflect the predominant characteristics of the property while protecting natural heritage features, creating outdoor educational and recreational opportunities, and providing public access to the Niagara Escarpment.





All management plans for NEPOSS properties are expected to demonstrate consideration of the NEPOSS objectives stated below:

- 1) To protect unique ecological and historical areas;
- 2) To provide adequate opportunities for outdoor education and recreation;
- 3) To provide adequate public access to the Niagara Escarpment;
- 4) To complete a public system of major parks and open space through additional land acquisition and park and open space planning;





- 5) To secure a route for the Bruce Trail;
- 6) To maintain and enhance the natural environment of the Niagara Escarpment;
- 7) To support tourism by providing opportunities on public land for discovery and enjoyment by Ontario's residents and visitors;
- 8) To provide a common understanding and appreciation of the Niagara Escarpment, and
- 9) To show leadership in supporting and promoting the principles of the Niagara Escarpment's UNESCO World Biosphere Reserve Designation through sustainable park planning, ecological management, community involvement, environmental monitoring, research and education."

(NEPOSS Planning Manual, March 2012)





Study Purpose and Objectives:

Purpose

To ensure that the natural and cultural heritage features of the property are fully and accurately documented, thereby establishing a baseline by which the property can be maintained, monitored and protected.



To determine appropriate levels of human activity on the property and allow greater public access to the property - in ways that minimize the impact on the natural environment.

To fulfill our responsibilities with respect to the Niagara Escarpment Plan.



Objectives

1. To document the natural and cultural heritage features/attributes of the property.
2. To confirm a park classification as required by the NEPOSS Planning Manual.
3. To identify park and open space zones within the property as required by the NEPOSS Planning Manual.
4. To determine appropriate types and levels of human activity and allow greater access to the property based on this determination.
5. To enhance access to and awareness of the Bruce Trail.
6. To increase awareness of the UNESCO Niagara Escarpment World Biosphere Reserve Designation.
7. To develop a plan for the maintenance, monitoring and protection of sensitive habitat and ecological features.



Project Tasks

1. Research
2. Site Analysis
3. Public Consultation
4. Development of Alternatives
5. Preparation and Submission of a Management Plan



*** It is required that NEC review and endorse the plan, and that MNR approve it.**



Project Timelines (Known)

- NPCA Board approves development of a Master Plan for Cave Springs (June 2014)
- Ecological Study initiated (September 1, 2014)
- NPCA Board approves Terms of Reference and appoint Co-Chairs (September 2014)
- Recruit committee members and NPCA project support team members (Sept-Dec 2014)
- First Steering Committee meeting (December 2014)
- Public announcement/media release that the project is now underway and that stakeholders and community members are encouraged to participate in the process (Jan 2015)
- Scope archaeological study (January 2015)
- Initiate cultural heritage study, site condition assessment and ground water study (Jan/Feb 2015)
- Develop project communication tools (Jan/Feb 2015)
- First Public Meeting (March 2015)
- Commenting period (March-July 2015)
- Completion of Ecological Study and all other studies (August 31, 2015)
- Preparation of Alternatives (September 2015)
- Second Public Meeting (October 2015)
- Preparation of a detailed Management Plan (November 2015)
- Steering Committee makes recommendation to NPCA Board (December 2015)
- NPCA Board approval (January 2016)
- Management Plan is submitted to Niagara Escarpment Commission for review and endorsement
- MNR grants final approval (by April 2016)



NPCA Project Support Team

Kim Frohlich Ecologist

Geoff Verkade Supervisor, GIS

Sarah Mastroianni Planning Approvals Analyst

Steve Miller Supervisor, Water Resources

Jayne Campbell Supervisor, Special Projects

Mich Germain Superintendent, Central Workshop

Kerry Royer Community Outreach Coordinator

Deanna Lindblad Restoration Project Lead

Michael Reles Communications Specialist

Michael MacIntyre Acting Superintendent

Bob Hayslip Assistant Superintendent

Mark Brickell Project Manager



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

Cave Springs Master Plan

The Steering Committee will have 5 members:

- The Chair of the Board
- A Board Member who will Chair the Steering Committee
- 1 CLAC representative
- 2 members of the public



Role of the Steering Committee

1. Receive project updates and provide project guidance
2. Share Expertise and Connect Resources
3. Assist/Oversee Public Engagement Process
4. Receive comments and make recommendations





Questions?



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

Cave Springs Master Plan

REPORTS for Information

- ❖ REPORT NO. 115-14
- ❖ REPORT NO. 116-14
- ❖ REPORT NO. 117-14
- ❖ REPORT NO. 118-14
- ❖ REPORT NO. 119-14

December 17, 2014 Full Authority Meeting

Report To: Board of Directors
Subject: Watershed Management Status Report
Report No: 115-14
Date: December 17, 2014

RECOMMENDATION:

That Watershed Management Status Report No. 115-14 be received for information.

A. Plan Review & Regulations

1) Municipal and Development Plan Input and Review Summary: September 1, 2014 to October 31, 2014

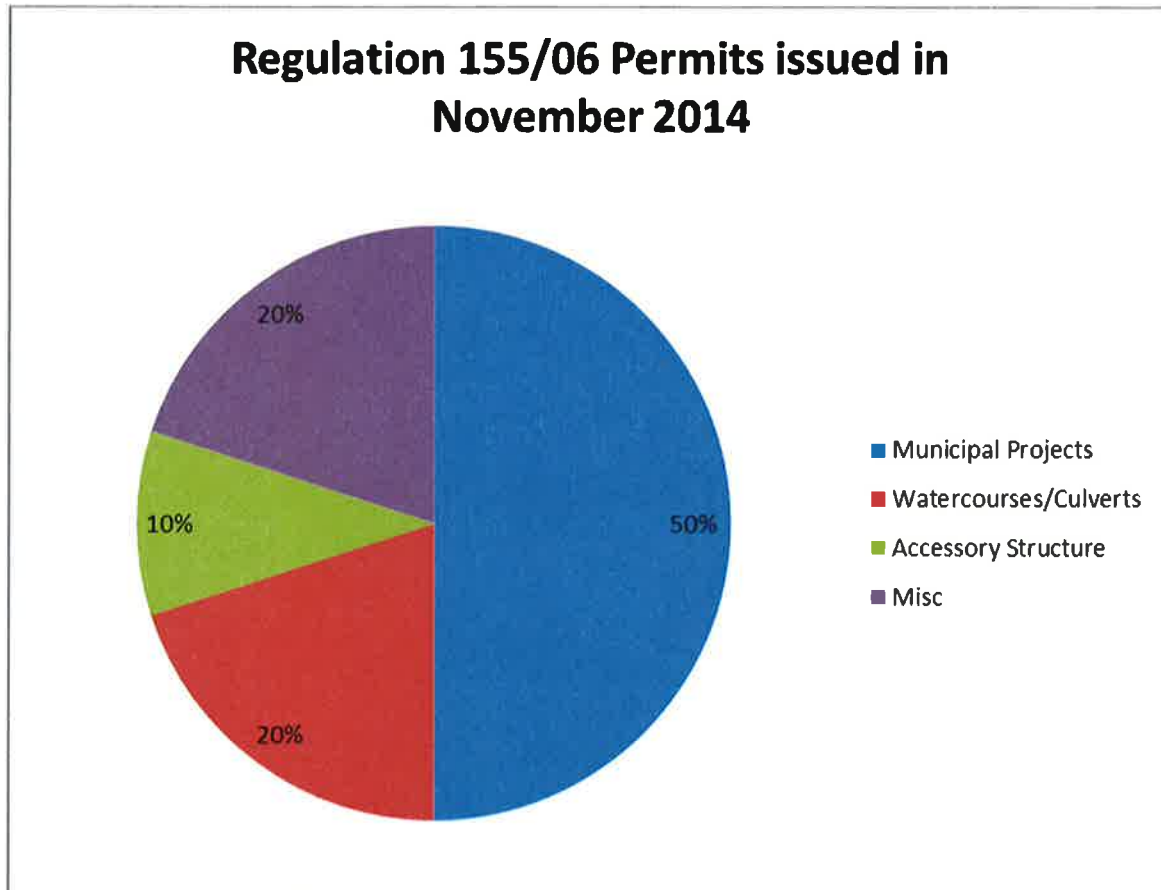
The Watershed Management Department is responsible for reviewing *Planning Act* applications and Building Permit applications where there is a feature regulated by the NPCA. Under the Memorandum of Understanding (MOU) with Niagara Region, the NPCA reviews *Planning Act* applications with respect to the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

During the period from November 1, 2014 to December 8, 2014 the Watershed Management Department reviewed 32 *Planning Act* applications (various type and complexity), 1 Niagara Escarpment Commission Development Permit application, 22 Building Permit applications, and 13 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 application review is provided below.

Plan of Subdivision/Condominium	3 (includes technical review of studies submitted to clear conditions)
Site Plan Control	8
Official Plan Amendments	0
Secondary Plans	1
Zoning By-law Amendments	4
Consents to Sever (including lot line adjustments)	12
Minor Variances	4
Niagara Escarpment Commission Development Permits	1
Renewable Energy Projects	0
Building Permits	22
Property Information Requests	13

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

Since January 1, 2014 the NPCA has issued **136 permits** under Ontario Regulation 155/06. There were 10 permits issued in November.



B. Projects / Programs

1) Source Water Protection Plan

Staff attended a meeting held by the Ontario Ministry of Environment and Climate Change (MOECC) to consider changes to the process for replacing or re-appointing Source Protection Committee members as their terms expire. Ideally it would be best if current SPC members were to be re-appointed. Staff has also been updating the provincial Assessment Report database, and providing source protection information to the province and municipalities as requested. Please see the board report for the data-sharing agreement with MOECC concerning the Assessment Report database and other source protection databases.

2) Water Quality Monitoring Program

- Staff completed the 2014 water quality monitoring at 75 surface water stations.
- Staff continues to monitor water levels at 15 groundwater stations in the NPCA watershed.
- Water Quality Specialist reviewed the RAP Eutrophication Assessment Report and provided comments to the Remedial Action Plan Coordinator.
- Biological monitoring for Hamilton Airport and the Glanbrook Landfill projects has been completed for 2014.
- Water Quality Specialist assisted with the Groundwater Under Direct Influence (GUDI) Study and water quality sampling at Binbrook Conservation Area.
- Staff completed the required fall groundwater monitoring for the MOE Certificate of Approval for the Balls Falls Centre septic system. The surface water component is pending wetter conditions.
- In 2014, the NPCA approved sixteen water well decommissioning projects, and to-date fourteen of these projects have been completed and received funding under the NPCA Water Well Decommissioning Grant.



Before Decommissioning

After Decommissioning

3) Flood Control

a) Monitoring & Major Maintenance

- Binbrook Reservoir - the water level currently sits approximately 6 inches above holding level and is being drawn down. Staff will continue to monitor on a daily basis and make adjustments as warranted.
- In order to avoid being destroyed by ice, the E.C. Brown gauge station water level/flow sensor was removed from the Welland River on December 8th. The sensor will be reinstalled in the spring.

b) Water Resources Engineering

- On December 4, 2014, Water Resources Engineering staff attended a meeting of the Welland River Floodplain Review & Implementation Committee in order to provide technical explanation, support, and advice as required.

4) Restoration

Project Implementation – Watershed Plans

In total 56 restoration projects including wetland construction, Best Management Projects (BMP's), water quality and biodiversity projects have been implemented this year across NPCA watershed planning areas. A comprehensive year-end report on all project activities will be forth coming in January.

Ducks Unlimited Partnership

Ducks Unlimited Canada will be presenting the NPCA with a Partner in Perpetuity Award at the Board of Directors Annual meeting in January. The NPCA have been working collaboratively together with Niagara landowners who are interested in undertaking wetland projects on their properties since 2002. Together, we have successfully implemented over 60 joint wetland projects, creating 170 acres of wetlands.

Trout Unlimited Partnership

Staff are working with Trout Unlimited on three wetland restoration projects in the upper headwaters of Twelve Mile Creek in Effingham. Currently, the wetlands are on-line (constructed within the creek). These large open water features in a cold water fishery create water quality issues including thermal pollution (warming up of the water). The goal of these projects is to change the outlets of the wetlands to a bottom-draw system, to allow for cooler water discharge into the stream.

General Motors Partnership

Staff are working with General Motors (NOTL Plant location) on a biodiversity strategy; GM is working towards their designation with the Wildlife Habitat Council. This project will also involve design work by Niagara College Ecosystem Restoration students and count towards their required accreditation.

National Wetland Conservation Fund

Staff made submission to the National Wetland Conservation Fund for the construction of a wetland remediation project in South Niagara Falls on private property adjacent to Willoughby Marsh Conservation Area.

Niagara River Remedial Action Plan (RAP) Stage 3: Charting a course to delisting the Areas of Concern (AOC)

- Environment Canada announced its Great Lakes Sustainability Fund (GLSF) call for proposal. Through the GLSF fund, Environment Canada provides technical and financial support for restoration projects in priority areas of the RAP. Emphasis is placed on meeting the goals under the Canada-Ontario Agreement Respecting the Great Lakes Ecosystem.
- The RAP Coordinator attended sessions on outreach and community engagement at the A.D. Latorell Conservation Symposium (Nov/14) to gather information on innovative strategies to engage the public. The Niagara River RAP is currently in the third and final stage of the RAP process, documenting evidence that Beneficial Use Impairments (BUI's) have been restored and communicates these results through extensive public engagement

5) Special Projects

- Staff provided hydrogeology comments (on planning applications and Niagara Escarpment Commission permits) for Niagara Region and local municipalities under the Planning Memorandum of Understanding (93 new or existing files in 2014).
- Bedrock Valley Aquifer Study (formerly Ontario Geological Survey project): 14 NPCA groundwater monitors were purged, hydraulically tested and sampled. This was completed in partnership with McMaster University, University of Waterloo, Niagara College and the Ontario Geological Survey.
- Staff conducted at Groundwater under the Direct Influence of Surface Water (GUDI) investigation of the Binbrook Conservation Area water well.
- Staff provided training to Niagara College students on groundwater sampling.


Photo Description: Pump Test of Aquifer and Water Sampling at the 'Townline' Monitoring Well near Port Colborne-Welland border. Equipment includes submersible pump, water level tape and data-logging pressure transducers.



Prepared by:


Peter Graham, P.Eng. Director, Watershed Management

Respectfully submitted by:


Carmen D'Angelo, CAO/Secretary-Treasurer



Report To: Board of Directors
Subject: Operations Status Report
Report No: 116-14
Date: December 17, 2014

RECOMMENDATION:

That the NPCA Board receive Report No. 116-14 for information.

PURPOSE:

To report the status of NPCA Operations

DISCUSSION:

◆ **Ball's Falls CA**

Buildings/Grounds

The volunteer gardeners were out getting the gardens ready for winter and doing some fall planting at the beginning of November. All gardening is done for the year and will resume again in the spring.

The buildings have all been closed for the winter.

Decorating took place the week of November 17-21st to prepare the Ball Home, Church, and Cabin for the Christmas program.

Education Programs/tours

Christmas in the Country - Christmas in the Country began November 24th and will run until December 15th. At this time 597 children are registered to attend the program in the next three weeks. This is slightly less than last year that had just over 600. We had one school attend November 27th with 57 children generating \$285.00. There was one historical tour On Friday November 21st with 11 students generating \$49.40 dollars.

Total programing for the month of November is **\$334.50**.

Respectfully Submitted by Rob Kuret, Park Superintendent at Ball's Falls Conservation Area

◆ **Binbrook CA**

The Winterization of the Area is now complete.

The Waterfowl Hunting Program is winding down. It officially ends on Saturday December 13th, maybe sooner if ice forms on the lake.

The 2015 Ice Fishing Program is set to open on Monday January 5th depending on the minimum ice thickness on the lake. Ice thickness testing will commence on January 2nd.

Planning has already begun with the help of the Corporate Services Team for the 2015 Hard Water Derby. Details are being finalized throughout December and January.

Special Event bookings are already underway for 2015.

This report was respectfully submitted by Mr. Mike Boyko, Park Superintendent

◆ **Chippawa Creek CA & Long Beach CA**

Both parks have spent this last month addressing the year end budgets, planning 2015 capital projects and gathering the needed supplies for the projects we plan to complete this off season. Both parks are winterized for the season.

Respectfully Submitted by Nate Devos, Park Superintendent, Long Beach and Chippawa Creek

◆ **Central Workshop – Gainsborough CA**

Central Workshop staff aided Kim Frohlich and some volunteers to plant trees and shrubs to provide a buffer between our Woolverton CA property and the neighbor.

Additional road and parking lot maintenance was done on the road way of the Comfort Maple on November 21st and November 25th using approximately 15 tons of granular “A” stone, the dump truck, skid-steer, and grader.

Finally all the docks have been removed from Jordan Harbour and EC Brown CA's as well as our contractual maintenance and garbage collection at the Regional Landfill properties and non-revenue parks.

Respectfully Submitted by Mich Germain, Superintendent, Central Workshop

◆ **Conservation Area Ecological Activity**

Woolverton Conservation Area

The ecological project to amend the fragmented forest and improve Species at Risk Habitat was completed November 12. A volunteer group of 17 from the Centennial High School assisted NPCA park Staff and the Staff Ecologist, planting over 176 trees and shrubs, and placing woody debris across the planting area floor for a good forest start.

Overall this project includes forest plantings and ground woody debris, and fence barrier, with regeneration and continued site monitoring to ensure project objectives continue to be achieved until the climax of a layered deciduous forest. Plant species include Sugar Maple, Red Oak, Shagbark Hickory and Black Maple. The NPCA staff Ecologist will continue to monitor the site over time to ensure site objectives are being met.

Conservation Area Trails

Staff continues to compile Conservation Area trail information for use in developing recreation trail site maps for our Conservation Areas.

NPCA Hunting Permits

Staff has issued an additional 123 hunting permits for a total of 409 hunting permits issued for the NPCA Conservation Areas for 2014. Of this total, hunting permits are issued to 45 individuals residing outside of our administrative area.

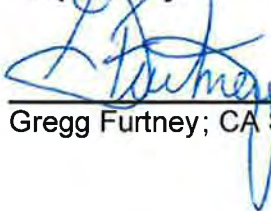
Geocaching

One additional geocache was approved in the Woodend Conservation Area. As with each geocache it is reviewed to ensure they follow NPCA geocache guidelines and no impacts to site sensitivities, acceptable areas and material.

Respectfully Submitted by Kim Frohlich, Ecologist

RELATED REPORTS AND APPENDICES: None

Prepared by:



Gregg Furtney; CA Supervisor

Reviewed by:



David Barrick; Sr. Manager, Operations

Submitted by:



Carmen D'Angelo; CAO/Secretary Treasurer

Report To: Board of Directors

Subject: Corporate Services Project Status Report

Report No: 117-14

Date: December 17, 2014

RECOMMENDATION:

THAT Report No. 117-14 be received for information

PURPOSE:

To report the status of Corporate Services.

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 and Master Card Transaction reports) - Monthly report to Board of Directors
- 1.2 On-Line Time and Attendance Reporting module (Resource Manager) has been purchased and configuration for being implementation. Implementation will include a parallel payroll test in December. Due to the holiday season, education and instruction for staff prior to go live will commence on January 5, 2015 with the go live date postponed to January 19, 2015.

- 1.3 Financial management and reporting access to senior management team has been rolled out with introduction and budget worksheets distributed. Management teams are preparing their respective 2015 budgets (operations and capital) that will roll up and integrate into departmental, division and the comprehensive Corporate budget.

2.0 GIS & Data Management

- 2.1 Development Tracking Solution – Staff are finalizing the evaluation of solutions this month and will be bringing a recommendation along with implementation options, timelines and associated expenses to the full Authority Board in January.
- 2.2 Property Info Tool Development – The enhanced version of this tool is scheduled for launch later this month. It includes additional information for development approvals staff to perform issue identification from our regulations and planning review responsibilities.
- 2.3 Contemporary Mapping of Watercourses – A consultation meeting with the City of Welland took place this month. Mapping efforts in Pelham are close to complete and the City of Welland will commence shortly thereafter.
- 2.4 Property Acquisition Database – Staff are assisting operations with developing a spatial acquisition history database of our land holdings to complement and add detail to our current property inventory. Hardcopy files of property acquisitions are being mined to scan associated surveys and R-Plans, and compile acquisitions information (acquisition date, cost, method (donation, purchase, transaction, area, previous owner/donor, deed and registration number etc.).

3.0 Corporate Services Administration

- 3.1 A computer equipment and mobile phone audit has been completed. The audit has confirmed device assignment, device suitability for the employee's work, date of deployment and to establish replacement cycle for budgeting.
- 3.2 Job Evaluation with all staff submitting the job documentation necessary to proceed to evaluation of their jobs by Niagara Region following review and final comment/confirmation by NPCA Management.
- 3.3 The position of Business Development Manager approved by the Board has been advertised with 32 applications received. A recruitment panel composed of the Senior Management Team and the HR Specialist will conduct interviews of candidates. Following the interview rating and ranking process, a preferred candidate will be recommended to the CAO.
- 3.4 The position of Superintendent – Long Beach Conservation Area has been advertised and the posting will close January 2, 2015 allowing for the holiday period. A recruitment panel will conduct interviews of candidates. Following the interview rating and ranking process, a preferred candidate will be recommended to the CAO.

- 3.5 Additional office space has been acquired due to recent organizational changes within the Niagara Region's Social Assistance & Employment Opportunities office at the Thorold Road West site. Office space on the ground floor has become available and the NPCA was provided an opportunity to move the Marketing & Community Relations Team into one work space. The area has one open space being reserved for the Business Development Manager once selected and on-boarded.
- 3.6 As approved by the Board November 19, 2014, an RFP has been issued for the re-development of the NPCA website. The RFP was sent directly to 19 potential vendors and the RFP who are known to have a proven record of website development work. A print advertisement announcing the RFP was placed in the St. Catharines Standard, and the RFP was also posted to MERX.com, the generally accepted site for Canadian public tenders.

4.0 Marketing & Community Relations

4.1 Ball's Falls Thanksgiving Festival

The 40th Ball's Falls Thanksgiving Festival took place October 10 – 13, 2014. A number of new activities were added including a Wedding Show in the Centre for Conservation, additional vendors and a change in layout. Overall the event was well attended with approximately 18,000 paid adult/senior visitors and children accompanying paying adults. A detailed financial report will be brought forward at the December meeting. A neighbour and vendor appreciation dinner held on October 10th was very well attended and appreciated by all.

In general, vendor and customer feedback suggests the festival was well received and enjoyed. Radio Station Giant FM participated on site with a "spin to win" wheel that generated funds which will be donated to the Niagara Peninsula Conservation Foundation.

An overview of metrics are:

- Over 18,000 Visitors
- 155 Artisans
- 14 Concessionaires
- 33 Food & Wine Market Vendors
- 11 Entertainers
- 4 Community Groups
- 3 Children's Entertainment Providers
- 66 Volunteer Positions filled by 44 NPCA volunteers.

An application has been submitted to Festival and Events Ontario for competition as one of the Top 100 Festivals. A decision will be made known at the Festivals and Events Ontario Conference taking place in March of 2015.

4.2 Christmas at Ball's Falls

Staff delivered a well-received Christmas at Ball's Falls event held on Saturday, December 6th from 9:00 am to 4:00 pm. The day included a breakfast and a

number of fun filled activities for the family to enjoy throughout the conservation area. Feedback from those attending will be used to make the event even more successful in 2015.

4.3 Binbrook Ice-fishing Derby

Pre-planning for the Binbrook Ice Fishing Derby continues with the event planning team preparing for the event in February 2015.

4.4 Community Liaison Advisory Committee

The Community Liaison Advisory Committee had their first meeting on November 20th 2014 at the NPCA office. The meeting was attended by 8 of the 10 CLAC members. The initial meeting included going over the Terms of Reference for the CLAC. CLAC members were provided a draft version of the “Code of Ethics and Professional Conduct” and a draft “Oath of Confidentiality” for review and comment. The CLAC members received a presentation from the CAO, Carmen D’Angelo about the Strategic Plan, a presentation from Project Manager, Mark Brickell about the Cave Springs Master Plan and were advised that we will be selecting a Co-Chair for the CLAC at the next meeting in January 2015. CLAC members were asked to forward any suggestions of people that could fill the lower-tier municipal vacancy.

The next meeting is scheduled for Thursday January 22nd at 5:30PM.

4.5 2014 Conservation Achievement Awards

Volunteerism is an important part of what makes communities thrive. The Niagara Peninsula Conservation Authority established the annual Conservation Achievement Awards in 1991 as a means to recognize those who voluntarily contribute to the conservation, restoration, development and management of natural resources. The awards are intended not only for the volunteers who work directly on Authority projects, but also those residents whose contributions to conservation efforts are evident in their daily lives to ensure that our treasured natural resources will be sustained for generations to come.

Nominations are invited from the public and internally through the board and staff. Of notable significance is that the recipients of these awards range from youth to seniors and come from all walks of life. In addition, the Authority also bestows several Awards of Merit which recognize significant achievements or contribution by an individual, group or business to improve and restore our local environment for the benefit of all watershed residents.

The Authority hosts a reception where we have an occasion to meet and thank the recipients and hand out a small token of appreciation. The event gives the authority board and staff an opportunity for networking and establishing collaborative opportunities for future undertakings. For those recipients that are unable to attend the reception, their awards are delivered to them either by a staff person or through courier service.

The annual Conservation Achievement Awards reception took place on November 26th 2014 at Ball's Falls Conservation Area. The event was a great success and was well attended by award recipients, board members and NPCA staff. Regional Chair Gary Burroughs also attended this important event and was one of the night's speakers. There was a great deal of positive feedback from people that attended the reception. All NPCA departments participated in this event, (Operations, Watershed Management and Corporate Services), who came together to deliver a meaningful, entertaining and enjoyable evening that showcased the important work of the NPCA and our partners. The Awards reception was attended by over 170 people. The 2014 Conservation Achievement Award gift was a copy of the "Ontario Nature Guide" book and an NPCA bookmark including seed paper. Over 200 nominations were submitted by staff for these Awards.

In addition to the Achievement Awards, this year the NPCA honored five recipients with an Award of Merit, including 3 individuals, 1 community group and 1 business. The Award of Merit recipients will have their names mounted on a hand-crafted recognition bench at one of our Conservation Areas. They also received a plaque Certificate of Recognition and the same book as the other recipients. The Regional Chair also presented each of the Award of Merit recipients with a certificate of recognition from the Niagara Region.

The Award of Merit recipients were as follows:

- 1) Gerry Beneteau
- 2) Roy Schofield
- 3) Patty Moss
- 4) Friends of Walker's Creek
- 5) Horizon Utilities

Overall, the evening was a great success and a reminder of how important our community partnerships are, both to the NPCA, and to the people that live in our watershed. This event helps us demonstrate and communicate the value that we place on volunteer contributions.

4.6 Niagara Envirothon - Program information and Background

The Canon Envirothon is North America's largest high school environmental education competition. This unique program reaches more than 500,000 students across North America annually.

The Envirothon is a hands-on environmental problem-solving competition for high school students in the United States and Canada. Participating teams complete training and testing in five natural resource categories: soils and land use, aquatic ecology, forestry, wildlife, and current environmental issues.

Since 2008, the NPCA has been coordinating this event in Niagara along with a group of dedicated steering committee members. The NPCA is the main point of contact for the program and must liaise with Forests Ontario since they coordinate the provincial, Ontario Envirothon.

The Niagara Envirothon is delivered over two days in April each year. The first day consists of a workshop/learning day where a minimum of 10 professional volunteers teach students about the five natural resource categories listed above. Ecostations are set-up outdoors and relevant tools and equipment are provided, giving students an opportunity to look, learn and actually use the equipment. The second day is a testing day where the students compete for an opportunity to move on to the provincial Envirothon level. The Ontario Envirothon is held in May of each year.

The current Steering Committee for the Niagara Envirothon consists of three NPCA staff, one retired teacher/local naturalist, one Niagara Restoration Council staff and one Land Care Niagara staff. The Committee meets once every 1-2 months, depending on the season.

The objective of the Niagara Envirothon is to engage high school students and inform them of how our day-to-day activities impact our watershed. This program gives professionals in different environmental fields an opportunity to interact with and inspire students in a way that engages them in hands-on learning.

This program complements the Niagara Children's Water Festival by providing an outdoor learning opportunity for high school students that was not previously provided by the NPCA.

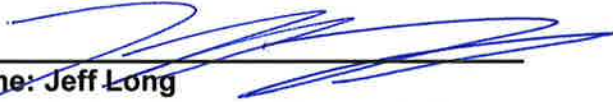
It takes approximately 20 volunteers to successfully execute the Niagara Envirothon. The cost of the program is approximately \$5000.00, of which half is received in grants on most years (OPG, Forests Ontario, Land Care Niagara). In some years, the entire program has been funded by outside sources.

The Niagara Envirothon program fits into the NPCA's mandate because it furthers the understanding of conservation, restoration, development and management of natural resources. The five topics of the Envirothon program: soils/land use, aquatics, forestry, wildlife and current issue are directly related to the natural resources other than oil, gas, coal and minerals. Students that participate in the Niagara Envirothon program will have a better understanding of these natural resources and also get an opportunity to network with professionals in a variety of different fields, including forestry, agriculture, geography, and natural resource management.

There are presently 20 regional Envirothon events hosted across Ontario with 3 of those being coordinated by a Conservation Authority and 16 that are supported by a Conservation Authority. Of notable significance is that Ontario has been selected to host the 2016 international Canon Envirothon that will welcome teams from all over Canada and the United States.

The Niagara Envirothon program is well attended, usually over by 100 people, including students, teachers, volunteers and staff. If approved, the 2015 event will be held on April 8th and 22nd at Heartland Forest in Niagara Falls.

Prepared by:



Name: Jeff Long

Title: 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; Brianne Wilson, Events Coordinator; Kerry Royer Community Outreach Coordinator; Michael Reles, Communications Specialist and Jim Hagar, HR Specialist

Report To: Board of Directors
Subject: Financial Report – Month Ending November 30, 2014
Report No: 118-14
Date: December 17, 2014

RECOMMENDATION:

THAT Report No. 118-14 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 November 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 November 30, 2014
Appendix “B” – Master Card expense payment for month of October, 2014.

Prepared by:



Name: Jeff Long, Sr. Mgr., Corporate Services

Submitted by:



Carmen D'Angelo; CAO / Secretary Treasurer

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

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CURRENT BUDGET SUMMARY
11 PERIODS ENDED 2014-11-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES				
=====				
MNR TRANSFER PAYMENTS	0.00	174,496.00	174,500.00	100.00
PROVINCIAL GRANTS-MOE	30,000.00	59,706.04	58,300.00	102.41
PROVINCIAL GRANTS-OTHER	0.00	0.00	55,700.00	0.00
FEDERAL GRANTS	0.00	62,363.00	41,000.00	152.10
MUNICIPAL LEVY-GENERAL	0.00	3,599,867.00	3,599,868.00	100.00
LEVY-SPECIAL-NIAGARA	0.00	2,459,444.00	2,459,444.00	100.00
LEVY-SPECIAL-HAMILTON	0.00	101,528.00	101,528.00	100.00
LEVY-SPECIAL-HALDIMAND	0.00	(2,817.00)	(2,817.00)	100.00
LEVY-SPECIAL-OTHER	0.00	0.00	8,300.00	0.00
USER FEES	26,167.82	1,374,280.09	1,440,576.00	95.40
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
ADMINISTRATION FEES	17,615.00	335,620.50	260,000.00	129.08
RESERVE FUNDS	303,210.00	303,210.00	411,227.00	73.73
MISCELLANEOUS	9,698.86	200,471.60	262,262.00	76.44
	386,691.68	8,668,169.23	8,869,888.00	97.73
EXPENDITURES				
=====				
CORPORATE SERVICES	139,857.21	2,325,670.68	2,415,603.00	96.28
RESOURCE INV. & ENV. MONITORING	32,125.40	489,419.20	501,417.00	97.61
FLOOD PROTECTION SERVICES	39,098.04	497,482.30	596,205.00	83.44
ENVIRONMENTAL ADVISORY SERVICES	53,103.76	623,611.78	691,171.00	90.23
CONSERVATION LAND MANAGEMENT	47,466.84	1,944,085.88	2,125,391.00	91.47
CONSERVATION LAND PROGRAMMING	165,133.28	2,115,665.56	2,378,660.00	88.94
VEHICLES & EQUIPMENT	7,175.87	134,238.36	164,940.00	81.39
	483,960.40	8,130,173.76	8,873,387.00	91.62

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CORPORATE SERVICES - CURRENT
11 PERIODS ENDED 2014-11-30**

	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	0.00	1,949,902.00	1,949,903.00	100.00
LEVY-SPECIAL-NIAGARA	0.00	35,000.00	35,000.00	100.00
INTEREST INCOME	4,045.74	40,984.04	50,000.00	81.97
MISCELLANEOUS	715.80	819.80	0.00	0.00
RESERVE FUNDS	303,210.00	303,210.00	345,000.00	87.89
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
	307,971.54	2,329,915.84	2,415,603.00	96.45
EXPENDITURES =====				
CORPORATE MANAGEMENT	24,351.64	933,500.11	739,368.00	126.26
OFFICE SERVICES	33,083.18	440,792.22	488,900.00	90.16
FINANCIAL SERVICES	15,695.44	188,551.81	204,739.00	92.09
HUMAN RESOURCES	10,121.37	113,024.08	129,180.00	87.49
INFORMATION TECHNOLOGY	18,253.80	320,308.93	386,933.00	82.78
CORPORATE COMMUNICATIONS	38,351.78	329,493.53	466,483.00	70.63
CORPORATE FUNDRAISING	0.00	0.00	0.00	0.00
	139,857.21	2,325,670.68	2,415,603.00	96.28

**NIAGARA PENINSULA CONSERVATION AUTHORITY
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING - CURRENT
11 PERIODS ENDED 2014-11-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	0.00	0.00	0.00
PROVINCIAL GRANTS-MOE	30,000.00	59,706.04	58,300.00	102.41
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
FEDERAL GRANTS	0.00	62,363.00	41,000.00	152.10
MUNICIPAL LEVY-GENERAL	0.00	354,227.00	354,227.00	100.00
LEVY-SPECIAL-NIAGARA	0.00	35,000.00	35,000.00	100.00
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	3,424.00	106,462.01	12,890.00	825.93
	33,424.00	617,758.05	501,417.00	123.20
EXPENDITURES =====				
NIAGARA R. REMEDIAL ACTION PLAN	8,004.97	80,836.08	99,300.00	81.41
GLANBROOK LANDFILL MONITORING	669.19	8,657.02	10,616.00	81.55
JOHN C. MUNROE AIRPORT MONITORING	150.83	2,379.70	2,274.00	104.65
DRAIN CLASSIFICATION	0.00	0.00	0.00	0.00
W/S WATER QUALITY MONITORING	16,618.68	218,208.48	258,834.00	84.30
NIAGARA CHILDREN'S WATER FESTIVAL	6,681.73	179,337.92	130,393.00	137.54
WATERSHED REPORT CARD	0.00	0.00	0.00	0.00
	32,125.40	489,419.20	501,417.00	97.61

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FLOOD PROTECTION SERVICES - CURRENT
11 PERIODS ENDED 2014-11-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	115,696.00	115,700.00	100.00
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	352,205.00	352,205.00	100.00
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	1,640.00	139,920.00	120,000.00	116.60
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00
	1,640.00	607,821.00	596,205.00	101.95
EXPENDITURES =====				
FLOOD FORECASTING AND WARNING	12,563.50	169,440.30	176,215.00	96.16
FLOOD CONTROL STRUCTURES	4,915.25	63,232.00	94,286.00	67.06
FLOODPLAIN REGULATIONS	21,619.29	264,810.00	325,704.00	81.30
	39,098.04	497,482.30	596,205.00	83.44

**NIAGARA PENINSULA CONSERVATION AUTHORITY
ENVIRONMENTAL ADVISORY SERVICES - CURRENT
11 PERIODS ENDED 2014-11-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MNR TRANSFER PAYMENTS	0.00	58,800.00	58,800.00	100.00
MUNICIPAL LEVY-GENERAL	0.00	492,371.00	492,371.00	100.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
ADMINISTRATION FEES	15,975.00	195,700.50	140,000.00	139.79
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	7,500.00	0.00	0.00
	15,975.00	754,371.50	691,171.00	109.14
EXPENDITURES =====				
MUNICIPAL PLAN INPUT & REVIEW	32,613.45	380,663.89	422,173.00	90.17
DEVELOPMENT PLAN INPUT & REVIEW	20,490.31	242,947.89	268,998.00	90.32
	53,103.76	623,611.78	691,171.00	90.23

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND MANAGEMENT - CURRENT
11 PERIODS ENDED 2014-11-30**

	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	349,722.00	349,722.00	100.00
LEVY-SPECIAL-NIAGARA	0.00	1,747,569.00	1,747,569.00	100.00
CONSERVATION FOUNDATION	0.00	0.00	0.00	0.00
BUILDING/LAND RENTAL	725.00	7,975.00	8,600.00	92.73
RESERVE FUNDS	0.00	0.00	0.00	0.00
MISCELLANEOUS	1,513.32	17,997.82	19,500.00	92.30
	2,238.32	2,123,263.82	2,125,391.00	99.90
EXPENDITURES =====				
OPERATIONS	30,066.29	1,782,287.19	1,940,955.00	91.83
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	17,400.55	161,798.69	184,436.00	87.73
	47,466.84	1,944,085.88	2,125,391.00	91.47

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND PROGRAMMING - CURRENT
11 PERIODS ENDED 2014-11-30**

	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	641,875.00	641,875.00	100.00
LEVY-SPECIAL-HAMILTON	0.00	101,528.00	101,528.00	100.00
LEVY-SPECIAL-HALDIMAND	0.00	(2,817.00)	(2,817.00)	100.00
MISCELLANEOUS	0.00	16,109.43	178,872.00	9.01
RESERVE FUNDS	0.00	0.00	3,727.00	0.00
USER FEES	25,442.82	1,366,305.09	1,431,976.00	95.41
	25,442.82	2,123,000.52	2,375,161.00	89.38
EXPENDITURES				
=====				
BALL'S FALLS	81,085.12	661,234.64	666,644.00	99.19
BINBROOK	14,143.36	318,887.35	342,533.00	93.10
CHIPPAWA CREEK	13,513.34	357,806.95	398,629.00	89.76
LONG BEACH	16,595.37	332,078.27	376,946.00	88.10
BAIRD ESTATE	0.00	3,822.14	2,265.00	168.75
BEAMER MEMORIAL	85.16	5,853.03	8,950.00	65.40
BINBROOK TRACT	0.00	330.40	665.00	49.68
CAVE SPRINGS	0.00	2,042.47	2,875.00	71.04
COMFORT MAPLE	323.60	1,350.71	1,410.00	95.80
ELM STREET PROJECT	237.49	12,025.84	17,246.00	69.73
E.C.BROWN	0.00	1,064.00	3,115.00	34.16
GAINSBOROUGH	22,053.51	292,416.82	316,552.00	92.38
HEDLEY FOREST	0.00	252.19	510.00	49.45
HUMBERSTONE MARSH	0.00	137.31	410.00	33.49
JORDAN HARBOUR	158.51	4,108.41	6,125.00	67.08
LOUTH	0.00	137.32	560.00	24.52
MORGAN'S POINT	722.98	8,052.69	9,025.00	89.23
MOUNTAINVIEW	0.00	1,000.70	2,415.00	41.44
MUD LAKE	34.92	1,447.79	3,015.00	48.02
OSWEGO CREEK	0.00	59.69	50.00	119.38
PELHAM DOG PARK	0.00	6,835.25	0.00	0.00
PORT DAVIDSON	0.00	151.56	310.00	48.89
ROCKWAY	0.00	370.24	1,210.00	30.60
RUIGROK TRACT	0.00	195.54	350.00	55.87
STATION ROAD PROJECT	99.95	6,102.03	7,014.00	87.00
STEVENSVILLE	341.00	12,297.85	12,995.00	94.64
ST.JOHN'S	234.38	9,515.99	6,830.00	139.33
TWO MILE CREEK	0.00	869.99	1,660.00	52.41
VIRGIL	91.56	1,544.01	6,460.00	23.90
WAINFLEET BOG	12,694.20	13,849.88	2,010.00	689.05
THE GORD HARRY CONSERVATION TRAIL	798.46	4,368.56	6,460.00	67.62
WAINFLEET WETLANDS	303.14	6,846.17	5,145.00	133.06
WAINFLEET ACCESS POINT PROJECT	44.24	14,640.93	11,811.00	123.96
WILLOUGHBY MARSH	0.00	461.87	1,010.00	45.73
WOOLVERTON	0.00	137.32	310.00	44.30
GLENRIDGE QUARRY PROJECT	890.99	21,804.75	142,800.00	15.27
WOODEND	682.00	11,564.90	12,345.00	93.68
	165,133.28	2,115,665.56	2,378,660.00	88.94

**NIAGARA PENINSULA CONSERVATION AUTHORITY
VEHICLES AND EQUIPMENT - CURRENT
11 PERIODS ENDED 2014-11-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES =====				
MUNICIPAL LEVY-GENERAL	0.00	101,440.00	101,440.00	100.00
VEHICLE/EQUIPMENT SALES	0.00	10,598.50	1,000.00	1059.85
RESERVE FUNDS	0.00	0.00	62,500.00	0.00
	0.00	112,038.50	164,940.00	67.93
EXPENDITURES =====				
WAGES	0.00	0.00	0.00	0.00
INSURANCE & LICENSES	0.00	6,101.76	11,340.00	53.81
GAS/OIL	5,319.04	38,642.41	41,200.00	93.79
PURCHASES	0.00	57,071.22	90,000.00	63.41
MAINTENANCE	1,417.17	30,335.81	19,800.00	153.21
TOOLS & SUPPLIES	439.66	2,087.16	2,600.00	80.28
	7,175.87	134,238.36	164,940.00	81.39

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CAPITAL BUDGET SUMMARY
11 PERIODS ENDED 2014-11-30**

	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	2,989.16	399,236.69	290,067.00	137.64
FEDERAL GRANTS	0.00	145,015.96	181,000.00	80.12
MUNICIPAL LEVY-GENERAL	0.00	271,485.00	271,485.00	100.00
LEVY-SPECIAL-NIAGARA	0.00	1,136,137.00	1,136,137.00	100.00
LEVY-SPECIAL-HAMILTON	0.00	257,100.00	257,100.00	100.00
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	978,791.39	978,791.39	150,000.00	652.53
MISCELLANEOUS	59,573.50	261,561.19	160,000.00	163.48
	1,041,354.05	3,449,327.23	2,526,789.00	136.51
EXPENDITURES =====				
WATERSHED STUDIES	17,361.66	259,297.17	260,067.00	99.70
RESOURCE INV. & ENV. MONITORING	102,512.01	641,805.30	809,019.00	79.33
FLOOD PROTECTION SERVICES	5,388.39	118,946.45	247,103.00	48.14
CONSERVATION LAND DEVELOPMENT	24,459.23	1,945,500.45	1,210,600.00	160.71
	149,721.29	2,965,549.37	2,526,789.00	117.36

**NIAGARA PENINSULA CONSERVATION AUTHORITY
WATERSHED STUDIES - CAPITAL
11 PERIODS ENDED 2014-11-30**

	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	355,357.40	260,067.00	136.64
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	50,645.50	50,645.50	0.00	0.00
	50,645.50	406,002.90	260,067.00	156.11
EXPENDITURES =====				
SOURCE PROTECTION PLANS	17,334.26	222,254.52	260,067.00	85.46
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	27.40	35,375.85	0.00	0.00
STORMWATER MGMT. POLICY STUDY	0.00	0.00	0.00	0.00
UPPER WELLAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
CENTRAL WELLAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
LOWER WELLAND RIVER W/S PLAN	0.00	0.00	0.00	0.00
LAKE ERIE NORTHSORE 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
	17,361.66	259,297.17	260,067.00	99.70

**NIAGARA PENINSULA CONSERVATION AUTHORITY
RESOURCE INVENTORY & ENVIRONMENTAL MONITORING - CAPITAL
11 PERIODS ENDED 2014-11-30**

	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	2,989.16	2,989.16	0.00	0.00
FEDERAL GRANTS	0.00	139,462.96	181,000.00	77.05
MUNICIPAL LEVY-GENERAL	0.00	104,382.00	104,382.00	100.00
LEVY-SPECIAL-NIAGARA	0.00	313,637.00	313,637.00	100.00
LEVY-SPECIAL-HAMILTON	0.00	50,000.00	50,000.00	100.00
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	8,428.00	79,382.89	160,000.00	49.61
	11,417.16	689,854.01	809,019.00	85.27
EXPENDITURES				
=====				
WELLAND R. WATERSHED RESTORATION				
STEWARDSHIP	0.00	0.00	0.00	0.00
WATERSHED GIS	0.00	0.00	0.00	0.00
AOC WATER QUALITY MONITORING	0.00	25,853.14	0.00	0.00
AGRICULTURAL STEWARDSHIP	9,660.88	133,870.27	190,011.00	70.45
E.C.BROWN WETLAND PROJECT	165.00	4,502.84	0.00	0.00
OPG PROJECTS	19,699.56	39,785.09	60,000.00	66.31
MISCELLANEOUS PROJECTS	0.00	0.00	0.00	0.00
sub-total	29,525.44	204,011.34	250,011.00	81.60
12 MILE CK WATERSHED RESTORATION				
STEWARDSHIP	1,800.33	23,101.14	27,801.00	83.09
PROJECTS	15,983.22	79,710.08	117,158.00	68.04
PCB BIODIVERSITY	0.00	0.00	0.00	0.00
sub-total	17,783.55	102,811.22	144,959.00	70.92
WATERSHED GENERAL RESTORATION				
WATERSHED WELL DE-COMMISSIONING	0.00	18,862.42	25,000.00	75.45
20 MILE CREEK RESTORATION				
FORT ERIE CREEKS RESTORATION	11,704.12	38,203.56	100,039.00	38.19
FORT ERIE CREEKS RESTORATION				
N-O-T-L CREEKS RESTORATION	0.00	0.00	0.00	0.00
N-O-T-L CREEKS RESTORATION				
15,16,18 MILE CREEKS RESTORATION	4,288.02	47,122.12	93,639.00	50.32
15,16,18 MILE CREEKS RESTORATION				
LYON'S CREEK SEDIMENT REMEDIATION	0.00	9.00	0.00	0.00
LYON'S CREEK SEDIMENT REMEDIATION				
NATURAL HERITAGE AREAS INVENTORY	0.00	0.00	0.00	0.00
NATURAL HERITAGE AREAS INVENTORY				
DRINKING WATER STEWARDSHIP	0.00	0.00	0.00	0.00
DRINKING WATER STEWARDSHIP				
	102,512.01	641,805.30	809,019.00	79.33

**NIAGARA PENINSULA CONSERVATION AUTHORITY
FLOOD PROTECTION SERVICES - CAPITAL
11 PERIODS ENDED 2014-11-30**

	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	40,890.13	30,000.00	136.30
FEDERAL GRANTS	0.00	0.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	167,103.00	167,103.00	100.00
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	207,993.13	247,103.00	84.17
EXPENDITURES =====				
FLOOD CONTROL STRUCTURES				
BINBROOK DAM	1,264.95	50,445.09	49,700.00	101.50
SHRINER'S CREEK	0.00	0.00	0.00	0.00
sub-total	1,264.95	50,445.09	49,700.00	101.50
WATERSHED FLOODPLAIN MAPPING UPDATE	4,123.44	68,501.36	197,403.00	34.70
FLOOD FORECASTING MODELING	0.00	0.00	0.00	0.00
STREAM GAUGE & MONITORING NETWORK	0.00	0.00	0.00	0.00
	5,388.39	118,946.45	247,103.00	48.14

**NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND DEVELOPMENT - CAPITAL
11 PERIODS ENDED 2014-11-30**

	Current Month	Current YTD	Approved Budget	% of Budget
REVENUES				
=====				
PROVINCIAL GRANTS-OTHER	0.00	0.00	0.00	0.00
FEDERAL GRANTS	0.00	5,553.00	0.00	0.00
MUNICIPAL LEVY-GENERAL	0.00	0.00	0.00	0.00
LEVY-SPECIAL-NIAGARA	0.00	822,500.00	822,500.00	100.00
LEVY-SPECIAL-HAMILTON	0.00	207,100.00	207,100.00	100.00
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	978,791.39	978,791.39	100,000.00	978.79
MISCELLANEOUS	500.00	131,532.80	0.00	0.00
	979,291.39	2,145,477.19	1,210,600.00	177.22
EXPENDITURES				
=====				
LAND ACQUISITION	0.00	1,591,291.39	600,000.00	265.22
BALL'S FALLS	0.00	38,776.50	32,000.00	121.18
BINBROOK	0.00	35,991.11	107,100.00	33.61
CHIPPAWA CREEK	9,376.14	75,805.67	225,000.00	33.69
LONG BEACH	437.98	17,163.38	70,000.00	24.52
BEAMER MEMORIAL	0.00	0.00	0.00	0.00
BINBROOK TRACT	0.00	0.00	0.00	0.00
E.C.BROWN	0.00	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	64.66	64.66	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	7,333.28	0.00	0.00
GAINSBOROUGH	12,678.83	23,216.46	72,500.00	32.02
MOUNTAINVIEW	0.00	0.00	0.00	0.00
ST.JOHN'S	1,033.26	1,033.26	23,000.00	4.49
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	868.36	154,016.00	0.00	0.00
	24,459.23	1,945,500.45	1,210,600.00	160.71



MASTERCARD OCTOBER
Cheque #38991

Corporate Communications	\$	547.10
Corporate Management	\$	1,206.03
Conservation Areas	\$	4,659.86
Vehicles & Equipment	\$	1,148.00
Land Management	\$	1,200.93
Water Management	\$	3,705.85
Special Events	\$	1,026.55
HST	\$	1,281.07
<u>Total</u>	\$	<u>14,775.39</u>



**NIAGARA PENINSULA CONSERVATION AUTHORITY
BUDGET STATUS - CURRENT**

THANKSGIVING FESTIVAL	Current Month	Current YTD	Approved Budget	% of Budget
=====				
410 REVENUES				
001037 CONCESSIONS	3,473	40,676	28,000	145.27
001036 ENTRANCE FEES	-	99,507	120,000	82.92
001039 GRIST MILL	-	2,903	3,000	96.76
001040 CHILDRENS CRAFTS	-	-	-	-
001041 EXHIBITOR FEES	(190)	68,352	80,000	85.44
001009 CORPORATE SPONSORS	-	-	3,300	-
	3,282	211,438	234,300	90.24
411 EXPENDITURES				
002101-002113 SALARY/BENEFITS	222	222	-	-
002102 WAGES - HOURLY	-	-	-	-
002104 WAGES - CASUAL	-	14,071	14,900	94.44
002105 WAGES - GATEKEEPER	-	4,906	4,200	116.80
002106 WAGES - SECURITY	3,118	5,307	5,300	100.13
002134 UNIFORMS	1,661	1,661	-	-
002137 HYDRO	1,566	1,566	2,600	60.25
002138 WATER	-	-	500	-
002141 GROUNDS MAINTENANCE	1,941	4,001	3,000	133.36
002145 MISCELLANEOUS	422	1,814	200	907.15
002150 BANK CHARGES	-	1,772	300	590.62
002162 ADVERTISING	5,169	10,402	7,100	146.51
002193 VEHICLE CHARGEBACK	-	-	400	-
002194 EQUIPMENT CHARGEBACK	-	-	500	-
002196 SIGNS	53	1,090	1,000	108.96
002234 GARBAGE DISPOSAL	789	789	1,000	78.95
002244 TENT RENTAL	-	17,396	29,500	58.97
002245 WASHROOM RENTAL & SUPPLIES	-	5,971	5,200	114.83
002246 MAINTENANCE SUPPLIES	-	-	200	-
002248 ENTERTAINMENT/SOUND SYS.	52	10,096	17,500	57.69
002249 PROGRAMS,POSTERS,TICKETS	3,346	3,346	3,800	88.07
002250 ADMISSION TICKETS	-	1,071	1,100	97.32
002252 MILLING SUPPLIES	985	1,904	1,000	190.39
002253 DISPLAYS	238	530	700	75.75
002254 DEMONSTRATIONS	13,229	13,189	1,000	1,318.86
002255 COMMUNICATION SYSTEM	1,282	1,282	1,300	98.63
002256 CATERING	1,508	5,372	1,800	298.42
002257 CHILDREN'S CRAFT TENT	-	-	-	-
002258 BUS RENTALS	7,472	7,472	3,000	249.06
002259 ASSOC.ANNUAL MEMBERSHIPS	-	-	500	-
002260 HONORARIUM-SELECTION COMM.	-	-	-	-
	43,055	115,229	107,600	107.09
THANKSGIVING FESTIVAL PROFIT / (LOSS)	(39,773)	96,209	126,700	75.93

Report To: Board of Directors

Subject: NPCA Policies Review - *Policies, Procedures and Guidelines for the Administration of Ontario Regulation 155/06 and Land Use Planning Policy Document*

Report No: 119-14

Date: December 17, 2014

RECOMMENDATION

That Report No. 119-14 be received for information.

REPORT PURPOSE

To update the Board on the proposed plan and associated process to update the NPCA's primary development guidance document titled "Policies, Procedures and Guidelines for the Administration of Ontario Regulation 155/06 and Land Use Planning Policy Document".

BACKGROUND

"Policies, Procedures and Guidelines for the Administration of Ontario Regulation 155/06 and Land Use Planning Policy Document" was originally developed and adopted in December 2007 with four (4) sets of housekeeping amendments since, the last being in October 2011.

Alignment to NPCA's 2014-2017 Strategic Plan

As part of the recent Strategic Plan process, five (5) working groups were established to identify challenges and create solutions to better service the watershed community. One of these working groups, "Effective NPCA Model to Set Policies and Priorities", was tasked with the mandate to develop a detailed policy review exercise to ensure policy frameworks reflect current balanced perspectives of conservation and economic development needs along with impacts to affected landowners. As noted by this working group, permit and development policies "should address local circumstances and concerns of the Niagara Peninsula watershed in the application of Provincial Policy".

During this same time period, this working group formed a sub-committee, comprised of some members from this working group, to start making recommendations on changes to the above noted policy documents. Although the initial revisions by the Development Approvals Process Sub Committee provides a good reference point and are of value, given that a fundamental rewrite of the policies is required and that extensive public consultation should be an integral part of the process, it is recommended that an intensive review process be completed.

Process / Roles and Responsibilities

Completing a fundamental review and rewrite of existing NPCA policies requires a thoroughly well planned out strategy and process, including extensive consultation and engagement with a broad range of stakeholders throughout the process.

Key elements for a successful policy review and implementation will include:

- A transparent framework and process
- Consultation with all stakeholders
- Consistency and continuity in Policy, and
- Setting realistic targets and milestones supported by essential resources.

Policies and Procedures for Conservation Authority Plan Review and Permitting Activities

As noted in the Ministry of Natural Resources (MNR) established Conservation Authority Liaison Committee's (CALC) document called "Policies and Procedures for Conservation Authority Plan Review and Permitting Activity" (May, 2010), the roles and responsibilities of the Authority in the areas of municipal planning, plan review, and Conservation Authorities Act S. 28 is extensive. Consequently, an exhaustive review will be required to ensure that changes to NPCA policies are consistent and align with these roles and responsibilities.

The following are a few examples of the range of roles and activities that the NPCA may undertake and hence must in turn ensure consistency and alignment with:

Regulatory Authorities

Under Section 28 of the CA Act, subject to approval by the Minister of Natural Resources and in conformity with Provincial Regulation 97/04 governing the content, the NPCA may make regulations applicable to the area under its jurisdiction (via. Ont. Reg. 155/06) to prohibit, restrict, regulate or give required permission for certain activities in and adjacent to watercourses, wetlands, shorelines of the Great Lakes and Niagara River and other hazardous lands.

Delegated 'Provincial Interest' in Plan Review

As outlined in the Conservation Ontario/ Ministry of Natural Resources (MNR) /Ministry of Municipal Affairs and Housing (MMAH) Memorandum of Understanding (MOU) on CA Delegated Responsibilities (Appendix 1), the NPCA along with all CA's has been delegated responsibilities from the Minister of Natural Resources to represent the provincial interests regarding natural hazards encompassed by Section 3.1 of the *Provincial Policy Statement, 2005 (PPS, 2005)*. In addition, Conservation Ontario has recently reconvened the Section 28 Regulations Committee on which the NPCA will have representation.

Public Commenting Bodies

Pursuant to the *Planning Act*, CA's are 'public commenting bodies', and as such are to be notified of municipal policy documents and planning and development applications. The NPCA may comment as per Board approved policies as local resource management agencies to the municipality or planning approval authority on these documents and applications.

Service Providers

Individual CA's may enter into service agreements with federal and provincial ministries and municipalities to undertake regulatory or approval responsibilities and/or reviews. The example in Niagara is the Memorandum of Understanding (MOU) that was signed and endorsed by the Niagara Region, area municipalities and Niagara Peninsula Conservation Authority (NPCA) in July 2007. The NPCA also has MOU's with the City of Hamilton and Haldimand County.

The MOU serves as a relationship management tool that clarifies roles and responsibilities of the signatories with opportunities for continuous improvements for policy planning and the processing of applications. As a signatory, the NPCA has mutual interest and obligation to ensure that the respective policies and regulations are appropriately considered, consistent and satisfied before a decision is made on any planning application.

Work Plan

One of the challenges of managing a project of this magnitude and complexity can many times be adequate planning and sufficient resources to get the job done well and on time. As a project management tool, a draft work plan (see Attachment #1) has been put together to provide direction and accountability, ensure there are adequate resources and sufficient consultation and engagement with key stakeholders, and to provide specific time targets and milestones.

Activities Underway

To get a head start on updating the NPCA's *Policies, Procedures and Guidelines for the Administration of Ontario Regulation 155/06 and Land Use Planning Policy Document* NPCA staff are in the process of examining the current policy documents and identifying potential problems, concerns, and issues that they have experienced while using the policy documents. Some of the questions staff are using to approach this initial review process include:

- Are there any areas of the document that are difficult to interpret?
- Are there any policies in the document that are no longer relevant?
- Is there anything missing from the document that should be included?
- Are there any policies in the document that are inconsistent with other legislation or government policies (e.g. *Planning Act, Endangered Species Act, Municipal Official Plans*)?
- Are there any policies that seem too restrictive?
- Are there any policies that are not restrictive enough?
- Which policies seem to be most often contested by the public?

Financial/Program/Business Implications

NPCA staff will be putting together a Terms of Reference along with a Request for Proposal (RFP) for Board approval to, consistent with NPCA consultant selection policies, hire a planning and public relations firm to assist with the intensive public consultation process and fundamental rewrite of the policy documents. Total projected costs for this work are estimated to range from \$100,000 to \$150,000 and will be incorporated into the 2015 budget.

REPORTS PERTINENT TO THIS MATTER

"Policies and Procedures for Conservation Authority Plan Review and Permitting Activity" (May, 2010) http://www.web2.mnr.gov.on.ca/mnr/water_erb/CALC_Chapter_Final_Apr23_Final.pdf.

Attachments:


1. NPCA Policy Review – Draft Work Plan

Prepared by:



Peter Graham, P.Eng.
Director, Watershed Management

Submitted by:



Carmen D'Angelo,
CAO/Secretary-Treasurer

This report was prepared with consultative input from Suzanne McInnes, MCIP, RPP – Manager, Plan Review and Regulations.

NPCA Policy Review - Work Plan

Dec. 10, 2014

Schedule of Tasks - Updates to NPCA Planning and Regulation Policy Documents	Week Ending	5-Dec-14	12-Dec-14	19-Dec-14	XMAS	9-Jan-15	16-Jan-15	23-Jan-15	30-Jan-15	6-Feb-15	13-Feb-15	20-Feb-15	27-Feb-15	Mar	Mar	Mar	Mar	Apr	Apr	Apr	Apr	
Complete Terms of Reference - Dec. 19th		■	■	■																		
Obtain Initial feedback from NPCA staff on Pertinent Policy Sections - Dec. 19th		■	■	■																		
Complete Request for Proposal (3rd party Planning / PR Consultant)		■	■	■																		
First Draft of Staff Report - by Jan. 6th				■		■																
Complete Staff Report (recommended approach, etc.) - Jan. 12th						■	■															
Advise Area Planner's at Jan 16th AP Meeting (request municipal reps.)							■															
NPCA Board to Approve ToR & RFP (incl. ongoing plan to update policies)-Jan 21st								■														
Send out RFP (Jan. 22nd) - Due Date: Feb 5th								■														
Send invitation to participate on Core Working Group (CWG) - Municipal reps.								■														
Confirm members of CWG - by Feb 9th (incl. in Feb. Staff Report to Board)								■	■													
Prepare Staff Report (Award of Work) - by Feb 9th									■	■												
NPCA Board to Consider Award of Work - Feb 18th											■											
Issue Contract for Award of Work - Feb 20th											■											
Review Background Material with Consultant														■	■	■						
Identify Key Stakeholders														■	■	■						
Set Up Schedule to meet with CWG - Ongoing	■	■												■	■	■						
Develop Communications Plan	■	■												■	■	■						
Training / Orientation / Feedback - NPCA Board - Ongoing	■	■												■	■	■						
Training / Orientation / Feedback - CLAC								■														
Prepare Initial Draft of Issues and Options																				■	■	■
NPCA Staff and CWG - Review Draft Issues and Options																				■	■	■
Prepare Technical Appendices (Ongoing)	■	■																				
Complete Staff Report (Issues and Options) - by June 9, 2015																						
NPCA Board to Receive for Information (Draft Issues & Options) - June 17, 2015																						
Stakeholder Consultation																						
Public Comments																						
Prepare Summary Report of Feedback from Public Comments																						
CWG - Upon Consideration of Feedback Recommend Changes to Policy Documents																						
Prepare Draft Policy Documents																						
Prepare Staff Report (Feedback Report & Draft Policy Documents) - by Nov. 6th																						
Board to Consider Feedback Report & Recommended Draft Policy Doc's - Nov. 18th																						
Additional Public Comments / Review																						
Summarize Feedback from Additional Public Comments																						
CWG - Upon Consideration of Feedback Recommend Changes to Policy Documents																						
Revise 1st Draft & Prepare Final Policy Documents																						
Deliver Final Policy Documents to NPCA Board for Approval - Mar 2016																						
Transition Phase Plan (e.g. date when policies will take full effect)																						
In conjunction with Consultant hold Training Sessions																						

DRAFT

NPCA Policy Review - Work Plan

Schedule of Tasks - Updates to NPCA Planning and Regulation Policy Documents	Week Ending	Apr	May	May	May	May	5-Jun-15	12-Jun-15	19-Jun-15	26-Jun-15	July	August	Sep	Sep	Sep	Sep	Oct	Oct	Oct	Oct	Oct	Nov	
Complete Terms of Reference - Dec. 19th																							
Obtain Initial feedback from NPCA staff on Pertinent Policy Sections - Dec. 19th																							
Complete Request for Proposal (3rd party Planning / PR Consultant)																							
First Draft of Staff Report - by Jan. 6th																							
Complete Staff Report (recommended approach, etc.) - Jan. 12th																							
Advise Area Planner's at Jan 16th AP Meeting (request municipal reps.)																							
NPCA Board to Approve ToR & RFP (incl. ongoing plan to update policies)-Jan 21st																							
Send out RFP (Jan. 22nd) - Due Date: Feb 5th																							
Send invitation to participate on Core Working Group (CWG) - Municipal reps.																							
Confirm members of CWG - by Feb 9th (incl. in Feb. Staff Report to Board)																							
Prepare Staff Report (Award of Work) - by Feb 9th																							
NPCA Board to Consider Award of Work - Feb 18th																							
Issue Contract for Award of Work - Feb 20th																							
Review Background Material with Consultant																							
Identify Key Stakeholders																							
Set Up Schedule to meet with CWG - Ongoing	█																						
Develop Communications Plan	█																						
Training / Orientation / Feedback - NPCA Board - Ongoing	█																						
Training / Orientation / Feedback - CLAC		█									█										█		
Prepare Initial Draft of Issues and Options		█	█	█	█																		
NPCA Staff and CWG - Review Draft Issues and Options					█	█	█																
Prepare Technical Appendices (Ongoing)	█																						
Complete Staff Report (Issues and Options) - by June 9, 2015																							
NPCA Board to Receive for Information (Draft Issues & Options) - June 17, 2015										█													
Stakeholder Consultation		█	█	█	█	█	█	█	█	█			█	█	█	█	█	█	█	█	█	█	█
Public Comments											█	█	█										
Prepare Summary Report of Feedback from Public Comments													█	█									
CWG - Upon Consideration of Feedback Recommend Changes to Policy Documents																	█	█					
Prepare Draft Policy Documents																			█	█	█		
Prepare Staff Report (Feedback Report & Draft Policy Documents) - by Nov. 6th																					█	█	
Board to Consider Feedback Report & Recommended Draft Policy Doc's - Nov. 18th																							
Additional Public Comments / Review																							
Summarize Feedback from Additional Public Comments																							
CWG - Upon Consideration of Feedback Recommend Changes to Policy Documents																							
Revise 1st Draft & Prepare Final Policy Documents																							
Deliver Final Policy Documents to NPCA Board for Approval - Mar 2016																							
Transition Phase Plan (e.g. date when policies will take full effect)																							
In conjunction with Consultant hold Training Sessions																							

DRAFT

NPCA Policy Review - Work Plan

Schedule of Tasks - Updates to NPCA Planning and Regulation Policy Documents	Week Ending	Nov	Nov	Nov	Dec	Jan-16	Feb-16	Mar-16	Apr-16	May-16
Complete Terms of Reference - Dec. 19th										
Obtain Initial feedback from NPCA staff on Pertinent Policy Sections - Dec. 19th										
Complete Request for Proposal (3rd party Planning / PR Consultant)										
First Draft of Staff Report - by Jan. 6th										
Complete Staff Report (recommended approach, etc.) - Jan. 12th										
Advise Area Planner's at Jan 16th AP Meeting (request municipal reps.)										
NPCA Board to Approve ToR & RFP (incl. ongoing plan to update policies)-Jan 21st										
Send out RFP (Jan. 22nd) - Due Date: Feb 5th										
Send invitation to participate on Core Working Group (CWG) - Municipal reps.										
Confirm members of CWG - by Feb 9th (incl. in Feb. Staff Report to Board)										
Prepare Staff Report (Award of Work) - by Feb 9th										
NPCA Board to Consider Award of Work - Feb 18th										
Issue Contract for Award of Work - Feb 20th										
Review Background Material with Consultant										
Identify Key Stakeholders										
Set Up Schedule to meet with CWG - Ongoing	■									
Develop Communications Plan	■									
Training / Orientation / Feedback - NPCA Board - Ongoing	■									
Training / Orientation / Feedback - CLAC										
Prepare Initial Draft of Issues and Options										
NPCA Staff and CWG - Review Draft Issues and Options										
Prepare Technical Appendices (Ongoing)	■									
Complete Staff Report (Issues and Options) - by June 9, 2015										
NPCA Board to Receive for Information (Draft Issues & Options) - June 17, 2015										
Stakeholder Consultation		■	■	■	■	■	■	■	■	■
Public Comments										
Prepare Summary Report of Feedback from Public Comments										
CWG - Upon Consideration of Feedback Recommend Changes to Policy Documents										
Prepare Draft Policy Documents										
Prepare Staff Report (Feedback Report & Draft Policy Documents) - by Nov. 6th										
Board to Consider Feedback Report & Recommended Draft Policy Doc's - Nov. 18th			■							
Additional Public Comments / Review			■	■						
Summarize Feedback from Additional Public Comments					■					
CWG - Upon Consideration of Feedback Recommend Changes to Policy Documents							■			
Revise 1st Draft & Prepare Final Policy Documents								■		
Deliver Final Policy Documents to NPCA Board for Approval - Mar 2016								■		
Transition Phase Plan (e.g. date when policies will take full effect)									■	■
In conjunction with Consultant hold Training Sessions										■

DRAFT

REPORTS for Consideration

- ❖ REPORT NO. 120-14
- ❖ REPORT NO. 121-14
- ❖ REPORT NO. 122-14
- ❖ REPORT NO. 123-14
- ❖ REPORT NO. 124-14

December 17, 2014 Full Authority Meeting

Report To: Board of Directors

Subject: Source Protection Data Sharing Agreement Extension

Report No: 120-14

Date: December 17, 2014

RECOMMENDATION:

That the NPCA sign the extension to the data sharing agreement with the Ministry of the Environment and Climate Change (MOECC) and Conservation Ontario (CO).

PURPOSE:

The purpose of this report is to:

- Present the “Extension of Grant of License” agreement between Ministry of Environment and Climate Change (MOECC) and the NPCA (attached). The original data sharing agreement (titled ‘Grant of License’ is also attached).
- Inform the NPCA Board that the MOECC is exercising its option to extend the agreement to March 31, 2016.

BACKGROUND:

Since 2005, the NPCA has received over \$5 million in direct funding for facilitating the source protection program in Niagara. Much of the funding was provided by the province in order to undertake technical studies needed to develop the Source Protection Plan (SPP) in Niagara. Although the program has been 100% funded by the province, the data collected and the information derived in developing the SPP is not owned by the province. It is owned by the Conservation Authorities (such as NPCA) that undertook the work. Consequently the province has entered into data sharing agreements with the local Conservation Authorities that are completing the source protection work.

The data being shared includes information such as Intake Protection Zone delineations, vulnerability scoring, and SPP policies. The province rolls up the information from the local CA’s into province wide databases that are used by various ministries involved in the source protection program and Clean Water Act.

The development of the provincial databases has been a truly collaborative effort. Much of database development work was completed by a few select CA’s that have this type of expertise in-house. The development work was coordinated and facilitated by Conservation Ontario, and funded by MOECC.

Conservation Ontario is identified on the agreement because it is the third party that houses the platform for the data and forwards the information to MOECC. The agreement only gives CO the right to make the Deliverables (data) available to the Ministry through both the assessment report database and the policy database.

DISCUSSION:

The MOECC has the option under Section 13 of the original agreement to extend the agreement for an additional two years if it wishes. The MOECC is exercising that option with the “Extension of Grant of License”.

FINANCIAL IMPLICATIONS:

There are no financial implications to signing this agreement extension.

RELATED REPORTS AND APPENDICES:

1. 2013/14 Signed data-sharing agreement titled, “Grant of License”.
2. Extension of “Grant of License” which would expire March 31, 2016.

Prepared by:



Brian Wright
Manager, Watershed Projects

Reviewed by:



Peter Graham P.Eng.
Director, Watershed Management

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

**Ministry of
the Environment**
Source Protection Programs
Branch
14th Floor
40 St. Clair Ave. West
Toronto ON M4V 1M2

**Ministère de
l'Environnement**
Direction des programmes de protection
des sources
14^e étage
40, avenue St. Clair Ouest
Toronto (Ontario) M4V 1M2



April 1, 2014

Mr. Tony D'Amario
General Manager/Secretary Treasurer
Niagara Peninsula Conservation Authority
250 Thorold Road West, 3rd Floor
Welland, ON L3C 3W2

Dear Mr. D'Amario:

Re: Extension of GRANT OF LICENSE (the "Agreement"), Concerning Access to and Use of the Assessment Report Database, the Policy Database and Source Protection Information contained within them.

Definitions: Conservation Authority (CA)

The Ministry of the Environment, Conservation Ontario and Niagara Peninsula CA executed the above-noted Agreement which expired on March 31, 2014. According to Section 13.0 of the Agreement, the Ministry has the option to extend the Agreement for a period of up to two terms.

This is to notify you that the Ministry is requesting to exercise its option pursuant to Section 13.0, Extension of Agreement; to extend the Agreement for an additional period of two years. Such extension is to be upon the same terms and conditions, and subject to the same representations, warranties and covenants, contained in the Agreement, and any mutually agreed upon amendment. The new expiry date of the Agreement is now March 31, 2016.

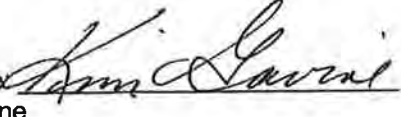
This letter is sent to you in triplicate. Please indicate your receipt of this notice of extension of the Term of the Agreement by signing where indicated on all copies, and return two copies to the under signed within 30 days of receipt of this letter.

Unless specified otherwise in this letter, capitalized words and phrases have their prescribed meaning as set out in the Agreement.

Yours truly,

Signature: 
Ling Mark
Director, Source Protection Programs Branch
Ministry of the Environment

Date: 2014/04/09

Signature: 
Kim Gavine
General Manager, Conservation Ontario
Conservation Ontario

Date: April 10/14

Signature: _____

Name: _____

Title: _____

Date: _____

I have authority to bind the Conservation Authority (CA)

Cc: Brian Wright, Source Protection Project Manager

Ministry of
the Environment

Source Protection Programs
Branch

14th Floor
40 St. Clair Ave. West
Toronto ON M4V 1M2

Ministère de
l'Environnement

Direction des programmes de protection
des sources

14^e étage
40, avenue St. Clair Ouest
Toronto (Ontario) M4V 1M2



Ontario

<input checked="" type="checkbox"/>	RECEIVED	<u>DL</u>	
DATE:	<u>AUG 29 '14 AM 10:32</u>		
To:	<input type="checkbox"/>	CHAIR, NPCA	
<input type="checkbox"/>	CAO OFFICE	<input type="checkbox"/>	CORP. SERVICES
<input type="checkbox"/>	WATERSHED	<input type="checkbox"/>	OPERATIONS

*Kindly sign all three
copies (attached).*

*Please return two
signed copies and
retain one copy
for your records.*

Thank you.

GRANT OF LICENSE

THIS GRANT OF LICENSE (the "**Agreement**"), made in triplicate, Concerning Access to and Use of the Assessment Report Database, the Policy Database and Source Protection Information contained within them is effective as of April 1, 2013 (the "**Effective Date**"),

BETWEEN:

HER MAJESTY THE QUEEN in right of Ontario
as represented by the **Minister of the Environment**

(referred to as the "**Ministry**")

AND:

ASSOCIATION OF CONSERVATION AUTHORITIES OF ONTARIO
c.o.b. as **Conservation Ontario**
a non-share capital corporation incorporated pursuant to the laws of Ontario

(referred to as "**CO**")

AND:

Niagara Peninsula Conservation Authority
established pursuant to subsection 3(1) of the *Conservation Authorities Act*

(referred to as the "**CA**")

WHEREAS CO owns a database structure called the assessment report database (the "**assessment report database**");

AND WHEREAS the Upper Thames River Conservation Authority owns a database structure called the policy database (the "**policy database**");

AND WHEREAS as of March 7, 2013 the Upper Thames River Conservation Authority and CO entered into a licence agreement giving CO the rights to give the Ministry the rights to access the policy database as set out in this Agreement;

AND WHEREAS CO wishes to give the Ministry and Clients the rights to access the assessment report database and the policy database;

AND WHEREAS the CA wishes to give CO and the Ministry the rights to access the Deliverables contained in the assessment report database and the policy database;

NOW THEREFORE in consideration of the covenants contained herein, the Ministry, CO and the CA mutually agree as follows:

1.0 **Defined Terms**

When used in the Agreement, the following words or expressions have the following meanings:

“Agency” or “Agencies” means all advisory, adjudicative, regulatory (including those with governing boards), operational enterprise and operational service agencies of the Province of Ontario.

“CA Address” and “CA Representative” mean:

Niagara Peninsula Conservation Authority
Address 250 Thorold Road West, 3rd Floor,, Welland, ON, L3C 3W2

Tony D'Amario, General Manager
Telephone: 905-788-3135
Fax: 905-788-1121
E-mail: tdamario@npca.ca

“Client” means any entity falling within the Ontario Public Service;

“CO Address” and “CO Representative” mean:

Conservation Ontario
Box 11, 120 Bayview Parkway
Newmarket, Ontario
L3Y 4W3

Kim Gavine, General Manager
Telephone: 905-895-0716 (ext. 231)
Fax: 905-895-0751
E-mail: kgavine@conservationontario.ca

“Deliverables” means all information input by the CA into each of the assessment report database and the policy database and all subsequent updates thereto;

“Derivative Work” means any work prepared by the Ministry or a Client based on the Deliverables including, without limitation, an adaptation, modification, translation, expansion, condensation or transformation including populating databases with the Deliverables, and including any work that if prepared without authorization would constitute copyright infringement;

“Intellectual Property” means intellectual or industrial property of any type in any form, including but not limited to copyright, patent, trademark or trade secret;

“Ministry Address” and “Ministry Representative” mean:

Ministry of the Environment
Source Protection Programs Branch
Drinking Water Management Division
40 St. Clair Ave. West, 14th Floor
Toronto, Ontario, M4V 1M2

Ling Mark, Director Source Protection Programs Branch
Telephone: 416- 212-6459
Facsimile: 416-327-6926
E-mail: ling.mark@ontario.ca

"Ontario Public Service" means the ministries and other administrative units of the Government of Ontario over which ministers preside, and for the purposes of the Agreement includes the Agencies;

"Person" if the context allows, includes any firms, partnerships or corporations or any combination thereof;

"Third-Party Intellectual Property" means any Intellectual Property owned by a party other than the Ministry or CO or CA;

2.0 **Governing Law**

The Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein. Any actions or proceedings arising in connection with the Agreement shall be conducted in Ontario.

2.1 The parties acknowledge and agree that all information forwarded to the Ministry under this Agreement is subject to the *Freedom of Information and Protection of Privacy Act* and that the Ministry is required to comply with the provisions of that Act.

3.0 **Notices by Prescribed Means**

Notices shall be in writing and shall be delivered by postage-prepaid envelope, personal delivery, e-mail or facsimile and shall be addressed to, respectively, the Ministry Address to the attention of the Ministry Representative and to the CO Address to the attention of the CO Representative and to the CA Address to the attention of the CA Representative or otherwise as directed from one party to the others from time to time in writing. Unless the parties expressly agree in writing to additional methods of notice, notices may only be provided by the methods contemplated in this paragraph.

4.0 **CO's and CA's Power to Contract**

Each of CO and CA represents and warrants that it has the full right and power to enter into the Agreement and there is no agreement with any other Person which would in any way interfere with the rights of the Ministry or a Client under this Agreement.

5.0 **Contract Binding**

The Agreement shall enure to the benefit of and be binding upon the parties and their successors, administrators and their permitted assigns.

6.0 **Grant of Rights to CO**

The CA represents that it has given CO the right to receive the Deliverables, carry out quality control checks of the Deliverables and consolidate the Deliverables. The CA further gives CO the right to make the Deliverables available to the Ministry through both the assessment report database and the policy database.

7.0 **Grant of Licence for Deliverables**

Subject to the provisions of Article 9 herein, the CA grants to the Ministry, including each Client, a non-terminable, perpetual, royalty-free, irrevocable, transferable, non-exclusive, worldwide, fully paid-up right and license to use, execute, distribute, perform, publish, sublicense, modify, manufacture, copy, reproduce and prepare, in any form, Derivative Works based on the Deliverables, and otherwise deal with the Deliverables for the purposes identified in Schedule 1. The CA represents and warrants that it shall at all times have the rights, title, and/or interest in and to the Intellectual Property embodied in the Deliverables that it needs to

make this grant of license to the Ministry including each Client. CA agrees to provide copies of the Deliverables to the Ministry when requested.

8.0 Grant of Licence for Assessment Report Database and Policy Database

CO grants to the Ministry, including each Client, a royalty-free, irrevocable, transferable, non-exclusive, worldwide, fully paid-up right and license to use the assessment report database and policy database to access the Deliverables for the purposes identified in Schedule 1. CO represents and warrants that it shall, for the period of this Agreement, have the rights, title, and/or interest in and to the Intellectual Property embodied in the assessment report database and the policy database that it needs to make this grant of license to the Ministry including each Client and CO acknowledges that the Ministry and each Client are relying on this representation and warranty. CO does not own the contents of the assessment report database or the contents of the policy database and CO does not warrant the accuracy of the Deliverables on either the assessment report database or the policy database. CO agrees to provide the Ministry when requested, with copies of the Deliverables contained in the assessment report database and/or the policy database and the CA expressly consents to such distribution.

9.0 No Representation and Warranty Regarding Deliverables

The CA makes the Deliverables available "AS IS", "AS AVAILABLE", and "WITH ALL FAULTS" without representations or warranties of any kind, either express or implied, as to the accuracy, completeness, reliability, currency, merchantability, fitness for purpose, title or otherwise.

10.0 Representation and Warranty Regarding Third-Party Intellectual Property in Assessment Report Database

CO represents and warrants that the licensing for the assessment report database shall not infringe or induce the infringement of any Third-Party Intellectual Property rights. Without limiting the generality of the foregoing, CO represents and warrants that it has obtained the full right and power with respect to any Third-Party Intellectual Property in the assessment report database to grant the licence to the Ministry and each Client as set forth in Article 8 of this Agreement. CO further represents and warrants that it has obtained assurances with respect to any Third-Party Intellectual Property that any rights of integrity or any other moral rights associated therewith have been waived.

11.0 Representation and Warranty Regarding Third-Party Intellectual Property in Policy Database

CO represents and warrants that the 'Whereas' clauses at the beginning of this Agreement are true. CO further represents and warrants that the licensing for the policy database shall not infringe or induce the infringement of any Third-Party Intellectual Property rights. Without limiting the generality of the foregoing, CO represents and warrants that it has obtained the full right and power with respect to any Third-Party Intellectual Property in the policy database to grant the licence to the Ministry and each Client as set forth in Article 8 of this Agreement. CO further represents and warrants that it has obtained assurances with respect to any Third-Party Intellectual Property that any rights of integrity or any other moral rights associated therewith have been waived.

12.0 Entire Agreement

The Agreement embodies the entire agreement between the parties with regard to the provision of the Deliverables and access to and use of the assessment report database and the policy database and supersedes any prior understanding or agreement, collateral, oral or otherwise with respect to the provision of the Deliverables and access to and use of the

assessment report database and the policy database existing between the parties at the date of execution of the Agreement.

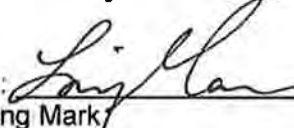
13.0 Term and Extension

This Agreement shall commence on the Effective Date and remain in full force and effect up to and including March 31, 2014 or the expiry date of any extension to the Agreement. The Ministry shall have the option to extend the Agreement for two further terms of one year each, each such extension to be upon the same terms contained in the Agreement. The option shall be exercisable by the mutual agreement by all parties setting forth the precise duration of the extension of the Agreement.

14.0 Survival

The following provisions of this Agreement shall survive the termination or expiry of this Agreement and continue in full force and effect in accordance with the terms of this Agreement and shall not merge: Article 2.0 (Governing Law); Article 7.0 (Grant of Licence for Deliverables); Article 9.0 (No Representation and Warranty Regarding Deliverables); Article 14.0 (Survival); and all applicable cross-referenced provisions.

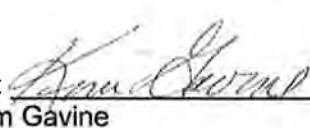
**HER MAJESTY THE QUEEN in right of Ontario
as represented by the Minister of the Environment**

Signature: 
Name: Ling Mark
Title: Director, Source Protection Programs Branch

Date: April 3, 2013

Pursuant to delegated authority

CONSERVATION ONTARIO

Signature: 
Name: Kim Gavine
Title: General Manager

Date: April 4, 2013

I have authority to bind CO

Niagara Peninsula Conservation Authority

Signature: 
Name:
Title:

Date: April 11, 2013

I have authority to bind the CA

SCHEDULE 1

PURPOSES

- to provide and publish the Deliverables and/or Derivative Works internally within the Ontario Public Service including but not limited to
 - maps of vulnerable areas, web mapping and web feature services, and other Derivative Works on the Ontario Public Service intranet
- to provide and publish Derivative Works externally to the public to protect existing and future sources of drinking water including but not limited to
 - promoting and defending the source protection program by publishing Derivative Works, including but not limited to maps of vulnerable areas, on public internet sites.
 - publishing the Deliverables and/or Derivative Works on the Joint MOE – Conservation Ontario OPEN Portal.
- to enable the Ministry and/or Clients to make evidence based policy and program area decisions and to meet obligations required of the Ministry and/or Clients to review prescribed instruments as defined under section 2(1) of the *Clean Water Act, 2006* and further described under section 1.0.1(1) of Ontario Regulation 287/07 made under the *Clean Water Act, 2006*.
- to meet obligations as described in policies approved by the Minister of the Environment in source protection plans as defined in the *Clean Water Act, 2006*.
- ensuring that owners and operating authorities of all drinking water systems in source protection areas as defined under section 2(1) of the *Clean Water Act, 2006* in Ontario have the information needed to be in compliance with the *Clean Water Act, 2006* and the *Safe Drinking Water Act, 2002*.
- to enable the Ministry and Clients to make evidence based decisions regarding:
 - policy and any related program area planning and risk assessment initiatives.
- to meet obligations pursuant to the Canada-Ontario Agreement Respecting the Great Lakes Ecosystem as may be amended from time to time.
- to meet the principles and carry out the roles and responsibilities under the Low Water Response Program as set out in a document titled "Ontario Low Water Response" dated March 2010, as the same may be amended from time to time.
- to meet any obligations required of the Ministry and Clients to address concerns associated with climate change initiatives.

Report To: Board of Directors
Subject: Conservation Area Rates & Fee Schedule 2015
Report No: 121-14
Date: December 17, 2014

RECOMMENDATION:

That the NPCA Board approve the 2015 Conservation Area Fee Schedule as outlined in Appendix 1 of this report.

PURPOSE:

For the NPCA Board to approve the 2015 fee structure.

BACKGROUND:

NPCA staff have consulted with neighbouring Conservation Authorities and park agencies to compare fees for services (Appendix 2). Senior Operations staff, including Park Superintendents, met to analyze and recommend fee changes to the Board. A summary of the proposed Conservation Area Program Fees is attached as Appendix 1 of this report.

DISCUSSION:

Day Use Fees

Day Use fees for adults, students and seniors will remain unchanged within the campgrounds. Balls Falls is recommended to be reduced to the 'off-season' rates for the full 12 months. In 2014, this move saw an increase of revenue (approx. \$8,000) due to the additional volume of visitors paying the fee.

At Binbrook, there has not been an increase in fees at for several years, including 2014. The intent was to finalize the Binbrook Master Plan process. With the Master Plan completed, additional revenues will be needed to help offset the costs of implementing the Plan. Therefore, a nominal increase of 75 cents is being recommended for the 2015 season.

Most areas are experiencing a steady growth in day use attendance, with the exception of Long Beach, where visitor numbers are being impacted by the nearby Regional Access Beach.

Pavilion Rentals

Pavilion rentals will remain unchanged at Long Beach, Chippawa Creek and Binbrook Conservation Areas for 2015.

Membership Pass

The membership pass fee is recommended to be adjusted to better reflect the demands of each park; there is also an option to purchase an 'All-Park' pass. Staff believes the price point of this product is well placed in comparison to similar pass programs offered by the Hamilton Conservation Authority and Conservation Halton, who have more fee-for-service operations.

Camping Fees

Camping Fees have remained the same for several years prior to a nominal increase for the 2014 operating season. NPCA fees are still low compared to other parks/agencies. This could leave the NPCA open to criticism by private park operators and it would certainly undervalue our resource. Further, as operating costs have increased, the NPCA should position itself to recoup these costs. Staff suggests working toward bringing fees closer to the average. Currently, NPCA camping facilities and amenities do not justify a significant increase relative to the amenities offered by private parks.

Demand at our parks, particularly 30amp electrically serviced camping, is very strong. There is a waiting list for these sites and an increase in advance bookings each season. Trends in both advanced bookings and increased waiting lists, point to a steady increase in demand and supports an additional nominal increase for the 2015 season. Further, a new 'Lakefront' class has been created and pegged to the 30 Amp Premium fee schedule to better reflect the value and demand of the lakefront sites at Long Beach.

Staff further recommends adding a Long Weekend premium on all sites of \$4. NPCA campgrounds are at capacity during these peak periods showcasing the high demand. This is a common practice at many campgrounds and would net an additional \$10,000/year.

Ball's Falls

2015 Rates and Fees have already been approved at the November 2014 NPCA Board Meeting.

FINANCIAL IMPLICATIONS:

The estimated financial implications of the recommended nominal fee changes should result in additional revenues of approx. \$70-85,000/year. The breakdown is as follows:

Day Use: additional \$10-15,000/year
Membership Passes: additional \$7-10,000/year
Long Weekend Premium of \$4 for all sites: additional \$10,000/year
Reservation fee capture: additional \$10,000-20,000/year
Seasonal Camping: additional \$22,000/year
Transient Camping: additional \$7500
Hunting permit: additional \$2000/year

RELATED REPORTS AND APPENDICES:

1. Appendix 1- Proposed 2015 CA Fee Schedule
2. Appendix 2- 2014 Fee Comparison

Prepared by:



David Barrick
Senior Manager, Operations

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

Appendix 1: Proposed 2015 Fee Schedule

Long Beach and Chippawa Creek

Day Use (tax included)	2012	2013	2014	2015
Adults	4.00	4.00	4.00	4.00
Seniors	3.00	3.00	3.00	3.00
Students	3.00	3.00	3.00	3.00
Max Car	15.00	15.00	15.00	15.00
Bus (over 20 / vehicle)	79.10	79.10	79.10	79.10

Camping (non-serviced)	2012	2013	2014	2015
one night	32.00	32.00	34.00	34.00
seasonal	1,600.00	x	x	x

Camping (15Amp+Water)	2012	2013	2014	2015
one night	36.00	36.00	38.00	38.00
seasonal*	1,800.00	1,800.00	1,900.00	2,000.00

Camping (15Amp premium)	2012	2013	2014	2015
one night	38.00	38.00	40.00	42.00
seasonal*	1,957.00	1,957.00	2,100.00	2,200.00

Camping (30Amp+Water)	2012	2013	2014	2015
one night	40.00	40.00	42.00	44.00
seasonal*	2,060.00	2,060.00	2,200.00	2,300.00

Camping (15Amp Lakefront)	2012	2013	2014	2015
Camping (30Amp premium)	2012	2013	2014	2015
one night	42.00	42.00	44.00	46.00
seasonal*	2,205.00	2,205.00	2,400.00	2,500.00

* 2015 seasonal includes extra vehicle pass

Long Weekend Premium of \$4 for all sites

reservation fee is non-refundable; less than 24 hours cancellation notice = lose 1st night

additional vehicle fee \$10

Binbrook Conservation Area

Day Use (tax included)	2012	2013	2014	2015
Car and Driver	5.25	5.25	5.25	6.00
Adult	4.25	4.25	4.25	5.00
Senior/Students	3.25	3.25	3.25	4.00
Max Car	16.00	16.00	16.00	18.00
Bus (over 20/vehicle)	79.10	79.10	79.10	90.00

Facilities Rental	2012	2013	2014	2015
Picnic Pavilion	75.00	100.00	100.00	100.00
Open Air Picnic Area	40.00	55.00	55.00	55.00
Registration Fee	10.00	0.00	0.00	0.00

Balls Falls Conservation Area

Day Use (tax included)	2014	2015
Adult	5.75	5.00
Senior/Students	4.25	3.50
Max Car	18.00	14.00
Bus (over 20/vehicle)	110.00	110.00

Membership Pass (plus HST)

Park	2014	2015	Seniors
Balls Falls	70.00	80.00	70.00
Binbrook	70.00	85.00	75.00
Chippawa & Long Beach	70.00	70.00	60.00
All Park Pass	x	95.00	85.00

Permit	2012	2013	2014	2015
Hunting	25.00	25.00	25.00	30.00

Organization	NPCA	NPCA	GRCA	HCA	HCA	Rock Pt.	Bissell's	N.E.T	Windmill	Highland	Knight's	NF KOA	Campark	Jellystone
1 night	\$42.00	\$44.00	\$45.00			\$43.75								
Week														
Season	\$2,205.00	\$2,400.00	\$2,485.00								\$3,765.00			
50AMP WATER & SEWER														
1 night					\$48.00		\$80.00					67-97	67-97	62-66
Week					sewer							sewer	sewer	sewer
Season					n/a		\$4,200.00	\$2,650.00						
OTHER:														
sewer hookup							extra							
electricity bill (seasonal)							extra	extra						
cabin							100 - 300	\$70.00			available	available	available	
Weekend Premium Rates				below	below		extra	\$5/nt			extra			
Extra person							\$20.00							
Pets	2 max	2max							\$5.00					
Air Conditioner Fee / day														
Premium Campsite Fee							extra				\$7,000.00			
Large Trailer Premium								\$175.00						
Full-Time Seasonal Premium								\$200.00						
Pull-Thru Site Premium														
Combined Shed / Storage Fee														
Vehicle Pass	70/65/60		122 & 77	100/72/57	100/72/57		15pp				\$300.00			
Deck storage fee	\$20.00	\$20.00												
				alcohol ban										
COMPARISONS (weekends):														
Non-serviced: 2 nights, 2 adults, 3 kids	\$64.00	\$68.00	\$72.00	\$72.00	none	\$79.10	\$150.00	\$94.00	90+	none	\$84.00	90+	84+	82+
15amp Serviced: 2 nights, 2 adults, 3 kids	\$72.00	\$76.00	none	none	none	none	none	none	none	none	none	120+	94+	94+
30amp Serviced: 2 nights, 2 adults, 3 kids	\$80.00	\$84.00	\$88.00	\$84.00	\$86.00	\$90.40	\$180.00	\$104.00	96+	none	\$104.00	120+	102+	100+
30amp/seasonal: 2adults, 2students, 2cars	\$2,139.00	\$2,279.00	\$2,352.00	none	none	none	2825+	2300+	2035+	2450+	3068+	?	none	none

Where We Sit:

Lowest unserviced weekend rate Lowest serviced weekend rate Lowest "seasonal" rate. Area of concern

\$6 nightly discount to passholders
changes from weekend premium rate to upselling passes



To: Chairman and Members of the Authority

Date: December 17, 2014

Report No: 122-14

Re: Welland River Floodplain Review & Implementation - Update

RECOMMENDATIONS

THAT:

1. Report No. 122-14 be received for information purposes.
2. The Board consider the opinions of the Welland River Floodplain Review & Implementation Committee noted herein.
3. NPCA staff recommends that Option 1 – *‘Do not accept the 2010 Aquafor Beech floodplain mapping and re-model the 100 year Welland River floodplain’* be approved.
4. In recognition of Township of Wainfleet Resolution No. C-125-2014, NPCA staff would be willing to participate in this initiative; however, this initiative should remain separate and not hinder activities dealing with the Implementation of the Welland River 100 year flood lines.

Report Overview

On December 4th 2014, the Welland River Floodplain Review & Implementation Committee (WRFRIC) and NPCA staff convened to discuss recommendations to be presented for consideration to the NPCA Board in order to obtain further direction with respect to implementing the Welland River floodplain mapping.

Conflicting issues, concerns, and priorities were raised by committee members. These issues can reasonably be synthesized into two (2) primary elements; namely:

- I. Implementation of the Welland River 100 year Flood Lines, and
 - II. Supporting the Township of Wainfleet Resolution with respect to the need to engage a large stakeholder group to mitigate the various impacts arising from the alteration of the natural flow of the Welland River.
-
- I. **Implementation of the Welland River 100 year Flood Lines**

Extensive discussions resulted in the following three (3) Committee endorsed options to be brought forward by staff for consideration by the NPCA Board:

1. Do not accept the 2010 Aquafor Beech floodplain mapping and re-model the 100 year Welland River floodplain.
2. Do not update the Welland River 100 year floodplain and continue to use the existing 1985 Floodplain Maps.
3. Complete Additional Studies to Better Understand Impact of OPG Operations on the Welland River and its associated floodplain.

Analysis

The following provides a summary of benefits and risks associated with each of the three options:

1. Do not accept the 2010 Aquafor Beech floodplain mapping and re-model the 100 year Welland River floodplain.

This option would completely reject the 2010 Aquafor Beech floodplain mapping study. It would also entail a completely new effort to undertake the necessary hydrologic and hydraulic analysis in order to generate 100 year return period floodlines along the entire length of the main branch of the Welland River from the Binbrook Dam in Hamilton to the Niagara River in Niagara Falls.

Advantages

- Would address the frequently expressed concern of some Committee members regarding the reliability and validity of the revised 2010 Aquafor Beech floodplain mapping.
- Re-modeling process would allow for extensive Committee and public consultation and engagement. It would address the vocal concern expressed that the 2010 floodplain mapping effort was not open and transparent.
- A new floodplain mapping Request for Proposal (RFP) would require the selected consultant to provide additional independent analysis and rationale regarding:
 - An analysis and assessment of the relative factors influencing the Welland River surface water conditions including the two on-line Welland Canal siphons and flow reversals due to Ontario Power Generation operations;
 - Justification regarding the selection and utilization of an appropriate design storm for the watershed;
 - Justification regarding the selection and utilization of appropriate hydrologic and hydraulic models for the watershed and the main branch of the Welland River.
 -

Disadvantages

- A lengthy (est. 10 – 15 months) and costly (est. over \$250,000) endeavour
- The new flood lines may end up being higher than the 2010 Aquafor Beech flood lines.

2. Do not update the Welland River 100 year floodplain and continue to use the existing 1985 Floodplain Maps.

This option would completely reject the 2010 Aquafor Beech Welland River floodplain mapping and would result in the continued use of the existing 1985 floodplain maps. No new updates to the main branch of the Welland River (from Binbrook to the Niagara River) are proposed to be undertaken.

Advantages

- It is logical to assume that the landowners impacted by the 2010 Aquafor Beech Welland River flood lines would be pleased with this option.

Disadvantages

- Legal advice indicates that the only legally justifiable reason to reject the new flood lines must be based on substantive flaws or incompetence in the engineering analysis (i.e. results are not deemed 'defensible'). The AMEC Peer Review indicated that the 2010 Aquafor Beech floodplain report did not contain substantive flaws or incompetent engineering analysis.
- Implementation of this option would likely be seen by courts as an inappropriate discretionary decision by the Board (i.e. the Board would not be protected by *qualified immunity*), potentially exposing the NPCA to future liability.

3. Complete Additional Studies to Better Understand Impact of OPG Operations on the Welland River and its associated floodplain.

Some Committee members recommended that additional studies be undertaken, prior to undertaking any new floodplain mapping effort, in order to gain a better understanding of the potential impacts that OPG operations may have on the Welland River and its associated floodplain.

Advantages

- Results of these yet to be determined studies could provide additional information to help validate and calibrate any new Welland River floodplain model.

Disadvantages

- As noted previously, this decision would result in the NPCA continuing to be exposed to liability as the generation or confirmation of flood lines would be significantly delayed.

Note: Some of the additional studies proposed can be addressed by issuing Option #1's floodplain mapping Request for Proposal (RFP) which would require the selected consultant to provide additional independent analysis of issues impacting the Welland River.

Staff Preferred Option

Of the three (3) WRFRIC endorsed options noted above, NPCA staff recommends moving forward with 'Option #1 – Do not accept the 2010 Aquafor Beech floodplain mapping and re-model the Welland River 100 year floodplain.' As a start, this would entail issuing a Request for Proposal (RFP) to re-model the 100 year floodplain along the entire length of the Welland River in order to solicit costs, schedules, and work programs from prospective engineering firms.

In NPCA staff's opinion, of the available options, this one minimizes the risks and liability to the Authority. As well, this option allows for extensive consultation and engagement with the public which would serve to address one of the most persistent and vocal criticisms by the public on this issue. To this end, a copy of the Request for Proposal is attached for the Board's consideration and approval to move forward with its issuance.

It is noted that NPCA staff reviewed and approved the 2010 Aquafor Beech floodplain mapping study. As such, staff's support of this preferred WRFRIC resolution should not be viewed in any way as providing negative commentary with respect to the 2010 Aquafor Beech engineering initiative.

II. Supporting the Township of Wainfleet Resolution

The WRFRIC agreed that, as per Township of Wainfleet Resolution No. C-125-2014, there is a need to engage a multi-disciplinary stakeholder group in a longer term "widespread study of the Welland River watershed for the purpose of ameliorating the impacts of obstructions to the flow of the Welland River".

As such, the WRFRIC proposes that the NPCA Board direct staff to undertake efforts to participate in a stakeholder group which serves to examine and mitigate impacts to the natural environment, water quality, drainage, wildlife, and fisheries as a result of obstructions to the natural flow of the Welland River.

NPCA staff has no objection to undertaking this proposal as an initiative separate from the issue of floodplain mapping. NPCA staff note that any participation in this initiative should be undertaken so as not to hinder with the primary objectives of the WRFRIC which is to make "appropriate recommendations to the Full Authority Board with respect to implementation of the revised Floodplain Mapping for the Welland River".


Financial / Program / Business Implications

As noted previously, re-modeling of the entire length of the Welland River will take approximately 10 to 15 months to complete (requiring staff resources) and is estimated to cost over \$250,000. Funding for this initiative would come from reserves dedicated for the improvement of the overall health of the Welland River.

RELATED REPORTS AND APPENDICES:

1. Request for Proposal (RFP) – Welland River Floodplain Mapping
2. Wainfleet Resolution No. C-125-2014.

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

Submitted by: 
Carmen D'Angelo, BSc, MPA; CAO/Secretary-Treasurer

This report was prepared with consultative input from Steve Miller; Supervisor, Water Resources.

Welland River Floodplain Mapping Update Request for Proposal

(December 17, 2014)

SUMMARY AND BACKGROUND

The Niagara Peninsula Conservation Authority (NPCA) was established in 1959 under the Conservation Authorities Act, and serves approximately half a million people in an area known as the Niagara Peninsula Watershed. With its unique resources, the Niagara Peninsula is one of the most complex watersheds in the Province. It includes lands drained by the Niagara River, Twenty Mile Creek, the Welland River, the Welland Canal, Lake Erie and Lake Ontario. Settled between two Great Lakes and transversed by the Niagara Escarpment, the Niagara Peninsula has truly unique climatic and biotic zones that are unlike anywhere else in North America.

The objects of a Conservation Authority are to “establish and undertake, in the area over which it has jurisdiction, programs designed to further the conservation, restoration, development and management of its natural resources”. In order to fulfill this mandate, one of the responsibilities of the NPCA is to implement programs that contribute to public safety from flooding and erosion (i.e. Floodplain Management).

As such, the Niagara Peninsula Conservation Authority (NPCA) is proposing to update and create new floodplain mapping along the entire length of the Welland River.

PROJECT SCOPE

This study will undertake the necessary hydrologic and hydraulic analysis in order to generate 100 year return period floodlines for the Welland River from the Binbrook Dam in Hamilton to the Niagara River in Niagara Falls (as indicated on the attached map). All components of this analysis shall be consistent with the Ministry of Natural Resources procedures and standards as well as Environment Canada’s Flood Damage Reduction Program requirements.

The new floodplain mapping report shall identify roadways which are susceptible to flooding (i.e. overtopping) due to capacity limitations of the associated culvert/bridge structures and the identification of flood-susceptible buildings. The report shall also include recommendations to mitigate the identified flood hazards which may include: floodproofing, culvert/bridge replacement, or channel capacity improvements. The estimated costs to mitigate the flood-susceptibility of identified roads and buildings shall also be included.

PROJECT PURPOSE AND DESCRIPTION

With the primary purpose of accurately generating the above noted 100 year flood lines and associated flood susceptibility analyses, the proposed floodplain mapping report shall specifically include:

- 1) Characterization of the watershed;

- 2) An analysis and assessment of the relative factors influencing the Welland River surface water conditions including the two on-line Welland Canal siphons and flow reversals due to Ontario Power Generation operations;
- 3) Travel time assessment along the length of the Welland River;
- 4) Justification regarding the selection and utilization of an appropriate design storm for the watershed;
- 5) Justification regarding the selection and utilization of an appropriate hydrologic model for the watershed;
- 6) Justification regarding the selection and utilization of an appropriate hydraulic model for the main branch of the Welland River;
- 7) Justification regarding the establishment of appropriate boundary conditions;
- 8) Commentary regarding the calibration of the selected Welland River hydraulic model and the model's predicted degree of accuracy;
- 9) A sensitivity analysis of the selected Welland River hydraulic model along with a justification of the hydraulic models input.

PROJECT MEETINGS / COMMUNICATIONS

The proposal shall include meetings of the consultant team and the NPCA at the following stages:

- 1) Project initiation;
- 2) At approximately the 30% completion stage, provide an update on project status and discuss any issues with respect to watershed characterization, utilization of the design storm, and write up of model selections (both hydrologic and hydraulic);
- 3) At approximately the 60% completion stage, provide an update on project status and discuss any issues with respect to the hydrologic and hydraulic modeling calibration and validation;
- 4) After the NPCA has reviewed the draft floodplain report and mapping in order to discuss comments;
- 5) At the completion of the project in order to summarize relevant issues, identify significant damage centres, and discuss the study's conclusions and recommendations.
- 6) Provide bi-weekly updates to Director, Watershed Management (NPCA).

In addition, other Town Hall Meetings (2 or 3) with affected landowners/stakeholders along with meetings (5 or 6) with the Welland River Floodplain Review & Implementation Committee (WRFRIC), which is comprised of local residents and NPCA Board members, will be required to outline processes and present updates / findings.

PROJECT DELIVERABLES

Proposal

Proposals shall contain the following;

- 1) An outline of the study concept and methodology including the proposed report format and documentation. The proposal should demonstrate an understanding of the study objectives and the characteristics of the study area.

- 2) A list of activities to be carried out to meet the study objectives, describing how the objectives will be addressed, together with an associated time schedule.
- 3) Hydrologic and hydraulic model selections should be identified and justified.
- 4) A list of study team members and their curriculum vitae. Changes in study team members as listed in the proposal will not be allowed without prior written approval of the NPCA.
- 5) A detailed breakdown of the study costs and disbursements including the proposed study team members, their time allocations, and their per diem costs.
- 6) The firm's history, philosophy, and related experience in undertaking projects of similar scope and magnitude.
- 7) A list of three (3) references including names, position, telephone numbers and E-mail addresses for which the Bidder has performed similar work. These references may be contacted during the proposal evaluation phase to determine their satisfaction with the work carried out.

Report

The successful consultant shall submit six (6) hard copies and a digital .pdf copy of the entire final floodplain mapping report complete with all associated maps, diagrams, calculations, and culvert/bridge crossing inventory. All files (both paper and digital) of the associated hydrologic and hydraulic computer models shall be provided to the NPCA.

Mapping

This study will deliver 1:2000 mapping (paper and digital) in both 24x36 and 11x17 inch (600 dpi) .pdf formats. A Digital Terrain Model (DTM) and digital orthoimagery are available from the NPCA for use in this study as the topographic base.

All spatial data produced during the study will be captured at 1:2000 scales or larger and be delivered to the NPCA in ESRI shapefile format (no CAD drawings accepted). Metadata using the Region of Niagara Metadata Standard will be generated along with supplemental data dictionaries for each shapefile to be delivered.

AVAILABLE RESOURCES

For this study, the following resources are available to the study team:

- 1) A 2002 Digital Terrain Model (DTM) of the study area;
- 2) 2010 Digital orthoimagery of the study area;
- 3) Digital information with respect to soils, land use, and land cover of the study area;
- 4) Four (4) surface water gauge stations located within the study area;
- 5) Long term meteorological data from climate stations in and around the study area;
- 6) Historic computer models and reports for the Welland River (including bathymetry).

PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria:

- **Overall proposal suitability:** Proposed solution(s) must meet the scope and needs included herein and be presented in a clear and organized manner.
- **Organizational experience:** Bidders will be evaluated on their experience as it pertains to the scope of this project.
- **Previous work:** Bidders will be evaluated based on client testimonials and references pertaining to previous relevant work.
- **Value and cost:** Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of this project.
- **Technical expertise and experience:** Bidders will be evaluated based on descriptions and documentation of staff technical expertise and experience.

SUBMISSION DEADLINE AND REQUIREMENTS

- a) Deadline for submission of the proposal is TBD.
- b) Faxed proposals are NOT acceptable.
- c) All enquiries, requests, and proposal submissions shall be directed to:

Mr. Peter Graham, P.Eng.
NPCA Director, Watershed Management
250 Thorold Road West, 3rd Floor
Welland, Ontario. L3C 3W2
Tel: (905) 788-3135 x 230
Fax: (905) 788-1121

- d) All prices quoted shall be net prices and shall exclude HST.
- e) The NPCA notes that any proposals received after the deadline or deemed by the NPCA to be incomplete in any way will be rejected.
- f) The NPCA reserves the right to award this project based on the merits of the entire proposal. The lowest bid will not necessarily be awarded this project.

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

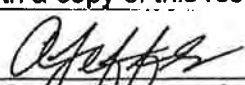
WHEREAS over the last 30 years, members of the Wainfleet Drainage Committee have been advised by staff from Ontario Power Generation that the Welland River is in the jurisdiction of the Niagara Peninsula Conservation Authority;

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

Report To: Board of Directors

Subject: NPCA Permit Approval Process (Ont. Reg. 155/06)

Report No: 123-14

Date: December 17, 2014

RECOMMENDATION

THAT the Board adopt Report No. 123-14 including Appendix 1 – NPCA Permit Approval Process Flow Chart (December 2014).

PURPOSE

The purpose of this report is to provide the Board with a permit approval process flow chart.

STRATEGIC PLAN ALIGNMENT

Phase 1 of the section titled “Streamlined, Efficient Delivery of Development Approvals Process” of the NPCA Strategic Plan, indicates that the Board is to consider and adopt permit approval process business rules / flow chart. Phase 2 of this section indicates that the majority of permit approvals will be completed with in-house staff. This report is intended to meet these requirements.

BACKGROUND

Ontario Regulation 155/06, Niagara Peninsula Conservation Authority (NPCA): Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses (http://www.e-laws.gov.on.ca/html/regis/english/elaws_regs_060155_e.htm) came into place on May 4, 2006 (revised February 8, 2013).

In 2007, the Ministry of Natural Resources (MNR) established a Conservation Authority Liaison Committee (CALC) that was comprised of the following members:

- Conservation Ontario (CO)
- Grand River Conservation Authority (GRCA)
- Lower Trent Conservation Authority (LTCA)
- Toronto Region Conservation Authority (TRCA)
- BILD(formerly Greater Toronto Homebuilders Association/Urban Development Institute)
- Hamilton-Halton Homebuilders Association
- Ontario Homebuilders Association
- Environmental Defence
- Sierra Club of Canada (Peel Region chapter)
- Association of Municipalities of Ontario (AMO)
- City of Toronto

- Regional Planning Commissioners of Ontario
- MNR and
- Ministry of Municipal Affairs and Housing (MMAH).

The purpose of this group was to clarify the roles of Conservation Authorities in the areas of municipal plan review, permitting related to development and the protection of the natural environment. The development community wanted to have consistency amongst Conservation Authorities and rules in place regarding timelines for processing applications, preconsultation, appeals and complete applications.

The work of CALC resulted in a document called “Policies and Procedures for Conservation Authority Plan Review and Permitting Activity” (May, 2010)

http://www.web2.mnr.gov.on.ca/mnr/water_erb/CALC_Chapter_Final_Apr23_Final.pdf.

This document provides clarity regarding the role of Conservation Authorities in land use planning and permitting activities, promotes greater consistency between Conservation Authorities in the delivery of these activities and provides improved transparency. The work of the group resulted in a new CA Plan Review and Permitting chapter that was incorporated into the “MNR Policies and Procedures for Conservation Authorities Manual”.

NPCA’s Strategic Plan was initiated in 2011 to recommend improvements to its areas of business including the working group focused on “Improving Development Process Performance”. This working group prepared a permit approval process flow chart that included desired estimated timelines for processing Regulation 155/06 Permit applications. Their work resulted in a specific recommendation with the approved NPCA Strategic Plan (April 2014) as noted above.

DISCUSSION

The CALC (2010) and NPCA Strategic Plan (2014) identified opportunities to improve the timelines to process permits issued under Ontario Regulation 155/06.

Outlined below are the relevant sections of the CALC Chapter:

Section 7.4.1 From the date of written confirmation of a complete application, CAS are to make a decision (i.e. recommendation to approve or referred to a Hearing) with respect to a permission (permit) application and pursuant to the CA Act within 30 days for a minor application and 90 days for a major application. Major applications may include those that: are highly complex, requiring full technical review, and need to be supported by comprehensive analysis, or do not conform to existing CA Board approved Section 28 policies.

Section 7.4.2 If a decision has not been rendered by the CA within the appropriate timeframes (i.e. 30 days for minor applications / 90 days for major applications) the applicant can submit a request for administrative review by the GM or CA and then if not satisfied, by the CA Board of Directors.

The Strategic Plan working group identified an ideal timeframe of 10 days to approve a permit.

Staff completed a review of Regulation 155/06 permits issued from Year 2010 to September 2014. The timelines do not reflect the date of complete application (it was not until the Board

considered Report No 74-14 that the term complete application was used). The data reflects the date the application was received. A complete application is one that includes the completed application form, any additional information identified through preconsultation and the fee. In some cases fees were not submitted with an application and staff would begin working on permits but would not issue them until the fee was received. This is fairly common with municipal infrastructure projects. In some cases a permit application was submitted but did not include necessary drawings or reports.

The total number of permits issued since 2012 has been on the rise. The majority of the permit applications are for municipal infrastructure work (bridge repairs, bridge replacements and culvert replacements) and development within a regulated area (e.g. new homes, home additions and accessory structures).

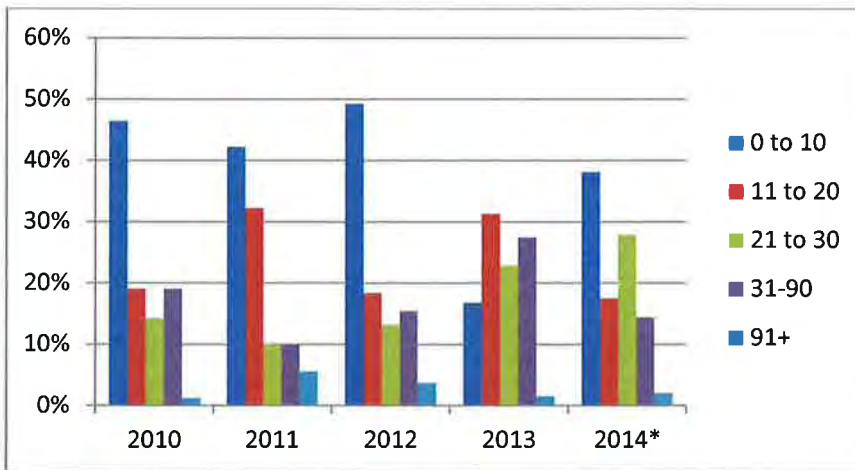
Figures 1 through 3 below provide a tabular summary and graphical view of NPCA permit processing timelines over the past five (5) years.

Figure 1: Number of Days to Process NPCA Permit application, 2010-2014

Days to Process Permit	2010	2011	2012	2013	2014*
0 to 10	39	38	67	22	37
11 to 20	16	29	25	41	17
21 to 30	12	9	18	30	27
31-90	16	9	21	36	14
91+	1	5	5	2	2
Total	84	90	136	131	97

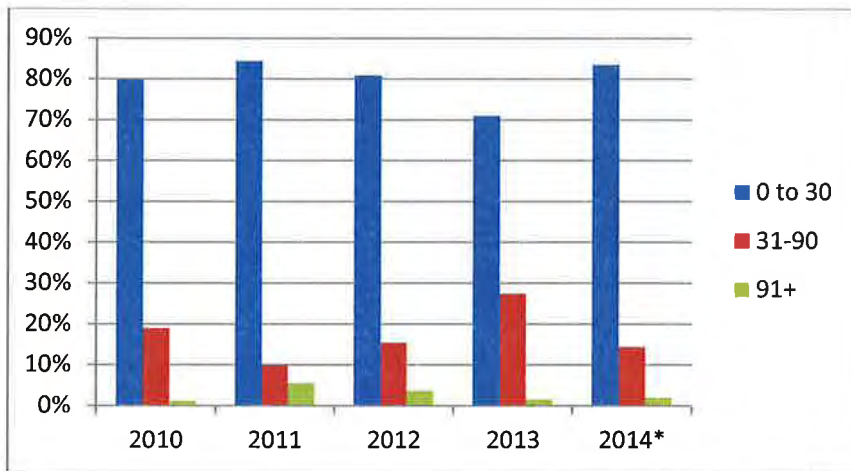
*2014 (Jan to mid-September)

Figure 2: Number of Days to Process NPCA Permit Application as a %, 2010-2014



*2014(Jan-mid-September)

Figure 3: Number of Days to Process NPCA Permit Applications as a %, 2010-2014



*2014(Jan-mid-September)

Permits issued over the last 5 years are generally consistent with the timelines established in the CALC chapter. Seventy to eighty percent of NPCA permits were issued within 30 days. There were a few complex permit applications that took greater than 30 days to issue. A few applications were issued beyond the 90 day timeframe that represented complex files that did not meet the NPCA Board adopted policies, did not include all of the necessary information with the permit application, or in some cases were waiting for *Planning Act* approvals prior to NPCA permit issuance.

Forming part of the 2012 organizational restructuring, a dedicated staff person (Supervisor of Construction Approvals) was introduced to process permits under Ontario Regulation 155/06. The Strategic Plan working group identified a Permit Workflow / Process chart that identified a 10 day time frame for processing NPCA permits. Although Figure 2 illustrates that in 2012 nearly 50% of permits were issued within 10 days, in order to provide quality environmental and engineering reviews along with necessary site visits to verify information and interface with clients, it is not realistic that all permits be processed within 10 days at current staff levels.

Given the above noted comments, staff have revised the Permit Approvals Flow Chart that was prepared by the Strategic Plan Working Group (see Appendix 1) and submit it for the Boards' consideration and approval.

Note:

Staff continue to investigate opportunities to improve its permit processes specifically as it relates to Regulation 155/06. One of the improvements planned for 2015 will be to hold monthly public preconsultation meetings. The public will have the opportunity to schedule a time on a predetermined day to meet with staff to discuss their proposed permit application. Staff will continue to provide advice to applicants over the phone, via email and through staff who come to the front counter.

FINANCIAL IMPLICATIONS

None

RELATED REPORTS AND APPENDICES

1. Report No 01-13 NPCA Regulation Amendments (referenced only)
2. Report No 74-14 Changes to Implementation of Ont. Reg. 155/06 (referenced only)
3. Report No 106-14 Dispute Resolution Process (referenced only)
4. Appendix 1 – NPCA Permit Approval Process Flow Chart (December 2014)

Prepared by:



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

Reviewed by:



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

Submitted by:

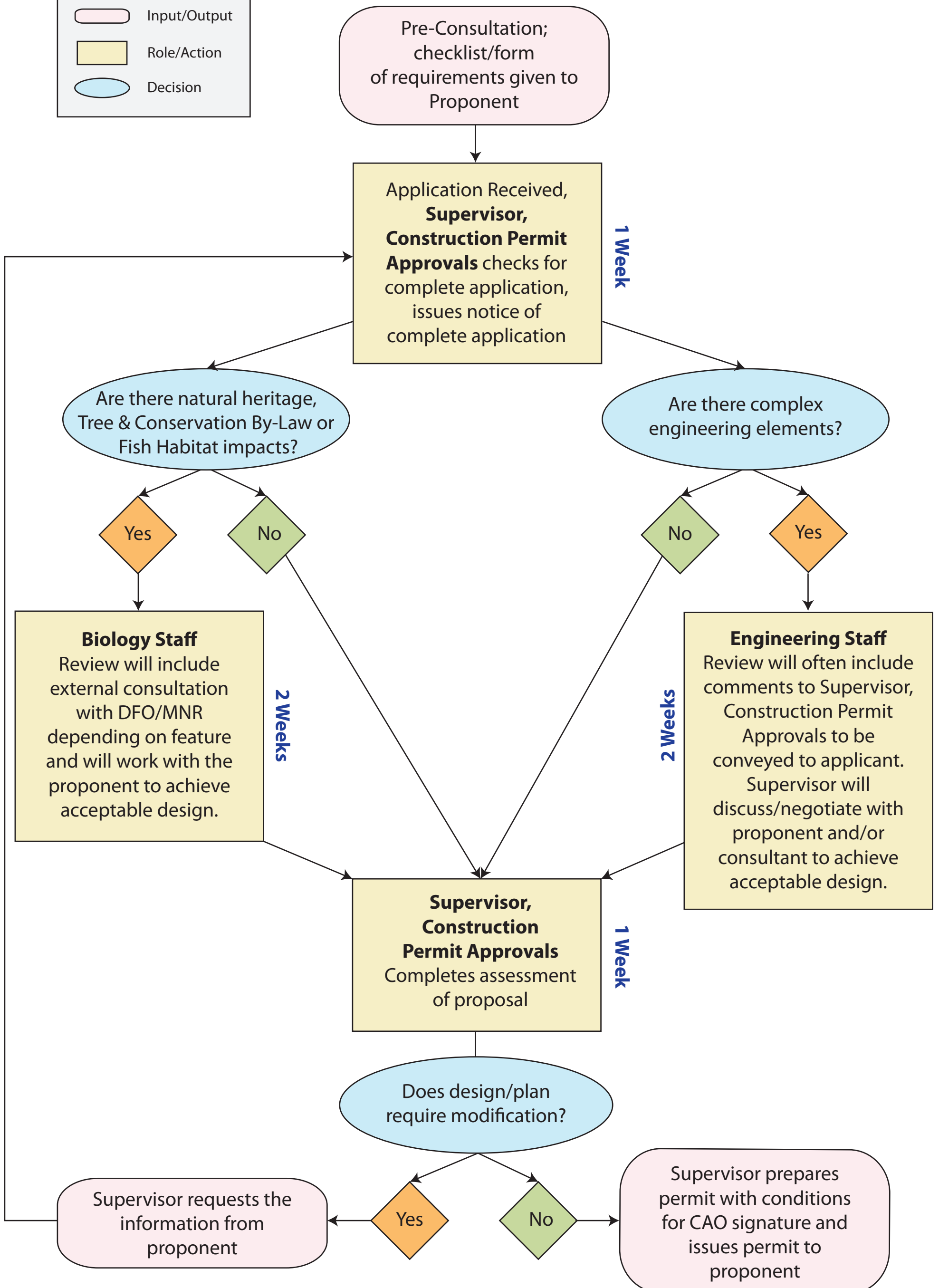
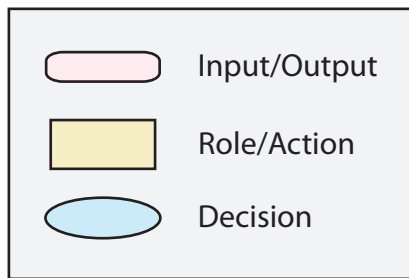


**Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer**

This report was prepared with the consultative input from: Lara Widdifield, Supervisor, Construction Approvals.

PERMIT APPLICATION (Ontario Regulation 155/06)

Note: Timelines shown are “desireable” and do not include wait times for proponent/consultants to resubmit revised design drawings/information. Timelines shown are for a typical application. Particularly complex projects may require additional review, site visits and processing time.



Report To: Board of Directors
Subject: Henley Island Bridge Project
Report No: 124-14
Date: December 17, 2014

RECOMMENDATION:

**That Report No. 124-14 entitled “Henley Island Bridge Project be received as information;
OR**

That the NPCA Board of Directors direct staff to reimburse the Canadian Henley Rowing Corporation relative to \$2,720.00 in permit fees pertaining the “Henley Island Bridge Project” in exchange for sponsorship recognition.

PURPOSE:

To direct staff in response to the request for the reimbursement of permit fees as requested by the Canadian Henley Rowing Corporation.

BACKGROUND:

At the November 24, 2014 meeting of the NPCA Board of Directors, correspondence was received from Mr. Bruce Macdonald, President of the Canadian Henley Rowing Corporation, with respect to the waiver of \$2,720 permit fees related to the Henley Island Bridge Project (see attachment #1).

The NPCA Board of Directors deliberated on the request, and in turn directed staff to seek more information on funding of the project and sponsorship opportunities.

DISCUSSION:

As directed, NPCA staff opened dialogue with Mr. Macdonald relative to the request to waive the permit fees and followed-up the conversation with a letter (see attachment #2).

It should be noted that the NPCA did receive full payment of the permit fees totaling \$2,720.00. It is the practice of the NPCA (excluding emergency situations) that permit fees be collected in advance of reviewing and commenting on a proposed project. Thus, the Canadian Henley Rowing Corporation is actually seeking reimbursement (not waiver) of permit fees related to the Henley Island Bridge Project.

The purpose of the Henley Island Bridge Project is to improve the access to Henley Island to support the operations of the Canadian Henley Rowing Corporation. The island is also

available for other community users and the general public. Recently a boat ramp was installed to accommodate canoers and kayakers.

The Henley Island Bridge Project is funded by an agreement between the "Toronto Organizing Committee for the 2015 Pan American and Parapan American Games" and the "The Corporation of the City of St. Catharines" and the "Canadian Henley Rowing Corporation". (see attachment #3). According to Mr. Macdonald, the City of St. Catharines is involved as the project lead on behalf of the Canadian Henley Rowing Corporation as the venue owner. Mr. Macdonald writes, "As a matter of convenience it was agreed that the City of St. Catharines would assist in the project by taking the lead on the tender process and negotiation/supervision of the construction contract. CHRC will be the beneficiary of the capital project once completed."

The permit fees were paid to the NPCA by Ellis Engineering Inc., the company awarded the contract for the Henley Island Bridge Project.

In response to the inquiry of sponsorship, Mr. Macdonald writes, "We can and would gladly acknowledge the NPCA as a sponsor of the CHRC." Mr. Macdonald indicates that the sponsorship could be acknowledge at the 133rd Royal Canadian Henley Regatta scheduled for August 2015.

It should be further noted that NPCA staff received a complaint to the construction occurring at the site. On November 31, 2014 NPCA Supervisor of Construction Permit Approvals and NPCA Supervisor of Watershed Biology visited the site. The NPCA staff met with representatives from Ellis Engineering and Rankin Construction. Specific to the complaint, as of the site visit, NPCA identified no concerns with the construction project or any issues in contravention of the NPCA issued permit.

FINANCIAL IMPLICATIONS:

The reimbursement of \$2,720 in permit fees reduces revenues of the same amount in the 2014 budget.

RELATED REPORTS AND APPENDICES:

1. October 27, 2014 letter from Canadian Henley Rowing Corporation.
2. November 26, 2014 letter the NPCA to the Canadian Henley Rowing Corporation.
3. November 27, 2014 letter from the Canadian Henley Rowing Corporation.

Prepared and Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

SULLIVAN MAHONEY LLP
LAWYERS

By fax: 905-788-1121

October 27, 2014

Please reply to St. Catharines Office

Niagara Peninsula Conservation Authority
250 Thorold Road West; 3rd Floor
Welland, ON L3C 3W2

Attention: Chairman, Bruce Timms

Dear Mr. Timms:

RE: Henley Island Bridge Project

Further to my letter of October 22, 2014, a review of same indicates that an error was made in the second last paragraph, it should have read:

“We are asking that the Niagara Peninsula Conservation Authority waive the \$2,720.00 permit fee with respect to this project.”

I enclose a redrafted letter and would ask that you disregard the October 22nd letter.

Thank you.

Yours very truly,

SULLIVAN MAHONEY LLP

Per:

Bruce A. Macdonald

BAM:ks

Encl.

FAX INFORMATION
We are transmitting 3 pages. If you do not receive all pages, PLEASE CONTACT Kathleen Stewart at 905-688-6655 x 253.
.....
The information contained in this facsimile is intended only for the addressee and may contain information that is legally privileged, confidential and/or exempt from disclosure under applicable law. Any review, retransmission, dissemination or other use of, or taking of any action in reliance upon the information contained herein by persons or entities other than the intended recipient is prohibited. If you have received this facsimile in error, please notify the sender immediately by telephone and destroy the copy of this facsimile.

RECEIVED *DB*
DATE: _____ **OCT 27 '14 PM 12:41**
To: CHAIR, NPCA
 CAO OFFICE CORP. SERVICES
 WATERSHED OPERATIONS

40 Queen Street, P.O. Box 1380, St. Catharines, Ontario L2N 6Z2 Telephone: 905.688.6655, Facsimile: 905.688.6814
4781 Portage Road, Niagara Falls, Ontario L2E 6B1 Telephone: 905.367.0600, Facsimile: 905.367.0501
www.sullivanmahoney.com

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|----------------------|----------------|------------------------|---------------|------------------|------------------|------------------|
| V. F. Muratori, Q.C. | P. B. Bedard | T. A. Richardson, C.S. | P. M. Sheehan | W. B. McKaig | J. Della, C.S. | D. A. Goslin |
| J. M. Gottli, C.S. | R. B. Culliton | J. R. Euen | P. A. Mahoney | B. A. Macdonald | N. J. Bonomi | G. W. McCann |
| S. J. Premi | C. D'Angelo | R. Vacca | T. Well | B. J. Trcup | D. M. Continanza | D. M. Willer |
| L. K. Parsons | J. P. Maloney | M. D. Atherton | .. McNulty | M. W. Vanostveer | G. C. Fahy | L. T. Sgambakuri |
| D. A. Maloney | S. M. McHugh | | | | | |
- Counsel (Commercial Law): M.D. Krilluk



October 27, 2014

Please reply to St. Catharines Office

Niagara Peninsula Conservation Authority
250 Thorold Road West; 3rd Floor
Welland, ON L3C 3W2

Attention: Chairman, Bruce Timms

Dear Mr. Timms:

RE: Henley Island Bridge Project

I am writing to you on behalf of the Canadian Henley Rowing Corporation with respect to the above-noted project.

The Canadian Henley Rowing Corporation is a non-profit organization that owns and operates the rowing facilities on the Martindale Pond in St. Catharines. I am currently the President of the organization.

The mandate of the organization is to provide and maintain the rowing facilities for the benefit of hundreds of athletes throughout the region. In addition, we host major regattas annually including the Royal Canadian Henley Regatta and the Canadian Secondary Schools Rowing Association Championship Regatta. These events attract thousands of athletes from all over the world and we believe are of great benefit to the community generally.

In order to continue to maintain and improve the facilities, we attempt to attract and host international events. Next year, as you are probably aware, we have the Pan American Games rowing event.

In the lead up to the Pan Am Games, we are replacing the bridge that connects to the island. All of the rowing operations are based on the island and the bridge is the only link.

We have received funding to replace the bridge through the Pan Am project; however, the funding available does not fully cover the cost of the bridge project. We, as a non-profit with limited resources, are responsible for a portion of the bridge replacement expenses.

40 Queen Street, P.O. Box 1360, St. Catharines, Ontario L2R 6Z2 Telephone: 905.686.6855, Facsimile: 905.686.5814
4781 Portage Road, Niagara Falls, Ontario L2E 6B1 Telephone: 905.357.0500, Facsimile: 905.357.0501
www.sullivanmahoney.com

V. F. Muratori, Q.C.	P. B. Bedard	T. A. Richardson, C.S.	P. M. Sheehan	W. B. McKaig	J. Dalla, C.S.	D. A. Goslin
J. M. Gottli, C.S.	R. B. Culliton	J. R. Bush	P. A. Mahoney	B. A. Macdonald	M. J. Bonomi	G. W. McCann
S. J. Fromi	C. D'Angelo	R. Vecca	T. Wall	B. J. Troup	D. M. Continanza	D. M. Willer
L. K. Parsons	J. P. Maloney	M. D. Atherton	J. McNulty	M. W. Vanoostrveen	G. C. Fahy	L. T. Sgambelluri
D. A. Maloney	S. M. McHugh					

Counsel (Commercial Law): M.D. Krilook

Page 2

We also make the island available for other community users. We have recently established a boat ramp for canoers and kayakers and the Upper Island is regularly used by dog walkers.

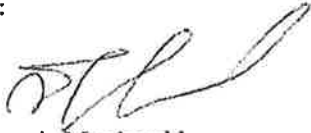
We are asking that the Niagara Peninsula Conservation Authority waive the \$2,720.00 permit fee with respect to this project.

In the event that you have any questions, I would be pleased to answer them.

Yours very truly,

SULLIVAN MAHONEY LLP

Per:



Bruce A. Macdonald

BAM:ks



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

Office of the Chief Administrative Officer
And Secretary Treasurer

250 Thorold Road West, 3rd Floor, Welland ON L3C 3W2
Telephone (905) 788-3135 x 251 | Facsimile (905) 788-1121
cdangelo@npca.ca | www.npca.ca

November 26, 2014

Mr. Bruce A. Macdonald
President, Canadian Henley Rowing Corporation
40 Queen Street
P. O. Box 1360
St. Catharines ON L2R 6B1

Re: Henley Island Bridge Project

Dear Bruce:

I am writing in regards to your request that the Niagara Peninsula Conservation Authority (NPCA) reimburse the Canadian Henley Rowing Corporation \$2,720 in permit fees paid to the NPCA as indicated in correspondence dated October 27, 2014.

The correspondence was forwarded to the NPCA Board of Director's meeting on November 24, 2014. The correspondence was received and the request was deferred to their meeting of December 17, 2014 in order that additional information can be obtained by NPCA staff.

As discussed in our telephone conversation of November 25, 2014 the Board of Director's are inquiring the relationship of the Canadian Henley Rowing Corporation with the City of St. Catharines and the general contractor who initially paid the permit fee.

Furthermore, a Board of Director member inquired if the Canadian Henley Rowing Corporation would recognize the NPCA as a sponsor in lieu of the permit fee.

Please feel free to contact me if you require any additional information. I look forward to your response.

Kindest Regards,

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

Carmelo D'Angelo
Chief Administrative Officer
Secretary-Treasurer



Canadian Henley
Rowing Corporation

P.O. Box 27017,
600 Ontario Street
St. Catharines, ON
L2N 7H8

November 27, 2014

Please reply to St. Catharines Office

SENT BY EMAIL cdangelo@npca.ca

Niagara Peninsula Conservation Authority
250 Thorold Rd. W., 3rd floor
WELLAND ON L3C 3W2

Attention: Carmelo D'Angelo

Dear Sir:

**Re: CHRC – Request to waive the NPCA fee on Bridge Project
Our File No. 59113**

Further to our telephone conversation of November 25th, I am enclosing herewith for your information some excerpts from our three-party agreement, with the City of St. Catharines and the PanAm Games.

As I indicated to you in our discussion, the bridge that we are replacing is the property of the Canadian Henley Rowing Corporation (CHRC), a non-profit organization that owns and operates the rowing facilities on the Martindale Pond in St. Catharines. The funding arrangements with the Pan Am Games requires capital contributions from the federal and provincial governments through the Pan Am Games organizers and from the City of St. Catharines. As a matter of convenience it was agreed that the City of St. Catharines would assist in the project by taking the lead on the tender process and negotiation/supervision of the construction contract. CHRC will be the beneficiary of the capital project once completed.

The relationship between the 3 parties is set out in an agreement that is called the Facility Agreement. I am attaching hereto the title page to the contract to confirm the relationship.

We can and would gladly acknowledge the NPCA as a sponsor of the CHRC. The best way to do that would be by indicating NPCA as a sponsor of the Royal Canadian Henley Regatta; the 133rd edition of this event will take place in August 2015. Would that be acceptable?

If you require anything further please do not hesitate to contact me.

Thank you for consideration of this request.

Yours very truly,

CANADIAN HENLEY ROWING CORPORATION

Per:

A handwritten signature in dark ink, appearing to read 'BAM', is written over a light grey circular stamp.

Bruce A. Macdonald,
President

BAM:bv
Encl.

Facility Agreement – Henley
June 4, 2014

2015 PAN / PARAPAN AMERICAN GAMES

HENLEY FACILITY AGREEMENT

JUNE 4, 2014

FACILITY AGREEMENT

THIS AGREEMENT is made as of the 4th day of June, 2014

Authorized by By-law No. 2014-191 of the City of St. Catharines
AMONG:

TORONTO ORGANIZING COMMITTEE FOR THE 2015 PAN AMERICAN AND PARAPAN AMERICAN GAMES, a not-for-profit corporation incorporated under the laws of Ontario ("**TO2015**");

AND:

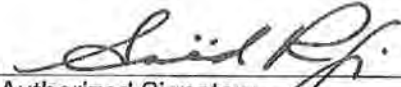
THE CORPORATION OF THE CITY OF ST. CATHARINES, a municipal corporation existing under an *Act to Incorporate the City of St. Catharines, 1876* ("**the City**") **AND CANADIAN HENLEY ROWING CORPORATION**, a not-for-profit corporation incorporated under the laws of Ontario ("**Henley**"), collectively referred to herein as the venue owner ("**Venue Owner**");

RECITALS:

- A. Her Majesty the Queen in Right of Canada, as represented by the Minister of Canadian Heritage and Official Languages and the Minister of State (Sport), Her Majesty the Queen in Right of Ontario, as represented by the Minister of Health Promotion, City of Toronto, Canadian Olympic Committee, Canadian Paralympic Committee and Ontario 2015 Pan Am Games Bid Corporation entered into the 2015 Pan Parapan American Games Multiparty Agreement (the "**Multiparty Agreement**") dated November 5, 2009, as amended, outlining the roles and responsibilities of each Party with respect to the planning, organization, finance, promotion, development and staging of the 2015 Pan/Parapan American Games (the "**Games**").
- B. The Multiparty Agreement provided for the creation of a corporation ("**Hostco**") to plan, organize, promote, finance and stage the Games as well to assist in the construction and preparation of the Facility as may be required for the Games and to leave a tangible legacy for amateur sport for future generations in the Province of Ontario.
- C. TO2015, formed pursuant to the *Corporations Act* (Ontario) to constitute Hostco, agreed to become bound by all of the terms and conditions of the Multiparty Agreement pursuant to an agreement dated March 18, 2010 (the "**Hostco Joinder Agreement**").
- D. Pursuant to a memorandum of understanding between TO2015 and the Venue Owner executed October 8, 2013 (the "**MOU**"), the Venue Owner has undertaken to manage the procurement, design and construction of the Facility.
- E. Pursuant to a Joinder Agreement (the "**City Joinder Agreement**"), dated January 11, 2010, the City agreed that all of the terms and conditions of the Multiparty Agreement relating specifically to the City, and the City's rights, interests, obligations and liabilities provided for in the Multiparty Agreement, shall be legally binding on the City as if it were a Party to the Multiparty Agreement.

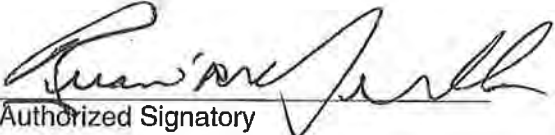
SIGNED at St. Catharines & Toronto by the authorized signatories of the Parties, as of the date identified on the first page hereof.

TORONTO ORGANIZING COMMITTEE FOR THE 2015 PAN AMERICAN AND PARAPAN AMERICAN GAMES

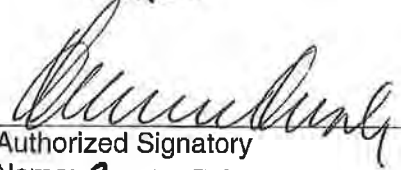
By: 
Authorized Signatory
Name: **SAAD RAZI**
Title: **CEO**

By: _____
Authorized Signatory
Name:
Title:

THE CORPORATION OF THE CITY OF ST. CATHARINES

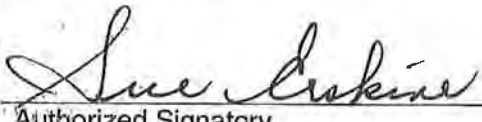
By: 
Authorized Signatory
Name: **BRIAN McMULLAN**
Title: **MAYOR**

Approved
Solicitor
Clerk

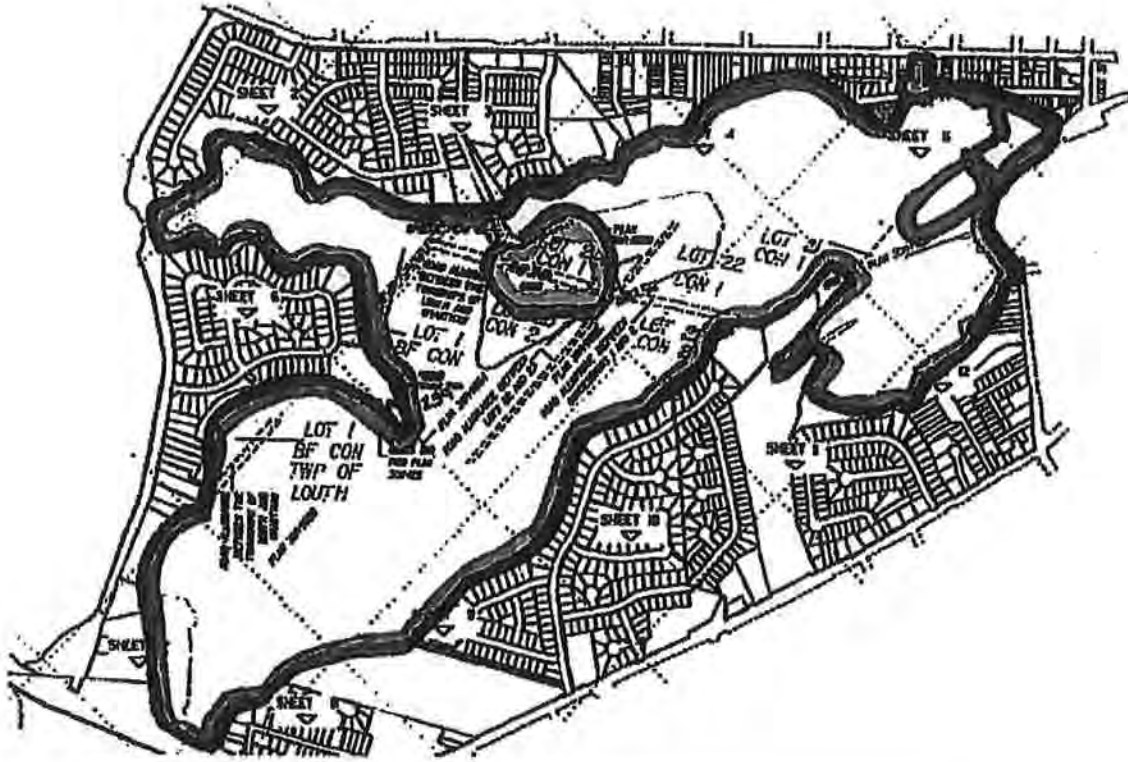
By: 
Authorized Signatory
Name: **BONNIE NISTICO-DUNK**
Title: **CLERK**




CANADIAN HENLEY ROWING CORPORATION

By: 
Authorized Signatory
Name: **Bruce Macdonald**
Title: **President**


Authorized Signatory
Name: **Susan Erskine**
Title: **Treasurer**

**SCHEDULE B
CONCEPTUAL PLAN OF PROPERTY & ADDITIONAL AREAS**



Property Ownership	
	The Lands
	St. Catharines Lands
	Henley Lands