

FULL AUTHORITY MEETING
Wednesday May 20, 2015 9:30 am
Ball's Falls - BARN
3292 Sixth Avenue, Jordan, ON

A G E N D A (Revised)

9:30 am **PUBLIC MEETING**

- ◆ **DECLARATION OF CONFLICT OF INTEREST**
- ◆ **ADOPTION OF AGENDA**
- ◆ **DELEGATION - Port Colborne and District Conservation Club**
- ◆ **BUSINESS**
 - (1) Draft Meeting Minutes – Full Authority – April 16, 2015
 - (2) Business Arising From Minutes
 - (3) Correspondence
 - *Haldimand County*
 - *Hawkwatch*
 - *Conservation Ontario Annual Report 2014*
 - (4) Chairman's Remarks
 - (5) CAO Comments

REPORTS FOR INFORMATION

- (6) Project Status Reports:
 - 1. *Watershed Management*----- **Report No. 42-15**
 - 2. *Operations*----- **Report No. 43-15**
 - 3. *Corporate Services*----- **Report No. 44-15**
- (7) Budget Status and Reserve Report – ----- **Report No. 45-15**
- (8) Managed Service for Information Technology ----- **Report No. 46-15**
- (9) Forestry Bylaw ----- **Report No. 47-15**
 - *Communications Summary attached*

REPORTS FOR CONSIDERATION

- (10) Asset Management Plan Requirements ----- **Report No. 48-15**
 - (attached)
- (11) NPCA Appointment of Regulations Officer ----- **Report No. 49-15**
 - (attached)
- (12) Welland River Floodplain Mapping - awarding contract----- **Report No. 50-15**
 - (attached)
- (13) Provincial Plan Review ----- **Report No. 51-15**
 - (attached)
- (14) Wi-Fi Microphone System – Ball’s Falls----- **Report No. 52-15**
 - (attached)
- (15) St. Johns Centre –expressions of interest----- **Report No. 53-15**
 - (attached)
- (16) Kealy and Associates Inc. Project Proposal ----- **Report No. 54-15**
- (17) Other Business

CLOSED SESSION

- ◆ **DECLARATION OF CONFLICT OF INTEREST**
 - (1) City of Hamilton; appeal update ----- Kenneth Hill
 - (2) Land Acquisition ----- **Report No. CR-41-15**

PUBLIC SESSION

- ◆ **ADJOURNMENT**

CORRESPONDENCE

- Haldimand County letter to Minister Bill Mauro (dated April 28, 2015)
 - Niagara Peninsula Hawkwatch (letter received April 22, 2015)
 - Conservation Ontario – Annual Report 2014

May 20, 2015 Full Authority Meeting



Honorable Minister Bill Mauro
6th Floor, Rm 6630, Whitney Block
99 Wellesley St. W
Toronto, ON M7A 1W3

April 28, 2015

RE: Municipal Levy Apportionments

Dear Minister Mauro:

On behalf of Haldimand County Council, I am writing to you with regard to the City of Hamilton's Motion (dated March 11, 2015) entitled "Niagara Peninsula Conservation Authority's Levy Apportionment".

Below is some information in response to the City of Hamilton motion (in part):

WHEREAS, since 2004, the Conservation Authorities of Hamilton, Halton, Grand River and Niagara Peninsula and their respective participating municipalities have operated under an agreed upon levy apportionment;



Please be advised that no Haldimand County Council, (past or present) has agreed to a municipal levy as per Section 2.(1)(a) of Ontario Regulation 670/00. We also state that Haldimand County has never been presented with, nor signed an agreement outlining any alternative apportionment formula other than what is stipulated in Section 2.(1)(a) of Ontario Regulation 670/00. Until such time as any agreement is presented in a fully transparent manner, Haldimand expects the levy apportionment methodology is consistent with the legislation.

Haldimand County would be agreeable to participate in any discussions focused on achieving a fair and equitable agreement to the satisfaction of all participating municipalities.

Sincerely,


Ken Hewitt
Mayor, Haldimand County


CC: **NPCA Board of Directors**
Mayor Fred Eisenberger, City of Hamilton
Regional Chair Al Caslin, Region of Niagara

	RECEIVED	
DATE: _____		MAY 7 '15 PM 2:40
To: _____		<input checked="" type="checkbox"/> CHAIR, NPCA
<input type="checkbox"/> CAO OFFICE	<input type="checkbox"/> CORP. SERVICES	
<input type="checkbox"/> WATERSHED	<input type="checkbox"/> OPERATIONS	



Niagara Peninsula Hawkwatch

Mr. Carmen D'Angelo
CAO
Niagara Peninsula Conservation Authority
Welland, Ont.
L3C 3W2

 RECEIVED <i>DP</i>	
DATE: <u>APR 22 '15 PM</u> :11	
To: <input checked="" type="checkbox"/> CAO OFFICE	<input type="checkbox"/> CHAIR, NPCA
<input type="checkbox"/> WATERSHED	<input type="checkbox"/> CORP. SERVICES
<input type="checkbox"/> OPERATIONS	

Carmen
Dear Mr. D'Angelo,

It was indeed a pleasure meeting you at the Open House of the Niagara Peninsula Hawkwatch, NPH, on Good Friday. From the eyes of well over 500 attendees to the event we know that the NPH and the NPCA can both be proud of what the public enjoyed.

This is the 41st year for the Hawkwatch and the Open House has been ongoing for more than 20 years. It is a wonderful way to introduce the public to the phenomenal hawk migration that takes place through the Niagara area each spring and to invite the public to participate and enjoy the citizen science of observing and recording the hawk migration.

On Good Friday 851 migratory raptors were observed and this brought our seasonal total since March 1st to 6990. We expect to record in the area of 15,000 birds by May 15, the closing date for the Hawkwatch.

As you know we have enjoyed a harmonious relationship with the NPCA since the Hawkwatch started and Good Friday's event certainly proved again how our group and the NPCA work together to bring the public out and to make excellent use of one of your pristine conservation areas.

Who knew when the NPCA originally purchase the Beamer Memorial Conservation Area that it would be become known across North America as one of the key hawk migration observation points. Not only do the birds come from far away in their passage through Niagara we also found out from speaking to visitors that a good number of them as well come from far away to enjoy Beamer and our open house.

It seems that local families feel that the day is that special to invite friends and family from afar. We are not surprised. Many others came from across the GTA for just the day. This speaks volumes about your conservation area's potential and the draw of the natural heritage aspects of the Niagara Escarpment and the Region.

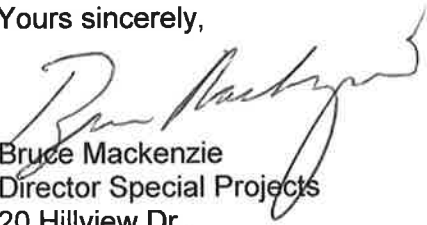
To assist on the day we were very pleased to have the great support of your staff for set up and to be there on the day to speak to the public about the project and the NPCA. This adds tremendously to the depth of the experience that the visitors receive. We hope that this co-operative effort of telling our stories can be expanded upon in the future. Having them out on Good Friday speaks so well to their dedication to meet the public.

We received excellent press throughout the Niagara Region and Hamilton leading up to the event.

The executive of the NPH will be meeting in the near future to review our progress for this spring's count and we will be working on ways to enhance our work. We look forward to meeting with your staff to set out our objectives for next year.

In the meantime I would like to thank you for always making us feel welcome and please pass on our appreciation to your staff for their assistance in making this day work for us and for the public.

Yours sincerely,

A handwritten signature in dark ink, appearing to read "Bruce Mackenzie", written in a cursive style.

Bruce Mackenzie
Director Special Projects
20 Hillview Dr.
Grimsby, Ont
L3M 4E5
905-643-4526



Conservation Ontario
Annual Report 2014

Risk to Resiliency

Conservation Authority Programs
Benefit Ontario Watersheds



2014

www.conservationontario.ca
Ontario's 36 Conservation Authorities



From Risk to Resiliency

Climate change, population growth and changing land uses are impacting watersheds and their communities across Ontario. Increasing extreme weather events, flooding, heat waves, air pollution and decreasing water quality and supplies are unfortunate byproducts of our industrious lives that can risk our health, our homes and our livelihoods.

Moving from risk to resiliency isn't done overnight – it requires ongoing commitment and investments from many sectors. And, as conditions change and our lives collide more closely with our natural world, it requires us to develop new approaches and relationships.

Adapting to changing conditions long-term requires resilient water and land resources that can reduce flooding, absorb carbon emissions, provide safe drinking water, support healthy farms, and continue to contribute to a more sustainable economy. Throughout 2014, Conservation Ontario continued to support and advance the work of Ontario's 36 Conservation Authorities across many program areas including source protection, flood management, Great Lakes, and other policy areas.

Over the past year, Conservation Ontario helped to implement the Ontario Drinking Water Source Protection Program (ODWSP), reducing risks to municipal drinking water sources. Conservation Ontario also published a study on the co-benefits of this program confirming that source protection activities significantly contribute to building overall watershed resiliency across Ontario. The work being done within this program has enabled us to identify issues within local conditions, build new science, and develop local water budgets to achieve shared benefits in two key provincial policy areas: Great Lakes and climate change adaptation.



Dick Hibma
CHAIR



Kim Gavine
GENERAL MANAGER

Moving from risk to resiliency isn't done overnight – it requires ongoing commitment and investments from many sectors. And, as conditions change and our lives collide more closely with our natural world, it requires us to develop new approaches and relationships. Addressing flood management issues, for example, has led Conservation Authorities to work more closely with the insurance industry and others to explore how to address significant gaps in floodplain mapping.

In 2014, Conservation Ontario was also active in establishing a new coalition among Conservation Authorities, the public health sector, planners, and the environmental community. EcoHealth Ontario strives to implement activities that build and share a vision that recognizes the connections between a healthy environment and the people who live there.

2014 Latornell Symposium

Addressed Growth and Transformation

"Growth and Transformation" was the theme of the 2014 Latornell Conservation Symposium held November 18-20th at the Nottawasaga Inn Resort and Conference Centre in Alliston, Ontario. The Symposium attracted just over 900 delegates and featured 230 speakers in 72 sessions.

Keynote speakers for this event included Adam Kahane, Chairman of REOS North America who spoke on solving tough problems through change and transformation. Discovery Channel host Ziya Tong also presented, along with David Miller, President and CEO of World Wildlife Fund.

Recipients of the 2014 Latornell Leadership Awards included: Lorrie Minshall, Judi Brouse, and Debbe Crandall.



LATORNELL
CONSERVATION SYMPOSIUM

Harnessing Information

CAMaps.ca

Eleven Conservation Authorities and the Source Water Protection program continue to maintain CAMaps.ca, which is a centralized online map portal for Conservation Authority information. In 2014, a CAMaps user group was formed to give CA staff a vehicle to promote closer connections and information sharing between the CAMaps members. An online Wiki and discussion forum were also developed to provide CA staff guidance and an opportunity to share best practices for the benefit of the user community.

CA Statistical Survey

Conservation Ontario worked with the Toronto and Region Conservation Authority to create a new, online survey application for the purpose of collecting the annual statistical information from the Conservation Authorities. This tool replaces the previous annual Conservation Authority Survey and will be available for use in 2015.



Dodging the Perfect Storm

Conservation Ontario's Flood Business Case

In 2014, Conservation Ontario and the Conservation Authorities continued to advance a Business Case for strategic reinvestment in Ontario's flood management programs, services and structures.

- Conservation Ontario established strategic and technical working committees to assess the issues and provide guidance on advancing the Business Case
- Conservation Ontario and the Conservation Authorities engaged in discussions and built new partnerships around flood management with the Province, Federal government (Public Safety Canada) and the insurance industry to determine how best to address these funding gaps and issues within Ontario's flood management programs.

A provincially sponsored Floodplain Mapping Assessment Project, currently underway and being led by Ganaraska Region Conservation Authority and Otonabee Conservation staff with assistance from Conservation Ontario, will document the status of large scale geospatial data and hydrology/hydraulic models for all Conservation Authorities to support the development of a floodplain mapping strategy proposed in the Business Case

Gaps and deficiencies in Conservation Authority flood programs and services that have been identified include:

- Outdated Floodplain Mapping**
- Aging Flood Infrastructure / Lack of Asset Management Planning**
- Accumulative funding shortfalls for flood management operations within Conservation Authorities**

Supporting Delivery of Conservation Authority Planning & Regulations

Conservation Authorities have a shared commitment to improve information sharing and networking, to increase transparency and accountability of activities affecting client groups, and to develop templates and guidelines for greater consistency.

With a focus on consistency, professionalism, and good customer service, Conservation Ontario has provided technical support to the front-line staff in our watersheds who are responsible for regulatory compliance.

In 2014:

- A five day, Level 1 training course for Provincial Offences Officers was delivered for 26 Conservation Authority staff with funding support from the Ministry of Natural Resources and Forestry.
- Conservation Ontario hosted a Planning & Regulations Best Management Practices (BMPs) Day where staff from 33 Conservation Authorities met to discuss their implementation of the *Policies and Procedures for Conservation Authority Plan Review and Permitting Activities* (MNR, 2010).
- Conservation Ontario began hosting a series of webinars whereby key stakeholders were invited to share their perspectives/ research with a Conservation Authority audience. 2014 spotlighted the Ontario Federation of Agriculture/natural heritage, the Ontario Ministry of Agriculture Food and Rural Affairs/agricultural drains, Ministry of Tourism, Culture and Sport/cultural heritage, and Fisheries and Oceans Canada (DFO)/self-assessment process. Other key topics were addressed including: Aboriginal Consultation and Director's Liability, Responsibilities and Section 28 Hearings.



Protecting Fish and Fish Habitat

In 2014, Conservation Ontario and Fisheries and Oceans Canada (DFO) signed a Memorandum of Understanding (MOU) that is consistent with the new Federal Fisheries Protection Program and acknowledges the role of Conservation Authorities in aquatic resource protection.

Partnerships Leverage Resources for Shared Outcomes

Throughout 2014 Conservation Ontario and Conservation Authorities developed and maintained partnerships with organizations and stakeholders to advance key business priorities.

- Forests Ontario continued to be a key partner in Conservation Authority tree planting efforts to sequester carbon; enhance and diversify southern Ontario's landscape; increase adaptive capacity to withstand climate change; moderate local climate by providing shade, moderating temperature extremes and reducing the effects of storms.
- Conservation Ontario and the Conservation Authorities also collaborated with partners like Ducks Unlimited Canada, the Stewardship Network of Ontario, Ontario Network for Ecosystem Services, Green Infrastructure Ontario and a number of Agricultural Stakeholders like the Ontario Federation of Agriculture, Ontario Soil and Crop Improvement Association and Farm and Food Care; other government and non government agencies
- In 2014, Conservation Ontario and Conservation Authorities engaged with a number of new partners around climate change and flooding issues. These included the University of Waterloo, Ontario Climate Change Consortium and representatives of the insurance industry. Work was focused on flood risk data and mapping and to further understanding of common interest in advancing flood resiliency.



Source Protection Work is Important for Healthy Watersheds

Conservation Authorities continued to play a key role in technical studies and the development of local Source Protection Plans (SPPs) through 2014. These plans contain policies that will protect our sources of municipal drinking water. Approximately half of the 22 SPPs across the province are now approved, with implementation of the policies by various organizations including Conservation Authorities.

Throughout 2014, Conservation Authorities provided several benefits including:

- ✓ technical and policy development and interpretation,
- ✓ building increased local buy-in,
- ✓ implementation resource sharing and problem solving,
- ✓ local education and outreach materials and
- ✓ Risk Management Services or assistance to set up the same for municipalities.

Conservation Ontario strongly supported the Ontario Drinking Water Source Protection (ODWSP) Program at Conservation Authorities across Ontario with benefits to other implementing bodies as well.

Conservation Ontario continued as a member of the Joint Advisory Committee which reviews ODWSP workplans and provides long-term strategic planning for the program.

Identifying the Source Protection Needs of Conservation Authorities

In December 2014, Conservation Ontario produced a report: 'Source Protection Implementation Needs, Priorities and Gaps' which summarizes the immense value that Conservation Authorities bring to the ODWSP Program, determines SPP implementation needs, and identifies concerns and program gaps. The report includes information from Project Managers at Conservation Authorities, and from municipalities. The report was used by the Ministry of Environment and Climate Change and Conservation Authorities in program planning for the next fiscal year.

Co-Benefits of the Ontario Drinking Water Source Protection Program

In April 2014, Conservation Ontario published a report: 'Identification of the Co-benefits between Ontario Drinking Water Source Protection Programs and Conservation Authority Business and Program' which summarizes ODWSP Program benefits across Ontario watersheds. The program has resulted in significantly increased staff expertise and capacity at Conservation Authorities.

The technical tools, scientific studies, water budgets, and communications activities benefit Conservation Authority operations in a number of other programs, many of which they deliver in partnership or on behalf of the Province and municipalities. These include regulatory programs, plan reviews, watershed stewardship projects, refined low water forecasting, flood modeling and forecasting, improved climate change impact assessment, development of local watershed report cards, and new municipal and provincial partnerships.



Building Resiliency in Great Lakes Watersheds

Throughout 2014, Conservation Ontario continued to support the Conservation Authority watershed management efforts which protect the Great Lakes and St. Lawrence River.

New Interactive Great Lakes – St. Lawrence River Education Tool

With funding support from the Ministry of the Environment and Climate Change, Conservation Ontario finalized a web-based tool to communicate the relationship between conditions in the Great Lakes and St. Lawrence River and common activities that take place in the Basin.



This online interactive Great Lakes – St. Lawrence map provides information on the benefits and stressors on these important natural resources, as well as actions that can be taken to improve or protect conditions. It also looks at the relationship between the Great Lakes and St. Lawrence River and their watersheds, focusing on the water cycle. The tool can be found on Conservation Ontario's website: <http://www.conservationontario.ca/what-we-do/great-lakes/learn-about-the-great-lakes>

Great Lakes Water Quality Agreement (GLWQA)

As a member of the bi-national Great Lakes Executive Committee, in 2014 Conservation Ontario actively participated on a number of Annexes of the Great Lakes Water Quality Agreement with a view to contributing to the achievement of these bi-national commitments: Lake Action Management Plans and a Nearshore Framework (due 2016); Nutrient Management and Phosphorous Objectives for Lake Erie (due 2016); Groundwater (Science Report due 2015); Climate Change and Science.

Conservation Authorities expect to continue to contribute to 'on the ground actions' in support of these annexes and additional bi-national commitments around habitat and species and invasive species. Overall, Conservation Ontario strives to influence discussions of effective water management in the Great Lakes basin and hopes that shared resources will lead to more effective outcomes for Great Lakes protection.

Canada – Ontario Agreement (COA)

Finally, in 2014, Conservation Ontario provided input to the eighth Canada- Ontario Agreement on Great Lakes Water Quality and Ecosystem Health (signed in December 2014) and to the Study on Great Lakes Water Quality (May 2014) of the Federal Standing Committee on Environment and Sustainability.

Critical Infrastructure: Protecting People and Property from Natural Hazards

The Water and Erosion Control Infrastructure (WECI) Funding Program is designed to ensure that major maintenance projects are undertaken on aging infrastructure. This infrastructure was built to protect lives and property from natural hazards such as flooding, erosion and unstable slopes. Under the leadership of the Ministry of Natural Resources and Forestry (MNRF), the 2014 WECI committee consisting of staff from the MNRF, Conservation Ontario and a number of Conservation Authorities established an asset management planning subcommittee and initiated

enhancements to the WECI database to better manage these assets and to support forecasting of WECI-eligible project costs. In 2014, the committee reviewed over 138 applications for funding from 29 Conservation Authorities which were valued at a total cost of \$14.6 million. A total of 104 projects from 25 Conservation Authorities were funded through the 2014/2015 total investment of \$10 million dollars into protection of life and property. This represents \$5 million in provincial funding with matching local investment.





Step Into Nature

Step Into Nature Through Healthy Hikes

Conservation Ontario's 2014 Healthy Hikes Ontario-wide campaign encouraged Ontarians to visit Conservation Areas to boost their physical and mental health and learn about connections between healthy people and ecosystems. The campaign provided a challenge to encourage participants to log their time spent hiking or walking in a Conservation Area online for a chance to win prizes. A total of 200 new registrants joined the challenge.

- There were nearly 200 events registered in the Healthy Hikes events calendar hosted by 15 Conservation Authorities and three campaign partners (Forests Ontario, LEAF and York Region) and many additional Conservation Authorities supported the campaign by promoting it locally.

Mood Walks Can Be Life Changing

In 2014 Conservation Ontario also partnered with the Canadian Mental Health Association Ontario Division to support their Mood Walks program. This special initiative provided training and support for community mental health organizations across Ontario to launch educational walking programs for people who experience mental health issues.

- 22 walking groups were formed across the province with a total of 231 participants and led by staff from local mental health agencies.
- Almost half of the walks took place in Ontario's Conservation Areas, and in some watersheds Conservation Authority staff assisted in helping lead hikes.

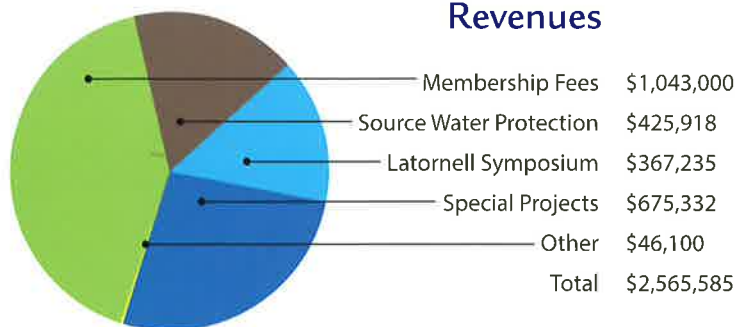
Participants reported significant positive changes in both their overall mental health as well as their knowledge of local hiking trails and parks.

"The Step Into Nature Healthy Hikes Challenge provided me with the guidance, resources, and motivation to take up hiking as a new pursuit. It quickly became a new passion of mine... I incorporated our weekly hikes into my routine and it was life-changing. During the challenge, I noticed that my physical health improved, my moods became more positive, and my outlook on nature was transformed. I learned to appreciate the importance of being grounded and the peacefulness and tranquility that this could bring. I also came to realize that Ontario has some wonderful parks, trails, and conservation areas to experience and explore."

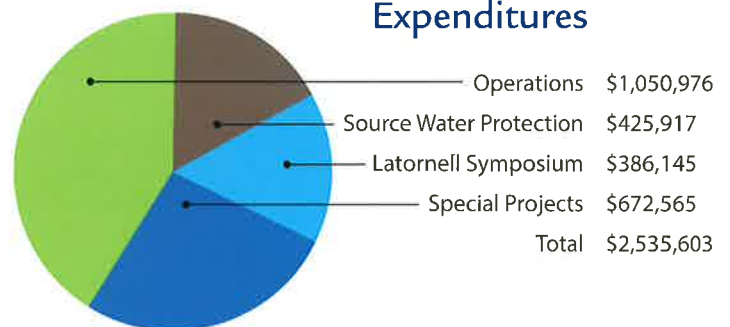
Winner of the Step Into Nature Healthy Hikes Challenge

2014 Financial Information

Revenues



Expenditures



Conservation Ontario
P.O. Box 11, 120 Bayview Parkway
Newmarket ON, L3Y 4W3

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info@conservationontario.ca
www.conservationontario.ca

Let's Chat!



REPORTS FOR INFORMATION

- ❖ **REPORT NO. 42-15** – *Project Status – Watershed Management*
- ❖ **REPORT NO. 43-15** – *Project Status - Operations*
- ❖ **REPORT NO. 44-15** – *Project Status – Corporate Services*
- ❖ **REPORT NO. 45-15** – *Budget Status and Reserves*
- ❖ **REPORT NO. 46-15** – *Managed Services for Information Technology*
- ❖ **REPORT NO. 47-15** – *Forestry Bylaw*

May 20, 2015 Full Authority Meeting

Report To: Board of Directors

Subject: Watershed Management Status Report

Report No: 42-15

Date: May 20, 2015

RECOMMENDATION

That Watershed Status Report No. 42-15 be received for information.

A. Plan Review & Regulations

1) Municipal and Development Plan Input and Review

A significant amount of work took place on the Provincial Plan review in April, including stakeholder consultation and attending meetings with municipal staff. A staff report on the Provincial Plan review is included in this agenda package.

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 April, 2015, the Watershed Management Department reviewed 21 *Planning Act* applications (various type and complexity), 5 Niagara Escarpment Commission Development Permit applications, 28 Building Permit applications, and 4 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. There was an increase in the number of Building Permits reviewed in April since weather conditions have started to allow builders to work. It is anticipated that the *Planning Act* applications will begin to increase as well due to the improved weather conditions.

It should be noted that the statistics for Plans of Subdivisions/Condominiums does not include on-going reviews and administration work (reviewing detailed engineering design reports, reviewing tree saving plans, reviewing agreements and other such tasks).

Development Applications Reviewed – April 2015	
Plan of Subdivision/Condominium	0
Site Plan Control	8
Official Plan Amendments	0
Secondary Plans	0
Zoning By-law Amendments	6
Consents to Sever (including lot line adjustments	4
Minor Variances	3
Niagara Escarpment Commission Development Permits	5
Renewable Energy Projects	0
Building Permits	28
Property Information Requests	4

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

Meetings with Stantec for the review of the Niagara Region Wind Corporation wind turbines project took place in April 2015. In addition, below is a summary of all of the permits issued in April 2015.

PERMIT #	MUNICIPALITY	ADDRESS	WORKS PROPOSED/ PURPOSE	REGULATED FEATURE	TOTAL DAYS	COMMENTS
3574	St. Catharines	285 Ontario St	Structure Demolition	Twelve Mile Creek/Lands Adjacent	21	
3571	Fort Erie	5271 Abino Hills	Rebuilding accessory structure foundation	Lake Erie Shoreline	8	
3564	Niagara Falls	4864 Lyons Parkway	New home with attached garage	Lands Adjacent to Wetland	1	Revision of March Permit
3550	Fort Erie	3429 Switch Rd	Constructing attached garage	Lands Adjacent to Watercourse	43	
3569	Wainfleet	12317 Lakeshore Rd	New shore wall	Lands Adjacent to Wetland	10	
3567	Hamilton	184 Mothers St	New pool	PSW Buffer	8	
3568	Hamilton	188 Mothers St	New pool	PSW Buffer	8	
3566	Wainfleet	10451 Lakeshore Rd	Reconstructing sunroom	Lake Erie Shoreline	21	
3562	Haldimand County	379 Smithville Rd	Rebuild house as result of fire	PSW Buffer	21	
3560	Welland	571 Buchner Rd	New home construction	Lyons Creek Wetland	34	
3572	NOTL	1850 York Rd	Installation of 2 secondary farm access culverts	Harrison Municipal Drain #4	23	
3570	West Lincoln	3456 Wiley Rd	New home construction	Wetlands	20	
3576	Wainfleet	11557 Beach Rd	Cottage reconstruction due to fire	Lake Erie Shoreline	15	
3540	Port Colborne	1637 Firelane 2	Home addition	Lake Erie Shoreline	104	Complete application was not received until March 12 th . Required slope stability study and complex engineering review.

3) Tree and Forest Conservation By-law – See Forest By-Law Summary

4) Watershed Biology

In the month of April, the Fish and Wildlife Technician conducted 13 site visits for planning pre-consultation or permit application review.

Fifteen permit application submissions were reviewed with formal comments being submitted in regards to natural heritage features. Additional assistance was also provided for permit review as the NPCA was completing the hiring of a new Supervisor of Construction Permit Approvals.

The Fish and Wildlife Technician has assisted several consultants and the Department of Fisheries and Oceans with information requests.

The Fish and Wildlife Technician also participated in the consultation process for the Provincial Plans Review and has continued assisting the Ecologist with spring salamander surveys.

The Supervisor of Watershed Biology provided input for NPCA review of Fort Erie's industrial lands strategy, provided input into the consultation process for the Provincial Plans Review, attended an open house presentation offered by the City of St. Thomas on the Phragmites invasive species, provided information for Grimsby's waterfront trails signage, and presented at the Wainfleet Drainage Open House on behalf of the NPCA and outlined our review process for municipal drains.

Several Environmental Impact Studies have been scoped for clients, and several smaller subdivision development proposals have been reviewed. Preconsultation for the Thundering Waters Secondary Plan and associated development was ongoing.

The Supervisor of Watershed Biology also attended the Planning Ecologists Working Group meeting to discuss issues related to ecology and the planning and permit review processes amongst staff from various central Ontario Conservation Authorities.

B. Projects / Programs

1) Source Water Protection Plan

- Regional Councillor Paul Grenier was appointed to the Source Protection Committee representing Niagara Region and the 12 local municipalities.
- Staff continues to provide support to the municipalities and MOECC in source protection as needed. The Regional Official Plan Amendment No. 5 (ROPA5) was approved by Niagara Regional Council on April 30, 2015. The amendment is designed to bring the Regional Official Plan into compliance with the Niagara Peninsula Source Protection Plan.

2) Water Quality Monitoring Program

- Staff has begun the 2015 field season with routine monitoring at 75 surface water stations and 15 groundwater stations in the NPCA watershed.
- Staff completed the biological monitoring report for the Glanbrook Landfill study.
- Staff is currently working on the Hamilton Airport and Annual Water Quality Report.

- Staff successfully completed the installation of new *GOES* Satellite Transmitters on eight (8) Provincial Groundwater Monitoring Network wells.
- The Water Quality Technician participated as a lead demonstrator for the Aquatic Ecology station in the 2015 Envirothon at Heartland Forest.
- To-date, the NPCA has received four applications for Well Water Decommissioning Program.
- The NPCA Water Quality Monitoring team will continue on several collaborative projects in 2015. These projects include: 1) the Microbial DNA Trackdown with Environment Canada and McMaster University, 2) Climate Change Station with MOECC at Balls Falls; 3) North Creek Nutrient Evaluation with MOECC; 4) Reference Creek Study with MOECC and 5) Neonicotinoids water sampling at Four Mile Creek and North Creek for MOECC.

3) Flood Control

a) Monitoring & Major Maintenance

- Binbrook Reservoir – The reservoir's water level is still presently sitting at the normal operational holding level. Staff continue to monitor reservoir water levels on a daily basis and make adjustments as warranted.
- The NPCA was successful in obtaining a \$25,000 grant from the Ministry of Natural Resource and Forestry's 'Water and Erosion Control Infrastructure' (WECI) program in order to undertake maintenance on the Binbrook Dam's Control Building.
- Staff continue to monitor daily the water levels at our 14 stream gauge stations, climatic data at our 15 climate stations, and undertake routine maintenance, calibration, and inspections at all 29 installations, as part of the NPCA's routine Flood Forecasting and Warning duties. The public may access this real-time water level and rainfall information through the NPCA's website.
- After the threat of ice had passed in April, the sensor which measures water levels and flow direction was re-installed at the E.C Brown gauge station on the Welland River (at O'Reilly's Bridge). The public may access this real-time information through the NPCA's website.

b) Water Resource Engineering

- NPCA staff attended the Canadian Water Resource Association's 'Floodplain Mapping Symposium' which provided updates on new floodplain mapping techniques as well as an overview of the federal government's recently announced 'National Disaster Mitigation Program'.
- NPCA staff attended the 'Flood Event Database' workshop. Toronto Region and Lake Simcoe Conservation Authorities are in the process of developing a web-based program to better assist in the forecasting, recording, and reporting of major storm events. The Flood Event Database is anticipated to be released for use by other Conservation Authorities at the end of 2015.

4) Restoration

Project Implementation – Watershed Plans

The Watershed Restoration Program is responsible for improving water quality, water quantity and biodiversity within the NPCA Watershed. Staff have been meeting with key stakeholder groups to identify collaboration opportunities for restoration projects. Staff organized a meeting at Brock with groups and members of the public who have been working within the Twelve Mile Creek watershed. The purpose of the meeting was to provide updates on the work being done in the watershed and look for opportunities to work together on common goals and objectives for water quality and biodiversity improvement.

Project Implementation – Voluntary Stewardship

Staff are currently implementing spring tree planting projects. To date we have over 15 riparian and corridor tree planting projects. Several projects are in cooperation with Land Care Niagara and Trees Ontario Foundation. The NPCA budget that was allotted for restoration projects is now fully allocated to projects for 2015. Landowners with restoration project needs will now be placed on a waiting list for implementation priority for 2016, pending budget approvals.

Canopies for Kids

The goal of the Canopies for Kids program is to increase schoolyard shade while providing children with a hands-on learning opportunity about the benefits trees provide. Adapted for grades K-8, the program provides a look at how trees improve biodiversity, water quality, air quality, and our economic and social environment. Each year staff work with up to 10 elementary schools in need of shade trees around the playground area.

Planting for the schools listed below took place the week of April 27th – May 1st. Each school received 10 large scale shade trees and smaller trees for student planting. To date 50 schools have participated, with over 12,000 students involved in planting over 1,000 large shade trees in playgrounds across our watershed.

Canopies for Kids was successful in receiving \$50,000 from *WaterSmart Niagara* to assist with the 2015 program. To date \$250,000 has been received from *WaterSmart Niagara* for the program to assist with the purchase of the large scale trees.

The following schools received trees planted through the 2015 program:

Name of School	Address	Municipality
St. Christopher Catholic School	33 Woodrow St	St. Catharines
St. Andrew Catholic School	16 St. Andrew Ave	Welland
St. Davids Public School	1344 York Rd	NOTL
Dalewood Public School	61 Duncan Drive	St. Catharines
Quaker Public School	333 Quaker Road	Welland
St. Alfred Elementary School	280 Vine Street	St. Catharines
Prince Philip Public School	3112 Dorchester Rd	Niagara Falls
Simcoe Public School	4760 Simcoe St.	Niagara Falls
St. Edward Catholic School	2807 4th Avenue	Lincoln
Fitch Street Public School	164 Fitch Street	Welland

School Presentation



Tree Planting



Enjoying the Trees



National Wetland Conservation Fund

- Staff was successful in securing \$19,320 from the National Wetland Conservation Fund. The grant will be used to restore a wetland in South Niagara Falls on private property adjacent to Willoughby Marsh.

One Mile Creek Watershed Tour for the 2015 Ontario Biodiversity Council Summit

- The One Mile Creek Watershed Study was completed in October 2005. Since that time, all of the implementation recommendations have been addressed. In celebration of the success of the Watershed Study, staff developed a watershed tour to profile the achievements of private stewardship. The first pilot tour will take place this May as part of the Ontario Biodiversity Summit.
- The tour is titled *Stewardship in Action: What Landowners are Doing*, and will take place Friday May 22nd, 2015 from 8:30 am – 2:00 pm. The tour has been opened to non-Summit participants. Registration closes on May 15th.
<http://www.ontariobiodiversitysummit.ca/html/register.html>

Niagara Funders Round Table

- NPCA staff will be participating in the Niagara Funders Round Table for the Environment and Agriculture sectors on May 12th from 7-9pm at the Balls Falls Centre for Conservation. The goal of the event is to promote and clarify opportunities for cost-share incentives available from organizations in Niagara to assist with environmental sustainability and improvement. Six funding organizations that are active in supporting environmental and agricultural projects throughout Niagara will be represented including the NPCA, the Niagara Community Foundation, OMAFRA, The Greenbelt Foundation, Land Care Niagara, Ontario Trillium Foundation and The TD Friends of the Environment Fund.

Niagara River Remedial Action Plan (RAP) Stage 3:

Charting a course to delisting the Areas of Concern (AOC)

The Niagara River Remedial Action Plan (RAP) team will host a public meeting about the health and status of the Niagara River Area of Concern (AOC), including information about plans to designate the river a site of international importance.

Date: Thursday May 28, 2015

Time: 6:30 - 8:30 pm

Location: Queen's Landing Hotel
155 Byron Street
Niagara-on-the-Lake, ON

The Niagara River RAP is coordinated by the Niagara Peninsula Conservation Authority with the participation of federal, provincial and state governments, municipalities, environmental groups and others.

The Niagara River is one of 43 Areas of Concern (now 36 with seven fully remediated) in the Great Lakes identified through the 1987 Canada-United States Great Lakes Water Quality Agreement.

The goal of the meeting is to provide a brief update on RAP progress and to reignite the public engagement process. We will provide an update on both Canada and U.S.A. RAPs, an update around the NRTMP (Niagara River Toxics Management Plan), announce the upcoming plans for a U.S.A. Water Quality Summit, and highlight the efforts of the binational Niagara River Ramsar designation. A formal announcement and invitation was distributed the last week of April.

5) Special Projects

- Staff provided comments on planning applications and Niagara Escarpment Commission permits for Niagara Region and local municipalities under the Planning Memorandum of Understanding.
- Continued work on the Bedrock Valley Aquifer - Ontario Geological Survey Study, monitoring, reporting, and liaising with Niagara Region Public Health, University of Waterloo, Niagara College, and McMaster University.
- Staff continued the investigation for Cave Springs Master Plan Water Resource Assessment and attendance at the Public Information meeting.
- Staff presented on the Hydrogeology of the Niagara Peninsula to the Niagara College Environmental Management and Assessment Program (Glendale)
- Staff oversaw the completion of a University of Guelph Master's project, Groundwater Recharge Analysis at select Provincial Groundwater Monitoring Network locations.

References:

Agronomic benefits:

Brandle, J.R. (2004). Windbreaks in North American
Agricultural systems, Nebraska: Kluwer Academic Publishers.

Blowing and drifting snow statistics:

Tabler, R.D. (2003). Controlling blowing and drifting snow with snow fences and road design.
Niwot, Colorado: NCHRP.

Prepared by:

Peter Graham, P.Eng.
Director, Watershed Management**Respectfully 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, Brian Wright, P.Eng. – Manager, Watershed Projects and NPCA staff.

Report To: Board of Directors
Subject: Operations Status Report
Report No: 43-15
Date: May 20, 2015

RECOMMENDATION:

That the NPCA Board **RECEIVE** Report No. xx-15 for information.

PURPOSE:

To provide the NPCA Board of Directors an update on projects, programs and services delivered by the Operations Department.

DISCUSSION:

◆ ***Ball's Falls CA***

As we move into the spring, we start our Operating Season. Staff has been busy with maintenance repairs on many of the buildings especially in preparation for the wedding season start. The area has already hosted 5 weddings. We had one wedding/ reception in the barn, two wedding/ receptions in the church and barn, and two wedding receptions at the Center for Conservation. The Center for Conservation has also hosted 13 corporate bookings and 2 tour groups.

Aside from spring cleaning and maintenance, the lower washroom building has been completely renovated. This was an approved 2015 capital project.

Finally, staff are in the final stages of hiring summer students for the upcoming season.

Respectfully Submitted by Nathaniel Devos, Park Superintendent at Ball's Falls Conservation Area

◆ ***Binbrook CA***

Staff at Binbrook Conservation Area has been busy anticipating the official park opening on Friday May 1st, 2015.

Already in April, the three pavilions are 66% booked (total number of weekends in June, July, and August). This is very encouraging. As the weather gets better, more people will be thinking about renting the pavilions for their family gatherings. We began taking reservations in March.

On April 27th, the Operations Team took part in 'Wood Chipper' training. The training was hosted by Binbrook Conservation Area and the trainer came from the manufacturer Bandit

Industries. The training requirements by Bandit Industries and their warranty were met as well as our in-house training requirements.

Park Assistant hiring is now complete in order to back-fill a maternity leave. The majority of the interviewing took place in April.

A \$2 per hour, per student subsidy has been granted by Employment Hamilton. All student staff had met the requirements to gain the subsidy. This will make a positive impact on the park budget this year by reducing labour costs.

Ash Tree felling has stopped as the summer season approaches. Priority has shifted to clean-up and training newly hired summer staff.

◆ **Special Events**

On Friday May 8th, Cineflix will be filming parts of an episode from their 'Mayday' series at Binbrook Conservation Area.

On Saturday May 9th, the Glanbrook Conservation Committee will be hosting their annual Spring Crappie Derby. Proceeds are retained by the Glanbrook Conservation Committee but are used for conservation efforts both at the park and throughout the community. Gates will open at 6am and the prize presentation is typically around 1pm.

Capital Projects are ongoing at various stages, including the kayak storage project. Currently, staff are moving forward with www.kayakcondos.com (the web site provides additional details about the company's story and the innovative product itself). Overall, 24 units, each will hold up to a 13' long kayak, is \$13,800 plus tax and shipping/ freight and duty. This would come under the estimated \$25,000 budget. The product is available as 'early' as the end of July.

However, the back-up plan is to construct (internally by staff) a racking system (pole structure), roughly 12'-6" x 7'-6" able to accommodate 6 kayak rental units. The storage will be in the vicinity of the boathouse. A design is currently being drawn up and will be utilized in the event that Plan A falls through. This dimension will be under permit requirements so it should speed up the process and reduce costs. Also, in the event that the demand exceeds 6 units, additional units can be constructed in the future as capital funds allow.

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

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

Both campgrounds have been working with site cleanups and water/ wastewater system startups. These are often challenging, but the late and harsh winter has added some challenges. In addition, the new campground reservation system is now active and taking reservations, both online and through the phone. We've had some glitches along the way, but all items have been addressed very quickly. Staff is very pleased with this purchase. Seasonal and transient campers also appear to be pleased.

Opening day for the campgrounds is on Friday May 15th, although seasonal campers have been given permission to bring in their trailers and set up their sites as early as Friday May 8th. They were not, however, allowed to stay in the park until the 15th.

Long Beach has over 100 seasonal campers this year, up from 96 in 2014. Chippawa Creek has 66 with the list of call backs growing daily. Chippawa Creek had 70 in 2014.

Seasonal Student hiring is now complete at both parks. We were able to get a wage subsidy of \$2 per hour, per student through the Job Gym Program. We've also accessed another Job Gym program called TIOW (Targeted Initiative for Older Workers) where a subsidy is available. This TIOW subsidy is similar to the student program.

Regular area and facility maintenance is ongoing. Various approved capital projects are in motion.

Respectfully Submitted by Rob Kuret, Park Superintendent, Chippawa Creek CA, and Mike MacIntyre, Park Superintendent, Long Beach CA.

◆ **Central Workshop – Gainsborough CA**

The team at the Central Workshop takes on many duties throughout the watershed. Leading up to and on Good Friday, April 3rd, staff prepared, organized, and was onsite for parking and maintenance duties at Beamer Memorial Conservation Area for the Annual Hawkwatch Open House. It was very well attended event. This is an annual event where the NPCA provides the venue and support and the Niagara Peninsula Hawkwatch Group organizes the activities of the day.

On Saturday April 25th, Central Workshop staff helped in hosting and preparing for the Annual Trout Pond opening at St. John's Conservation Area. City of Thorold Mayor Ted Luciani gave opening remarks along with NPCA CAO Carmen D'Angelo and NPCA Board Member DiFruscio threw out the first cast. The Niagara Chapter of Trout Unlimited also participated with a booth and live fly-fishing casting demonstrations.

Aside from regular maintenance and inspection of our 40 properties, Workshop Staff have been involved in many capital projects, both their own and assisting other conservation areas.

Respectfully Submitted by Mich Germain, Superintendent, Central Workshop

ECOLOGICAL STATUS REPORT

• **Beamer Memorial Conservation Area**

The Hawkwatch Season ends May 15 at the Beamer Memorial Conservation Area. In 2015 to date, over 14,400 raptors have been viewed this year. Turkey vultures have been the species seen most, along with 79 Bald Eagles and 6 Peregrine Falcons. This adds to the site trend overtime, with turkey vultures seen as increasing (signifying more open areas), and bald eagle and peregrine falcons numbers also increasing (highlighting improving populations and remediated situations for these species).

This data is collected and used internationally through Hawk Migration Association of North America (HMANA) and is important in gauging the health of environment and ensuring any necessary remediations are made globally. The Niagara Peninsula Hawkwatch Group was at the site monitoring through May 15, from 10 am. to 4 p.m. to answer any public inquiries.

- **Cave Springs Conservation Area**

As part of the 2015 Resource Inventory for the site Master Plan, the Ecological Studies continue. To date: the Ecological Land Study Classification has been completed for the site; the large mammal winter survey has been completed, with incidental sighting continuing; snag habitat study completed; spring salamander study completed; spring ephemeral, and Species at Risk plant surveys have begun; reptile and amphibian study begun; the Bird Study of owls, breeding birds and crepuscular birds has begun and continues through July; and bat monitoring equipment being installed mid-May through September. The small mammal study will commence in June through August.

As per the previous Cave Springs Meeting actions items, the vegetation surrounding the existing structures i.e. peacock structure and house has been reviewed. From a wildlife perspective, any removal of any vegetation surrounding the building and any structures would be best in early to mid-September. This would prevent any negative impacts on potential summer roost areas or maternity areas for bats, nesting birds etc. This work will be completed by Central Workshop staff.

- **Stevensville Conservation Area**

Prairie planting monitoring continues to assess invasive plant seedlings from seed banks in the soil, and address accordingly. Invasive teasel is noted as having significantly reduced with spot removal to be completed by the staff Ecologist.

- **Willoughby Conservation Area**

The Willoughby trail restoration project has been completed, with the awareness mail-out completed early May informing surrounding residents of the sites significance, and options for ATV riders in the area.

Respectfully Submitted by Kim Frohlich, NPCA Ecologist

RELATED REPORTS AND APPENDICES:

1 – None


Prepared by:


Gregg Furtney; Conservation Areas Supervisor

Reviewed by:


David Barrick, Senior Manager, Operations

Submitted by:


Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

Report To: Board of Directors

Subject: Corporate Services Project Status Report

Report No: 44-15

Date: May 20, 2015

RECOMMENDATION:

That the NPCA Board **RECEIVE** Report No. 44-15 for information.

PURPOSE:

To provide the NPCA Board of Directors information updates on the projects, programs and services of the Corporate Services Department.

DISCUSSION:

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. The update is as follows:

1.0 Accounting & Financial Management

- 1.1 On-Line Time and Attendance Reporting module (Resource Manager) has gone live and some issues remain. Working on emailing approval notifications and on line vacation and lieu time reporting.
- 1.2 The 2015 Audit report remains outstanding. Awaiting final audit and management letter from Auditors.
- 1.3 Met with online reservation representatives to finalize accounting reporting, auditing capabilities, and cash balancing.

2.0 GIS & Information Management

- 2.1 Information Management & Business Solutions
 - Development Tracking Solution – Support Planning and Regulation review team with reviewing and finalizing City View development tracking system evaluation and selection as approved by the Board.
 - Support Cave Springs Master Plan, participating on Steering Committee and Archaeological working group.
 - Supported Operations team in implementing Campground Reservation System with selected vendor with information being provided to ensure go-live date of April 2, 2015.

- Various planning and preparation activities (venue selection, agenda development) associated with hosting the Conservation Authority Collaborative Information Session (CACIS) conference for the CA GIS and IM community of practice in June.
- Support Operations team with ongoing development of Conservation Areas Acquisition and Trails spatial databases.
- Regular custom map services in support of various teams but predominantly from Planning Approvals Analysts as well as the internal provincial plan review process.
- Support the Restoration Team with the development of stewardship application forms
- Supporting Communications by participating on several Niagara Children's Water Festival committees, and volunteering recently at the Yellow Fish Road and the Outdoor show.
- Tara Metzger continues to provide guidance to 3 Niagara College Post Graduate GIS projects.

3.0 Corporate Services Administration

3.1 Job Evaluation

The Job Evaluation job documentation for all jobs within the NPCA has been compiled and submitted to the Niagara Region for evaluation under the approved gender neutral job evaluation plan and to ensure *Pay Equity Act* compliance.

4.0 Business Development, Marketing & Community Outreach

4.1 Events

4.1.1 Ball's Falls Thanksgiving Festival

This year's festival will take place from October 9th-12th and will run from 10am-5pm daily. To date 138 vendors have been accepted into the Festival. Jurying took place in Mid April. There are 119 returning vendors and 19 new vendors. Vendor status letter were delivered to 172 applicants. 34 vendors were not offered placement in the festival.

The festival will again include a farmer's market with VQA wine sales. This aspect of the festival will be delivered on in partnership with the Twenty Valley Tourism Association.

4.1.2 Niagara Children's Water Festival

This year's festival will take place from September 15th-17th and will be transitioning from a fall festival to spring festival. 2016 dates are May 10th-12th 2016. To date 70 schools have applied to the festival for both 2015 & 2016. The NPCA also applied for a Blue Water Grant through RBC and was awarded a

\$5,000 grant for the Festival. As in the past, RBC staff will play a part in participating in the festival as lead coordinators.

4.1.3 CACIS 2015

Event staff are assisting the GIS department with the facilitation of the CACIS 2015 Conference. To date 65 delegates are registered for the conference.

4.1.4 John Turner Gala

Event staff have been confirmed the date of September 24th for the Right Honourable John Turner Gala. The Gala will be hosted at Queen's Landing in Niagara on the Lake. Expected attendance is anticipated to be 180 guests. Staff toured a number of facilities and determined Queen's Landing to have the best fit for the event. More information to follow as event planning occurs.

4.1.5 Hawkwatch

The annual Hawkwatch Open house took place at Beamer Memorial on April 3rd. The event was well attended and received positive media.

4.1.6 St. John's Pond Opening

Another successful trout pond opening took place on April 25th. Thorold Mayor Ted Luciani, Board Member Mickey DiFruscio, along with CAO Carmen D'Anglelo opened the season with a first cast. A great crowd enjoyed wonderful weather as they continued with this opening season tradition.

4.1.7 Weddings

To date there are 121 wedding bookings at NPCA properties in 2015. This represents approximate revenue of \$150,000. By far the barn at Ball's Falls is the most popular venue.

In 2016 there are 62 wedding bookings to date, with on average of 2-5 bookings per week. This represents approximate revenue of \$130,000.

For 2017, 3 wedding bookings have been received.

Staff are also working on a wedding venue brochure in conjunction with an external design firm. Many customers ask for a "package" of what the NPCA offers in terms of services and venues. This piece provides customers with information on all venues the NPCA offers. It will be available in print and digital form. It also helps to increase the level of professionalism surrounding our weddings business.

4.2 Development and Communications

4.2.1 Niagara Envirothon

The Niagara Envirothon was a great success again this year. More than 75 students from across Niagara attended the program held at Heartland Forest in Niagara Falls. The program is held over two days, April 8th was a learning workshop for the students and April 23rd was the competition. The winning team for the second year in a row was Lakeshore Catholic from Port Colborne. Unfortunately, Lakeshore students had a conflict and Niagara will be sending

St. Michael Catholic to represent our region at the Ontario Envirothon Championships from May 20-23rd in Peterborough at Fleming College.

The Niagara Envirothon was well covered by the media with an article in the Niagara Falls Review, St. Catharines Standard and Welland Tribune. The Source by TV Cogeco also covered the story. Links to both can be found below. This program could not happen without the help of over 20 volunteers from the community, including the Niagara Region, City of Welland, Brock University, Agriculture and AgriFood Canada, Peninsula Field Naturalists, Ministry of Natural Resources, City of Niagara Falls, Land Care Niagara, Niagara Restoration Council, Niagara Falls Nature Club and Bert Miller Nature Club. The program received funding in the amount of \$1500 from Ontario Power Generation, and support from Outdoors Oriented, Forests Ontario and Dan's Produce.

Niagara Falls Review Article:

<http://www.niagarafallsreview.ca/2015/04/23/niagara-students-showcase-environmental-smarts>

The Source Story:

<http://www.tvcogeco.com/niagara/gallery/the-source/7424-april-source-stories/99133-niagara-envirothon>

4.3 Community Outreach

The NPCA was at a number of events in the month of April. The following is a list of community outreach events where the NPCA hosted a booth with staff or attended:

- April 24th - Friends of Fort Erie Creeks ECO Fair
- April 25th - Bass Pro Shop
- April 25th - Niagara College (Welland Campus) Earth Day Event
- April 25th - St. John's Trout Season Opener
- The NPCA distributed a large number of Native Plant Guides, Stewardship Guides, Niagara Cycling Maps, Conservation Ontario guides and answered various questions from the public. We have been well received at these events and will continue to foster a positive relationship in our community through these outreach activities.

4.4 Community Liaison Advisory Committee

The next scheduled meeting for the Community Liaison Advisory Committee (CLAC) will be held Thursday May 14th at 5:30PM at the Ball's Falls Centre for Conservation. Items to be discussed include the Draft Land Management Plan, as set out in the Strategic Plan, and the Watershed Gap Analysis project. The Committee will receive an update on the conservation area woodlot management, the coordinate provincial policy review, the NPCA planning policy review and the planning fees review, as requested.

4.5 Communications

A new rack card promoting the Ball's Falls thanksgiving Festival has been developed with a completely new look and feel to the promotional material. More emphasis this year will be on the fact that it is a NPCA event as many people did not realize this fact.

A new Foundation brochure was also developed along with a more short-term strategic fundraising plan that will go to the Foundation Committee of the Board for review. The plan outlines some of the more urgent priorities in terms of getting a proper fundraising program established for the Foundation in support of the NPCA.

The month of April saw several positive earned media stories in the three local daily papers and cable TV. In addition, two "about the NPCA" feature articles will be published in two different Niagara and West Niagara Magazines. Both publications will feature the NPCA on the cover. HWS (Health Wellness and Safety – readership of 48,000 plus on-line) and Club West Magazine (distribution 100,000 homes) which is an outdoors magazine featuring west Niagara and Hamilton areas will feature the NPCA.

4.6 Website Redevelopment

The initial phase of website redevelopment is complete. The menu structure, navigation and basic graphic elements have been reviewed and approved by senior management.

The new website will focus more on the visitor and is intuitive to what they are looking for. A greater focus is put on revenue generation through promotion of day-use conservation areas, and recreational activities. We are also introducing a section strictly dedicated to permits. This allows it to be found easily with all the information available in one place.

Photography of conservation areas will be much more plentiful on the new website – The current website only features a few photos per area. Each conservation area will now have a photo gallery to showcase what each has to offer.

4.7 2014 Annual Report

The first draft of the 2014 Annual report has been completed and distributed to the Chair for comment. Fine tuning and recommended changes from Chair and CAO will be completed in the next week. The final version will be distributed to the Board and member municipalities once complete.

4.8 Cave Springs Management Plan

The Cave Springs Management Plan Open House was held on April 29th and featured major communication to the public and neighboring property owners around Cave Springs. The communications team sent personalized letters to over 50 neighboring property owners, over 100 letters to community, native, and cultural groups to generate interest in the management plan process.

Leading into the Open House, we created and distributed over 14,000 postcards that were sent via unaddressed admail from Canada Post. The communications team also created a 5 minute video highlighting the management plan process and featured archive footage of Margaret Reed holding tours of the land for students and the general public. The event had excellent attendance and received very positive feedback from the public.

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:

None

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 Kevin Valliers, Manager, Development & Communications.

Report To: Board of Directors

Subject: Financial Report – Month Ending April 30, 2015

Report No: 45-15

Date: May 20, 2015

RECOMMENDATION:
That Report No. 45-15 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 as reviewed this business cycle following the close of April 30, 2015 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 April 30, 2015

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
Consolidated Income Statement
For the Period Ending - April 30, 2015

	Current Mth Actual	Current Mth Budget	Act vs.Bdgt B / (W)	Y.T.D. Actual	Y.T.D. Budget	Act vs.Bdgt B / (W)	12 Month Budget
Revenue							
Municipal Funding	1,842,546	2,200,740	(358,194)	1,970,914	2,200,740	(229,826)	8,802,943
Provincial Funding	134,046	125,000	9,046	199,046	190,000	9,046	519,500
Federal Grants	-	-	-	-	-	-	235,000
Permits and Regulatory Fees	34,125	29,200	4,925	114,660	117,100	(2,440)	350,000
Park Operations	240,734	210,000	30,734	331,106	340,000	(8,894)	1,374,000
Other Revenue	11,658	31,700	(20,042)	88,435	85,000	3,435	213,100
Interest Income	1,536	2,500	(964)	8,510	10,000	(1,490)	98,000
Reserves and Foundation	-	-	-	-	-	-	480,000
Total Revenue	2,264,646	2,599,140	(334,494)	2,712,671	2,942,840	(230,169)	12,072,543
Expenses							
Salaries & Benefits	465,392	497,470	32,078	1,739,029	1,823,193	84,164	5,793,556
HR & Employee Expenses	12,269	18,185	5,916	29,377	60,115	30,738	193,220
Board & Volunteer Expenses	12,392	1,670	(10,722)	14,753	16,765	2,012	60,100
Professional Fees	12,633	4,105	(8,528)	34,562	48,620	14,058	290,200
Ocupancy Costs	26,858	122,405	95,547	107,272	221,370	114,098	457,300
Office Expenses	3,899	10,810	6,911	46,795	43,000	(3,795)	176,745
IT, GIS & Communications	599	-	(599)	2,259	-	(2,259)	1,400
Marketing & Promotions	9,206	8,425	(781)	16,935	40,800	23,865	187,800
Vehicle & Equipment	13,100	42,780	29,680	99,723	94,860	(4,863)	316,677
Watershed Maintenance	8,199	35,980	27,781	40,956	144,540	103,584	412,000
Park Maintenance	10,259	19,008	8,748	28,838	42,420	13,582	352,000
Corporate Services	20,071	24,435	4,364	79,756	121,840	42,084	1,841,445
Total Expenses	594,875	785,273	190,398	2,240,256	2,657,523	417,266	10,082,443
Surplus / (Deficit)	1,669,771	1,813,867	(144,097)	472,414	285,317	187,097	1,990,100
Capital Purchases	43,263	35,000	(8,263)	99,967	110,000	10,034	1,990,100
Surplus / (Deficit)	1,626,508	1,778,867	(152,359)	372,448	175,317	197,130	-

Report To: Board of Directors

Subject: Managed Services for Information Technology

Report No: 46-15

Date: May 20, 2015

RECOMMENDATION

That the Managed Services for Information Technology Report No. 46-15 be received for information purposes.

PURPOSE

To inform the NPCA Board of Directors about the review of current business practices and direction with regards to the provision of the Authority's information technology services.

BACKGROUND

Without understating its importance, IT (information technology) simply builds the technical information infrastructure that facilitates the efficient processing and movement of data, files, and messages. IT is therefore, an integral part of any organization's IM (information management) considerations. IM is a corporate venture because of its close relationship to specific business needs in consideration to organizational goals and objectives. Responsive IT is essential to conducting effective IM that harnesses the information resources and information capabilities of the organization in order to add and create value both for itself and for its clients or customers.

The Niagara Peninsula Conservation Authority currently partners with the Region of Niagara through a shared services agreement to provide information technology services for its operations. This arrangement delivers a local area network (LAN) to the NPCA main office secured behind the Region's firewall, internet access, hardware purchasing and installation, and system administration (security/antivirus, backup/disaster recovery, data center management, enterprise applications licensing (Microsoft Windows and Office)) including helpdesk services. NPCA 'field' locations such as Balls Falls and several other properties benefit from either virtual private network (VPN) or remote access services to the network.

Value added services in extension to this relationship have been leveraged, including enterprise GIS capabilities (database hosting and web mapping applications), specific application server hosting (AccPac financial system), as well as the potential to benefit from Regional applications such as the 'Sherpa' intranet system (MS SharePoint application). These amenities endeavor beyond core IT functions and more into the realm of addressing corporate information management business needs.

The annual operating cost for the base IT operations from the Region grew to 178K in 2014, while client side hardware investments remain additional capital expenses incurred annually (4 year refreshment cycle) as replacements are required. Desktop computing assets are therefore owned by the Authority.

Review of Business Needs

Internal reflections about the need to update telephone systems, deploy appropriate mobile devices, implement Wifi Access Points (office and several Authority properties), and consider e-commerce (reservations), online forms (permit and hunting applications), and additional application tiers (i.e. CityView development tracking system, CRM, Sharepoint collaboration tools) as support requirements related to Strategic Plan objectives have raised questions as to the Authority's current IT capabilities to meet its longer term IM vision. With the direction to enhance the performance of many of the Authority's business lines, integrated business solutions addressing many of the NPCA's current information management practices will become a critical success factor. This will require an IT infrastructure that provides access to applications, databases, mail and communication services that enable the NPCA to perform its work with accuracy, reliability, and speed.

While the shared services agreement with the Region provides substantial value to many of these core IT requirements, it has also often presented a limiting factor in moving NPCA information management initiatives forward. This is usually because either overarching Regional IT policies and/or system configuration prevents the NPCA from dealing with its own information management needs on the technical infrastructure provided in an autonomous fashion. As a solution to some of these limitations, the NPCA purchased and continues to manage a co-located server through an alternative service provider (Skycomp Solutions) in 2009. This hardware hosts virtualized web, database and application servers, delivering several business applications and/or services (website and flood forecasting and warning system etc.) while providing NPCA staff with direct administrative control and exposure to the web which is a level of access and control that could not be facilitated through the existing agreement with the Region.

Additionally, the quality of customer service experienced through the agreement has often varied. As a service provider, the Regional solutions are typically determined and offered 'as is', either without or seeking limited input in advance from the NPCA as to its specific requirements and/or preferences. NPCA staff also find they have to 'work through' Regional staff to accomplish tasks (typically application customization and administration activities) on the infrastructure to complete their projects. This can be a challenging experience and creates functional dependencies on the Region that affect aspects of NPCA project implementation.

As a result of these known issues and generally as a good business practice, it is reasonable for the NPCA to periodically review its IT service provision.

Investigation and Evaluation of Alternatives

As part of the 2015 budgeting process, staff engaged its existing vendor, SkyComp Solutions, to provide network system configuration plans and cost estimates for the NPCA to potentially migrate

to the private sector under their managed services business model for all Authority information technology management needs. The solution proposed leverages the NPCA's existing web infrastructure currently managed by SkyComp on the Authority's behalf and compliments it with a small datacenter to be located in the Authority office. Both environments would be firewalled appropriately and connected through a Bell fibre link with sufficient redundancy for back-up and disaster recover, enabling internal systems to configure with web facing system requirements to support integrated solutions such as the CityView development tracking system's Public Portal, public facing web GIS applications, and staff tools such as the new timesheet application. The managed services approach is an 'all you can eat' package based on a user rate and covers everything from helpdesk to network and system administration services in a predictable monthly cost.

NPCA also recently used SkyComp solutions to migrate from the Region's enterprise email exchange to the Microsoft Office 365 cloud based exchange services. This was necessary to provide continued support to its legacy BlackBerry mobile devices and functioned as one of the first phases of detaching select services from the Region. It also provides an alternate means of remote access for staff to their corporate email, as well as several other benefits to be leveraged in the future in terms of how staff access corporate information and work collaboratively further supporting the broader cultural transformation corporately that strategic information management can promote.

Despite the investigation into what the private sector offers, staff have contrasted its emerging needs and existing customer service apprehensions through detailed good faith discussions with the Region as its existing primary information technology services provider. The Region has communicated that it is in the process of changing how it does business with respect to IT and specifically in terms of prospective service delivery to its partnering agencies, fully acknowledging the NPCA's challenges and concerns under the current agreement. They have cited a new enterprise datacenter being established for operations starting in the second quarter of 2016. It is being designed so that it will be more accessible for clients like the NPCA to operate on with respect to addressing IT and IM needs in a more independent fashion.

Unfortunately, that timetable does not meet the Authority's immediate needs for key projects such as the CityView development tracking system, website redesign, financial and human resource system enhancements, and associated integration points. An alternative option discussed of addressing NPCA needs with the existing Regional infrastructure at this time would require more strategic planning and configuration sessions that would delay progress with these NPCA initiatives.

Interim Direction

As a result, staff has concluded that it is in the NPCA's best interest to migrate all the Authority's technology management needs to SkyComp Solutions as investigated on a one year interim basis. This will enable the Authority to establish its own technology infrastructure and configure it to strategically address its present and emerging needs without any impediments so that currently initiated information management projects can be implemented and delivered as planned. This will also provide staff with additional time to further articulate our longer term information technology management needs and associated specifications.

There are no immediate cost implications to this approach. The IT budget for 2015 was prepared on the actuals from 2014 and the total capital investments and service costs to make this transition are within range of that value. This approach was fully evaluated for feasibility and funded in the 2015 budget. The business model actually projects that should the Authority stay with the managed services approach after the interim period, it would be saving after a full year of service should the rate incurred through the Region in 2014 persist. Cost aside, the ultimate benefit is the immediate control and access to its own technology infrastructure that the Authority seeks to autonomously build its information management capabilities upon.

The long term solution to our corporate business technology management needs will be subject to a procurement process later this year (2015 Q4) given the total value of the business. An RFP will be developed and presented to the Board of Directors for approval and subject to the Authority's procurement policies. The RFP will focus on testing the market and securing a long term and comprehensive managed services provider for all of the NPCA's information technology specifications and service requirements which will be detailed therein.

In the meantime, SkyComp Solutions understands this is an interim solution and does not preclude them from submitting a proposal in response to the RFP. Niagara Region has been formally advised we are moving our technology management needs to another 3rd party on a temporary basis, and have also been encouraged to submit a proposal in response to the forthcoming RFP as well.

Alignment to NPCA's 2014-2017 Strategic Plan

The NPCA Strategic Plan sets out direction to perform organizational transformation, including corporate culture. While there are specific objectives subtly related to information management and technology use as part of this concept, information management practices are inherently cultural and will therefore be an important consideration as part of the ongoing broader corporate transformation.

Information Technology requirements and use, as governed by information management modernization efforts necessary to achieve its business objectives, can be inferred through the recognition and practice of several of the NPCA's corporate 'Values' identified in the Strategic Plan. These specifically include:

- Clear and respectful communication.
- Creativity and innovation in service delivery to clients.
- Transparency, accountability and quality in our services.
- Pragmatic solution oriented approaches to decision making.

In order to frame the opportunity at hand with respect to re-evaluating the NPCA IT paradigm it is recommended the NPCA adopt a strategy of examining technology needs and use through a broader corporate information management lens. That being a shift at an organizational level to an understanding that there are essentially no IT projects, rather there are only business initiatives that are enabled and shaped by information technology. Good information technology does not equal good information. Good information is information that people want or need, that they are willing to accept and use, and is determined at the organizational level in context of its specific business goals and objectives.

The integration of technology based business solutions that assist the NPCA with managing and leveraging its corporate information is mission critical to achieve the required level of elegance and efficiency it desires from both an internal and external customer service perspective. The NPCA IT environment moving forward needs to be an infrastructure that does not prohibit, but rather facilitates the organization to achieve its IM goals and associated business drivers. An agile IT 'backbone' as the foundation that the NPCA can conduct its IM activities on in an independent manner is the objective.

Reports Pertinent to this Matter

Report No. 26-15, 'Development Tracking System Selection', March 11, 2015.

Report No. 14-15, 'Award Website Redesign RFP', February 19, 2015.

Attachments:

1. NPCA – Proposed IT Network Infrastructure Configuration Diagram

Prepared by:



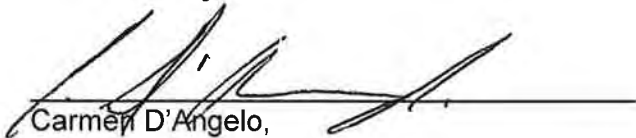
Geoffrey Verkade; Supervisor,
Geographic Information Services

Reviewed by:



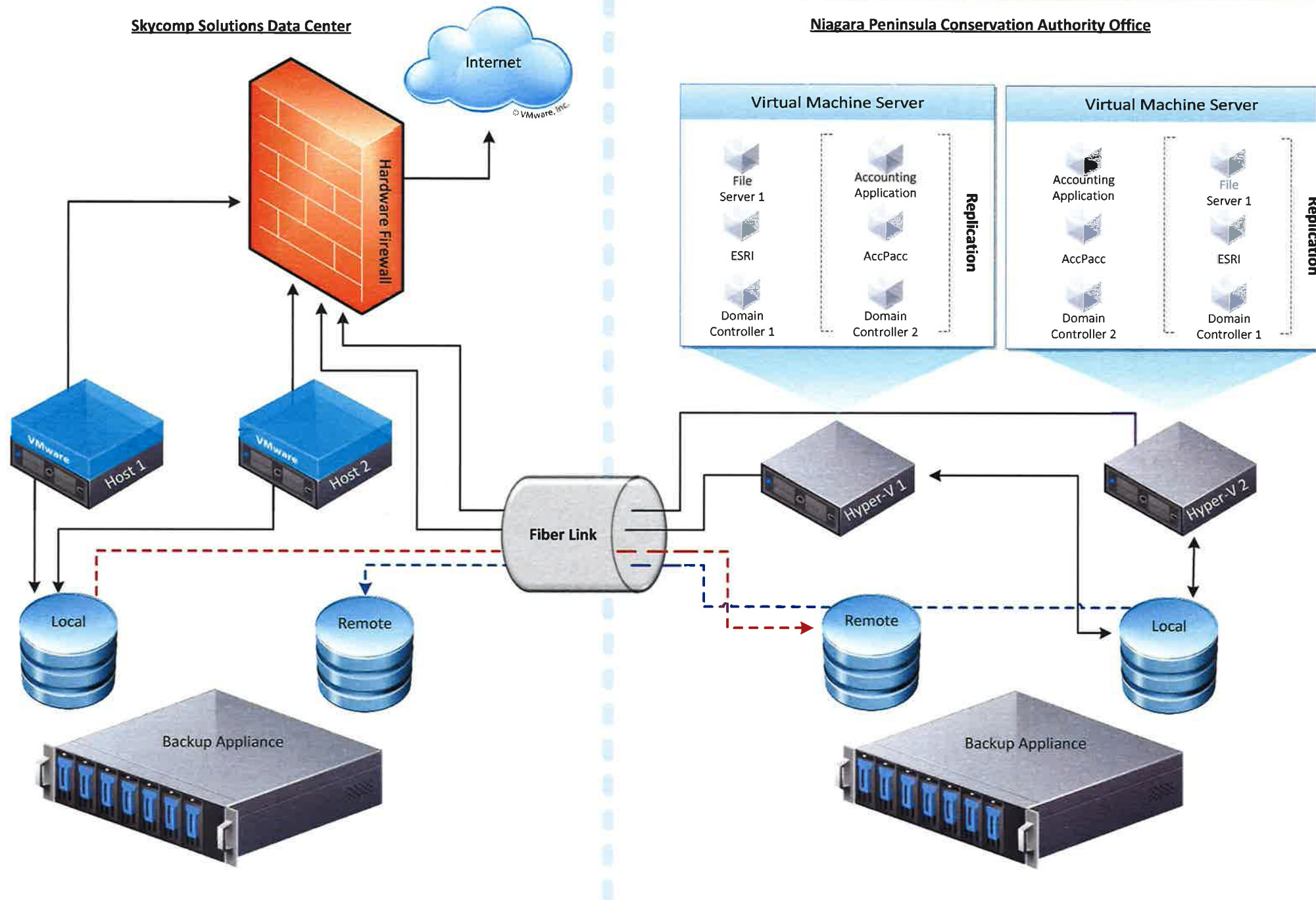
Jeff Long **CPA, MBA** ; Senior Manager,
Corporate Services

Submitted by:



Carmen D'Angelo,
Chief Administrative Officer / Secretary-Treasurer

Niagara Peninsula Conservation Authority: Network



Report To: Board of Directors

Subject: Tree and Forest Conservation By-law Status

Report No: 47-15

Date: May 20, 2015

RECOMMENDATION:

That Report No. 47-15 regarding the status of the Tree and Forest Conservation By-law be received for information.

PURPOSE:

To provide an update on the status of the Tree & Forest Conservation By-law.

DISCUSSION:

By-law issues/main activities since March 30, 2015 include:

- Harvest operation commenced under Good Forestry Practices (GFP) permits in a woodlot located in Lincoln on May 2nd. The NPCA Forester ensured ground conditions were suitable before logging (i.e. dry ground condition) commenced. Other woodlots with permits are being assessed on a routine basis to see if and when operations can start-up in those areas.
- Participated in the Niagara Envirothon at Heartland Forest as a presenter for the Forestry component of the core topics covered.
- Responded to three (3) tree cutting complaints in Wainfleet, Smithville and Fort Erie. The incidents in Wainfleet and Smithville involved hedgerows which are not covered by the Bylaw. Concerning an incident in Fort Erie involving clearing without a building permit, operations were ordered to cease until a permit is obtained. The contractor/operator was cooperative and monitoring of the Fort Erie incident is on-going.
- Received requests from three woodlot owners that are interested in conducting a commercial harvest operation under a Good Forestry Practices permit in the near future. Site visits by the NPCA Forester were conducted with the land owners to see if the woodlots would benefit from a selection harvest.
- Conducted a site visit at the request of a landscape architect to get permission to remove approximately ten (10) dead/declining trees for a landscaping project on a property along York Rd in NOTL. The property is within the Protected Area of the Niagara Escarpment Plan. Comments were shared with the NEC.

- Received and provided advice to persons calling about declining ash tree populations. The callers live in urban areas not covered by the By-law. Some inquired if the NPCA would remove their ash trees. They were informed that if the tree is on their property then they are responsible for its removal.

RELATED REPORTS AND APPENDICES:

1. Communication and Work Summary

Prepared by:

Dan Drennan

Dan Drennan,
R.P.F; Forester

Reviewed by:

Peter Graham

Peter Graham
Director, Watershed Management

Submitted by:

Carmen D'Angelo

Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

NPCA Forestry Department: Communication and Work Summary



Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
1	Niagara Region	Dan Drennan	<input type="checkbox"/>	2015-04-08	Other	Asked to attend the 2015 Niagara Envirothon and present topics related to forestry in Ontario. The envirothon is a hands-on environmental problem-solving competition for high school-aged 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.	Provided training to the students on the forest regions in the province, common tree species found in each, forest management concepts and tools used by Foresters.	None required
2	Fort Erie	Dan Drennan	<input checked="" type="checkbox"/>	2015-04-26	Enforcement	Received a tree cutting/clearing complaint from a Niagara Region staff member regarding tree removal in progress within a woodland along Windmill Point Rd in Fort Erie.	Investigated the tree removal on April 29. Prior to attending the site, it was determined no permits had been issued that would allow tree cutting. In this case it would have been a building permit. Removal was in progress when entered the site. The operator was asked to cease work until a permit was obtained. The operator followed instructions and parked his excavator at the driveway entrance along Willow Point Rd. No 'Sensitive Natural Areas' were impacted by the amount of clearing that had occurred before operations were halted. A formal Stop Work Order was not issued as the operator was cooperative.	Continue to monitor.

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
3	Wainfleet	Dan Drennan	<input checked="" type="checkbox"/>	2015-04-27	Enforcement	Received a tree cutting/clearing complaint from a landowner along Perry Road in Wainfleet. They reported tree removal had occurred a month ago.	Investigated the tree removal on April 29. Removal had occurred for agricultural reasons (tile drainage installation). A small amount of trees were cut in order to accommodate the install of the tile drainage. Most of the trees were situated along hedgerows which are not considered woodlands under the Bylaw. No 'Sensitive Natural Areas' were impacted.	None required.
4	West Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2015-04-28	Enforcement	Received a tree cutting/clearing complaint from a West Lincoln staff member regarding tree removal in progress on a rural property on the west side of Smithville.	Investigated the tree removal on April 30. Prior to attending the site, it was determined the reported works did not involve a 'Sensitive Natural Area'. Removal had already occurred and was completed upon entering the site. Removal was confined to a hedgerow feature along a property boundary. These features are not considered woodlands under the Bylaw.	None required.
5	NOTL	Dan Drennan	<input checked="" type="checkbox"/>	2015-04-29	Woodlands	A landscape architect working for a land owner on York Rd in NOTL requested a site visit to confirm their ability to remove certain trees for a landscaping project.	Conducted a site visit on April 29 with the contractor. The trees requested for removal included 9 ash and one willow. All trees were in a state of decline and were outside of a woodland that the Bylaw would regulate. Informed the contractor he can remove the trees. The property is within the area regulated by the Niagara Escarpment Plan so the NEC was notified of the permission granted to the land owner.	None required.

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
6	Pelham	Dan Drennan	<input checked="" type="checkbox"/>	2015-05-06	Woodlands	A woodland owner in the east Fonthill area requested a site visit to assess the condition of their woodland and to get directions and recommendations on what he can do in the woodland in regards to the Bylaw.	Conducted a site visit with the owner. The woodland has a very small component of ash (<5%) so there is no concern in regards to EAB. However the woodland would respond to a thinning operation to reduce the basal area and open the canopy to promote natural regeneration of sugar maple, cherry and oak. Instructed the owner how to obtain a Good Forestry Practices permit.	None required.
7	Wainfleet	Dan Drennan	<input checked="" type="checkbox"/>	2015-05-07	Woodlands	A woodland owner requested a site visit to receive advice about what to do with their woodland and determine if there is potential to conduct a commercial harvest	Conducted a site visit with the land owner. The woodland does not have potential for harvesting presently, most likely in 20 years from now. The age of most of the trees is <40 years old. Other trees are over-mature with no timber value. It appears the oak were high graded from the woodlot and the woodlot was used for pasturing 45 years ago.	None required.
8	West Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2015-05-08	Woodlands	A woodland owner in the St. Anns area requested a site visit to assess the condition of their woodland and to get directions and recommendations on what he can do in the woodland in regards to the Bylaw.	Conducted a brief site visit with the owner. The woodland has a small component of ash (<10%) so there is a minor concern in regards to EAB. The woodland may respond well to a thinning operation to reduce the basal area and open the canopy to promote natural regeneration of sugar and soft maple, and red and white oak. The site visit did not include taking basal area measurements to confirm stand stocking levels for a possible harvest.	Another site visit is required to collect stand information.

REPORTS FOR CONSIDERATION

- ❖ **REPORT NO. 48-15** – *Asset Management Plan Requirements*
- ❖ **REPORT NO. 49-15** – *NPCA Appointment of Regulations Officer*
- ❖ **REPORT NO. 50-15** – *Welland River Floodplain Mapping-award contract*
- ❖ **REPORT NO. 51-15** – *Provincial Plan Review*
- ❖ **REPORT NO. 52-15** – *Wi-Fi Microphone System – Ball's Falls*
- ❖ **REPORT NO. 53-15** – *St. Johns Centre*
- ❖ **REPORT NO. 54-15** - *Kealy and Associates Inc. Project Proposal*

May 20, 2015 Full Authority Meeting

Report To: Board of Directors
Subject: Asset Management Plan Requirements
Report No: 48-15
Date: May 20, 2015

RECOMMENDATION:

1. That Report No. 48-15 be **RECEIVED** for information.
2. That the Board **APPROVE** the attached DRAFT Tangible Capital Asset Accounting Policy.
3. That the Board **AUTHORIZE** staff to use Operations Capital Reserves for the purchase of Asset Management Software.

PURPOSE:

To achieve Phase 4 and 5 deliverables within 'Improved Capacity for Managing Assets & Land Program' of the NPCA 2014-2017 Strategic Plan.

Phase 4 - *Execute comprehensive condition rating on complete inventory of NPCA assets.*

Establish required reserve contributions based on overall asset replacement plan. (Implementation: 2015)

Phase 5 - *(Develop an) Asset management plan based on "first to worst" rankings.*

Focus on top 5 priorities. Integrate with Capital Budget. (Implementation: 2015)

The purpose of this report is to formally initiate this process through the establishment of policy and the purchase of software necessary to implement this strategic priority.

BACKGROUND:

The approval of the attached DRAFT Policy will allow for the implementation of the tangible capital asset accounting changes required by the Public Sector Accounting Board (PSAB) Section PS 3150.

New accounting requirements recommended by the Public Sector Accounting Board (PSAB) and approved by the Canadian Institute of Chartered Accountants, are directed at aiding municipalities and government bodies in better managing their tangible capital assets.

Beginning with the 2009 financial reports, all municipalities and government bodies are required to record and report their tangible capital assets in their financial statements. Capital expenditures are to be recognized as capital assets and amortized over their expected useful life.

The NPCA 2014-2017 Strategic Plan identified the need to 'Improve Capacity for Managing Assets & Land,' with implementation in 2015.

DISCUSSION:

With the new focus and attention placed on this matter within the NPCA Strategic Plan, a DRAFT policy has been prepared which mirrors the policies prepared by other Conservation Authorities. This draft was prepared following a review by the NPCA auditors.

In order to satisfy this policy and to implement the asset management priorities identified in the Strategic Plan, it will be necessary to purchase suitable asset management software.

Due to the crossover in related responsibilities, the Operations Team and Corporate Services Team will work together to ensure that the chosen software meets the needs of all internal parties.

FINANCIAL IMPLICATIONS:

The cost of purchasing asset management software falls within a broad range. A rough order of magnitude estimate would be \$50,000 +/- 25%. However, the strategic benefits of knowing what assets we have, the life-cycle of these assets and being able to plan accordingly, provides a compelling reason for making this investment.

The funds are being recommended to come from the Operations Capital Reserve.

RELATED REPORTS AND APPENDICES:

1. DRAFT Tangible Capital Asset Accounting Policy

Prepared by:


Mark Brickell
Project Manager

Reviewed by:


David Barrick
Senior Manager, Operations

Reviewed by:


Jeff Long
Senior Manager, Corporate Services

Submitted by:


Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

DRAFT

**Niagara Peninsula Conservation
Authority**

**Tangible Capital Asset Accounting
Policy**

May 20, 2015

Niagara Peninsula Conservation Authority

Tangible Capital Asset Policy

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1.0 Purpose

The purpose of this policy is to provide the accounting guidelines for consistent recording and reporting of tangible capital assets in all Departments at the Niagara Peninsula Conservation Authority as required by the Public Sector Accounting Board Section PS 3150. It will guide the preparation of the financial statements that will comply with generally accepted accounting principles for tangible capital assets.

2.0 Background

PSAB Section PS 3150 requires the cost and accumulated amortization of the costs of tangible capital assets to be reported as non-financial assets in the Statement of Financial Position and the annual amortization costs of tangible capital assets be reported as expenses in the Statement of Operations.

PSAB Section PS 3150 is effective for the fiscal years beginning after January 1, 2009. The objective of Section PS 3150 is to require the accounting treatment of tangible capital assets so that users of the financial statements can familiarize themselves about the organization's investments in its tangible capital assets and the changes in those investments over time. The principal issues in accounting for tangible capital assets are the recognition of the assets, the determination of their carrying amounts and the recognition of any amortization charges and impairment losses.

3.0 Authority

This NPCA Policy is approved by the Board and implemented by the CAO. The CAO has the authority to make administrative amendments. Future amendments that will significantly change the policy will be brought to the appropriate Board meeting for approval.

4.0 Definitions and Terminology

4.1 Tangible Capital Assets:

4.1.1 Definition:

Tangible Capital Assets are non-financial assets having a physical substance that:

- a) are used on a continuing basis in the operations;
- b) are used in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets;
- c) have useful lives extending beyond one year; and
- d) are not for resale in the ordinary course of operations.

4.1.2 Key Elements:

The key elements for the NPCA's definition of tangible capital assets include:

- a) they are economic resources controlled by the NPCA;
- b) they result from past transactions or events;
- c) they embody future economic benefits that are expected to be realized;

- d) they are held for own use on a continuing basis and not for resale in the ordinary course of business; and
- e) they have economic lives beyond one accounting period.

The concept of control of an asset's economic benefit is key in determining recognition in the financial statements. Ownership and control are not synonymous. Some indicators of control include, but not limited to: the organization that is the beneficiary of the future economic benefits from the asset, do terms of contracts transfer substantially all benefits and risks of ownership to the organization, is the organization responsible for the asset's performance, availability, maintenance, renewal, replacement, obsolescence, environmental liability etc.

4.1.3 Criteria:

Before an item can be recognized as a tangible capital asset for financial reporting purpose, it must satisfy two criteria:

- a) it must satisfy the definition of a tangible capital asset; and
- b) it must have a cost or other value that can be reliably measured.

Items whose value is not measurable or reasonably estimable cannot be recognized within the financial statements totals. Although they should be mentioned in the Notes to the financial statements.

4.2 Amortization

The cost, less any residual value, of a tangible capital asset with a limited life should be amortized over its useful life in a rational and systematic manner appropriate to its nature and use.

4.3 Improvements/Betterments:

Improvements or Betterments are subsequent expenditures on tangible capital assets that:

- a) increase previously assessed physical output or service capacity;
- b) lower associated operating costs;
- c) extend the useful life of the asset, or
- d) improve the quality of the output.

4.4 Pooled Assets:

Pooled assets are assets that have individual unit value below the capitalization threshold but have a material value as a group. Normally recorded as a single asset with one combined value. Each unit may be recorded individually in the asset register for monitoring and control purposes. Examples are personal computers, furniture or equipment.

4.5 Fair Value:

The amount of consideration that would be agreed upon in an arm's length transaction between knowledgeable, willing parties who are under no compulsion to act.

5.0 Asset Categories/Types for NPCA

5.1 Tangible Capital Assets

For the NPCA, tangible capital assets include: land, land improvements, buildings, machinery and equipment, infrastructure, vehicles and capital work in progress.

5.1.1 Land

Real property in the form of a plot, lot or area. Includes all expenditures made to acquire land and to ready it for use where the improvements are considered permanent in nature and includes purchase price, closing costs, grading, filling, draining, and clearing, removal of old buildings (net of salvage), assumption of liens or mortgages, and any additional land improvements that have an indefinite life. The costs associated with improvements to land are added to the cost of the land if those improvements can be considered permanent (such as re-grading or filling of the land). Excludes: forests, water and other mineral resources and land held for resale. Includes land for administrative buildings, parks, playground fields and open space.

5.1.2 Land Improvements

Land improvements consist of betterments, site preparation and site improvements (other than buildings) that ready land for its intended use, which generally decay or break down over time. Land improvements that are removable and can degrade or deplete over the course of time through use or due to the elements, should be separately capitalized and their value amortized over the useful life of the improvement. Examples include construction of driveways, landfill site development, bike paths in parks, drop off locations, sidewalks, fencing, patios, water fountains, outdoor swimming or wading pools, ball diamonds, soccer fields, irrigation systems, tennis courts etc.

5.1.3 Buildings and Building Improvements

Buildings include all structures that provide shelter from the elements which function independent of an infrastructure network. This category includes capital and betterments to general capital buildings that are owned by the authority. Examples include sport and recreation facilities, office buildings, pavilions, change rooms, park washrooms, concession buildings, ticket kiosks etc.

5.1.4 Machinery and Equipment

An apparatus, tool, device, implement or instrument that likely uses energy to facilitate a process, function or completion of a task. It may be installed within a building but is generally capable of being moved and reinstalled at a different location. It can include furniture, computers and office equipment.

5.1.5 Infrastructure

Are linear assets that are generally constructed or arranged in a continuous and connected network. Examples are: surface systems such as roads, sidewalks, bridges, drainage ditches, and street lights, and underground systems.

5.1.6 Vehicles

A means of transportation, usually having wheels for transporting persons or things or designed to be towed behind such an apparatus. Often require a license. Includes automobiles, trucks, motorcycles, boats etc.

5.1.7 Capital Work in Progress

The cost of tangible capital assets under construction, constructed or in an uncompleted process of acquisition that are not yet in service.

5.2 Donated or Contributed Assets

Donated or contributed assets meet the criteria for recognition as tangible capital assets as these assets embody an expected future economic benefit that the NPCA will control. The cost of donated or contributed assets that meet the criteria for recognition is equal to the fair value at the date of construction or contribution. Fair value may be determined using market or appraisal values. Cost may be determined by an estimate of replacement cost. Ancillary costs should be capitalized. In unusual circumstances, where it is impossible to estimate its fair value, the tangible capital asset would be recognized at nominal value.

5.3 Works of Art and Historical Treasures

The cost of items of historical significance or works of art are not consumed in the normal operations nor is it possible to estimate the future economic benefit associate with these items. These items will not be recognized as tangible capital assets but the existence of these units should be disclosed in the notes to the financial statements. Buildings declared as heritage sites may be included in this asset classification. Therefore, the NPCA will specifically exclude all artifacts, antiques, works of art and buildings of historical significance such as those at the Ball's Falls Heritage Parks.

5.4 Capital Lease:

A lease with contractual terms that transfers substantially all the benefits and risks inherent in ownership of property to the NPCA. Substantially all of the benefits and risks of ownership are transferred to the lessee, and one or more of the following conditions must be met:

- a) There is reasonable assurance that the NPCA will obtain ownership of the leased property by the end of the lease term.
- b) The lease term is of such as duration that the NPCA will receive substantially all of the economic benefits expected to be derived from the use of the leased property over its life span,
- c) The lessor would be assured of recovering the investment in the leased property and of earning a return on the investment as a result of the lease agreement.

6.0 Policy Statements

6.1 Capitalization Thresholds

Tangible capital assets should be capitalized according to the following thresholds:

Asset Category	Minimum Threshold
Land	No threshold
Buildings **	No threshold
Infrastructure	\$5,000
Machinery and Equipment	\$1,000
Vehicles	\$5,000
Improvement/Betterment of existing asset	\$5,000

** (excludes deemed historically significant)

6.2 Valuation

Tangible capital assets should be recorded at historical cost or estimated historical cost if the actual historical cost is unknown. The historical cost of tangible assets includes all costs directly related to the acquisition, construction, development or improvement to the tangible asset. It includes all costs directly attributable to bringing the tangible capital asset to a condition ready for use.

6.2.1 Costs

These costs may include, but are not limited to:

- a) direct material and labour costs incurred during construction of a tangible capital asset;
- b) professional fees charged by an outside third party for services rendered such as appraisal, application, survey, inspection, design, engineering, architectural, environmental assessments and other similar types of activities;
- c) an appropriate share of overhead and indirect costs such as salaries and wages that can be directly attributable to the acquisition, development and construction of a tangible capital asset;
- d) the costs of an improvement that is incurred subsequent to the initial acquisition or construction of a tangible capital asset, such as an addition of a lane to an existing road;
- e) land acquisition costs, such as purchase price, appraisal fees, brokerage fees, survey fees and legal fees;
- f) interest costs incurred by borrowing during the acquisition, construction or production of the asset to get the asset ready for its intended use. Once the asset is operational, the interest costs are no longer to be capitalized;
- g) miscellaneous costs such as handling, freight and transportation insurance charges to the point of initial use, non-refundable taxes and duties; and
- h) net of any discounts or rebates.

6.2.2 Administration Costs

The administrative costs to put an asset into operation are to be capitalized, but general administrative overhead not directly attributable to the asset is not to be capitalized.

6.2.3 Estimating

When the historical cost cannot be accessed or identified, the following methods may be used to determine a reasonable estimate for the historical cost.

- a) discounted reproduction cost (measures the current cost of reproducing the same asset into the same physical form and discounted to the year of acquisition using an index);
- b) discounted replacement cost (measures the current cost of replacing the asset in a different physical form but with the same productive capacity and then discounted to the year of acquisition using an index);
- c) professional appraisal (a professional assessment of what an asset is worth based on its current age and condition. This value is then discounted to the cost at the time of acquisition using an index).

For audit purposes, a consistent method will be applied across an asset category when applying cost estimation.

6.2.3 Discounting

The indices applied to discount to estimate value will be an index such as the Consumer Price Index or an industry specific index such as the Public Work Index and applied across the asset category.

6.3 Componentization

Many tangible capital assets consist of a number of components. In complex assets, the NPCA can break the asset into unique components. Tangible capital assets may be accounted for using either the single asset approach or component approach. Whether the component approach is to be used will be determined by the usefulness of the information versus the cost of collecting and maintaining information at the component level.

Factors to be used to consider a component approach include:

- a) Major components have significantly different useful lives and consumption patterns than the related tangible capital asset.
- b) Value of components in relation to the related tangible capital asset.

6.4 Amortization

The cost, less any residual value, of a tangible capital asset with a limited life should be amortized over its useful life in a rational and systematic manner appropriate to its nature and use. The amortization method and estimate of useful life of the remaining unamortized portion should be reviewed on a regular basis and revised when the appropriateness of a change can be clearly demonstrated.

Generally, a straight-line method for calculating the annual amortization is applied. Under this method, the cost of the asset is written off and expensed evenly over the useful life of the asset. Annual amortization is equal to the cost of the tangible capital asset minus residual value, divided by useful life.

Other methods allow more amortization in early years in the life of the asset than in later years. Some apply the same percentage each year while the basis declines, or apply different percentages each year while the basis remains the same. Amortization may be calculated for a category of assets, a pool of assets or individual assets.

Once a method for a particular asset is chosen, it must generally be used for the life of the asset.

Asset Category	Method of Amortization
Land	Not Applicable
Machinery and Equipment	Straight Line
Land Improvements	Straight Line
Infrastructure	Straight Line
Buildings	Straight Line
Vehicles	Declining Balance
Capital Works in Progress	Not Applicable

6.5 Disposal

Disposals of tangible capital assets may occur by sale, trade-in, destruction, loss or abandonment. They are a reduction in an existing tangible capital asset. Disposals of tangible capital assets are approved by the NPCA Board.

Upon disposal of whole or part of a tangible capital asset, the asset register and accounting records will be adjusted to record the loss/gain on disposal. The date of the disposal, the method of disposal and selling price, if appropriate, will be recorded.

6.6 Impairment of Assets

When conditions indicate that a tangible capital asset no longer contributes to the operations or the value of the future economic benefit is less than its net book value, the cost of the tangible capital asset should be reduced. The net write-downs associated with these impairments should be recorded as expenses.

A write-down is an adjustment to the cost of an asset. A corresponding adjustment is made to the accumulated depreciation and the net adjustment is reported as an expense in the statement of operations. The revised cost of the asset should be amortized over the remaining useful life of the asset.

6.7 Estimated Useful Life

A tangible capital asset must have an estimated useful life greater than one reporting period to be considered for capitalization and amortization. All tangible capital assets except land will be assigned a useful life appropriate to that asset. Land has an unlimited useful life and is not subject to amortization.

Estimated useful life means the estimated number of months or years that an asset will be able to be used for the purpose for which it was purchased or constructed. The physical life of a tangible capital asset may extend beyond its useful life.

Estimating useful life of tangible capital assets is a matter of judgment based upon experience and should be applied on a consistent basis. Factors to be considered in estimating the useful life of an asset include:

- a) expected future usage;
- b) technical obsolescence;
- c) expected wear and tear through the passage of time;
- d) Maintenance program;
- e) Geological conditions;
- f) Capacity versus actual usage;
- g) Changes in demand for services; and
- h) Condition of existing comparable items.

The service potential of a tangible capital asset is normally consumed through usage. However, factors such as obsolescence, excessive wear and tear, deferral of regular maintenance or other events could significantly diminish the service potential that was originally anticipated.

The estimated useful life of a tangible capital asset category and remaining useful life of individual tangible capital assets should be reviewed on a regular basis and revised when appropriate.

6.8 Repair or Maintenance

Repair or Maintenance expenses are incurred to repair or maintain the pre-determined service potential of a tangible capital asset to the end of its current useful life. These expenses do not enhance the functionality, capacity, usability, quality or efficiency of the tangible capital asset. Such costs should be recorded as an expense in the fiscal year in which they were incurred.

Repair and Maintenance expenses include:

- a) replacement of individual units or parts of a tangible capital asset due to age, wear and tear and damage in order to maintain the tangible capital asset in the operating condition without significantly enhancing the functionality, capacity, usability and efficiency of the tangible capital asset;
- b) costs incurred to service or maintain the tangible capital asset until the end of its estimated useful life, where the estimated useful life is expected not to extend beyond a fiscal year;
- c) repairs, to restore tangible capital assets to prior condition;
- d) routine cleaning and servicing of equipment; and
- e) costs that must be incurred in order to realize the benefits previously projected from the tangible capital asset.

Costs that maintain the existing service level of an asset should be expensed in the fiscal year incurred and not recorded as a cost of the asset.

6.9 Improvements or Betterments

The cost of an asset will also include subsequent improvements or betterments. These are costs incurred to enhance the service potential of an existing tangible capital asset when:

- a) there is an increase in the previously assessed physical output or service capacity;
- b) associated operating costs are lowered;
- c) the useful life of the property is extended; or
- d) the quality of the output is improved.

Costs for improvements or betterments should be recorded as a capital asset. Recording of improvements or betterments as part of an existing asset will be added to the existing tangible capital asset. In some cases, a partial disposal of the existing asset that was improved will occur which needs to be removed from the asset base.

All other expenditures beyond the description of improvements/betterments are considered a repair or maintenance and expensed in the current year.

6.10 Capital Work in Progress

The cost of a tangible capital assets which meet the related threshold and are under construction or preparations that are not complete and not ready to be made operational should be recorded as Capital Work in Progress in the financial statements.

Amortization should not be recorded on any work in progress until it is transferred into the specific tangible asset category on the asset register indicating it is operational.

6.11 Acquisition Date

The acquisition date of a tangible capital asset is the earliest of:

- a) the date on which the tangible capital asset being constructed is complete and ready for use; or,
- b) the date the legal ownership of the tangible capital asset is transferred to the NPCA.

7.0 Disclosure Requirements

7.1 Financial Statements

The financial statements should disclose the following items for each major tangible capital asset category:

- a) cost at the beginning of the fiscal year;
- b) additions during the fiscal year;
- c) disposals during the fiscal year;
- d) the amount of any write-down in the fiscal year;
- e) the amount of amortization of the costs of tangible capital assets for the fiscal year;
- f) accumulated amortization at the beginning and end of the fiscal year; and
- g) net carrying amount at the beginning and end of the fiscal year.

The financial statements should also disclose the following information:

- a) the amortization method used, including the amortization period or rate for each major category of tangible capital assets;
- b) the net book value of tangible capital assets not being amortized because they are Capital Work in Progress or have been removed from service;
- c) the nature and amount of contributed tangible capital assets received in the fiscal year and recognized in the financial statements;
- d) the nature and use of tangible capital assets recognized at nominal value;
- f) the nature of the works of art and historical treasures held by the NPCA; and
- g) the amount of interest capitalized in the fiscal year.

7.3 Leased Assets

Leased assets that are capital leases and meet the definition of a tangible capital asset are accounted for as both a tangible capital asset and as a liability. The value of the leased tangible capital asset and the amount of the lease liability, recorded at the beginning of the lease term, would be the present value for the minimum lease payments, excluding the portion relating to executory costs.

7.4 Surplus Assets

When assets have been deemed surplus, they are no longer matching the definition of tangible capital asset. The assets and its related amortization can be disclosed separately from tangible capital assets until disposal. When disposed, the reporting should follow the disposal guideline of 5.5 above.

8.0 Management of Assets

8.1 Inventory Records

An inventory record of capital assets is required and will be recorded on an asset register. At a minimum, each inventory record should include:

- a) identification number;
- b) description;
- c) asset category;
- d) cost or estimated cost;
- e) estimated useful life;
- f) salvage value;
- g) year of acquisition;
- h) method of acquisition

The record should also indicate the department which manages the asset. The inventory should be continuously updated for activity and implement an inventory count on a regular basis.

8.2 Asset Register

The Asset Register will be maintained on an ongoing basis, starting in 2009 in order to maintain accurate records. Each Asset Type will have an associated staff responsible for the regular maintenance, documentation and disposal.

8.31 Inventory Count

An inventory count of moveable assets should be undertaken on a regular basis and the corresponding asset count should be updated accordingly (recognition/write-downs).

9.0 Review Schedule

Threshold and Amortization Methods are to be reviewed NPCA staff with the external auditors: The threshold may be increased annually by the level of the prior year's inflation.

Asset Category	Frequency
Land	Not Applicable
Land Improvements	Every 5 Years
Buildings	Every 5 Years
Machinery and Equipment	Every 3 Years
Infrastructure	Every 3 Years
Vehicles	Every 3 Years

Report To: Board of Directors

Subject: Appointment of Regulation Officer

Report No: 49-15

Date: May 20, 2015

RECOMMENDATION:

That Report No. 49-15 be received for information; and that the Board appoint Darren MacKenzie, Supervisor, Construction Permit Approvals as an Officer pursuant to Section 28 of the Conservation Authorities Act and Ontario Regulation 155/06.

PURPOSE:

The NPCA recently hired Mr. Darren MacKenzie to fill the vacant position of Supervisor, Construction Permit Approvals. He needs to be appointed as an Officer under the Section 28 of the Conservation Authorities Act to fulfill his job responsibilities.

BACKGROUND:

Enforcement activities related to Section 28 of the Conservation Authorities Act are also governed by Part III of the Provincial Offences Act (POA). By appointing staff as Officers under the Conservation Authorities Act they also become recognized by the Courts as Provincial Offences Officers and are therefore required to govern themselves in accordance with other applicable legal requirements (e.g. laying of information/charges, search restrictions, disclosure of evidence, etc.).

FINANCIAL IMPLICATIONS:


Mr. MacKenzie will require training to become a Provincial Offences Officer. The Ontario Municipal Law Enforcement Association offers the week long training course twice a year <http://www.mleoa.ca/Content.asp?Key=16&cmd=ResetAll> . The next course is in October 2015. The course covers notebooks, legal terminology, understanding by-laws, evidence, POA Part I, POA Part III, Crown Briefs, officer safety and ethics. It also includes in-class practical application of lesson material including a mock investigation and mock trial. The cost of the course is \$1,130 including HST. The registration fee includes training materials, dorm accommodations and meals. The course takes place at the Ontario Fire College in Gravenhurst, Ontario.

Based on the above, it is recommended that Mr. Darren MacKenzie be appointed as an Enforcement Officer under Section 28 of the Conservation Authorities Act of Ontario for the term of their employment with the Conservation Authority, as specified under Section 28, 1(e) of the Act.

RELATED REPORTS AND APPENDICES:

1. Report 25-12 Appointment of Enforcement Officers
2. Report 72-08 Appointment of Enforcement Officers


Prepared by:


Suzanne McInnes, MCIP, RPP
Manager, Plan Review and Regulations

Reviewed by:


Peter Graham, P.Eng.
Director, Watershed Management

Submitted by:


Carmen D'Angelo;
Chief Administrative Officer / Secretary Treasurer



To: Chairman and Members of the Authority

Date: May 16, 2012

Re: Appointment of Officers to Enforce the Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 155/06) – Report No. 25-12

The Board will recall the Water Management Department was restructured and reorganized at the beginning of 2012. As part of those changes, responsibilities associated with investigation of complaints related to potential violations of the NPCA's Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 155/06) were transferred to newly created positions within the Development Services Division. The new positions which include responsibilities in the areas of investigation and enforcement are as follows: Supervisor, Construction Permit Approvals; Construction Compliance Technician and Fish and Wildlife Technician.

In April of 2012, the positions noted above were filled and in order for the new staff to proceed with investigating complaints and undertaking the necessary follow action on matters of non-compliance, they must be specifically appointed by the Board as Officers in accordance with Section 10 of Ontario Regulation 155/06.

In the broader legislative framework, enforcement activities related to Section 28 of the Conservation Authorities Act are also governed by the Provincial Offences Act and specifically, Part III of that Act. By appointing staff as Officers under the Conservation Authorities Act, they also become recognized by the Courts as Provincial Offences Officers and are therefore required to govern themselves in accordance with other applicable legal requirements (i.e. laying of information/charges, search restrictions, disclosure of evidence, etc.)

RECOMMENDATION

That the Board appoint Lara Widdifield, Supervisor, Construction Permit Approvals as an Officer pursuant to Section 28 of the Conservation Authorities Act and Ontario Regulation 155/06.

That the Board appoint Kiefer Paton, Construction Compliance Technician as an Officer pursuant to Section 28 of the Conservation Authorities Act and Ontario Regulation 155/06.

That the Board appoint Amy Brant, Fish and Wildlife Technician as an Officer pursuant to Section 28 of the Conservation Authorities Act and Ontario Regulation 155/06.

Prepared by: John Kukalis, C.E.T.; Director, Water Management

Respectfully Submitted by:

COPY

Tony D'Amario, P.Eng.; CAO/Secretary-Treasurer



TO: The Chairman and Members of the Authority

DATE: October 8, 2008

RE: Appointment of Enforcement Officers – Report No. 72-08

Staff in the Land Management section of the Niagara Peninsula Conservation Authority are responsible for working with our municipalities and local landowners to provide advice and assistance through the municipal planning process as well as the processing of permits and investigation of potential violations of the Region's Tree and Forest Conservation By-Law. Currently, a number of staff are NPCA Enforcement Officers appointed by the Board under Section 28 of the Conservation Authorities Act of Ontario. The service level agreement with the Region of Niagara designates NPCA Enforcement Officers as By-Law Enforcement Officers for the purpose of the Tree and Forest Conservation By-Law.

Based on the above, it is recommended that Mr. Dan Drennan, Forester and Mr. Jeff Vlasman, Forestry Technician be appointed as Enforcement Officers under Section 28 of the Conservation Authorities Act of Ontario for the term of their employment with the Conservation Authority, as specified under Section 28 (e) of said Act.

RECOMMENDATIONS:

That Mr. Dan Drennan and Mr. Jeff Vlasman be appointed as Enforcement Officers under The Conservation Authorities Act.

Prepared by: Darcy Baker – Director, Land Management

Respectfully Submitted by: _____

COPY

Tony D'Amario, P.Eng.
Chief Administrative Officer/Secretary-Treasurer

Report To: Board of Directors

Subject: Welland River Floodplain Mapping RFP – Awarding of Contract

Report No: 50-15

Date: May 20, 2015

RECOMMENDATION:

THAT the NPCA Board authorize staff to award The MMM Group Limited with a contract for services and approve a budget of \$221,300 (excluding HST) for the generation of new 100 year floodplain mapping for the main branch of the Welland River (from the Binbrook Dam in Hamilton to the Niagara River in Niagara Falls).

Note: The awarding of the contract to The MMM Group Limited, if approved by the NPCA Board of Directors, may be delayed by this application process. See “Financial Implications” for more information.

PURPOSE:

The purpose of this report is to seek permission to enter into an agreement for services with The MMM Group Limited in relation to the ‘Welland River Floodplain Mapping Update Request For Proposal’ as described in the December 17, 2014 Board Report No. 122-14, supported by Board Resolution No. FA 225-14, and issued on January 30, 2015.

BACKGROUND:

At the December 17, 2014 NPCA Board meeting, staff had been given direction to issue a Request for Proposal (RFP) to solicit bids from qualified engineering firms to undertake the generation of new 100 year regulatory Welland River floodplain mapping 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.

Some of the primary benefits of undertaking new floodplain mapping along the Welland River include:

- This would address the frequently expressed concern regarding the reliability and validity of the 2010 Aquafor Beech Welland River floodplain mapping.

- The re-modeling process would allow for extensive public consultation and engagement; hence, addressing the vocalized concern expressed that the 2010 floodplain mapping effort was not open and transparent.
- The new floodplain mapping study would require the selected consultant to provide additional independent analysis and rationale regarding:
 - The impacts of the Welland Canal siphons and Ontario Power Generation operations;
 - Justification of 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.

DISCUSSION:

As of March 25, 2015 at 4:01pm, six (6) RFP submissions were received. The following table provides a brief summary of the engineering firms, the total project costs, and the projected time expected to complete the work:

No.	Consultant	Project Cost	Time to Complete (months)
1	Golder Associates	\$236,060	10
2	Dillon Consulting	\$401,431	15
3	AECOM	\$262,930	9
4	MMM Group	\$221,300	8
5	AMEC	\$230,500	12
6	AHYDTECH	\$49,915	5

NPCA staff had previously estimated that the new floodplain mapping effort would take approximately 10 months to complete at a budget cost of \$250,000. As noted above, the majority of proposals fell around the estimated budget and schedule.

NPCA staff undertook an in-depth review of all submitted proposals. Each proposal was ranked based on the following criteria:

- i. Demonstrated understanding of overall study objectives, tasks, stakeholder consultation and deliverables – 10% of total score.
- ii. Demonstrated understanding of unique features and characteristics of the Welland River study area – 10% of total score.
- iii. Clearly articulated work plan including a list of objectives to be carried out – 15% of total score.
- iv. Demonstrated understanding of scope of work required to undertake the proposed list of activities (including hydrologic and hydraulic analysis) – 15% of total score.
- v. Clearly articulated justification and selection of hydrologic and hydraulic computer models – 10% of total score.
- vi. Previous related experience in undertaking projects of a similar scope and magnitude – 15% of total score.

- vii. Relevant knowledge, skills, experience, and time allocation of the proposed project team – 10% of total score.
- viii. Detailed itemization of study costs including disbursements – 10% of total score.
- ix. Detailed project schedule including a list of all major milestones – 5% of total score.

Based upon their very strong proposal which addresses all of the above noted evaluation criteria, The MMM Group achieved the highest overall ranking. As such, it is recommended that The MMM Group be awarded this project at a total project cost of \$221,300 (excluding HST).

It is noted that The MMM Group was one of three firms to recognize the importance of stakeholder and public consultation throughout the floodplain mapping process by including an individual facilitation team as part of the project group.

With respect to the credibility of The MMM Group, it is noted that the Canadian federal government had retained MMM to develop the June 2014 'National Floodplain Management Framework' (<http://www.iclr.org/images/MMM - CL 10Oct2014final.pdf>). In addition, the Ontario Ministry of Natural Resources and Forestry (MNRF) have retained The MMM Group to develop the new 'Provincial Floodplain Management Terms of Reference' anticipated to be completed by the end of 2015.

NEXT STEPS

Should the Board authorize staff to move forward with this project and the contract is awarded, one of the first actions will be to confirm and launch a communications strategy. As promised, this communications strategy will include comprehensive public engagement and consultation. Consultation will also continue to occur with The Welland River Floodplain Implementation Committee throughout the floodplain mapping and public engagement process.

FINANCIAL IMPLICATIONS

Staff have planned to fund this project utilizing reserves from the OPG fund.

On Friday, April 17, 2015 Public Safety Canada announced the launch of the National Disaster Mitigation Program on their website. This program provides for 50/50 funding (\$200 million over 5 years) between the federal and provincial government for designated projects, such as: risk assessments, flood mapping, mitigation planning and investments (in non-structural and small scale structural mitigation projects).

The NPCA is in conversation with Conservation Ontario and the Government of Ontario to submit an application for funding in order to support the Welland River Floodplain Mapping project. Thus, the awarding of the contract to MMM Group Limited, if approved by the NPCA Board of Directors, may be delayed by this application process.


RELATED REPORTS:

1. Report No. 122-14: "Welland River Floodplain Review & Implementation – Update' (Dec. 17/14)

Prepared by:


Peter Graham, P.Eng.
Director, Watershed Management

Reviewed by:


Steve Miller, P.Eng.
Supervisor, Water Resources

Submitted by:


Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer



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: 2015 Provincial Plan Review

Report No: 51-15

Date: May 20, 2015

RECOMMENDATION:

1. That Report No. 51-15 be approved by the Board and forwarded to the Province for their consideration for the preparation of amendments to Provincial Plans.
2. That a copy of this report be forwarded to the watershed municipalities.

PURPOSE:

The purpose of this report is identify opportunities for change for the Province's consideration based on the results of the NPCA's Stakeholder consultation on the review of The Greenbelt Plan, The Growth Plan for the Greater Golden Horseshoe and The Niagara Escarpment Plan.

BACKGROUND:

On February 27, 2015 the Province launched a co-ordinated review of four Provincial Plans (The Greenbelt Plan, The Growth Plan for the Greater Golden Horseshoe, The Niagara Escarpment Plan and The Oak Ridges Moraine Conservation Plan. Three of the Plans apply within the NPCA watershed (see Appendix 1: 2015 Provincial Plan Review within the NPCA Watershed). The Oak Ridges Moraine Conservation Plan does not apply in the NPCA watershed.

The co-ordinated review has two rounds of consultation. The first seeks input to inform the development of amendments to the plans, and the second is to consult on the proposed amendments, if any. This report focuses on the first round of consultation.

REPORT

The Province provided a document entitled "Our Region, Our Community, Our Home" <http://www.mah.gov.on.ca/AssetFactory.aspx?did=10759>. It is intended to help inform and guide discussion about the Provincial Plan Review. The deadline for comments is May 27, 2015.

The Province hosted Town Hall meetings from March to May 2015 across southern Ontario. Two meetings took place within the NPCA Watershed (April 15th in St. Catharines and April 16th in Hamilton). Both meetings were well attended with well over 350 people at each. Each

meeting had presentations by provincial staff followed by round table facilitated discussions. Staff and several Board members attended the meetings.

NPCA's Provincial Plan Review consultation with stakeholders took place from April 1-15, 2015. NPCA Board members, Community Liaison Advisory Committee (CLAC) members, NPCA staff and municipal planners were consulted. The intent was to inform participants of the Provincial Plans that are under review, invite participants to provide their perspective on the Plans in terms of their benefits, impacts, and implementation opportunities, as well as provide participants the opportunity to share their views on how the Plans can be improved to align with the needs of the NPCA.

Staff reviewed the input received from stakeholders and summarized the feedback in Appendix 2: What We Heard: A summary of the perspectives that were expressed during the consultation process. This staff report distills and analyzes the feedback received during the consultation process. It highlights the most important opportunities for improvements to the Plans to ensure they align with the needs of the NPCA (Appendix 3: Challenges and Opportunities for Change).

Stakeholder Feedback

The stakeholder consultation produced a lot of good feedback on the Provincial Plan Review. Appendix 2 summarizes these perspectives. While Appendix 3 identifies 3 key challenges: clarity, flexibility and sustainability. These challenges and related identified opportunities are expanded upon below.

Note: Some of the feedback documented in Appendix 2 is not included in Appendix 3 because they were suggestions that may need to be addressed outside of the Provincial Plan review, particularly where they related to funding, taxation and economic incentives. Many of the municipal planning departments had specific lands that they had concerns with being in or out the Greenbelt or Niagara Escarpment Plan. Those concerns are not documented here as the municipalities will address them in their own comments to the Province.

Clarity

Clarity relates to the language, definitions and mapping used in the Provincial Plans. Clarity can be improved by using common language and definitions in the Provincial Plans as well as Provincial legislation and guidelines.

There are four (4) specific opportunities for change related to mapping:

1. Amend the Greenbelt Plan to reflect the key hydrologic features as mapped by the NPCA and Niagara Region;
2. Establish common, scientifically based, mapping approaches for natural features in Provincial Plans.
3. Begin a policy discussion to examine the opportunities for reduced buffers along key hydrologic features to address the needs of the Tender Fruit and Grape growers;
4. Provide municipalities and Conservation Authorities with the authority to allow qualified staff to confirm the presence, nature and extent of natural heritage features, and identify a simple process to correct designations and mapping accordingly.

More time is needed to review the NEC discussion paper, "Land Use designations Criteria Mapping Phase 2 – Niagara Region", June 19, 2014. This document was never circulated to

the NPCA or municipalities for review. Staff only became aware of the document following the announcement of the Provincial Plan review at the end of February 2015.

There are two (2) opportunities to provide additional guidance to municipalities and stakeholders: (1) share examples of best practices and tools for addressing climate change; and (2) provide examples and options for vegetative protection zones.

Flexibility

Currently, The Greenbelt Plan requires a 30 metre vegetative protection zone adjacent to key natural features. Outside of the Greenbelt municipal official plans and NPCA policies allow for flexibility to reduce setbacks from natural features based on the recommendations of an Environmental Impact Study (EIS). Niagara Region's EIS Guidelines also include provisions for scoping and waiving EIS requirements. As a result, the following opportunities for change include:

1. Introduce increases flexibility for municipalities and Conservation Authorities to interpret and apply the Plans policies on a case by case basis at the site level.
2. Allow for the scoping and waiving of study requirements on a case by case basis.

With respect to the Greater Golden Horseshoe Growth Plan there was a lot of discussion with stakeholders about the lack of understanding of Niagara's unique characteristics and the growth pressures outside of the GTA being quite different than within the GTA. Many talked about the supply of residential and employment lands being located in places where the market was not interested in going. Concern was also expressed about the prescriptive nature on the Growth Plan related to residential and employment land supply. Stakeholders identified an opportunity to develop a provincial policy framework to address competitive land supply vs. existing land supply.

Sustainability

Stakeholders indicated that the Provincial Plans failed to support the economic viability of farming. The comments we heard mirrored those documented by Niagara Region in their Greenbelt Consultation Report (2013). The opportunities identified were to develop a broader definition of agriculture, address value added agriculture and encourage innovation while maintaining the Plans' integrity regarding protecting water resources and natural heritage. There is also an opportunity for the Province to implement the changes recommended in the Niagara Region Greenbelt Consultation Report (2013).

We also heard from stakeholders that wetlands were causing a significant issue for them in terms of economic development. There is a desire to create policies that are a balance between economic prosperity, job creation, investment and environmental stewardship. The NPCA is directly involved in the review of planning applications regarding wetlands in accordance with the Memorandums of Understanding (MOUs) with municipal partners. The NPCA also regulates wetlands in accordance with Ontario Regulation 155/06. Currently, development is not permitted in Provincially Significant Wetlands in the NPCA's policies. The policies do allow for wetland compensation for locally significant wetlands. The Premier's letter to the Minister of Natural Resources recently asked that the Ministry look at "no net loss of wetlands". Others (e.g. Ontario Nature) are examining the idea of "biodiversity offsetting". *"Biodiversity offsetting engages developers in compensating for the damage resulting from development projects. The offset involves a transaction between developers (seeking to compensate for destroying or damaging elements of biodiversity, such as species and their*

habitats) and offset providers, including landowners, farmers, conservation organizations and First Nations communities, that are able to restore, create and manage habitat for species elsewhere.” (Source: Ontario Nature, <http://www.ontarionature.org/protect/habitat/offsetting.php>) There is an opportunity for the Province to consider policy changes to the Provincial Plans to address “no net loss of wetlands” and/or “biodiversity offsetting” as a means of balancing economic prosperity and conservation of the natural environment.

STRATEGIC PLAN ALIGNMENT:

The review of Provincial Plans speaks to various key elements of the NPCA’s Strategic Plan, including the Mission, Vision and Values identified in the Strategic Plan:

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.

VALUES

To the landowners, stakeholders and communities affected by our actions, we value:

1. A sustainable balance between environmental conservation, economic growth and agricultural prosperity.

RELATED REPORTS AND APPENDICES:

Appendix 1: Map - 2015 Provincial Plan Review within the NPCA Watershed

Appendix 2: What We Heard: A summary of the perspectives that were expressed during the consultation process

Appendix 3: Challenges and Opportunities for Change

Prepared by:



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

Reviewed by:

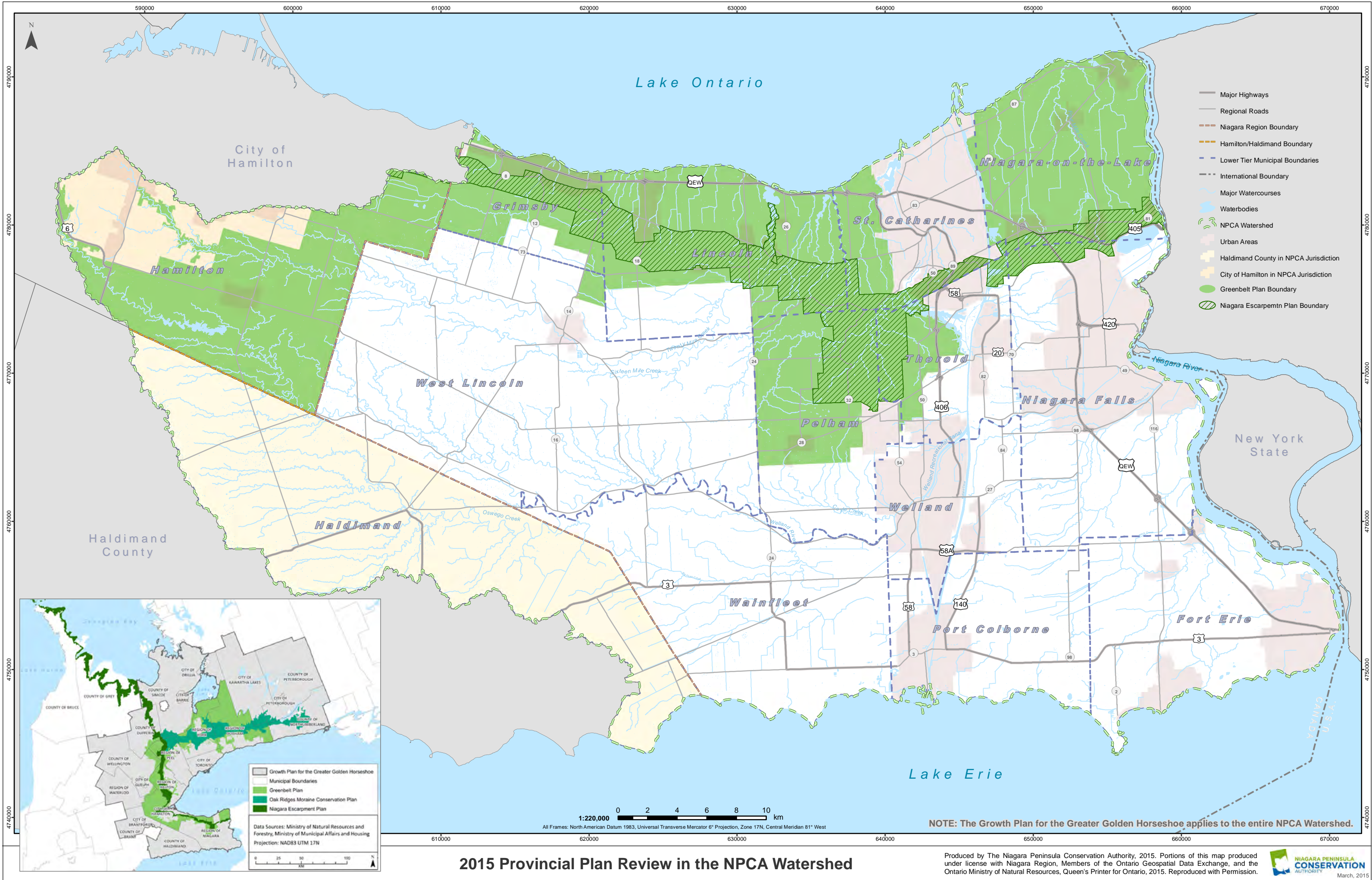


Peter Graham, P.Eng.
Director, Watershed Management

Submitted by:



Carmen D'Angelo;
Chief Administrative Officer / Secretary Treasurer



2015 Provincial Plan Review in the NPCA Watershed

WHAT WE HEARD

The following is a summary of the perspectives that were expressed during the consultation process.

Stakeholder Interview Questions	The Greenbelt Plan	The Niagara Escarpment Plan	The Places to Grow Growth Plan	Other
General Questions				
In what ways have the plans and policy directions been beneficial?	<p>Greenbelt Plan aligned with the work Niagara is doing around tender fruit and wine land, natural and agricultural protection;</p> <p>Resourceful tool for alleviating pressure off greenfield and agricultural lands but flawed in implementation;</p> <p>The Greenbelt and NEP have the potential to support making a living off the land.</p>	<p>Protected the escarpment from quarrying and focused provincial discussions on protecting aggregate resources and viability for extraction;</p> <p>The Plan prevented the Niagara Escarpment from becoming one long subdivision;</p> <p>Provided the NPCA the ability to acquire land for conservation purposes.</p>	<p>Clearly delineates what land is developable or not.</p> <p>Has supported smart growth and intensification by encouraging brownfield redevelopment and infill;</p> <p>Curbed Sprawl into compact and complete communities but only for the GTA where the pressures were found;</p> <p>Drives and incentivizes intensification while maximizing the use of existing infrastructure</p>	<p>The plans help conserve the natural heritage systems within the NPCA Watershed boundaries;</p>
What current obstacles and challenges do these Plan pose?	<p>There is not enough clarity given around the recreational uses of the Greenbelt Lands. The plan stipulates this is something that should be happening on the ground but the policy directions do not easily enable recreational uses;</p> <p>Need better mapping and inventory work for natural features as well as opportunities to make boundary adjustments locally in the NPCA watershed.</p> <p>Need clarification and examples of</p>	<p>Need to improve the administration of development permits to require pre-consultation with municipalities and CAs. Also need requirements for complete applications.</p> <p>Restrictive in the sense that improvements and enhancements needs to go through a development permit</p> <p>The plan loses credibility when there are pieces of land that are not part of the entire corridor;</p>	<p>Plan does not reflect what is happening on the ground; inaccurate targets for the Niagara Region;</p> <p>The Plan does not recognize that growth pressures are different inside and outside of the GTA. The industrial growth strategies, gateway investment policies are counter intuitive to Places to Grow;</p> <p>Offer incentives for intensification within the built</p>	<p>Too much layering of policy between PPS & 3 Provincial Plans.</p> <p>Greenbelt causes difficulty in lands outside of Greenbelt by creating inconsistencies in protecting natural areas.</p> <p>Wetland policies do not encourage economic stimulus;</p> <p>The plans are “broad brush” approaches because what is good for one municipality in Niagara Region is not necessarily good for another;</p>

	<p>vegetation protection zones that are not comprised of self-sustaining vegetation.</p> <p>The Greenbelt has failed to support the economic viability of farming.</p> <p>Plan missed an opportunity to recognize the unique features of each municipality. It has sterilized a lot of lands that could otherwise be used as employable lands;</p> <p>Designation of lands poorly executed; even though lands have been designated as agriculture they haven't had anything done to them so there needs to be greater justification to declare them as prime or good agriculture;</p> <p>Setbacks from watercourses and key hydrological features are not clearly defined;</p> <p>Created permanent small towns that Metrolinx finds too small to support regular daily GO rail services.</p>	<p>The Plan has a biological focus that protect the Escarpment but lacks detail around water policies. Update NEP policies as per report entitled “Flowing Off the Edge: A Strategy to Modernize the Water Science and Water Policies of the NEP”,</p>	<p>boundary.</p> <p>Density targets are unrealistic because the plan does not take into account the processes that are required in order for intensification to be successful;</p> <p>Plan has contributed to greater infrastructure gap in the region; Difficult to develop urban areas and meet targets in Places to Grow when municipalities are also expected to protect natural heritage systems;</p> <p>PTG is directing growth to areas that don't have municipal water supply (e.g. Simcoe County) PTG needs to consider servicing before assigning population targets;</p> <p>.</p>	<p>Natural Heritage Features definition and mapping has no regard for urban boundaries, development, or supply;</p> <p>Competing priorities. Provincial policies are working against one another. E.g. economic development vs. wetland protection</p> <p>No agreement amongst experts about how to protect surface water and groundwater as required by the PPS and other Provincial Plans when it comes to private servicing.</p> <p>Need language that allows for local interpretation of provincial policy to improve economic prosperity;</p> <p>Competition for land near urban area boundaries (agriculture vs. urban sprawl) makes it difficult for farmers to make long term investments in agriculture.</p>
<p>How can these Plans be improved or refined to better meet the needs of the communities within the NPCA Watershed?</p>	<p>Language needs to reflect environmental stewardship and economic prosperity;</p> <p>Greenbelt buffers are difficult to implement. The 30m is difficult. The preamble of the Greenbelt plan talks about balance, yet the policies are very prescriptive</p> <p>Flexibility with protection zones and</p>	<p>Include groundwater protection policies with details on how hydrogeological sensitive areas are to be managed;</p> <p>Find a balance between protecting Niagara Escarpment views and intensification and redevelopment in downtown Hamilton.</p>	<p>Recognize the unique characteristics of communities within Niagara. PTG is a one size fits all approach to growth.</p> <p>Need funding opportunities to address infrastructure renewal.</p> <p>Haldimand has established policies to support land swaps</p>	<p>Need to better serve the Watershed that goes into southern portion of Niagara with policy directions that open this corridor to the rest of the region.</p> <p>Mandate of the NPCA is to ensure proper stewardship of the Watershed but there also needs to be flexibility with how “no net loss” is interpreted</p>

	<p>buffer minimums. Policies need to enforce buffer setbacks (i.e. minimum 30 metres unless an environmental assessment is completed that finds something specific to justify less or more);</p> <p>The pendulum has swung so far towards protecting land and environment that it's difficult to make a living off the land.</p> <p>Need a streamlined approach for environmental approvals-no need to go through 4-5 levels of government to approve a private wastewater system.</p> <p>Consider a streamlined approval process for value added agricultural business.</p> <p>Allow for buildings to be repurposed to meet the needs of wine country and tourism.</p>	<p>(with provincial approval). This may be something Niagara may want to investigate. Within the Haldimand market area there is a lot of residential land supply, however the supply is located in Townsend and the demand is in Caledonia (closer to Hamilton). They have also identified core and non-core industrial lands than can be swapped with a justification report. It allows for more flexibility to reflect local nuances in the local communities.</p>	<p>in order to accommodate development of employment lands;</p> <p>Implementation of the Plans needs to be with upper-tier/single-tier governments and NPCA – they need the flexibility to implement policies in a way that achieves provincial goals and addresses local circumstances;</p> <p>Need development initiatives to pay for conservation so that there is a healthy balance between urban and nature;</p> <p>Need to include practical tools, not just policies, that will encourage developers to create more urban green spaces;</p> <p>Not enough is being done to preserve and protect endangered species. The province should provide funding to CAs to help protect and enhance their habitats.</p> <p>Re-examine the role of special purpose bodies (e.g. Greenbelt Foundation) and eliminate overlap with CA mandate. Transfer associated funding to CAs.</p>
Protecting Agricultural Lands, Water and Natural Areas			
How can the plans better support the long-term protection of agricultural lands, water and natural areas?	<p>Update mapping. Mapping in the Greenbelt is 10 years old.</p> <p>Allow Upper Tier/Single Tier</p>	<p>Growth needs to take place in urban areas outside of Niagara Falls and St. Catharines (e.g. West Lincoln) because</p>	<p>Surface water and groundwater needs to be included in the Plans. They should include detailed mapping based on scientific</p>

<p>municipalities and CAs to find solutions on site specific conditions using evidence based assessments.</p> <p>Buffers should be clearly mapped.</p> <p>Plan needs to address sustainability (balance and make trade-offs between competing objectives – environment, social and economic). Greenbelt creates a pecking order where the environment trumps all other matters.</p> <p>The Plan needs to include speciality cropland policies to assert usual farming practices as priority.</p> <p>Currently the Greenbelt Plan fails to recognize that the agricultural community owns most of the natural heritage features.</p> <p>Understanding the need for value added agriculture in Niagara region and streamlining processes that prioritize agricultural activities as businesses that are environmentally friendly;</p> <p>Language needs to be refined to support restoration practices. The Plan needs to clearly indicate what is allowable where and within those guidelines there needs to be direct links to restoration policies;</p>	<p>development pressures are coming from the Hamilton end of the NPCA watershed.</p> <p>The provincially significant wetland mapping and provincial policies have created an environment where the Region is left with land that cannot be developed affordably or at all.</p> <p>The plans need to consider what is being proposed to ensure it is not imposing on natural heritage systems.</p>	<p>assessments.</p> <p>The Plans need to be accompanied by detailed mapping that captures all wetlands within the NPCA jurisdiction;</p> <p>Establish a taxation policy that encourages agricultural business development.</p> <p>Need a holistic approach to environment (e.g. natural heritage framework)</p>
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Keeping People and Goods Moving, and Building Cost-Effective Infrastructure				
How can the plans better balance the need for critical infrastructure to support economic growth with environmental protection?	Provincial Plans and Provincial Ministries need to be aligned. E.g. Province has identified the location of a GO Transit Station in Grimsby that is partially located within the Greenbelt. .	Provincial direction and NEP need to stipulate how to balance aggregate demands with protecting the Niagara Escarpment rather than leaving it to the municipalities;	Current growth is not occurring the way the plan initially intended; Need GO Train and transportation access to the wine region as a way to increase wine country tourism. Need long term water and wastewater master plans that align with locations of projected population growth.	The Plans in general have caused Niagara region to fall further behind with intensification, infrastructure and delivery of services because they don't take into account Niagara's unique characteristics; The Province should create criteria and administration guideline for bio-diversity offsetting and no net loss of provincially significant wetlands to allow the NPCA to implement locally in accordance with Provincial Plan goals for economic development and environmental protection. Transportation Systems (e.g. Mid Peninsula Corridor) is needed to support economic growth. Niagara is a bi-national region. Need to expand bi-national activities. (e.g. link Amtrak High Speed Rail from New York City to Niagara and the GTA)
Fostering Healthy, Liveable and Inclusive Communities				
How can the plans provide more direction on designing communities that have the right layout and mix of parks, natural areas and public spaces?	The Greenbelt needs to provide more clarity around how green spaces can be more accessible to the public and under what conditions; Creating corridors around natural features to accommodate trails to allow people to appreciate natural features.	Support connected network of public spaces along the Niagara Escarpment.	Need policies that align decision making for the Big Move to work with Place to Grow. Need to open up Niagara's south for development. Provide greater incentives for using existing infrastructure.	Better transportation policies in terms of complete street and active transportation; Need to ensure there is sufficient amount of parkland so that they are not being built into the natural features of the region. At this point people are still using informal trails within natural areas since there are

		<p>Lower development charges in built boundary.</p> <p>Need more emphasis on urban design when considering areas for intensification in the urban area.</p>	<p>not enough park spaces or open spaces for them to use;</p> <p>Prepare Master Plans for public spaces. They provide clarify about the development of public green spaces. People need to have a relationship with nature to make the plans work.</p>
Building Communities that Attract Workers and Create Jobs			
How can the plans better support the development of communities that attract workers and the businesses that employ them?	<p>Prioritizing value-added agriculture businesses create jobs.</p> <p>Productive businesses that works the lands and creates the jobs that attract workers;</p> <p>Need Greenbelt Plan and NEP to provide flexibility to agricultural industry to react to market and be economically competitive.</p>	<p>Need to focus transportation infrastructure to the south of the Region to spur growth and development;</p> <p>Plan needs to support transportation, services, and quality of life except its current direction is more oppressive;</p> <p>If the plan is going to attract more businesses, need policies that establishes public-private partnerships that work towards stewardship and restoration;</p>	<p>Need to provincial incentives to attract businesses to the Region such as systematic financial incentive;</p> <p>Need flexible policies to find a balance between quality of life and a diversified economy.</p> <p>Need provincial support to work with municipalities to make sure they have competitive employment land supply. Currently the land supply is not competetive;</p> <p>Need to establish an economic development plan for agri-food resources.</p> <p>Attracting workers and businesses goes beyond planning. Niagara is isolated. Lack of connectivity between watershed municipalities and other urban cores and major centres is a barrier.</p>

Addressing Climate Change and Building Resilient Communities				
Is there a need to consider new policy approaches in the plans to increase the resiliency of our communities by reducing the development pressures on natural areas, open spaces and flood prone areas?	Recognizing agriculture and wineries are a green business; Niagara benefits from Climate change because it provides a longer growing season.		There needs to be policies and guidelines that empower municipalities with funding to address and carryout brownfield redevelopment initiatives;	Plans don't need to address climate change because Section 3.1 of the PPS already addresses it Need best practices and tools for implementation.
Improving implementation and better aligning the Plans				
How can implementation of the Plans be improved?	<p>The plan is serving to protect a lot of green spaces, but it is pushing jobs outside of Niagara so there needs to be compensation for economic growth and sustainability;</p> <p>The mapping data has to be kept current with inputs from planning to improve wetland gains and losses;</p> <p>The setback from watercourses should be 120m regardless of whether they are manmade or natural. Watercourses have been mapped that they function to contribute to the ecosystem;</p> <p>Need classification scale or types of watercourses to identify the ecological value of areas and features;</p> <p>Need to determine what is a vegetation protection zone. The language and definition need to be refined to clearly state what is allowed within a vegetation protection zone;</p> <p>The Wetland designations were done with fly-over and now it is the farmlands that</p>	<p>Needs to be aligned with the Oak Ridges Moraine to better protect headwaters;</p> <p>Streamline restoration processes to have more gains in Wetlands than losses;</p> <p>Consider opportunities to streamline the development permit system. Municipalities are sophisticated enough to undertake this responsibility;</p> <p>Harmonizing the language in the plans to clearly identify highly vulnerable vs. highly sensitive hydrological features;</p> <p>Improvement for protection of water sources is best suited to the PPS and should be overseen by that body of legislation;</p> <p>Need to eliminate the duplication that exists between the NEP and Greenbelt Plan;</p>	<p>Using local community knowledge to create a vision for economic development, urban development, and environmental protection that is viable for the NPCA watershed;</p> <p>Need to reassess the Place to Grow Plan with the Greenbelt Plan because when the Greenbelt boundaries were created, disconnected GO Transit from locating in the region;</p>	<p>The language in new policy needs to provide municipalities with more autonomy to allow them to decide where growth should go;</p> <p>Need to create a flexible policy environmental to allow local communities to make decisions about balancing economic prosperity and quality of life.</p> <p>There needs to be clear delineation of how boundaries are set and what portions of land are / are not included in the Plan;</p> <p>Alignment of policy directions between all plans and Drainage Act / Wetland Drain Program;</p> <p>The issues and challenges Niagara is facing is significantly different than the Greater Toronto Area (GTA) and do not have the tools to achieve the goals of the Plans because they are so focused on the GTA;</p>

are blocked off because the water was seen on the ground declared a wetland. Stronger efforts are needed to adjust legislation that delineates boundaries. Province needs to be involved with natural area preservation because municipalities do not have sufficient resources to enforce legislation beyond the Greenbelt Plan;

With the support of mapping need to add or subtract lands from the Greenbelt Plan so that watercourses are either all within the boundaries or out;

To streamline processes, should put plans and policy directions within 1 or 2 plans, ensuring plans are aligned and are easier to implement;

Updating the watercourse mapping that identifies the different categories of buffers. Need to be prescriptive in terms of what needs to be protected with respect to hydrological features;

Challenges	What we Heard from Stakeholders	Opportunities for Change
Clarity	<p>The Greenbelt Plan is 10 years old and the mapping needs to be updated to more accurately reflect current features on the ground. E.g. the NPCA and Region of Niagara have worked together to map key hydrologic features within the Niagara Region.</p> <p>The Niagara Escarpment Plan is 10 years old and the mapping needs to be updated to more accurately reflect current features on the ground. The NEC background Report (2014) on mapping changes within Niagara needs more dialogue with municipalities and Conservation Authorities regarding mapping methodologies and site specific mapping outcomes.</p> <p>The Town of Niagara-on-the-Lake has introduced the idea of reduced buffers on key hydrologic features based on a series of criteria.</p> <p>Since the Greenbelt Plan is only reviewed every 10 years, natural features on the ground can change. Over time, the features on the ground may not reflect what is mapped in the Greenbelt. Mapping scale used for Provincial Plans (1:50k scale) causes difficulties for implementation. We have the technology and data to map at 1:2k scale which better supports land use planning needs.</p> <p>The Provincial Plans, legislation and guidelines were written at different times using different definitions to describe the same feature. (e.g. hydrogeologically sensitive (MOE D-5-4 Guidelines (2006)), highly vulnerable aquifers and</p>	<p>Amend the Greenbelt Plan to identify key hydrologic features based on the work of the NPCA and Niagara Region.</p> <p>Establish common, scientifically based, mapping approaches for natural features in Provincial Plans.</p> <p>Begin a policy discussion to examine how the reduced buffers could be implemented in the Greenbelt Plan for Tender Fruit and Grape lands.</p> <p>Provide Municipalities and Conservation Authorities with the authority to allow qualified staff to confirm the presence, nature and extent of natural heritage features, and identify a simple process to correct designations and mapping accordingly.</p> <p>Use common language and definitions in the Provincial Plans, legislation and guidelines.</p>

Challenges	What we Heard from Stakeholders	Opportunities for Change
	<p>significant groundwater recharges areas (Source Water Protection (2004)), vulnerable vs. sensitive groundwater/surface water features (Greenbelt (2005) and PPS 2014)).</p> <p>The Provinces Stakeholder Guide asked if the Provincial Plans needed to address climate change. Section 3.1 Provincial Policy Statement (PPS) already addresses Climate Change.</p> <p>The Agricultural community is concerned that vegetative protection zones required in the Greenbelt Plan increase wildlife that eat their crops.</p>	<p>Provide guidance documents, including examples of best practices and tools for addressing climate changes. Also consider work by Conservation Ontario on Integrated Water Management.</p> <p>Provide guidance documents with practical examples and options for vegetative protection zones.</p>
Flexibility	<p>The Greenbelt Plan requires 30 metre vegetative protective zones adjacent to key hydrologic features. The Agricultural community has identified this as a significant challenge for the Tender Fruit and Grape Farmers in the watershed. Many of the Tender Fruit and Grape farms are small and this policy would require them to remove productive agricultural land from production to accommodate the 30 m buffer.</p> <p>The Growth Plan for the Greater Golden Horseshoe is very prescriptive regarding the definition of residential and employment land supply. Many communities have land designated for development where there is no market for it.</p>	<p>Introduce increased flexibility for municipalities and Conservation Authorities to interpret and apply the Plans policies on a case by case basis at the site level.</p> <p>Allow for scoping and waiving of study requirements on a case by case basis. (e.g. Niagara Region's Environmental Impact Study Guidelines outline a process to do this)</p> <p>Develop a policy framework in the Growth Plan for the Greater Golden Horseshoe to address competitive land supply vs. existing land supply.</p>
Sustainability	<p>The Provincial Plans fail to support the economic viability of farming. The Greenbelt and Niagara Escarpment Plan need to provide flexibility for farmers to react to the market and be economically viable.</p>	<p>Develop a broader definition of agriculture and addressing value added agriculture to encourage innovation while maintaining the Plans' integrity regarding protecting water resources and natural heritage.</p>

Challenges	What we Heard from Stakeholders	Opportunities for Change
	<p>The NPCA's stakeholder consultation mirrored what Niagara Region documented in their Greenbelt Consultation Report (2013).</p> <p>Need to create policies that are a balance between economic prosperity, job creation, investment and environmental stewardship.</p>	<p>Address the recommendations of the Niagara Region Greenbelt Consultation Report (2013) in amendments to the Provincial Plans.</p> <p>Begin a policy discussion and consider policy changes to provincial plans to address "no net loss of wetlands" and "bio-diversity offsetting" as a means of balancing economic prosperity and conservation of the natural environment.</p>

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Report To: Board of Directors

Subject: WiFi Microphone System – Ball's Falls Center for Conservation

Report No: 52-15

Date: May 20, 2015

RECOMMENDATION:

1. That Report No. 52-15 be **RECEIVED**;
2. That the NPCA Board **AUTHORIZE** staff to purchase a Wireless (WIFI) Microphone System for the Glen Elgin Room in the Ball's Falls Center for Conservation.

PURPOSE:

For the Board to consider the purchase and installation of a Wireless (WIFI) Microphone System for use during its Board meetings.

This report aligns with the NPCA 2014-2017 Strategic Plan under 'Transparent Governance & enhanced Accountability.'

BACKGROUND:

As the Board has been meeting more frequently at the Balls Falls Centre for Conservation, specifically the Glen Elgin Room, there has been a greater capacity and interest from the public to attend these meetings. Over the past year, staff has received complaints from members of the public regarding the lack of visual and hearing accessibility of these meetings. With the previous (2014) budget approval of the Board, staff purchased and installed a projector and screen to accommodate visual accessibility needs. Further, staff has been experimenting with various microphone/speaker options in an attempt to accommodate those unable to hear Board deliberations.

At its April 16th 2015 meeting, the Board experienced a WiFi microphone system demonstration. This demonstration was an effort to showcase an option to improve the sound quality in the Glen Elgin Room of the Center for Conservation. The demonstration was received well from a number of Board Member comments as well as from the public in the audience.

DISCUSSION:

Staff recommend to purchase and install, permanently, a full Wireless (WIFI) Microphone System for the Center for Conservation. This purchase would be available and useful during Board Meetings as well as be an added asset for the corporate rentals at the Center.

Further, upgrading the sound quality of Board meetings is in line with the Accessibility for Ontarians with Disabilities Act (AODA) for public meetings.

FINANCIAL IMPLICATIONS:


In anticipation of this report, staff has received three (3) quotes as per the NPCA Purchasing Policy. The quotes range from \$25,000 to \$32,000.

Staff has found efficiencies within the approved 2015 Capital funding envelope to accommodate this purchase. Specifically, staff recommends re-purposing \$15,000 saved from the Reservation system project as well as \$15,000 saved from the POS system project. The total savings identified will cover the cost of this purchase, therefore, not requiring any new funding.

RELATED REPORTS AND APPENDICES:

None

Prepared by:



Gregg Furtney; CA Supervisor

Reviewed by:



David Barrick; Sr. Manager, Operations

Reviewed by:



Jeff Long; Sr. Manager, Corporate Services

Submitted by:



Carmen D Angelo,
Chief Administrative Officer /
Secretary Treasurer



Report To: Board of Directors

Subject: St. Johns Centre – Expressions of Interest

Report No: 53-15

Date: May 20, 2015

RECOMMENDATION:

1. That Report No. 53-15 be **RECEIVED**.
2. That the Board **AUTHORIZE** staff to issue a request for the Expressions of Interest related to the use of the St. Johns Centre.

PURPOSE:

Staff is seeking approval to issue a request for the Expressions of Interest (EOI) related to the future use of the St. Johns Centre.

This report aligns with the NPCA 2014-2017 Strategic Plan under an 'Improved Capacity for Managing Assets and Land,' as well as 'Effective Communication with Stakeholders & Public.'

BACKGROUND:

The St. Johns Centre is an 18 acre property located at 3054 Orchard Hill Road, in Thorold, near the Pelham border. It is the original community of St. Johns, settled in the first half of the 19th Century.

Located on the property are various structures including a large 2 storey clapboard dwelling (3,667 sq.ft.), a one storey clapboard sided dwelling (formerly the post office, 1,477 sq.ft.), the clapboard sided St. Johns Mill (1,795 sq.ft.), the historical St. John's common school house (331 sq.ft.), an outbuilding beside the mill, a stone stable building and outside boys and girls washrooms.

In 2009, the Jackman Foundation and NPCA entered into an agreement to transfer the property to NPCA and to maintain the existing program throughout the transition period, which expired fully on December 31, 2014.

In 2014, as per the Memorandum of Understanding, NPCA became fully *"responsible for all of the operating budget required to maintain the Property and deliver the Program."*

With that stated, no capital or operating costs were included in the 2014 Budget for this site. Instead, all expenses related to this property were withdrawn from the Niagara Land Acquisition Reserve.

The NPCA Strategic Plan requires staff to review and assess current land holdings with respect to costs and sustainability and the need to achieve sustainable infrastructure management. Upon a review of this property and its operations, staff and the NPCA Board concurred that the Land Acquisition Reserve could no longer be utilized for this purpose and that the existing arrangement was not sustainable.

At its June 18, 2014 meeting, the Board directed staff to engage in discussions with the Niagara Catholic District School Board (NCDSB) and the District School Board of Niagara (DSBN), primary users of the property, to determine the respective levels of interest and willingness to assume greater responsibility for the operations of this property.

Representatives from both school boards were apprised of the situation and both expressed interest in working out a new relationship with NPCA. NPCA staff concluded discussions first with the NCDSB, in the Fall of 2014, and then with the DSBN, in April 2015. While both Boards continue to appreciate what St. Johns Centre has to offer, neither is in a position to assume greater responsibility for the operations of the property.

In the meantime, the NPCA has committed to working with both school boards until the end of June, so they can complete their outdoor programming requirements. No commitment has been made beyond June 2015 for the St. Johns Centre.

As such, staff now seeks approval to broaden the search for a suitable partner or partners that can put the site to good use and better ensure financial sustainability.

DISCUSSION:

The Expression of Interest (EOI) process has many benefits. First and foremost, it allows the NPCA to find out specifically who is interested in a partnership. There may be parties that have not yet been considered. Second, once such parties have been identified, it allows staff to work with them to create maximum benefits. Third, it creates the opportunity to bring multiple partners and resources to the table. And fourth, it allows us to work through any planning issues jointly. The EOI process will be non-binding.

FINANCIAL IMPLICATIONS:

No capital or operating costs for the St. Johns Centre have been included in the 2015 budget. The maintenance for this site is currently being handled through the NPCA's Central Workshop. There are no direct financial implications associated with this report. The intent is that this process achieves cost savings and contributes to the sustainability of the St. Johns Centre. A follow-up report will be brought to the Board for its consideration after Interest has been received by staff.

RELATED REPORTS AND APPENDICES:

1. Map of St. Johns Centre
2. Photos of St. Johns Centre

Prepared by:



Name: Mark Brickell
Title: Project Manager

Reviewed by:



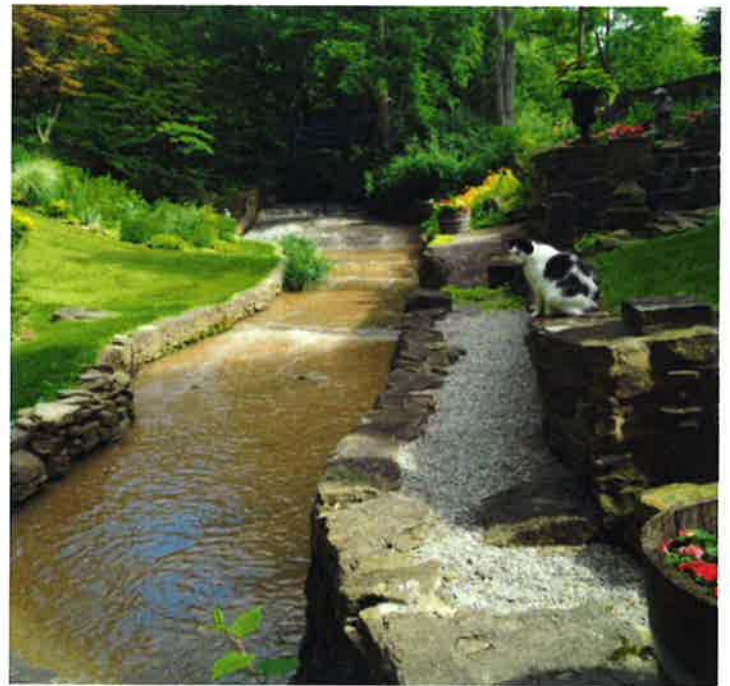
Name: David Barrick
Title: Senior Manager of Operations

Submitted by:

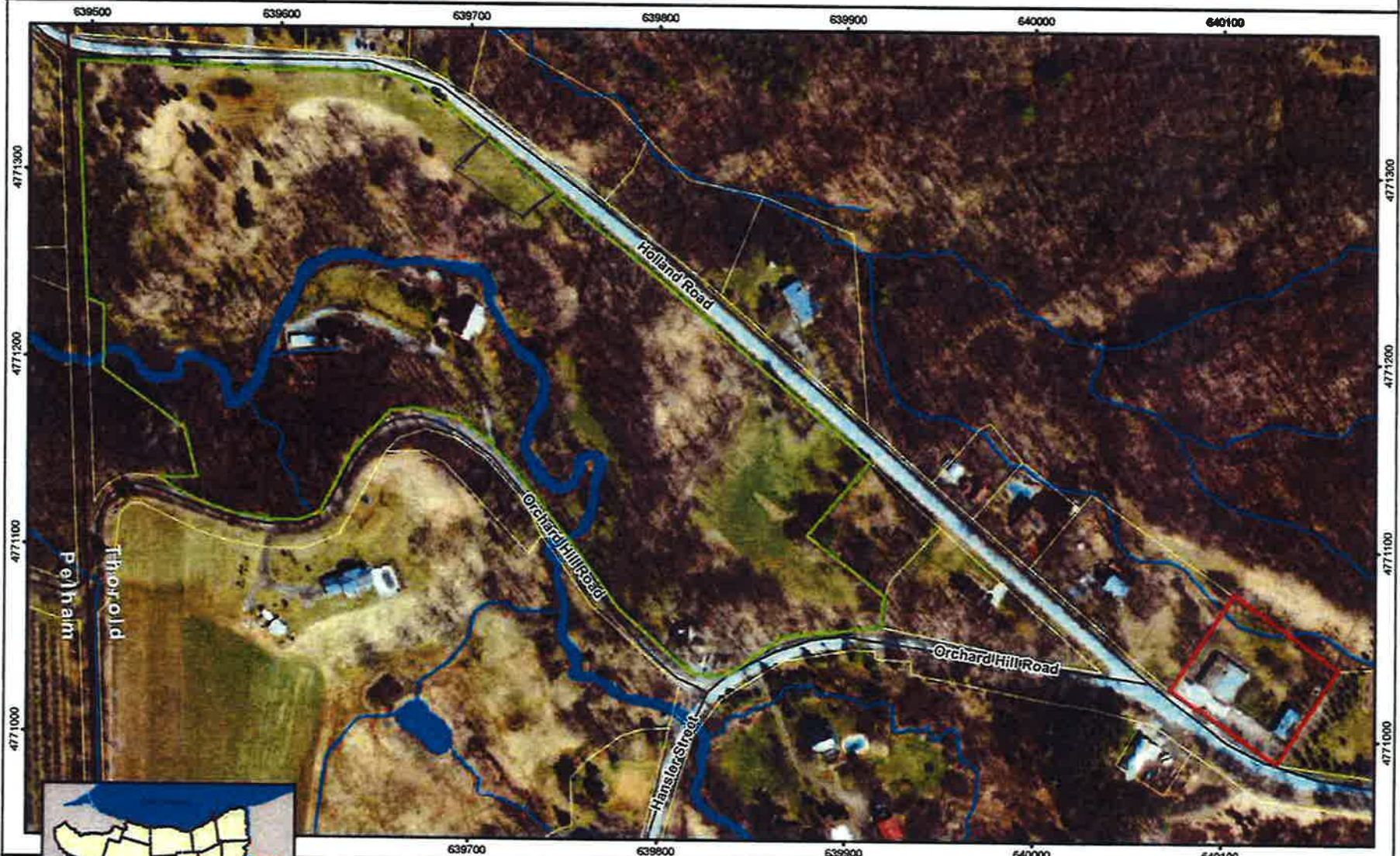


Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

ST. JOHNS CENTRE



St. Johns Centre



- Roads
- ~ Watercourses
- Waterbodies
- Municipal Boundaries
- Property Boundaries
- St. Johns Valley Centre
- St. Johns Outdoor Studies Centre (DSBN)



All Frames: North American Datum 1983, Universal Transverse Mercator 6° Projection, Zone 17N, Central Meridian 81° West. Produced by the Niagara Peninsula Conservation Authority with data supplied under license by members of the Ontario Geospatial Data Exchange, 2014.

2014-04-15

Report To: Board of Directors

Subject: Kealy and Associates Inc. Project Proposal

Report No: 54-15

Date: May 20, 2015

RECOMMENDATION:

That the Board of Directors **APPROVE** the retention of Kealy and Associates Inc. as per the terms of agreement identified in Appendix 1 of this report.

PURPOSE:

To retain the services of a professional communications firm to develop and implement a strategic communications plan for the NPCA to advance key issues amongst senior levels of government.

DISCUSSION:

The NPCA is facing financial challenges in its efforts to reduce primary dependability on municipal levies. To address these challenges, the NPCA is seeking alternative funding opportunities, such as grants being considered from both provincial and federal governments (examples, *New Building Canada Fund* and *National Disaster Mitigation Program*).

It is further anticipated that the Government of Ontario will advance specific initiatives that will impact the NPCA. On November 4, 2014 the Parliamentary Assistant Eleanor McMahon received a mandate letter from the Minister of Natural Resources and Forestry, which included the following direction:

- *Working alongside me to facilitate a review of Ontario's broader wetland strategy to strengthen wetland policies with an objective to stop the net loss of wetlands.*
- *Engaging with ministries, municipalities and stakeholders to initiate a review of the Conservation Authorities Act, including addressing roles, responsibilities and governance of conservation authorities in resource management and environmental protection.*

Specific to wetlands, the NPCA has a significant amount of wetlands within its watershed. The NPCA is exploring opportunities to strengthen wetland policies, such as, the ability to implement a policy framework that supports greater protection and *biodiversity offsetting*. The concept of biodiversity offsetting could lead to further protecting existing wetlands, by allowing specific development on wetlands that is compensated by the addition of wetlands in another area in order to achieve a net gain of protected area.

The concept of biodiversity offsetting is also one of the key themes within the NPCA's submission to the province pertaining to the Co-ordinated Land Use Planning Review (Growth Plan for the Greater Golden Horseshoe, Niagara Escarpment Plan, Greenbelt Plan, and the Oak Ridges Moraine Conservation Plan).

Finally, with the implementation of the NPCA 2014-2017 Strategic Plan, it has become apparent that the general community in the watershed has limited knowledge on the overall programs and services of the organization.

To address these issues (funding opportunities, legislative review, provincial plans and community awareness) staff have explored options to develop and implement an overall communication strategy. The NPCA has created a communications team approach to address local issues. Further, the NPCA has created a Community Liaison Advisory Committee to engage key stakeholders in addressing local issues.

The NPCA staff has identified a need to develop a strategy to communicate with issues occurring at both provincial and federal levels. It is this parameter that the NPCA is seeking additional support services such as a professional communications firm providing inter-governmental expertise and advice strategies. The retention of a professional communication firm would provide the NPCA with additional advocacy and strategy support in the advancement of opportunities towards senior levels of government.

The NPCA has received an unsolicited proposal from *Kealy and Associates inc.* which would provide the communication strategy. In the proposal, the generable deliverables have been identified as:

- Prepare and deliver a plan to work with NPCA to develop a strategic communications strategy. K&A will develop a plan for NPCA, complete with contact targets, details and messages; and
- Prepare a contact plan – complete with details, targets and meeting schedule(s) for NPCA leadership.

FINANCIAL IMPLICATIONS:

The *Kealy and Associates inc.* proposal is \$24,000 (plus HST) equating to \$3,000 for 8 months. Thereafter, the NPCA will assess the performance of the service provider and if additional support is required. Funding for this project would be derived from the current approved operating budget.

RELATED REPORTS AND APPENDICES:

1. Kealy and Associates inc. Proposal (May, 2015). – Confidential.

Submitted by:

Carmen D'Angelo (electronically signed)

Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer