

FULL AUTHORITY MEETING
Wednesday November 18, 2015 9:30 am
Ball's Falls Centre for Conservation – Glen Elgin
3292 Sixth Avenue; Jordan, ON

A G E N D A



9:30 am

PUBLIC MEETING

- ◆ **DECLARATION OF CONFLICT OF INTEREST**
- ◆ **ADOPTION OF AGENDA**
- ◆ **DELEGATION(s)**
 - **MMM – Floodplain mapping**
 - **NPCA Staff – S. Miller – Welland River update**
- ◆ **BUSINESS**
 - (1) A. Full Authority Draft Meeting Minutes — October 21, 2015
B. Committee Minutes - Budget Steering Committee – Oct. 7, 2015
 - (2) Business Arising From Minutes
 - (3) Correspondence - letter from Strive Niagara dated November 5, 2015
 - (4) Chairman's Remarks
 - (5) Chief Administrative Officer Comments



REPORTS FOR INFORMATION

- (6) Project Status Reports:
 - 1. *Watershed Management*----- **Report No. 114-15**
 - 2. *Operations*----- **Report No. 115-15**
 - 3. *Corporate Services*----- **Report No. 116-15**
- (7) Financial & Reserve Status – Ending October 31, 2015----- **Report No. 117-15**
- (8) Forestry & Tree and Forest Conservation Bylaw ----- **Report No. 118-15**
- (9) NPCA Geocaching Guidelines ----- **Report No. 119-15**

REPORTS FOR CONSIDERATION

- (10) 2016 Proposed Board Meeting Schedule-----**Report No. 120-15**
- (11) 2016 Draft Planning and Regulations Fees -----**Report No. 121-15**
- (12) Blue Flag Canada Program update -----**Report No. 122-15**
- (13) St. Johns Centre Expression of Interest Discussions-----**Report No. 123-15**
- (14) The Village Phase IV Subdivision - NOTL-----**Report No. 124-15**
- (15) Other Business

CLOSED SESSION

- ◆ **DECLARATION OF CONFLICT OF INTEREST**
 - (1) **Verbal update – Status of Violations**
 - (2) **Verbal update - Collective Agreement with OPSEU Local 217**
 - (3) **Property Transfer – City of Welland ----- Report No. CR-125-15**

PUBLIC SESSION

- ◆ **Resolution(s) from closed session**
- ◆ **ADJOURNMENT**

CORRESPONDENCE

- Strive Niagara (letter dated November 5, 2015)

November 18, 2015 Full Authority Meeting



Carmen DeAngelo,
CEO, Niagara Peninsula Conservation Authority

November 5, 2015.

Dear Mr. DeAngelo,

I am writing to request a waiver of the NPCA plan review fee. Strive Niagara is a not for profit organization who supports teen parents in achieving their high school education. We have a facility at 285 East Main Street, Welland , one in Niagara Falls and two programs in St. Catharines.

The Niagara Catholic District School Board has asked us to support them by providing licensed child care to support the teen parents who attend their school in Welland located at 652 South Pelham Rd. This location is the former group home that is owned by FACS and located on the back of their property.

In order to get the building up to the Ministry of Educations licensing requirements we will need to do minor alterations to the interior of the building. We will not be doing any new construction or any changes to the exterior of the building.

It is for this reason we are requesting a waiver of the \$325 fee.

If you have any questions please do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink that reads "Sandy Toth".

Sandy Toth
Executive Director
Strive Niagara.

Education • Support • Family First

striveniagara.ca

REPORTS FOR INFORMATION

- ❖ **REPORT NO. 114-15** – *Project Status – Watershed Management*
- ❖ **REPORT NO. 115-15** – *Project Status - Operations*
- ❖ **REPORT NO. 116-15** – *Project Status – Corporate Services*
- ❖ **REPORT NO. 117-15** – *Financial & Reserve Report – Oct 31, 2015*
- ❖ **REPORT NO. 118-15** – *Forestry by-law*
- ❖ **REPORT NO. 119-15** – *NPCA Geocaching Guidelines*

November 18, 2015 Full Authority Meeting

Report To: Board of Directors

Subject: Watershed Management Status Report

Report No: 114-15

Date: November 18, 2015

RECOMMENDATION

That Watershed Management Status Report No. 114-15 be received for information.

PURPOSE

To update the Board on the status of the Watershed Management Team's activities during past month.

DISCUSSION

A. Plan Review & Regulations

1) Municipal and Development Plan Input and Review

The Watershed Management Department is responsible for reviewing *Planning Act* applications and Building Permit applications where there is a feature regulated by the NPCA. Under the Memorandum of Understanding (MOU) 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 October, 2015, the Watershed Management Department reviewed 30 *Planning Act* applications (various type and complexity), 8 Niagara Escarpment Commission Development Permit applications, 18 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.

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

Plan Input and Review Summary - October 2015

Plan of Subdivision/Condominium	3
Site Plan Control	8
Official Plan Amendments	1
Secondary Plans	0
Zoning By-law Amendments	0
Consents to Sever (including lot line adjustments)	3
Minor Variances	15
Niagara Escarpment Commission Development Permits	8
Renewable Energy Projects	0
Building Permits	18
Property Information Requests	4

2) Construction Approvals

PERMIT #	MUNICIPALITY	ADDRESS	WORKS PROPOSED /PURPOSE	REGULATED FEATURE	TOTAL DAYS	COMMENTS
3344R	Niagara Falls	ARN#27251300 0213620 Willoughby	New Home in Usshers Creek	PSW	1	Renewal
3521A	Wainfleet	10977 Lakeshore Road	Reconstructing an addition in Shoreline Hazard	Lake Erie Shoreline	8	Amended
3553	Hamilton	3500 Fletcher Road	New Home Construction	Lands adjacent to a watercourse	236	Complete application not until October 8, 2015, therefore only 19 days to complete permit
3554A	West Lincoln	5688 Elcho Rd	New Dwelling with pool	PSW Buffer	2	Amended
3559A	Grimsby	480 Winston Road	Shoreline Protection	Lake Ontario Shoreline	13	Amended
3619	Hamilton	735 Mud Street	Watercourse Alteration (Court Order)	Watercourse Alteration and Fill within Floodplain	51	Complete application not until Sept 16, 2015, therefore only 16 days to complete permit
3630A	Haldimand	2964 North Shore Drive	Shorewall Installation and Beach Well Rehabilitation	Lake Erie Shoreline	10	Amended

3651	Pelham	10 Sawmill Road	Culvert Replacement	Watercourse Alteration (Fifteen Mile Creek)	73	Complete application not until Sept 28, 2015, therefore only 3 days to complete permit
3657	Welland	390 Carl Road	Clearing Lot for Future Home	PSW Upper Grassie Brook	19	
3658	Hamilton	Highway 6 North of White Church Road West	Enbridge Integrity Dig		29	
3659	Hamilton	38 Grassypain Drive	New Sunroom with unfinished basement and walkout	Lands adjacent to watercourse	43	Complete application not until October 1, 2015, therefore only 1 day to complete permit
No Objection	Niagara Falls	Warren Woods Subdivision	Enbridge Gasline Installation	Lands adjacent to watercourse	1	
3660	Wainfleet	12895 Old Lakeshore Road	Concrete Patio Slab on Grade	Lake Erie Shoreline/Dynamic Beach	6	
3661	West Lincoln	7838 Twenty Road	Replacement Culvert	Watercourse adjustment	20	Complete application not until October 19, 2015, therefore only 2 days to complete permit
3662	Wainfleet	51043 Deeks Road South	Bell Cable Installation via Directional Drilling	Lands adjacent to watercourse (Big Forks Creek)	18	
No Objection	St. Catharines	1 Wilfred Laurier Crescent	City Park	No Regulated Features on property	1	
3663	Lincoln	4320 Cherry Avenue Culvert	Culvert Erosion Repair	Watercourse Alteration	24	
3664	Niagara Falls	4379 Lyons Creek Road	Chippawa Public Boat Ramp Improvements Phase 2	Lands adjacent to watercourse	18	Complete application not until October 16, 2015, therefore only 3 days to complete permit

3665	St. Catharines	56 Woodrow Street	3 Season Sunroom	Lands adjacent to valley	10	
3666	St. Catharines	42 Ann Street	Landscaping, Patio Construction, Accessory Structures	Lake Ontario Shoreline	13	
3667	NOTL	77 Firelane #2	Pool Installation	Lake Erie Shoreline	1	
3668	Wainfleet	12893 Old Lakeshore Road	Concrete Patio Slab on Grade	Lake Erie Shoreline/Dynamic Beach	6	
3669	Wainfleet	51472 Hewitt Road	Septic System Replacement	PSW Buffer	9	
3670	Welland	50 Doans Ridge Road	New Home Construction and Access	Lands adjacent to PSW Buffer	5	
3671	West Lincoln	Green Road Near Westbrook	New Home Construction and Driveway Access	Lands adjacent to a watercourse	3	
No Objection	NOTL	2052 Four Mile Creek Road	New Accessory Structure	Lands adjacent to a watercourse/ Top of Slope	2	
3672	Niagara Falls	Between 6298 and 6392 Lyons Creek Road	Dock Installation	Lands adjacent to watercourse	5	
3673	NOTL	6 Firelane 12A	Home Addition and Septic Relocation	Lake Ontario Shoreline	1	
3674	Port Colborne	676 Wyldewood Road	New Single Storey Double Garage	Lands adjacent to wetland	6	
3676	West Lincoln	9087 Concession Road 3	Pole Barn	PSW Buffer	5	
No Objection	Thorold	Various	Emergency Hydro One Line Clearing	PSW Buffer	30	
3677	West Lincoln	9887 Haldimand Road #9	Demolish Old Structures and Build New	Lands adjacent to watercourse	2	

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

4) Watershed Biology

In the month of October the Watershed Ecological Technicians provided biology review for a variety of planning and regulations files, completing at least 15 site visits for planning pre-consultation or permit application review, including formal follow up with internal and external biology comments.

The Ecological Technicians have also completed approximately 13 Permit applications, with formal natural heritage comments being submitted to the Supervisor of Construction Approvals. A large focus of the Permit review in the month of October was still related to culvert replacement, drain maintenance activities and utility line installations.

The Ecological Technicians have been providing their assistance and expertise to other projects as well. Staff will periodically assist the Geographic Information System (GIS) department with two Niagara College projects through the winter months until April 2016, and will continue to support the Cave Springs Management Plan by participating on the technical committee.

Further, staff attended the Niagara Green Infrastructure and Stormwater Management Workshop this month, an opportunity to learn about the preparedness of the Niagara Region and its residents to the possibility of extreme weather events and how these can be mitigated through development of green infrastructure and LID (Low Impact Development) projects.

The Supervisor of Watershed Biology again conducted several site visits and meetings for files such as Paradise Niagara (Niagara Falls), the Miller Lands (Fort Erie), Grand Niagara (Niagara Falls), and the Niagara-on-the-Lake Official Plan review. Several Environmental Impact Studies were also scoped and reviewed.

The Supervisor of Watershed Biology participated in a Wetlands Policy and Biodiversity Offsetting workshop at Black Creek Pioneer Village, which focused on the mitigation hierarchy and key issues that should be addressed in developing biodiversity offsetting policy for wetlands. She also participated in the Habitat for Humanity Women Build project as part of the NPCA team.

B. Projects / Programs

1) Source Water Protection Plan

- Staff continue to provide support to the municipalities and MOECC in source protection as needed.
- Staff attended the provincial source protection coordination meeting held by the MOECC on October 26 and 27. The meeting included a half hour discussion with Environment Minister Glen Murray concerning the source protection program and other ministry initiatives.

2) Water Quality Monitoring Program

- Staffs continue with routine monitoring at 75 surface water stations within the NPCA watershed.
- Provincial Groundwater Monitoring Network (PGMN): Staff have completed the fall portion of PGMN sampling at 13 sites and performing a QA/QC check on groundwater level data as part of their routine data maintenance protocol.
- Staff attended the Southern Ontario Stream Monitoring and Research Team (SOSMART) meeting as the NPCA representative. SOSMART provides a forum for an exchange of ideas, data and science about flowing waters among conservation authorities.
- To-date, the NPCA has received nine (9) applications under the Well Water Decommissioning Program and have completed 8 projects. All funding for this program has now been allocated for 2015.
- Staff investigated reports of a cyanobacteria (blue-green algae) bloom at Lake Niapenco. The suspected bloom was reported on October 8 but appeared to dissipate over a period of a few days. As these types of blooms are uncommon in this watershed, it was difficult to source a lab to undertake the required analysis. A lab has since been located and a formal sampling protocol has been developed to investigate future bloom reports in the NPCA watershed.
- The NPCA Water Quality Monitoring team is continuing with several collaborative projects in 2015. These include:
 1. Microbial DNA Trackdown with Environment Canada and McMaster University,
 2. Climate Change Station with MOECC at Balls Falls;
 3. North Creek (West Lincoln) Nutrient Evaluation with MOECC;
 4. Reference Creek Study with MOECC; and
 5. Neonicotinoids monitoring for MOECC at Four Mile Creek (NOTL) and North Creek (West Lincoln).

3) Flood Control

a) Monitoring & Major Maintenance

- Binbrook Reservoir – Due to the extended dry summer, the reservoir's water level is still presently sitting approximately 1.5 feet (450mm) below normal operational holding level. Discharge from the reservoir over the summer has been minimal. Staff continue to monitor reservoir water levels on a daily basis and make adjustments as warranted.
- 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.
- On October 28 remnants of Hurricane Patricia moved through the area. Staff issued a Water Safety Bulletin advising the public that even though heavy rains were forecasted, the water levels in the local watercourses were not expected to exceed critical levels. The NPCA watershed received between 55mm – 75mm of

rainfall during this 18 hour storm event. As predicted, none of the gauged watercourses exceeded their critical flood levels.

b) Water Resource Engineering

- Staff continue to provide daily support to the Planning and Regulations program with respect to the analysis of natural hazards and the review of stormwater management engineering designs.

4) Restoration

Project Implementation – Watershed Plans

The Watershed Restoration Program is responsible for improving water quality, water quantity and biodiversity within the NPCA Watershed. The Restoration Program advances these areas through the implementation of watershed plans and cost-share incentive programs for landowners. Since 1990, staff have worked with over 4,000 landowners in completing over 2,000 restoration projects on their properties. These projects help address the chronic water quality degradation problems that are prominent in our watershed.

Project Implementation – Voluntary Stewardship

Staff are currently completing the 65 stewardship projects that were approved for implementation in 2015. This includes the fall tree planting components of restoration and naturalization projects.

General Motors Partnership / Niagara College

NPCA staff and GM staff have been working with Niagara College students to naturalize portions of the Glendale Road facility that are no longer being utilized. This effort is part of General Motors Biodiversity Enhancement strategy. Niagara College students, as part of their living classroom experience assisted with the planting of trees, shrubs and wildflowers (pollinator gardens) as part of the naturalization effort and to count towards their College curriculum requirements. In addition, students assisted with the removal of invasive species including phragmites (common reed).

Dune Planting at Marcy Woods

High School students from Centennial High School in Welland and students from Governor Simcoe in St. Catharine's joined NPCA staff and the Bert Miller Nature Club to assist with Sand Dune Ecosystem Restoration on October 27th at Marcy Woods. Although privately owned, this landowner is dedicated to ensuring the dunes and associated habitat for the at-risk Fowlers Toad is enhanced and protected.

Ducks Unlimited Partnership

The NPCA renewed its on-going collaboration agreement with Ducks Unlimited in September for the implementation of five (5) wetland projects of mutual interest. All 5 projects are in the implementation phase. Once constructed, they will result in an additional 6 acres of wetland habitat created and an additional 121 acres of naturalized area around the wetlands, including flowering trees, shrubs and wildflowers to support declining bee and butterfly populations.

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

Niagara River Fisheries

The RAP Coordinating Committee met via conference call on October 28th. A report by the Ministry of Natural Resources concerning the status of fish population health in the Niagara River was discussed. Both the US and Canadian RAP's share this impairment. The impairment is based on the lack of coastal wetlands within the upper Niagara River. These wetland areas provide nursery habitat for the juvenile fish, and have been declining due to multiple reasons including water level fluctuations.

A binational task force is being established to look at developing binational fisheries targets for the Niagara River. Fisheries experts will be advising on what the acceptable fisheries populations and species composition in the Niagara River should be, as well as advising on remediation strategies for increasing coastal wetlands.

Niagara River Contaminated Sediment and Nuisance Algae

A review is required on the Niagara River RAP Technical Assessments for the Degradation of Benthos (historical contaminated sediment) and the Eutrophication (nuisance algae) Beneficial Use Impairments (BUI). The conclusion of both these assessments recommends a re-designation of the BUI status from "impaired" to "unimpaired". In order to fulfill the re-designation process, stakeholder and public review of the assessments is required. Public friendly guidance documents of each technical assessment are required to assist with the facilitation of this process. A consultant has been selected to prepare these documents.

Niagara River Proposed Ramsar Designation

The Ramsar Convention is a voluntary, intergovernmental treaty, committed to encouraging education and sustainable development as a means of acknowledging global wetlands. The purpose of this treaty is to promote the conservation and wise use of water-based ecosystems through local, national, and international sustainable practices. The Convention uses a broad definition of wetlands, defined as any substrate that is at least occasionally wet, including lakes and rivers.

The Convention was signed by Canada on January 5, 1981. The United States joined the treaty in 1987. As of 2015, there were 169 member countries, known as Contracting Parties that have designated more than 2,217 Ramsar Sites (214,000,000 ha) around the world, including 36 U.S. sites and 37 Canadian sites.

Ramsar Site Designation Criteria (Niagara River)

*Only 1 of the following criteria needs to be met to qualify for designation (Niagara River meets possibly all 9)

Ramsar Designation Criteria	Qualifying Criteria
1. Is representative, rare, or unique.	<p>Niagara Falls - The Niagara River is also unique because it is home to Niagara Falls, three separate waterfalls which combine to form the highest volume waterfall in North America</p> <p>The New York State Department of State has identified numerous Significant Coastal Fish and Wildlife Habitats within the Niagara River Corridor, including a riverine littoral zone in the upper Niagara River that is a rare ecosystem type in the Great Lakes and extremely valuable fish and wildlife habitat</p>
2. Supports vulnerable, endangered or threatened species.	<p>The Niagara River Corridor supports at least 338 species of birds, 102 species of fish, 35 species of mammals, 14 species of reptiles, 17 species of amphibians, 12 species of mussels, and 734 species of plants. Of these species, 30 are listed in CITES, seven are listed on the IUCN Red List (CR, EN or VU only), and many more are protected federally in Canada (59 species) and the U.S. (one species), at the provincial / state level in Ontario (70 species) and New York (54 species), or listed in COSEWIC (70 species). The corridor also includes two ecological communities considered vulnerable in New York State, calcareous cliff community and calcareous talus slope woodland, as well as rare old growth forests.</p>
3. Supports keystone or endemic species.	<p>Of the high biological diversity supported at the Niagara River Corridor, at least one species is considered a “keystone” species: the Emerald Shiner. They are considered the base of the food web for many fish-eating birds and sports fish. They are particularly important to the Common Tern, a NYS threatened species.</p>
4. Supports species at a critical stage in their life cycles (migration, breeding).	<p>The Niagara River Corridor supports numerous species during critical stages in their lifecycles. These stages include nesting, migration, and overwintering for birds, and spawning for fish.</p> <ul style="list-style-type: none"> •At least 137 species of birds nest in the Niagara River Corridor, including 42 waterbirds and seven species of colonial nesting waterbirds. •The Niagara River Corridor forms part of the Atlantic Flyway, one of four major bird migration corridors in North America. The corridor has large amounts of high quality landbird and waterfowl stopover habitats. Because of these factors, the corridor supports at least 232 migratory birds, 106 of which are waterbirds.

	<ul style="list-style-type: none"> • The Niagara River Corridor is incredibly important as an overwintering site for waterbirds because it stays mostly unfrozen throughout the coldest winter months when most other freshwater bodies are frozen. During this period of extreme hardship, 92 species of birds overwinter in the site, including large congregations of at least 40 species of waterbirds (including gulls and waterfowl). • The New York State has identified numerous Significant Coastal Fish and Wildlife Habitats within the Niagara River Corridor, mainly because of their importance as freshwater fish spawning ground. At least 41 species of fish have been recorded spawning in the Niagara River.
5. Supports 20,000 or more waterbirds.	<p>More than 100,000 individual gulls (representing 19 species) can be observed foraging along the river during fall and early winter.</p> <p>More than 20,000 individual waterfowl (representing over 20 species) can be seen in a single day during fall and winter.</p>
6. Supports 1% of the individuals in a population of one species of waterbird.	<p>At least six waterbirds congregate in the Niagara River Corridor in globally significant numbers based on single day</p> <ul style="list-style-type: none"> • Canvasback: 6,000 or >1% to 14,000 or >2% (1997) • Greater Scaup: 15,000 or >1% • Red-breasted Merganser: 9,000 or >1% • Bonaparte's Gull: 4,000 or >1% to 100,000 or >25% • Herring Gull: 40,000 or >1% to 50,000 or >1% • Ring-billed Gull: 27,000 or >1% to 32,000 or >1%
7. Supports a significant proportion of indigenous fish species.	<p>The Niagara River Corridor sustains at least 89 species of indigenous, freshwater fish including Lake Sturgeon, Northern Pike, Muskellunge, Lake Trout, and Walleye.</p>
8. An important food source, spawning area, nursery or migration path for fish.	<p>Several species of native, freshwater fish spawn here and use the river as a nursery including the Lake Sturgeon, Smallmouth Bass, Yellow perch, and Rock Bass, among others.</p> <p>The Upper Niagara River tributaries function as a spawning and rearing habitat for many species, with adults residing in the Niagara River during summer.</p> <p>Periodic large migratory runs of species such as emerald shiner, spottail shiner and gizzard shad are evident in the Upper Niagara tributaries</p> <p>There are 45 species of spawning fish found in Niagara River</p>
9. Supports 1% of the individuals in a population of one species or subspecies of wetland-dependent non-avian animal species.	<p>Dusky Salamander research is being done in conjunction with experts from McGill University as it may qualify.</p>

The Niagara River has been shown to meet the first 8 criteria. The 9th criterion is being further studied, although multiple local scientists believe the river meets this criterion as well. There are more than 2,200 Ramsar sites globally; but only 35 (1%) of these sites meet all nine criteria. The Niagara River would be the first bi-national Ramsar site in the North and South America (the America's).

Next Steps for Designation:

Once a suitable nominator is chosen, proof of engagement / support must be obtained for the proposed designation from each agency that has an interest in the River. These agencies would include local municipal and regional governments, local conservation clubs, businesses, aboriginal community, etc. To date, endorsement has been received by Ontario Power Generation, the Niagara Peninsula Conservation Authority, the City of Niagara Falls, and the Town of Fort Erie. Endorsements are pending from the Town of Niagara-on-the-Lake and the Regional Municipality of Niagara (refer to Ramsar engagement schedule and results attached – **Appendix 1**).

After completion of the above steps, the Ramsar Steering Committee will submit the nomination package to the Director General, Canadian Wildlife Service (CWS), Ottawa. The CWS will coordinate and facilitate the review of the nomination (estimated to take approximately 6 months) with appropriate organizations. Once reviewed, and deemed to be complete, the nomination package will be submitted to the Ramsar Convention Bureau (RCB) in Switzerland. The Director General of the CWS will forward the nomination to the Bureau through the office of the Minister of Environment and Climate Change for Canada. Acceptance or rejection of nominated sites (approximately 6 months to review) is the responsibility of the Ramsar Bureau. All US and Canadian nominations submitted to the Bureau have been “listed” as Ramsar sites with no nominations having been rejected to date.

Although the Niagara River Ramsar Site Steering Committee is pursuing a transboundary Ramsar site designation, each application is separate, as each country has different procedural requirements. The transboundary designation occurs at the end of the process once each country has met the procedural requirements for designation. It is possible to designate only one side of the river; however, dual designation is required to achieve transboundary status.

5) Special Projects

- Staff provided comments on planning applications, Niagara Escarpment Commission permits and Part 8 Building Permits for Niagara Region and local municipalities under the Planning Memorandum of Understanding.
- Staff assisted Operations with the water resources investigation of Cave Springs, Ball's Falls Sewage System and Wainfleet Bog geotechnical investigation.
- Staff assisted in planning and preparing a presentation for the Source Water Protection Program Workshop held at Balls Falls.

- Staff worked on addressing naturally occurring groundwater concerns with the Ministry of the Environment and Climate Change, Public Health Ontario and the Ontario Geological Survey. NPCA has since accepted an invitation to join a provincial committee on addressing this issue and postponed our Groundwater Symposium on this concern.
- Staff attended the International Association of Hydrogeologists, Canadian National Chapter Conference at Waterloo, Ontario.
- Staff continued Bedrock Aquifer Study field investigations, data management, analyses and project management. Provincial Open File Reports were prepared with the Ontario Geological Survey and McMaster University for December 2015 publishing. Staff continued supporting the University of Waterloo undergraduate geochemistry study of the bedrock valley aquifers of the Township of Wainfleet. Below are photos of Natural Resource Canada staff (Heather Crow and Kevin Brewer) completing a geophysical investigation at the Glynn A. Green well in the Town of Pelham which will assist with regional groundwater modelling.



RELATED REPORTS AND APPENDICES:

Appendix 1 – RAP & RAMSAR Designation Engagement Schedule and Results Status

Prepared by:

A blue ink signature of Peter Graham.

Peter Graham, P.Eng. Director, Watershed Management

Respectfully submitted by:

A blue ink signature of Carmen D'Angelo.

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.

RAP & Ramsar Designation Engagement Schedule and Results Status

Date	Agency	Engagement /Meeting Type	Purpose	Result to Date
December 13, 2013	Niagara Peninsula Conservation Authority (NPCA)	Full Board	Ramsar staff report for information	Motion for information received
February 14, 2014	Niagara Parks Commission	NPC - Open Commission Meeting	Staff report for NPC to be represented on Steering Committee and act as nominator	Motion passed for staff representation on steering committee, role of nominator deferred
September 24, 2014	Niagara Region	Planning & Development Committee	Ramsar staff report for information	Motion for information received
October 2, 2014 (Thursday)	Niagara Region	Full Council Open Session Meeting	Ramsar staff report for information	Motion for information received
December 16, 2014	Ontario Power Generation	Endorsement letter	OPG issued letter supporting Ramsar nomination	OPG endorsement obtained
May 28, 2015 (Thursday)	Niagara RAP coordinating committee Public meeting (NOTL)	Public meeting	Canadian / USA RAP update for Niagara River including a presentation on the proposed Ramsar designation	Generated renewed interest in RAP's and keen enthusiasm for Ramsar designation
July 15, 2015 (Wednesday)	Niagara Peninsula Conservation Authority (NPCA)	Full Board	RAP / Ramsar presentation for information and endorsement	Motion for endorsement passed by Board of Directors
July 22, 2015 (Wednesday)	Niagara Parks Commission (NPC)	Property & Infrastructure Committee	RAP / Ramsar presentation for information	Staff recommendation report for NPC to act as nominator passed by committee
July 24, 2015 (Friday)	Niagara Parks Commission (NPC)	NPC - Closed Commission Meeting	RAP / Ramsar presentation for information	Staff recommendation report for NPC to act as nominator passed pending favourable legal review completion
July 27, 2015 (Monday)	Town of Niagara-on-the-Lake	Full Council Meeting	RAP / Ramsar presentation for information and endorsement	Motion for endorsement passed in principal pending staff follow-up report for September 21 st meeting
July 28, 2015 (Tuesday)	City of Niagara Falls	Full Council Meeting	RAP / Ramsar presentation for information and endorsement	Motion for endorsement passed by Council
August 13, 2015 (Thursday)	Niagara Peninsula Conservation Authority (NPCA)	Community Liaison Advisory Committee	RAP / Ramsar presentation for information	Presentation received by Committee
August 17, 2015 (Monday)	Town of Fort Erie	Full Council Meeting	RAP / Ramsar presentation for information and endorsement	Motion for endorsement deferred for staff follow-up report
August 21, 2015 (Friday)	Niagara Parks Commission (NPC)	NPC - Open Commission Meeting	Staff report for NPC to act as nominator for approval made public	Legal review pending
September 2, 2015 (Wednesday)	Niagara Region	Planning & Development Committee	RAP / Ramsar presentation for information and endorsement	Motion for endorsement deferred for staff follow-up report

October 7, 2015 (Wednesday)	Niagara-on-the-Lake	Agricultural Committee	RAP / Ramsar presentation for information	Motion for endorsement deferred until municipal endorsement obtained
October 27, 2015 (Tuesday)	Ministry of Natural Resources & Forestry	Briefing Notes	Manager & Director briefing on proposed Ramsar designation	Process initiated by District Supervisor MNRF
November 2, 2015 (Monday)	Town of Fort Erie	Council-in-Committee meeting	Staff report seeking council endorsement for Ramsar designation	Motion for endorsement passed by Council-in-Committee
November 3, 2015 (Tuesday)	Ministry of Tourism, Culture & Sport	Briefing Notes	Manager & Director briefing on proposed Ramsar designation	Process initiated by Ramsar Committee & NPC
November 4, 2015 (Wednesday)	Environment Canada	Canadian Wildlife Services	Ramsar Information Sheet (RIS) Draft Submission review	Scientific review initiated
November 9, 2015 (Monday)	Town of Fort Erie	Full Council Meeting	Council-in-Committee approved report seeking Council endorsement for Ramsar designation	Motion for endorsement passed by Council
TBD (completing legal review)	Town of Niagara-on-the-Lake	Full Council Meeting	Staff report seeking council endorsement for Ramsar	
TBD (after municipal obtained)	Niagara Region	Planning & Development Committee	Staff report seeking committee endorsement for Ramsar designation	
TBD	Niagara Region	Full Council Meeting	Staff report seeking council endorsement for Ramsar	
TBD	Niagara Region MPP & MP	Presentation / briefing documents	Endorsement for Ramsar designation	
TBD – upon completion of legal review	Niagara Parks Commission	NPC - Open Commission Meeting	Staff report seeking commission endorsement for Ramsar	
TBD	Stakeholder engagement	Public meetings and outreach	Users of the river, adjacent landowners (conservation clubs, anglers, jet boat, etc.)	Cannot be initiated until local political endorsements and nominator are secured
TBD	Ministry of Natural Resources & Forestry	Minister Approval	Endorsement for Ramsar designation	
TBD	Environment Canada	Canadian Wildlife Services	Ramsar Information Sheet (RIS) Final Submission review	
TBD	Environment Canada	Minister Approval	Ramsar Information Sheet (RIS) Submission endorsement	
TBD	Environment Canada	Ramsar Bureau Review	Ramsar Information Sheet (RIS) Submission for review	
TBD	Ramsar Bureau	RIS “Listing”	Inclusion on the Ramsar “List” of Wetlands of International Importance”	
TBD	Ramsar Steering Committee & Partners	Formal Announcement		Goal is spring 2016

Report To: Board of Directors

Subject: Operations Status Report

Report No: 115-15

Date: November 18, 2015

RECOMMENDATION:

That the NPCA Board **RECEIVE** Report No. 115-15 for information.

PURPOSE:

Operations Status Report

DISCUSSION:

- **Ball's Falls CA**

October was spent preparing for and the successful execution of the 41st Annual Thanksgiving Festival. Over 30,000 people attended the Festival this year and it was a great success due to the immense co-operation and team work provided by staff and volunteers alike.

During the first week of October Ball's Falls was happy to host, for the 2nd time, the cast and crew from CBC's Murdoch Mysteries. They spent a total of 4 days at the park and the cast took the time to take pictures with staff and guests.

For the month of October, Ball's Falls sold:

Adults admissions	600
Seniors/students admissions	240
Children admissions	57
Maximum - vehicles admissions	104
Self-pay admissions	50
Regular membership pass	2
Senior membership pass	0
Membership renewals	0
Pavilion Rentals	2
Historical Tours given	0
Barn Wedding Receptions	7
Church Ceremonies	11
Centre for Conservation - wedding receptions	4
Centre for Conservation – non wedding rentals	5

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

- **Binbrook CA**

Operations

The park officially closed to the public as of Tuesday October 13th. The park remains open for Controlled Waterfowl Hunt purposes only (Saturdays and Mondays from 5am to 1pm). Saturday Waterfowl Hunting Blind rentals continue to be strong. The program will end on Saturday December 12th.

Hamilton Regional Police completed a one day training exercise that focused on ground search using GIS co-ordinates.

Our NPCA Annual Health and Safety crossover inspection of the park and working areas was completed.

The park winterization process has begun. Complete winterization of the area will be complete by Friday November 6th.

Capital Projects

Kayak Condos - Material has been received and the site has been prepped. An on-site meeting was arranged with the designer and manufacturer on October 28th & 29th.

Pavilion #2 Roof – The material for the new roof is now on-site with a plan to have the new roof installed by the end of November.

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

- **Chippawa Creek CA & Long Beach CA**

The camping season at both parks is now finished, as of the Monday of Thanksgiving weekend. Chippawa Creek Conservation Area had a 75% capacity on the Thanksgiving Weekend and Long Beach Conservation Area had a 50% capacity on the Thanksgiving Weekend.

Chippawa Creek Conservation Area hosted 50 Air Cadets from 611 Harvard Squadron. They camped and participated in training exercises during the weekend of October 23 – 25. They would like to include other cadet groups for next year with a possibility of 400 cadets camping at the park before the park even opens in the spring.

Both parks are now in clean up and winterization mode. This includes stacking picnic tables, site cleanups, blowing out and winterizing water and wastewater systems, final mowing and trimming, filling holes and ruts, and some painting. Staff at both parks are also finishing up remaining capital projects and making plans for 2016 projects.

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

- **Central Workshop – Gainsborough CA**

Central Workshop, along with on-site staff at Ball's Falls Conservation Area, did the set-up, run, and tear down the Annual Thanksgiving Festival. This is about a 3 week process.

In addition to the Festival, staff has removed the boat docks at Jordan Harbour and E.C. Brown Conservation Areas; removed and cleaned up over 25 dead ash trees from Woodend Conservation Area and planted a Sycamore Tree.

The Trout pond at St. John's Conservation Area is now closed. Three Waterfowl Hunting Blinds have been prepared at Mud Lake Conservation Area and Central Workshop staff continue to cut grass and trim the other Conservation Areas and help with Capital Projects as the need arises.

Respectfully Submitted by Mich Germain, Superintendent, Central Workshop

ECOLOGICAL STATUS REPORT

Ball's Falls Conservation Area

The educational 'Bee Booth' at the site is presently being prepared for winterization. The structure's panel are being cleaned, an emergent chamber created, and it is being covered and protected from the winter moisture.

This structure continues to provide valuable education to site visitors. It was installed in 2012 with the generous funds provided from TD Friends of the Environment Foundation. It not only provides habitat for the native wild, solitary, bees and wasps during the growing season, but it also offers an often unseen aspects of the insects and how they survive. This observation site shows the nesting bees and wasps, where one can see the materials the insect uses to construct their brood cells, and how their young develop. None of the native bees make honey or wax and therefore are not aggressive, making the structure safe for observations. With over 150 native bee species at Ball's Falls CA (S.Peebles 2006), this educational structure is important to help strengthen the understanding and appreciation of the symbiotic relationship bees have with the environment (including humans) for pollinating all our food.

Cave Springs Conservation Area

Data from the various Cave Springs CA wildlife/ ecological surveys is being analyzed by the staff Ecologist, with unique habitat needs and requirements determined. The Ecological Studies Report for Cave Springs CA will be completed this month. It will outline sensitive ecological areas, compatible uses and activities for consideration in the Cave Springs Master Plan for a balanced environmental, community and economic needs.

Morgans Point Conservation Area

Additional Common Milkweed plants were planted at Morgan's Point in an effort to assist the Monarch Butterfly and its' population recovery. These plants further augment the existing milkweed population, following last year's plant removal due to 'Yellows Phytoplasma' effects. Phytoplasma is a bacteria which can cause disease and death of the milkweed plant, and negatively affect monarch caterpillars. This bacteria spread by insects (i.e. leafhoppers). Seeds were also purchased and will be planted in the spring of 2016.

Smith-Ness Conservation Area

Site restoration work continues in improving wildlife habitat and increasing vegetative community representation across our Conservation Areas for increased environmental sustainability/health. Site excavation of sloughs were completed in October, mimicking the historic site landscape and providing feeding areas of higher concentration of invertebrates, breeding areas for amphibians and wading areas for birds. Trees and shrubs were also planted in the southern portion of the field to create a more naturalized forest edge. Over 30 volunteers assisted including students from Stamford Collegiate School. In 2016, additional work on meadow plantings, trails and parking lot will be complete the site restoration and passive recreational site use for the public to increase their connection with nature and land stewardship.

Respectfully Submitted by Kim Frohlich, NPCA Ecologist

COMMUNITY & VOLUNTEER REPORT

Community Liaison Advisory Committee (CLAC)

The next Community Liaison Advisory Committee meeting will be held on November 19th 2015 at Henry of Pelham Winery at 5:30PM. The Committee has been invited to submit Agenda items for discussion.

Volunteer Coordination

The new on-line volunteer application form is up and running on the NPCA website. This new form will allow any volunteer applications to be entered directly into the new on-line volunteer management database, Volgistics. This software is proving to be very helpful for scheduling, communicating and tracking volunteers.

The Ball's Falls Thanksgiving Festival Team greatly appreciated the more than 30 volunteers that assisted over the course of the weekend. Volunteers helped with tours, blacksmith cabin, photography, vendor relief, recycling and anything that came up. It was clear that additional volunteer positions can be incorporated into the Festival for next year and we will be looking at working with volunteer groups such as Eco Defenders to assist with recycling.

Conservation Achievement Awards

Preparations are underway for the 2015 Conservation Achievement Awards being held on February 24th 2016. In November, a call for nominations will go out to staff, board members and the community.

Cave Springs Management Plan - Public Consultation

The public consultation process for the Cave Springs Management Plan is on-going. Staff continued to meet with relevant stakeholders in the month of October including Town of Lincoln Mayor Sandra Easton, a close friend of Margaret Reed's - Carla Carleson, and Kristene Sweet from Twenty Valley Tourism. Exciting partnership opportunities are becoming clear and these stakeholder meetings are helping to shape the future of the Cave Springs property.

Respectfully Submitted by Kerry Royer, Community & Volunteer Coordinator

EVENTS STATUS REPORT

2015 Thanksgiving Festival Update

The Thanksgiving Festival was a successful event with great weather and excellent attendance. There was over 23,000 paid admissions and more than 7,000 children that attended the event. Staff are in the process of debriefing the event and analyzing all costs. A full report of the Festival will be submitted to the December Board meeting as invoices and payments are still being submitted by suppliers.

2015 Christmas Village

Now that the Thanksgiving Festival is over, staff has begun to plan the Christmas Village event. The date of the event will be December 5th, 2015 from 2pm to 6pm. Santa will be present in the display barn taking pictures with children. Staff are looking to secure a reindeer for the event, have horse drawn wagon rides as well as hot chocolate, letters to Santa and a campfire, carolers and a bell choir in the church.

2016 Children's Festival Update

The Children's Water Festival Planning committee will be reconvening in the New Year to begin the 2016 festival planning. The festival committee structure has slightly changed with the City of St. Catharine's opting out of participating at the committee level for the 2016 event. City staff will still be provided to run activity centres during the event itself.

During November and December staff will be working towards improving the overall infrastructure of the event through the purchasing of items such as tactile improvements, signage upgrades and visual improvements in activity centres.

Respectfully Submitted by Brianne Wilson, Events Coordinator

RELATED REPORTS AND APPENDICES:

None

Prepared by:



David Barrick
Director of Operations

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

Report To: Board of Directors

Subject: Corporate Services Project Status Report

Report No: 116-15

Date: November 18, 2015

RECOMMENDATION:

That Report No. 116-15 be RECEIVED for information.

PURPOSE:

To update the NPCA Board of Directors on programs and projects within the Department of Corporate Services.

DISCUSSION:

The project status report provides information pertaining to process improvements, initiatives in support of the strategic plan and supporting the organization to achieve its mission, vision and values.

1.0 Accounting & Financial Management

- ❖ The 2016 Budget was presented and approved by the NPCA Board of Directors at their October 2015 meeting. The budget will now be presented to the participating municipalities.
- ❖ Union negotiations were completed with OPSEU with a tentative agreement being reached and awaiting ratification from both bargaining unit members and the NPCA Board of Directors. The agreement is being formatted and reviewed. It is anticipated that the agreement will be presented to the NPCA board at their December meeting for ratification.

2.0 GIS & Information Management

GIS/Information Management staff have been working on several technical capital projects:

- ❖ Staff has been busy with several tasks that have emerged from the corporate IT migration, which included computer replacements for staff through the refreshment cycle. Several issues have been addressed with the configuration and performance of the NPCA Watershed Manager web mapping tool that provides internal decision support to all Authority programs and services.

- ❖ CityView – The vendor is busy configuring the system with our business specific customizations based on the data collection and workflow establishment phase. NPCA staff are developing test scripts for the upcoming validation phase when the customized version of the system is installed locally and tested – prior to training and deployment/go live.
- ❖ Day to day GIS business support including custom map creation, enterprise system support, spatial analyses etc.

3.0 Communications

- ❖ Niagara This Week reporter Amanda Moore spent time with NPCA staff to get a behind the scenes look at some of the great work staff do in the field. On Wednesday, Nov. 4 she spent the morning at Forty Mile Creek with Josh Diamond, Ryan Kitchen and Eric Augustino. Ms. Moore got a first-hand look at the various methods the team uses to test the water quality throughout the watershed. The next day Ms. Moore spent the morning with some of the team from restoration, including Deanna Lindblad and Steve Gillis at a private landowners home that backed on to the Upper Welland River. Deanna and Steve explained how the work they do; using natural methods to help improve water quality, compliments the work Josh and his team does. The two-part series will be published shortly and will be shared with the Board in the daily media clippings email. Communications staff will continue to build good working relationships with local media to help educate the public on the important role the NPCA serves in Niagara, Hamilton and Haldimand.
- ❖ To assist the development of both the fundraising and communications plans for 2016/17, the division will be conducting a number of interviews with key stakeholders in the coming weeks. The interviewees will be a cross-section of residents and the feedback will help guide the development of both plans.
- ❖ A special thanks to Giant FM and Country 98 for their donation of \$728.00 to the Niagara Peninsula Conservation Foundation.

4.0 Human Resources

- ❖ Selected and began implementing the Human Resources Management System (HRMS). NORMING, a web-based time tracking and expense reporting software for Sage 300 ERP (formerly Sage Accpac), was selected as the HRMS system based on the evaluation criteria. The process of transferring employee data from paper files to electronic has commenced. This phase should be completed by the end of the year.
- ❖ Recruitment – Applications for the vacant position in the Restoration division has closed. The posting occurred both internally and externally (9 employment web sites) and attracted 68 applications. Twenty (20) applicants met the recruitment criteria and were sent to the hiring manager for short listing.

- ❖ Planning holiday lunch employee recognition. There are 21 employees being recognized from 2013 to 2015. The program was revitalized in 2015 after it was abandoned in 2013.
- ❖ First section of employment handbook (Terms of Employment) for non-unionized employees has been drafted and will be sent to the Senior Management Team for review and approval.
- ❖ Job Descriptions for all employees are being drafted and reviewed by employees and their supervisors, and thereafter, will be forwarded to the Senior Management Team for review and approval.

FINANCIAL IMPLICATIONS:

None

Prepared by:



Jeff Long
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; Michael Reles, Communications Specialist; Kevin Valliers, Manager, Development & Communications; and Misti Ferrusi, HR Generalist.

Report To: Board of Directors

Subject: Financial and Reserve Report – Month Ending October 31, 2015

Report No: 117-15

Date: November 18, 2015

RECOMMENDATION:

That Report No. 117-15 be received for information

DISCUSSION:

To provide the Board a summary of operations & capital expenditures versus revenues and to provide a comparison of actual results to the budget as approved by the Board.

The report confirms the general financial oversight and compliance 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 October 31, 2015

Appendix “B” – Statement of Reserves for month ending October 31, 2015

Prepared by:



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 - October 31, 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	1,842,545	2,200,731	(358,186)	8,802,943	8,802,943	-	8,802,943
Provincial Funding	4,027	41,300	(37,273)	378,087	437,000	(58,913)	519,500
Federal Grants	62,000	29,700	32,300	92,000	175,600	(83,600)	235,000
Permits and Regulatory Fees	21,275	28,600	(7,325)	378,006	292,700	85,306	350,000
Park Operations	199,677	267,600	(67,923)	1,238,741	1,360,900	(122,159)	1,374,000
Other Revenue	105,023	28,350	76,673	393,760	186,100	207,660	213,100
Interest Income	3,031	5,000	(1,969)	22,780	47,500	(24,720)	98,000
Reserves and Foundation	-	65,000	(65,000)	-	355,000	(355,000)	480,000
Total Revenue	2,237,578	2,666,281	(428,703)	11,306,318	11,657,743	(351,425)	12,072,543
Expenses							
Salaries & Benefits	448,923	484,490	35,567	4,744,876	4,923,241	178,365	5,793,556
HR & Employee Expenses	12,348	14,485	2,137	99,897	154,990	55,093	193,220
Board & Volunteer Expenses	18,966	1,670	(17,296)	54,258	46,935	(7,323)	60,100
Professional Fees	20,751	10,445	(10,306)	172,867	237,560	64,693	290,200
Occupancy Costs	73,341	25,595	(47,746)	419,659	391,080	(28,579)	457,300
Office Expenses	25,830	20,415	(5,415)	137,857	142,415	4,558	176,745
IT, GIS & Communications	427	1,300	873	12,799	1,300	(11,499)	1,400
Marketing & Promotions	28,706	76,675	47,969	106,593	165,950	59,357	187,800
Vehicle & Equipment	21,696	42,680	20,984	219,925	276,700	56,775	316,677
Watershed Maintenance	13,062	33,160	20,098	226,868	345,880	119,012	412,000
Park Maintenance	29,071	92,053	62,982	260,038	307,379	47,341	352,000
Corporate Services	(41,528)	27,025	68,553	1,690,344	1,667,210	(23,134)	1,841,445
Total Expenses	651,593	829,993	178,400	8,145,981	8,660,640	514,659	10,082,443
Surplus / (Deficit)	1,585,985	1,836,288	(250,303)	3,160,337	2,997,103	163,234	1,990,100
Capital Purchases	50,803	45,000	(5,803)	414,817	1,548,417	1,133,600	1,990,100
Surplus / (Deficit)	1,535,182	1,791,288	(256,106)	2,745,520	1,448,686	1,296,834	(0)

Report To: Board of Directors

Subject: NPCA Forestry and Tree and Forest Conservation By-law Status

Report No: 118-15

Date: November 18, 2015

RECOMMENDATION:

That Report No. 118-15 regarding the status of NPCA Forestry activities and the Tree and Forest Conservation By-law be received for information.

PURPOSE:

To provide an update on the status of Tree & Forest Conservation By-law and forestry activities being conducted by the NPCA Forester.

DISCUSSION:

By-law issues/main activities since October 8, 2015 include:

- Harvest operations are in progress under Good Forestry Practices (GFP) permits in woodlots located in Thorold and West Lincoln. Operations are being routinely monitored by the NPCA Forester to ensure conformance with permit conditions and operating conditions are suitable (dry weather).
- Received GFP permits application for 4 properties in Fort Erie, Niagara Falls and Lincoln. Field assessments planned for each in early November.
- Instructed a GFP permittee from Lincoln to conduct skid trail rehabilitation work in their woodlot that was recently harvested. Works must be completed to the satisfaction of the NPCA Forester.
- Commenced work on Managed Forest Plans (MFP) for five Conservation Authority properties (Chippawa Creek, Balls Falls, Stevensville, Willoughby Marsh and Long Beach). The plans must be submitted to the MNRF by June 30, 2016. The purpose of a MFP is to guide the land owner in the management of their forest and values found within it. The intent of the Managed Forest Program is to foster ecologically sound forest management on private lands while providing a reduction in property taxes to landowners of forested land who prepare a plan and agree to be good stewards of their property.
- Responded to tree cutting/clearing complaints in Grimsby and Wainfleet. The complainants involved removal of dead or dying ash trees. No contravention of the Bylaw.
- Received and provided advice to persons calling about declining ash trees located 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, or contact the adjacent owner if they are located on their land.
- Provided instructions to a consultant representing a developer that is planning works in

north Welland. Informed the consultant that an exemption from the Bylaw (section 4) must be obtained before clearing commences. Works have been halted until that requirement has been completed.

RELATED REPORTS AND APPENDICES:

None

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

Report To: Board of Directors

Subject: NPCA Geocaching Guidelines

Report No: 119-15

Date: November 18, 2015

RECOMMENDATION:

That the NPCA Board **RECEIVE** Report No. 119-15 for information.

PURPOSE:

To update the Board on revised guidelines for geocachers at all NPCA Conservation Areas.

This report aligns with the 2014-2017 NPCA Strategic Plan under 'Effective NPCA Model to Set Policy and Priorities; and Effective Communication with Stakeholders and Public' specifically, 'policy review exercise to ensure policy frameworks reflect current perspectives and needs on conservation/ economic development; and address customer and community concerns.'

BACKGROUND:

In an effort to ensure the NPCA guidelines/policies adequately reflect the needs of the park resources (sustainability in environmental, community and economics needs), as well as, enable the public to experience and learn of the environment, the existing NPCA guidelines were reviewed for continued applicability with the NPCA mission and visions.

DISCUSSION:

Geocaching is an outdoor treasure hunt game across the globe using GPS-enabled devices. In this game, individuals hide an item in nature or identify earth features in the landscape. Co-ordinates of the geocache and clues are posted on geocache webs. Other participants then try to navigate to the specific GPS coordinates and attempt to find the hidden geocache. Typical items are Tupperware boxes with a logbook for geocachers to confirm their findings.

Due to the popularity of this treasure hunt game, the NPCA developed geocache guidelines in 2005 to ensure the CA mandates of environmental sustainability were balanced. These guidelines outline the process by which an individual can apply to place a geocache on NPCA land. They identify areas where they would be permitted on NPCA lands, to ensure effective use of people's time, and ensure the NPCA's mission to manage our watershed's natural resources by balancing environmental, community and economic needs are met.

Operations staff recently reviewed the NPCA guidelines for continued reflection of the NPCA's needs. Geocaching policies of the Ontario Ministry Natural Resource (OMNR), Niagara Park Commission and Park Canada were also reviewed and compared. In reviewing these agencies policies, they were found to be more restrictive. The OMNR prohibited geocaches and considered them subject to Park Superintendent approval, and the Niagara Parks and Parks Canada required educational message and cannot contain a trade item and notes on park rules. Appropriate policy components from these agencies were then incorporated into the NPCA policies as to meet NPCA needs.

Stakeholders were also consulted for input from their perspectives. Staff met with geocachers and the members of the geocache association group. Comments were received through two meetings and written comments on the subsequent NPCA draft guidelines.

In light of the above, the NPCA has reviewed its geocaching policies and made revisions to reflect the current corporate needs. Additions include an education message requirement on an environmental/conservation item at the site, and more geocaches in revenue producing areas (within the high use day use areas capable of such activities).

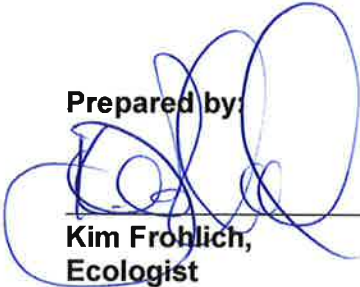
FINANCIAL IMPLICATIONS:

There is no charge for the application and review of geocaches on NPCA lands. This is a no-fee application, to encourage participants to place geocaches in safe non-hazardous and environmentally capable areas.

RELATED REPORTS AND APPENDICES:

Appendix 1: Revised NPCA Geocaching Guidelines, November 2015

Prepared by:



Kim Frohlich,
Ecologist

Reviewed by:



David Barrick,
Director of Operations

Submitted by:



Carmen D'Angelo
Chief Administrative Officer /Secretary Treasurer



Revised November 2015

NPCA Guidelines for Geocaching Placement

1. Any person wishing to place a geocache on NPCA lands must receive a letter of written approval from the NPCA prior to any placement
2. All written approvals will be valid for a period of 12 months from the date of approval, unless otherwise stated. Only geocaches with permits are allowed on NPCA lands for the time specified
3. The NPCA reserves the right to limit the number of geocache permits issued to any one person
4. The NPCA reserves the right to limit the number of geocaches in any one Conservation Area. The general guideline will be a limit of 3 caches will be permitted in any one Conservation Area at one time; and 7 at Ball's Falls, Binbrook, Chippawa Creek, and Long Beach Conservation Areas
5. Geocaches will not be permitted within sensitive ecological, historical, or archaeological locations
6. Geocaches are not to be placed in areas that could potentially cause danger to visitors trying to locate the geocache
7. All geocaches on NPCA lands must highlight an educational message regarding a factual/environmental/historical observation regarding the location
8. A "leave no trace" ethic must be followed. No digging, burying, cutting, or disruption of ground/rock or animal or animal habitat is permitted. This includes no placement of nails or screws in trees
9. All geocachers must also follow and use existing trail. Geocaches may only be hidden within 1 metres of the trail. Off trail hiking is discouraged as it negatively impacts the environment.
10. The geocache owner is to monitor the site monthly and maintain family friendly contents. Geocaches must not include any illegal or other dangerous material which can potentially affect plants, animals, the environment or individuals or attract any wildlife
11. Peanut butter jars are not permitted as geocache containers due to allergy concerns
12. No webcams are to be used, as this contravenes an individual's right to privacy under the '*Freedom of Information and Protection of Privacy Act*'
13. All geocachers must follow all Conservation Area rules and regulations including operation hours
14. If the location of a cache becomes a problem (i.e. risk to park visitors or causing ecological damage as a result of visitation, The Conservation Authority reserves the right to request the removal of any cache. In such cases the owner will be required to move the cache to an alternative location under a new letter of approval, or remove it
15. The geocache owner will remove all geocaches upon expiration of the permit. Any geocaches found without a permit will be removed by park staff
16. If any terms of the approval are violated, the permit will be voided and the owner requested to remove the cache



Geocache Placement Approval Application

Name _____

Address _____

Phone (____) _____ Fax (____) _____

Email Address _____

Proposed Conservation
Area Location _____

Nearest Parking Area to start of cache search _____

Location Coordinates (i.e. UTMS) _____

Also Attach a map of your geocache location (see pg.3 for details)

Physical Description of Area _____

Cache Name _____

Type of Cache _____ GC Code _____

Physical Description of Condition and Original Contents _____

Size and Type of Container _____

Proposed Starting Date for Placement of Cache _____

Proposed Removal Date for Cache at Site _____

Educational Message in Geocache: _____

Applicants' Signature

Approved By

Date

Date

Please mail / fax completed application to :
Niagara Peninsula Conservation Authority
250 Thorold Road West, 3rd Floor, Welland, ON, L3C 3W2
fax: (905) 788-1121

Please note: results will be submitted to geocache.com

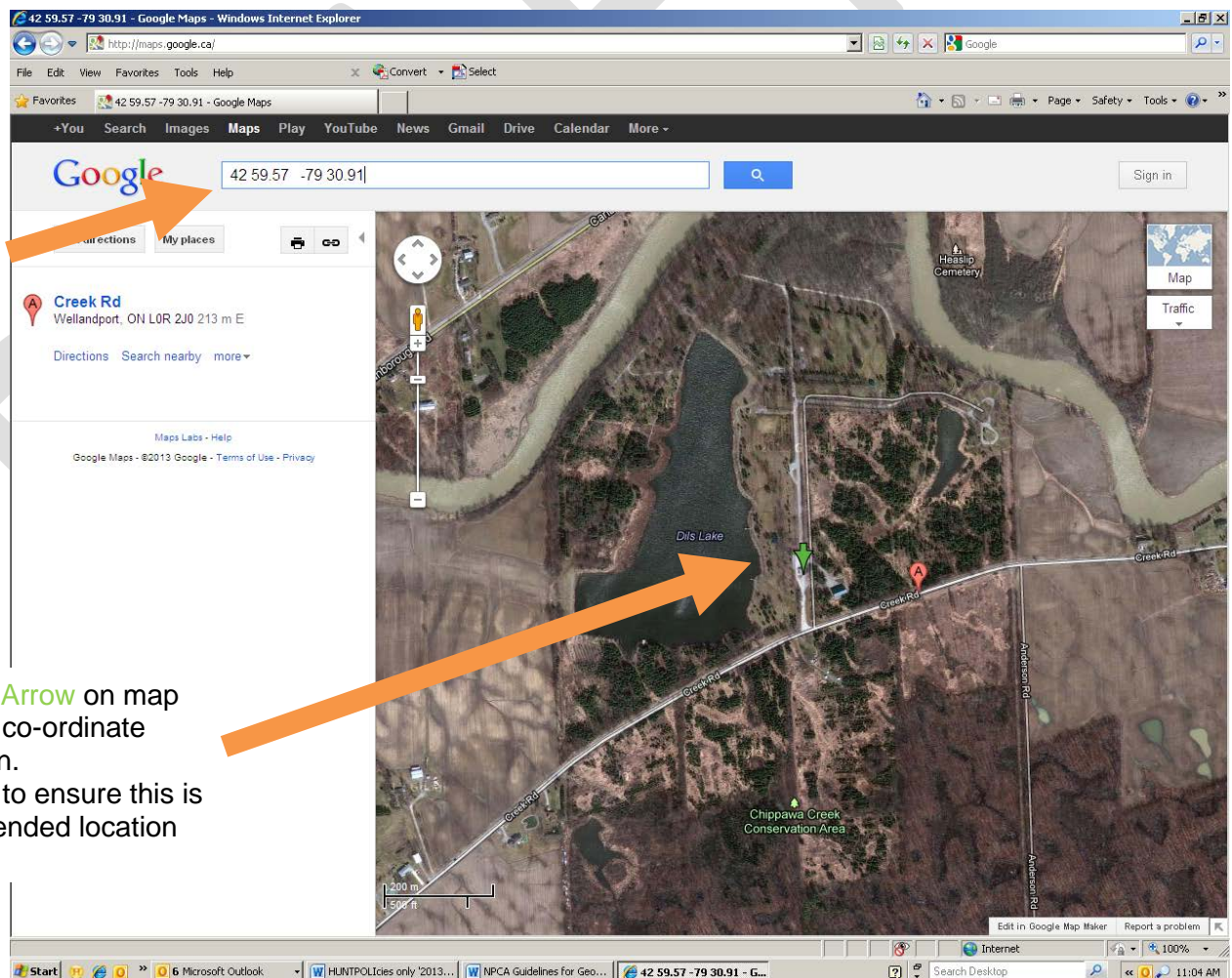
How to Map Your Geocache Location

Instructions

1. Go to 'Google Map' website (www.maps.google.com)
2. Search geocache co-ordinates
3. Ensure plotted point is the location you intended, as shown on the map/satellite imagery
4. Hit 'Print Screen' to obtain a Screen capture
5. Paste in email or word document for attachment or hard copy

Geocache
co-ordinates
entered in search
field

Green Arrow on map
shows co-ordinate
location.
Check to ensure this is
the intended location



REPORTS FOR CONSIDERATION

- ❖ **REPORT NO. 120-15** – *2016 Proposed Board Meeting Schedule*
- ❖ **REPORT NO. 121-15** – *2016 Draft Planning and Regulation Fees*
- ❖ **REPORT NO. 122-15** – *Blue Flag Program*
- ❖ **REPORT NO. 123-15** – *St. Johns Expression of Interest (EOI) Discussions*
- ❖ **REPORT NO. 124-15** – *The Village Phase IV Subdivision*

November 18, 2015 Full Authority Meeting

Report To: Board of Directors

Subject: 2016 Meeting Schedule for NPCA Board Meetings

Report No: 120-15

Date: November 18, 2015

RECOMMENDATION:

That the NPCA Board of Directors **APPROVE** the NPCA Board of Directors 2016 meeting schedule.

PURPOSE:

To schedule the 2016 meeting schedule for planning and advertising purposes.

DISCUSSION:

The proposed 2016 meeting schedule was prepared taking into account council and committee meetings of both local and regional councils in Niagara, and, the council meetings of Haldimand County.

DATE		LOCATION	TIME
January 20	Ball's Falls		9:30 AM
February 17	Ball's Falls		6:30 PM
March 23	Ball's Falls		9:30 AM
April 20	Ball's Falls		6:30 PM
May 18	Port Colborne Conservation Club (pending availability)		9:30 AM
June 15	Ball's Falls		9:30 AM
July 20	Woodend C. A. Walker Living Campus (pending availability)		9:30 AM
August	NO MEETING		
September 21	Stevensville C.A. Club House (pending availability)		9:30 AM
October 19	Ball's Falls		6:30 PM
November 16	Ball's Falls		9:30 AM
December 14	Ball's Falls		9:30 AM

FINANCIAL IMPLICATIONS:

None.

APPENDICES:

1. 2016 Calendar of proposed meetings

Prepared and Submitted by:



Carmen D'Angelo
Chief Administrative Officer, Secretary Treasurer

PROPOSED 2016 NPCA BOARD MEETING SCHEDULE

JAN 20

9:30 AM

A.G.M. & Full Authority
Ball's Falls- Glen Elgin Room
3292 Sixth Avenue, Jordan

January 2016						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2016

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

FEB 17

6:30 PM

Ball's Falls- Glen Elgin Room
FCM Feb 9-11
Sustainability Conf. - Ottawa

MAR 23

9:30 AM

Ball's Falls- Glen Elgin Room
March Break 14-18

March 2016						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
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27	28	29	30	31		

April 2016

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24	25	26	27	28	29	30

APR 20

6:30 PM

Ball's Falls- Glen Elgin Room

MAY 18

9:30 AM

* Port Colborne
Conservation Club
3756 Second Concession Rd.
Port Colborne

May 2016						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
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29	30	31				

June 2016

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26	27	28	29	30		

JUN 15

9:30 PM

Ball's Falls- Glen Elgin Room
FCM Jun 3- 5
Annual Conf. - Winnipeg

JUL 20

9:30 AM

* Woodend C. A.
DSBN Bldg Walker
Living Campus
1 Taylor Rd. NOTL

July 2016						
Su	Mo	Tu	We	Th	Fr	Sa
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31						

August 2016

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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NO BOARD MEETING

A.M.O. Aug. 14-17 - Windsor

SEP 21

9:30 AM

* Stevensville Conservation
Area – Club House
2555 Ott Road; Fort Erie

September 2016						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
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October 2016

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23	24	25	26	27	28	29
30	31					

OCT 19

6:30 PM

Ball's Falls- Glen Elgin Room

NOV 16

9:30 AM

Ball's Falls- Glen Elgin Room

November 2016						
Su	Mo	Tu	We	Th	Fr	Sa
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December 2016

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

DEC 14

9:30 AM

Ball's Falls- Glen Elgin Room

 STATUTORY HOLIDAYS
 NPCA BOARD MEETINGS
 CONFERENCES & OTHER

* pending availability

Report To: Board of Directors

Subject: 2016 Planning and Regulation Fees

Report No: 121-15 (REVISED)

Date: November 18, 2015

RECOMMENDATIONS:

1. That the Board adopt the 2016 Planning and Regulations Fee Schedule for implementation;
2. That a copy of this report be forwarded to the watershed municipalities and the Community Liaison Advisory Committee (CLAC) and that of copy of the report and new fee schedule be posted on the NPCA website;
3. That these fees be reviewed and adjusted annually for cost of living based on the Consumer Price Index for Ontario; and
4. That a detailed evaluation of these fees be completed every two (2) years.

PURPOSE:

The purpose of this report is for staff to update the NPCA Board of Directors regarding the current Planning and Regulations fees, in order to consider:

- A review of the existing 2010 fee schedule to determine if there are any files being reviewed by the NPCA with no associated fee;
- A comparison of the existing fee schedule to municipal planning and building permit fees;
- A comparison of the existing fee schedule to adjacent Conservation Authorities; and
- Feedback from the watershed municipalities and NPCA's Community Advisory Liaison Committee (CLAC).

BACKGROUND:

The *Conservation Authorities Act* allows fees to be charged for permits, inquiries and plan review services. The Ministry of Natural Resources and Forestry (MNRF) established guidelines for collection of these fees under Section 21 of the *Conservation Authorities Act*. The guidelines note that the fee structure is not to exceed the costs associated with administering and delivering the services on a program basis. The NPCA Board received Report 05-15 at the January 21, 2015 meeting regarding a draft fee schedule. The NPCA Board members received some additional background information about the fees on February 18, 2015 via email. Report 05-15 and the supplementary information was also circulated to the watershed municipalities and CLAC.

DISCUSSION:

Feedback from Watershed Municipalities and CLAC

The City of St. Catharines Engineering Department was the only municipality who provided comments about the proposed fee schedule. City staff had a question requesting clarification of fees for works on a slope as to whether there was a different fee for emergency works vs. planned works. Staff advised that the fee is the same for emergency work and planned works.

Staff attended the February 25, 2015 CLAC meeting to present the proposed fees and receive feedback from the group. There was good dialogue at the meeting. On March 27, 2015 staff received an email from Jonathan White, CLAC member with comments and questions about the proposed fee schedule. Appendix 1 includes his comments and NPCA staff response.

Cost Recovery for Planning and Regulation Service

Currently there is no consistently applied methodology that Conservation Authorities (CA) use to recover costs for Planning and Regulations Services. Some CA Boards (e.g. Toronto Region Conservation Authority and Conservation Halton) have established goals to achieve full or partial cost recovery. There is a desire amongst staff at the NPCA, Grand River Conservation Authority, Conservation Halton and Hamilton Conservation Authority to work together to establish a consistent methodology to further investigate cost recovery.

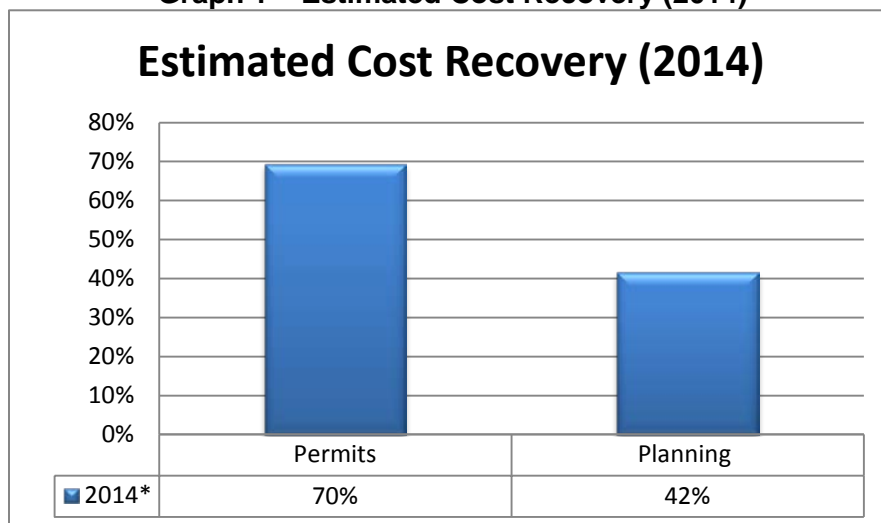
For context purposes, Table 1 below provides a summary of NPCA planning and permit fees for the past three (3) years.

Table 1 - Fee Revenues 2012-2014

Year	Planning	Permits	Total
2012	\$144,110	\$144,090	\$288,200
2013	\$141,890	\$132,843	\$274,733
2014	\$223,745	\$151,580	\$375,325
Average	\$169,915	\$142,838	\$312,753

A rough assessment (* using only salary and benefit costs) indicates that the NPCA recovered approximately 70% related to permit costs and 42% related to planning costs in 2014 (see Graph 1 below), with an overall cost recovery of 50 percent.

Graph 1 – Estimated Cost Recovery (2014)



The new development tracking system (*CityView*) will provide staff with tools to more accurately evaluate the revenues and expenditures associated with its Planning and Regulations programs. *CityView* is scheduled for implementation in the first quarter of 2016.

The proposed changes to the 2010 fees are intended to:

1. Bring the current fee schedule up to 2016 dollars using actual rates of inflation (CPI);
2. Adjust some existing fees to better align them municipal fees and other CA's,
3. Add new fees where work is being performed with no associated fee; and
4. Reduce pressure on the municipal levies by trending towards cost recovery for work performed.

Note: The standard hourly rate established in 2010 was \$55 per hour. Applying CPI inflation rates increases this figure to \$72/hour. Other Conservation Authorities are currently charging between \$95 and \$120/hour.

The NPCA Planning and Regulation Fee Schedule has not been updated since 2010. Staff recommend that the existing schedule, with the changes previously recommended in Report 05-15 (January 2015), be updated to reflect the Average Annual Canadian Consumer Price Index (CPI) for Ontario (see Table 2 below).

Table 2 – Consumer Price Indices Ontario (2010 – 2016)

Year	CPI
2010	2.5%
2011	3.1%
2012	1.4%
2013	1.0%
2014	2.4%
2015	Estimated 2%
2016	Estimated 2%

HST

The NPCA has never collected HST on its Planning and Regulations Fees. Consultation with the Hamilton Conservation Authority, Conservation Halton, Credit Valley Conservation and Grand River Conservation Authority indicates that although many do not currently collect HST, there is no consistent approach to its application on Planning and Regulation Fees. As such, the NPCA will maintain status quo and will not apply HST to its 2016 Planning and Regulation Fees (2016 schedules are included in Appendix 2).

Plan Review Fees

Clarification of the existing fees for Planning was outlined in Report 05-15. Additional changes proposed below are a result of feedback from CLAC (see Appendix 1) and additional staff analysis.

◆ New Fee Categories for Planning

CLAC raised concerns about the introduction of a reactivation fee for files that have been inactive for 2 years. Other Conservation Authorities and municipalities do charge a fee for activation of a file after a period of time (ranging from 1 year to 5 years). When a file has had no activity on it for a couple of years and it becomes active again it is truly like dealing with a brand new file. Staff must re-familiarize themselves with the file and assess if any of

the issues associated with the file has changed. Report 05-15 suggested a 2 year reactivation fee. Based on pace of development in Niagara, staff are recommending that a reactivation fee of \$200 should be applied for files that have been inactive for more than 3 years.

Other Conservation Authorities (e.g. Grand River and Conservation Halton) have introduced fees specific to Aggregate applications for extraction below the water table. In the past, Aggregate applications were included in the “Complex Application” category. These CA's have determined that a below water table aggregate application requires a greater level of staff time due the complexity and number of years to complete the review. NPCA staff recommend that this potential fee adjustment be considered in the broader review of NPCA fees in 2017.

Other Conservation Authorities have introduced fees for the review of municipal Environmental Assessments (EAs). In rapidly developing communities in the GTA there are many EAs for municipal infrastructure to accommodate the rapid pace of development. Currently NPCA staff are reviewing EAs at no charge to the municipal partners; however, the resulting infrastructure (where it is located in a NPCA regulated area) is subject to the NPCA permit fees. NPCA staff recommend that this issue be examined in the broader review of NPCA fees in 2017.

◆ ***Clarification of Existing Fee Categories for Regulations***

The permit fees for new construction were examined extensively and compared with municipal building permit fees in Niagara Region. The fees in this category have been adjusted to better reflect the types of applications received and the level of effort required to review them.

The fees for Public Roads and Access Crossings were lowered to better reflect the level of effort required to review them.

The fees for watercourse alterations were adjusted upwards to better reflect the level of effort required to review them.

In the past it was not clear if the Technical review fees applied to NPCA permits. Report 05-15 suggested that Technical review fees apply to both Planning and Permit fees. Staff investigated this issue further and found that the permit fees could be adjusted without the need to add the technical fees on top of the permit fees.

◆ ***New Fee Categories for Regulations***

Report 05-15 recommended a new fee for large scale fill operations (greater than 1,000 cubic metres). Although it is an issue being faced in many areas of the province, the report noted that it has not been an issue to date in the NPCA watershed. This will need to be addressed in the update to the NPCA's policy document. Other municipalities and CAs have had issues with the sheer volume of fill as well as the quality of the fill and the potential for contamination of adjacent watercourses and natural features. The CLAC comments expressed concerns about the introduction of a large fee without the policy basis for it. Staff are recommending that this fee be deferred and that the NPCA continue to use the existing fee category “Fill greater than 25 cubic metres” until such time as the NPCA Board has adopted policies for Large Fill.

Technical Review Fees

◆ Clarification of Existing Technical Review Fees

The Major and Minor fees for stormwater management have been changed from 4.5 ha to 5.0 ha to correspond with Provincial criteria. The fee for minor stormwater reviews has decreased slightly.

The fee for the review of floodplain mapping and for grading/drainage plans have been increased to better reflect the time and effort required to review them.

Future Fee Reviews

Staff recommend that fees be reviewed and adjusted annually for cost of living based on the Consumer Price Index for Ontario. Staff also recommend a detailed evaluation of its fees every two (2) years.

FINANCIAL IMPLICATIONS:

The proposed fees address the purpose of the report and include CPI increases for 2010-2016. It is recommended that these fees take effect January 1, 2016. Based on the current number and type of planning applications and NPCA permit applications, it is estimated that the annual revenue for planning and permits will achieve the revenue targets in the 2016 budget.

RELATED REPORTS AND APPENDICES:

1. Report No. 05-15, January 21, 2015 (referenced only)
2. Appendix 1 - Response to CLAC comments
3. Appendix 2 - 2016 Planning and Regulation Fee Schedule

Prepared by:



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

Reviewed by:



Peter Graham, P. Eng.
Director, Watershed Management

Submitted by:



Carmen D'Angelo
Chief Administrative Officer /Secretary Treasurer

This report was prepared with the consultative input from: David Deluce, MCIP, RPP, Supervisor, Development Reviews, Lee-Ann Hamilton, Supervisor, Biology, Darren MacKenzie, C.Tech., rcsi, Supervisor Construction Approvals and Steve Miller P. Eng., Supervisor, Water Resources.

CLAC Comments (email dated March 27/15 from J. White)	Staff Response
<p>In part, the CA may not be collecting enough fees on the planning side to cover its operating costs because staff are involved in more planning processes than they need to be. In addition to raising the fee's, the Board should evaluate staff's role, and focus their involvement on CA related issues only. Case in point, the CA's involvement in the review of Part Lot Control applications. The CA should not be involved, and should not charge a fee for this. Similarly, the "\$60 building permit clearance" process and fee is irrelevant within an approved plan of subdivision. Registered subdivisions have been vetted/reviewed/approved, and the CA should no longer have involvement in the build out stage of the development. Also, unless a Minor Variance proposes development within a buffer or structural setback from an embankment, the CA would have no issues, and should not be involved or imposing a fee.</p>	<p>The NPCA is not circulated all applications received by the watershed municipalities. The NPCA is circulated planning applications by the watershed municipalities where they are located in or adjacent to natural areas that are identified on the NPCA screening map (it includes natural features in Upper Tier municipal Official Plans and features regulated by the Conservation Authority). Occasionally a municipality will use Part Lot control instead of a Consent to create a new lot in a registered (prior to May 4, 2006) plan of subdivision which is located in or adjacent to a feature regulated by NPCA. In this case, the Consent fee could be collected instead of introducing a new fee for Part Lot control. The NPCA does not review Part Lot control applications when a multiple dwelling block is divided into individual lots following construction.</p> <p>Recommendation: Add a note to the fee schedule indicating that the Consent fee may be collected for a Part Lot Control application within a plan of subdivision that was registered prior to May 4, 2006.</p> <p>The Building Permit clearance fee is not collected for new homes in registered subdivisions that have been reviewed by the NPCA. The building permit fee is collected when staff review building permits in and adjacent to regulated areas on lots that were created prior to May 4, 2006 (when O.Reg. 155/06 came into effect) and on lots created after May 4, 2006 where the proposed development was not part of the original Planning Act approval. If there was a Minor Variance application reviewed by NPCA staff, a building permit fee would not be charged.</p> <p>Recommendation: Add a note to the fee schedule indicating that the Building Permit clearance fee is not collected for new homes in registered subdivisions that have been reviewed by the NPCA.</p>

<p>I disagree with the CA being able to arbitrarily charge more fees if the review requires a greater level of effort (Schedule A Notes, sub section F). Fees are based on average time and resource requirements to review a given application. Some may require less work than others, in those instances would the proponent receive a refund?</p>	<p>Schedule A, Item F states: "NPCA reserves the right to request additional fees should the review require a greater level of effort. Additional fees are required after the second submission for all applicant initiated revisions and for the review of reports/plans not reflecting changes as requested by the NPCA." This note was added because staff are reviewing 3rd, 4th and sometimes 5th submissions of engineering reports and environmental impact studies that have not addressed the NPCA's initial comments. The fee is not intended to deal with changes to a development in a subsequent submission that may be required to address the concerns of the municipality, the developer or other agencies. Staff are trying to address situations where the NPCA's initial comments have not been addressed at all. Implementation of CityView will assist staff in monitoring this issue.</p> <p>Recommendation: Keep Item F in Schedule A.</p> <p>Staff agree that fees are based on average times and resource requirements. Refunds have not been issued for applications that take less than the average amount of time. Staff are not aware of any agency that has adopted the practice of refunding fees for less work is required.</p>
<p>I also fundamentally disagree with the "reactivation fee" for projects that have been inactive for a period of time. No one else charges such a fee, and so why should the NPCA.</p>	<p>The City of Hamilton charges \$410 as an annual Maintenance fee for subdivision and condominium files that are more than 3 years old. The Toronto Region CA charges \$525 (standard files) and \$1000 (large files/OMB) to reactivate files that have been inactive for 2 years or more. The Kawartha CA charges reactivation fees for subdivisions and condominiums that are more than 5 years old (\$5,150 for minor (<5ha) and \$10,300 for major (>5ha) subdivisions and condominiums).</p> <p>The reactivation fee (\$200) was suggested to acknowledge the time it takes for staff to review files that have been inactive for 2 years. Acknowledging the pace of development within the watershed the period of inactivity could be increased to 3 years.</p> <p>Recommendation: Add the reactivation fee with a 3 year period of inactivity.</p>

<p>Fee for Large Scale Fill Placements seems intentionally high to discourage fill management, and not an accurate reflection of the amount of time and work involved to review fill management. Fees should not be used as a policy tool to either promote or discourage land uses.</p>	<p>The NPCA does not currently have policies or fees for Large Scale Fill Placement. Fortunately, there has not been an issue with this in the NPCA watershed like there has in locations closer to the GTA. Fees across the Province vary significantly from \$500+\$0.50/m³ to \$8,360 + \$0.50/m³. Staff agree that fees should not be used as a policy tool. Conservation Ontario prepared a discussion paper on Large Scale Fill in 2012 http://www.conservationontario.ca/members/members_e-bulletin_links/documents/largescalefillreport.pdf. It has been forwarded to Dillon Consulting for consideration in the update to the NPCA's policy document.</p> <p>Recommendation: Defer the implementation of this proposed change until policies for Large Scale fill have been approved by the NPCA Board.</p>
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SCHEDULE "A" – PLAN REVIEW FEES (effective January 1, 2016)

Application Type	Fee (excludes HST)	
Official Plan Amendments <ul style="list-style-type: none">Standard²Major³	\$560 \$2727	
Zoning By-law Amendment <ul style="list-style-type: none">Standard²Major³	\$560 \$1845	
Site Plan Control <ul style="list-style-type: none">Single ResidentialMultiple Residential, Commercial, Industrial	\$560 \$790	
Complex ⁴ Application	\$7317	
Consent	\$560	
Minor Variance	\$404	
Plan of Subdivision/Condominium (with no previous site plan circulation) <ul style="list-style-type: none">Charges for review to provision of Conditions of Draft Approval <u>only</u> on a new application; involvement subsequent to draft approval is subject to additional fees.Clearance of Conditions for Subdivision Registration (per phase)Draft Plan Modifications⁵ (alterations to site/plan layout)Draft Plan Extension⁶ (original conditions about to lapse for draft approval)	Less than 100 lots \$560 \$560 \$560	More than 100 lots \$2727 \$2266 \$560 \$560
Niagara Escarpment Plan <ul style="list-style-type: none">Development PermitNiagara Escarpment Plan Amendment	\$560 \$2727	
Reactivation Fee (all application types) after three (3) years of dormancy. \$200		

Interpretation

¹ Plan Review Fee is for the provision of comments to municipal planning authority or the Niagara Escarpment Commission on privately initiated site specific development applications pursuant to the Ontario Planning Act and Niagara Escarpment Plan Act. Technical Report review fees (Schedule “C”) shall apply as applicable. CA Act regulatory approvals (Schedule “B”) normally follow planning approvals where required. All fees are exclusive of Technical Review Fees (see Schedule “C”); supplementary Technical Report Review Fees will be added on as per issue basis in addition to any and all fees outlined in Schedule “A” herein. The “notes to Schedule “A” (below) form part of this Schedule.

² **“Standard”** - An application where no technical studies are required.

³ **“Major”** - Applications where one or more technical study is required. See Schedule “C” Technical Review Fees for applicable fees.

⁴ **“Complex”** - Planning Act (e.g. OPA/ZBA) and/or Site Plan for aggregate applications, golf courses, trailer parks, campgrounds, lifestyle communities.

⁵ **“Modification”** means alteration to layout, blocks, roads etc.

⁶ **“Extension”** means that approval is about lapse and the original conditions of approval need to be revised and updated necessitating a full review.

SCHEDULE “A” - NOTES

- A. Reviews are undertaken in accordance with the Conservation authorities mandate and are directly related to circulation requirements associated with the Ontario Planning Act, Niagara Escarpment Planning and Development Act and Provincial (MMAH) “One Window” review. Some review matters relate to Municipal Memorandums of Understanding for the provision of planning advice. Section 21(1)(m) of the Conservation Authorities Act empowers individual Conservation Authorities to charge user fees for such services.
- B. Applicants are encouraged to consult with staff prior to submission of all applications to determine the extent and nature of the information required to accompany the application and to determine the appropriate fee.
- C. Plan review applications that fall into one or more categories will be charge one fee, at the highest rate, when the applications are submitted at the same time
- D. Fees shall be paid at the time of the filing of an application with the municipality. All fees must be received prior to the release of written comments to an approval authority.
- E. Subdivisions that have several phases will be charged a separate clearance fee at the time of clearing of each phase.
- F. Additional fees – NPCA reserves the right to request additional fees should the review require a greater level of effort. Additional fees are required after the second submission for all applicant initiated revisions and for the review of reports/plans not reflecting changes as requested by the NPCA.
- G. The Consent fee may be collected for a Part Lot Control application within a plan of subdivision that was registered prior to May 4, 2006 where a new lot is created within or adjacent to a NPCA Regulated Area.



SCHEDULE "B" - PERMIT FEES (effective January 1, 2016)

**Development, Interference with Wetlands and Alterations to Shorelines and Watercourse Regulation 155/06
(Section 28 of the Conservation Authorities Act)**

Description	Fee (excl. HST)
Fill - placement or removal of fill in excess of 25 cubic metres	\$1540
Works on a valley slope and/or erosion prone area	\$820
Public Roads - New/Replacement Bridge or Culvert Crossing - span > 3m	\$1326
Public Roads - New/Replacement Bridge or Culvert Crossing - span < 3m	\$721
Public Roads - Bridge Culvert maintenance incl. repair to soffit, wing walls & other superstructure, repair of inlet/outlet erosion	\$300
Access Crossings - new/replacement primary access (e.g. main driveway)	\$981
Access Crossings - new/replacement secondary bridge (e.g. low flow, foot bridge, golf course crossing)	\$491
Access crossings - maintenance to deck, wing walls or other superstructure	\$346
Dams: New/Replacement and major maintenance	\$3137
Dams: Maintenance	\$1182
Shoreline: New/Replacement Shoreline Protection Works (e.g. walls, stone barriers)	\$1891
Shoreline: Maintenance of wall or barrier	\$346
Ponds: New pond with diversion structure/channel connection	\$888
Ponds: New pond construction without channel connection	\$346
Utilities: Utility watercourse crossing (open cut)	\$1845
Utilities: Utility in floodplain or other Regulated feature	\$1384
Utilities: Storm drainage outfall construction	\$773
Utilities: Outfall Maintenance	\$300
Buildings: New Construction, reconstruction, redevelopment, additions (greater than or equal to 1000 square feet)	\$1384
Buildings: New Construction, reconstruction, redevelopment, additions (less than 1000 square feet)	\$692
Buildings: Accessory Structures (e.g. in ground pools, decks, docks, gazebos)	\$300
Watercourse Alteration: Channels - Channel works > 500 m (incl. Realignment, invert cleanout, erosion protection)	\$3137
Watercourse Alteration: Channels - Channel works < 500 m	\$1891
Watercourse Alteration: Channels repair of localized erosion failure	\$491
Watercourse Alterations: Channels - cleanout of minor intermittent drainage courses where no fish or ecological restrictions are present	\$300
Other: Great Lake Dredging	\$1891
Other: Miscellaneous - small watercourse, valleyland, shoreline works not defined above	\$300
Permit Renewal Fee (if application to renew submitted within 6 months of expiry)	\$231

SCHEDULE "B" - NOTES

- A. Pursuant to the provisions of Ontario Regulation 155/06 and the NPCA's regulation policies, permission is required, prior to undertaking development in hazardous areas, in or adjacent to wetlands and before straightening, changing, diverting or interfering in any way with the existing channel of a lake, river, creek stream or watercourse or prior to changing or interfering in any way with a wetland. The Technical Review Fees (Schedule "C") does not apply to NPCA permits.
- B. Fees are approved by the NPCA Board of Directors and apply to application review only; acceptance of an application as complete is not to imply permission may be granted permission will be forthcoming only if submission address statutory requirements and are in conformity with approved CA policies in effect at the time an application is made or where allowances are granted by the NPCA Board of Directors. **All fees are payable at the time the application is submitted failing which the application cannot be deemed complete or processed.**
- C. Permit applications that fall into one or more categories will be charge one fee, at the highest rate, when the applications are submitted at the same time.
- D. Fees are exclusive of **Technical Report Review Fees** (see Schedule "C"); technical report fees shall be charged additional on a per issue basis. Such fees would typically apply to the review of hydraulic or hydrology reports, geotechnical analysis, EIS reports, etc.
- E. **Development:** for definition see Section 28(25) of the Conservation Authorities Act of Ontario (R.S.O. 1990, Chpt. 27)
- F. **Watercourse:** for definition see Section 28(25) of the Conservation Authorities Act of Ontario (R.S.O. 1990, Chpt. 27)



SCHEDULE “C” – TECHNICAL REPORT REVIEW FEES (effective January 1, 2016)

Technical reports are routinely prepared by accredited professionals in the fields of water resources engineering, groundwater science, site servicing, geotechnical engineering, environmental assessments, ecology and planning in support of proving the feasibility of development. Such experts are familiar with professional standards and provincial and local requirements in such matters. The CA review involves a determination or the provision of advice on whether the applicable guidelines have been appropriately addressed.

Description	Fee (excludes HST)
Stormwater Management Minor (the area is less than 5 ha)	\$577
Stormwater Management Major (the area is more than 5 ha)	\$1730
Review of Floodplain mapping prepared by applicant up to 500 linear metres	\$1326
Review of Floodplain mapping prepared by the applicant over 500 linear metres	\$2537
Grading and Drainage Plan Review Minor (the area is less than 5 ha)	\$375
Grading and Drainage Plan Review Major (the area is more than 5 ha)	\$1154
Geotechnical Report Review up to 200 linear metres of slope crest	\$496
Geotechnical Report Review over 200 linear metres of slope crest	\$1326
Hydrogeological Report Review Minor (less than 5 lots)	\$998
Hydrogeological Report Review Major (more than 5 lots)	\$1730
Coastal Engineering Report Review (up to 200 linear m of Great Lakes shoreline)	\$496
Coastal Engineering Report Review (more than 200 linear m of Great Lakes shoreline)	\$1326
EIS Terms of Reference Review (to be deducted from EIS fee when EIS submitted)	\$346
EIS Minor (one feature e.g. watercourse)	\$998
EIS Major (more than one feature e.g. wetland, watercourse, valley)	\$2174
EIS Third submission (Addendum)(minor changes)	\$577
EIS Third submission (Addendum)(major changes e.g. features not addressed, additional site visit or meetings required)	\$1154

SCHEDULE “C” - NOTES

- A.** Technical review fees of \$72/hour will be charged where more than two (2) reviews are required by the Conservation Authority due to submission of incomplete reports from the applicants. All fees are made payable to the Niagara Peninsula Conservation Authority.
- B.** Technical review fees also apply to the review of preliminary studies submitted prior to a formal planning, NPCA permit or municipal building permit application. If a formal planning or permit application is received by the NPCA within one (1) year of the review of the preliminary study and the proposal is the same as the preliminary one, the technical review fee will be discounted from the NPCA fee.
- C.** Where the NPCA has reviewed as part of a planning act application and the same study is needed to support a NPCA permit application, the permit fee will be one-half (1/2) of the relevant fee.

November 18, 2015

Page 5 of 6



SCHEDULE "D" – INQUIRIES/MINOR WORKS (effective January 1, 2016)

Description	Fee (excludes HST)
Solicitor, Real Estate, Appraiser	\$248
Building Permit Clearance	\$64
Minor Works Letter	\$120

SCHEDULE "D" - NOTES

- A.** Technical review fees (see Schedule C) apply to Building Permit Clearance (e.g. where municipal Zoning By-laws include overlay zones for the identification of natural heritage and/or natural hazard features)
- B.** The Building Permit Clearance fee is not collected for new homes in Registered Plans of Subdivision that have been reviewed by the NPCA.

Report To: Board of Directors

Subject: Blue Flag Canada Program Update

Report No: 122-15

Date: November 18, 2015

RECOMMENDATION:

1. That Report No. 122-15 be **RECEIVED**;
2. That the NPCA Board **AUTHORIZE** staff to proceed with the application process and necessary upgrades to ensure that Binbrook Conservation Area achieves a Blue Flag designation in 2016.

PURPOSE:

To seek Board direction on pursuing a Blue Flag designation for Binbrook CA. This report aligns with previous Board direction given at its Sept. 2015 Board meeting and aligns with the NPCA 2014-2017 Strategic Plan, specifically, 'Identify potential new partners, funders and allies.'

BACKGROUND:

The Blue Flag program is an international eco-label awarded to beaches and marinas. The program began in Europe in 1985 and is administered by the Foundation for Environmental Education (FEE) in Denmark. In Canada, Blue Flag is operated by Environmental Defence, a national charitable organization committed to protecting the environment and human health.

At the Wednesday, September 16th Board Meeting, Ms. Christie Ulicny, Coordinator of the Blue Flag Program, prepared and delivered a presentation to the NPCA Board of Directors. At that meeting, Staff was tasked with meeting with Ms. Ulicny to determine if the NPCA had a beach at one or more Conservation Areas that would meet their requirements. Specifically, staff was directed to investigate the beach at Binbrook Conservation Area (Lake Niapenco), Long Beach Conservation Area (Lake Erie), and Morgan's Point Conservation Area (Lake Erie).

To date in Canada, there are 2 beaches designated in Manitoba, 2 in Nova Scotia, 9 in Ontario, and 1 in Quebec. If successful, the NPCA would be the only Conservation Authority in Ontario that would have a Blue Flag Beach Designation.

On October 30th, staff met with Ms. Christie Ulicny to tour and examine Binbrook Conservation Area, Long Beach Conservation Area, and Morgan's Point Conservation Area against the Blue Flag criteria. A preliminary application was submitted for all three sites.

DISCUSSION:

Long Beach CA

Ms. Ulicny reported that they, the Blue Flag Program and staff, recommend doing further research into the fluctuations in water quality at Long Beach Conservation area (data collected by the Niagara Region Public Health Department on Lake Erie) prior to moving ahead with the Blue Flag process. The criterion states that a beach must meet the provincial standards (100cfu/100mL) 80% of the bathing season. In other words, the beach must be Open to Bathing, based on the testing criteria from the Niagara Region's Public Health Department, 80% of the time. The data from the Niagara Region Public Health Department for Long Beach Conservation Area (East and West Beach) did not conform. The beaches are typically closed approximately 50% to 70% of the time. Based on Blue Flag staff assessment, Long Beach did not meet enough criteria in order to proceed with the designation process.

Morgan's Point CA

As for Morgan's Point Conservation Area beach, Niagara Region Public Health has never done testing there because it is not an area that provides a nice swimming area. There is no sand beach but rather a rocky shoal area. The Blue Flag program needs 4 years of water quality data in order to proceed with any application. Based on Blue Flag staff assessment, Morgan's Point did not meet enough criteria in order to proceed with the designation process.

Binbrook CA

Binbrook Conservation Area's beach did meet the fundamental criteria and is the focus of a Blue Flag Feasibility Study Report that was submitted by Ms. Ulicny on November 4, 2015 (Appendix 1).

Based on the review, Binbrook Conservation Area beach could apply for a Blue Flag designation in 2016 if the following commitments are made to:

1. Install Blue Flag Signage
2. Provide and promote environmental education initiatives at the beach
3. Post water quality data the beach and on www.blueflag.ca
4. Post a code of conduct at the beach
5. Provide five samples of intestinal enterococci per season
6. Form a Beach Management Committee
7. Make First Aid and Safety Equipment/ Life Guards at the beach
8. Provide wheelchair accessible facilities, parking, and access to the beach.

These requirements can be accomplished especially since Binbrook is providing Life Guards to the beach and Splashpad areas in 2016 already.

As noted, if the NPCA were to proceed with the recommendations above, Binbrook would be the first Conservation Area in Ontario to have an internationally recognized Blue Flag designation.

FINANCIAL IMPLICATIONS:

Lifeguards and safety equipment for Binbrook have already been approved in the 2016 Operating and Capital Budgets.

Wheelchair accessible facilities, parking, and access to the beach were not part of the 2016 Operating or Capital Budget but could be accomplished with funds in the 2017 Capital and Operating Budget or with a reallocation/ reprioritization of funds from the 2016 budget. It is estimated that an allocation of approximately \$30,000 would be required to upgrade the facilities to meet this criteria (Blue Flag Program) and the new AODA requirements.

The rest of the criteria (e.g. Signage, posting water quality data, education initiatives, water samples, etc.) would be funded through the existing approved Operating Budget.

RELATED REPORTS AND APPENDICES:

1. Appendix 1: Blue Flag feasibility study: Binbrook Conservation Area Beach
2. Appendix 2: List of Blue Flags Awarded in 2014

Prepared by:


David Barrick
Director of Operations

Submitted by:


Carmen D'Angelo; CAO / Secretary Treasurer

This report was prepared with consultative input from: Gregg Furtney, Supervisor of Operations.



Blue Flag Canada
www.BlueFlag.ca



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2015

Blue Flag feasibility study: Binbrook Conservation Area Beach



Christie Ulicny

Environmental Defence Canada

2/11/2015

Table of Contents

Executive Summary	1
Introduction	2
International Blue Flag Beach Criteria	2
Assessment of Binbrook Conservation Area Beach	3
Next Steps	7
Conclusion	8



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Executive Summary

The Blue Flag program is an international eco-label awarded to beaches and marinas. The program began in Europe in 1985 and is administered by the Foundation for Environmental Education (FEE) in Denmark. In Canada Blue Flag is operated by Environmental Defence, a national charitable organization committed to protecting the environment and human health.

In October, 2015 the Niagara Peninsula Conservation Authority underwent a feasibility study for Binbrook Conservation Area Beach, and this report details the findings of that study. The beach was assessed against the International Blue Flag Beach Criteria, which are organized into four main categories:

1. Environmental Education and Information
2. Water Quality
3. Environmental Management
4. Safety and Services

Based on this review, Binbrook Conservation Area Beach could apply for a Blue Flag in 2016 if the following commitments are made to:

- Install Blue Flag signage
- Provide and promote environmental education initiatives at the beach
- Post water quality data at the beach and on www.blueflag.ca
- Post a code of conduct at the beach
- Provide five samples of intestinal enterococci per season
- Form a beach management committee
- Make first aid and safety equipment/lifeguards available at the beach
- Provide wheelchair accessible facilities, parking and access to the beach

Upon accepting the recommendations in this report, and committing to meeting the remaining criteria, Binbrook Conservation Area Beach will be declared a Blue Flag “candidate” officially undergoing Blue Flag certification.

Introduction

The Blue Flag Program is an internationally recognized eco-label that is awarded to clean, safe and sustainably-managed beaches and marinas. The Program is owned and operated by the Foundation for Environmental Education (FEE) in Denmark. In 2015, over 4,000 beaches and marinas in 49 countries were awarded the Blue Flag. A Blue Flag is awarded annually based on a beach meeting the Blue Flag criteria in the prior year.

In addition to Blue Flag, FEE delivers a variety of environmental education programs through partnerships with 74 member organizations in 64 countries worldwide. Their programs include Eco-Schools, Young Reporters for the Environment, Learning about Forests (LEAF) and Green Key, an eco-certification program for hotels.

In Canada the National Operator of the Blue Flag program is Environmental Defence, a national registered charity and member of FEE. Environmental Defence is responsible for developing and administering the program, including conducting feasibility studies for potential Blue Flag beaches, administering the Canadian Jury, monitoring beaches that achieve Blue Flag status, developing strategic partnerships and promoting the benefits of the Blue Flag program.

International Blue Flag Beach Criteria

A total of 33 criteria form the core of the International Blue Flag Program and they are divided into four categories:

1. Environmental Education and Information
2. Water Quality
3. Environmental Management
4. Safety and Services

The criteria are further divided into "imperative" and "guideline" criteria. To be awarded a Blue Flag, a beach must fulfill imperative criteria. Guideline criteria provide additional services and information to beach users; however Blue Flags may be awarded to beaches that do not meet any guideline criteria.

While excellent water quality is essential for a Blue Flag beach, the criteria under Environmental Education and Information, Environmental Management and Safety and Services lay out a broader framework for assessment. They examine the beach from a holistic perspective and set standards to ensure that the beach ecosystem will be protected and that the use of the beach by the public will be managed in the most environmentally sensitive way.

Assessment of Binbrook Conservation Area Beach

Christie Ulicny and Ashley Wallis, Blue Flag program staff, conducted a feasibility study on October 30th, 2015 along with Gregg Furtney, Supervisor of Operations for the Niagara Peninsula Conservation Authority (NPCA). The beach was evaluated against the international Blue Flag beach criteria.

Binbrook Conservation Authority Beach is a clean and natural beach located in the Binbrook Conservation. The NPCA has excellent environmental management of the area with watershed biologists and ecologists maintaining sensitive natural areas. The NPCA offers some great environmental education initiatives for the public through hands on workshops and interpretive signage. As well, Gregg mentioned that the NPCA intends to put in lifeguard stands and hire lifeguards for the upcoming swimming season. Gregg has been reaching out to a number of organizations and municipalities to gain information on best practices. Christie and Ashley also noted the following during the site visit:

- Potable water
- An emergency phone located near the beach
- Water quality signage
- No dogs on beach signage
- Accessible washrooms



Beach signage



Accessible washrooms

Binbrook Conservation Area Beach meets most of the Blue Flag criteria and may immediately enter the pilot phase of Blue Flag as a "candidate" beach if the municipality commits to implementing the remaining criteria. This report lists in

order the criteria that still need to be met, and provides recommendations on how those criteria can be put into practice.

Criterion #1: Information about the Blue Flag Program must be displayed.

Once awarded the Blue Flag, the beach must have a Blue Flag information board in place. The information board tells visitors about the Blue Flag program, what the municipality is doing to meet the criteria, and describes the local ecosystem. It can also be used as a location for posting water quality results and advertising environmental education activities.

We will provide a template with all the necessary design files in order to reduce your design costs. The municipality will however, be required to provide a map of the beach and facilities, as well as content relevant to the site. Information boards must be approved by Environmental Defence before being finalized.

Note: You are not expected to have an information board created or installed prior to applying for Blue Flag designation; the understanding is that you are committed to having one in place by the beginning of your bathing season once awarded.

Criterion #2: Environmental education initiatives must be offered and promoted to beach users.

To be awarded a Blue Flag, the applicant must offer **or promote** at least five environmental education initiatives. These can include the following:

Passive participation: Exhibits, films, presentations, conferences, debates, etc.

Active participation: Guided nature walks, educational games, beach cleanups, photography or art contests, eco-savenger hunts, etc.

Training activities: Training sessions for teachers, municipal staff, lifeguards, cleaners, summer students, etc.

Publishing and media: The production of brochures, stickers, t-shirts, interpretive signage, newsletters, books, posters, radio broadcasts, etc.

Blue Flag Environmental Information Centre: This is where specific information about Blue Flag and environmental issues can be provided. A common meeting area can be used as an information centre, so long as it offers activities and/or exhibitions and provides environmental information for the general public.

We recommend collaborating with local environmental organizations or community groups as activities offered by these groups can be promoted at the beach.

Criterion #3: Information about bathing water quality must be displayed.

Upon being awarded the Blue Flag, the most recent geometric mean results for E.coli must be posted at the beach and on www.blueflag.ca.

The Blue Flag information board (Criterion #1) template includes a section for updating water quality results. Results can also be posted in a display case, on a sandwich board, or written with erasable marker on a laminated chart posted on a bulletin board. We will provide examples as well as an information board template.

Criterion #8: The beach must fully comply with the water quality sampling and frequency requirements.

Blue Flag beaches must be tested on a weekly basis for E.coli, and 80 percent of a season's geometric mean results for E.coli must meet the federal standard of 100 cfu/100 ml.

In addition to regular E.coli testing, Blue Flag beaches must be tested for intestinal enterococci (fecal streptococci) at least five times per season. Samples should be spread evenly throughout the bathing season, with no more than 30 days between sample dates. One pre-season sample of each indicator must be taken up to 30 days before regular water quality monitoring begins. Raw data for E.coli and enterococci are entered into a 95th percentile spreadsheet, which we will provide.

If the health unit cannot test for enterococci, the municipality can arrange to have the samples analyzed by a private laboratory. Tests cost \$25 on average.

Criterion #10: The beach must comply with the Blue Flag requirements for the microbiological parameter Escherichia coli (E.coli) and intestinal enterococci (streptococci).

In order to qualify for a Blue Flag, at least 80 per cent of your geometric mean results must meet the provincial limit value for E.coli.

Based on the water quality results provided to us, Binbrook Conservation Area Beach is right on the cusp of this 80 per cent benchmark for this past season. The NPCA is encouraged to assess fluctuations in water quality to address any potential underlying causes of spikes in E.coli concentrations.

Criterion #12: The local authority/beach operator must establish a beach management committee.

The beach management committee should include representatives of the municipality, public health, and relevant community groups or non-profits. The

committee should meet at least twice a year to discuss the management of the beach and ensure that all criteria are being met.

Criterion 27: Appropriate public safety measures must be implemented

As Binbrook Conservation Area Beach is currently sourcing lifeguard services, we recommend that NPCA follow Lifesaving Society standards.

Lifeguarded beaches are required to have at least two lifeguards on duty at all times. Lifeguard stations should be spaced 200 meters apart or less, depending on visibility and numbers of beach users. It may be necessary to increase the number of lifeguards during peak usage, for example on weekends and holidays.

Lifeguards must have their up-to-date National Lifesaving Society (NLS) certification.

Lifeguards must be easily recognizable, wearing a standard uniform. Each lifeguard station must be equipped with first aid and lifesaving equipment according to regulations.

The lifeguarded area should be clearly marked out, either with buoys or flags. If flags are used, the system should be clearly explained in a way that can be understood universally. The lifeguarded area must be defined on the map of the beach, with information about when lifeguards are on duty.

Note: The provision of lifesaving personnel/equipment at a beach should be seen as only one element of an overall strategy that includes information and education aimed at preventing accidents from happening in the first place.

Criterion 28: First aid equipment must be available on the beach.

First aid may be available by means of any or all of the following:

- a) A lifeguard on site
- b) An attended first aid station with trained personnel
- c) Equipment located in a shop or other beach facilities at the beach
- d) First aid kit on the beach

First-aid kits can remain with lifeguards while they are on duty or in a close building open during regular beach hours. First aid stations should have standard supplies, including bandages, gloves, disinfectant, plasters, etc.

First aid stations should be clearly posted so that they are easy to locate by visitors. Their location and times of availability should also be included on the Blue Flag information board.

Criterion 33: At least one Blue Flag beach in each region must have access and facilities provided for the physically disabled

Imperative

Accessibility is an important feature of a Blue Flag beach, so it is important that your beach has accessible parking, pathways and facilities. Wheelchairs should be able to get to the beach. This can be facilitated by ramps, wheelchair mats, and other accessible pathways. It is recommended that the ramp design and material fit the natural environment and wherever possible, use environmentally friendly materials.

The beach and facilities must comply with provincial and national regulations regarding access and facilities for people with disabilities.

Next Steps

1) Commit to adopting the recommendations of feasibility study report.

As NPCA has achieved consensus on pursuing the Blue Flag, pending Council approval to adopt the recommendations of this report, Binbrook Conservation Area Beach will officially be recognized as a Blue Flag "candidate," meaning it is undergoing Blue Flag certification.

2) Submit a Blue Flag application

Once the Blue Flag criteria have been implemented (with the exception of criteria covered by the Blue Flag information board, which is not necessary until you receive the Blue Flag award), we will encourage the NPCA to apply for the Blue Flag. We strongly encourage the NPCA to communicate any issues or barriers with us, as we may be able to provide funding assistance or guidance. Applications are accepted every January, and we will provide instructions for submitting an application. The application will first be assessed by the Canadian Blue Flag Jury in February, and then by the International Blue Flag Jury in April. There is no fee to apply for the Blue Flag – a certification fee only applies once the award is granted.

3) Celebrate Blue Flag designation

We only encourage applicants to apply if we are confident that they will pass both juries. If an application has been submitted, we therefore encourage the municipality to start planning for a flag-raising celebration to be held at the beginning of the beach season. This is an excellent opportunity to promote your international designation to the community and tourists alike. We help new Blue Flag recipients promote their status by pitching media and posting on social media, as well as participating in flag-raising celebrations. Each Blue Flag beach and marina also has its own profile page on www.blueflag.ca, where we get a significant amount of web traffic every summer.

Conclusion

As this report demonstrates, Binbrook Conservation Area Beach is close to meeting the Blue Flag criteria and being considered for the Blue Flag award.

We genuinely hope the NPCA takes the final steps toward joining the Blue Flag community, and we look forward to working with you to promote Binbrook Conservation Area Beach as a safe, healthy and sustainable beach destination to be enjoyed by both residents and visitors from around the world.



Blue Flag Canada
www.BlueFlag.ca



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Blue Flags Awarded in 2014

Manitoba:

- West Grand Beach (Grand Beach Provincial Park)
- Winnipeg Beach (Winnipeg Beach Provincial Park)

Nova Scotia:

- Birch Cove Beach (Dartmouth)
- Halifax Waterfront (Halifax)

Ontario:

- Bayfield Main Beach and Bluewater Marina (Municipality of Bluewater)
- Bluffer's Park Beach, Centre Island Beach, Cherry Beach, Gibraltar Point Beach, Hanlan's Point Beach, Kew-Balmy Beach, Ward's Island beach and Woodbine Beach (Toronto)
- Canatara Park Beach (Sarnia)
- Grand Bend Beach, Grand Bend Marina and Port Franks Marina (Municipality of Lambton Shores)
- Port Stanley Main Beach (Municipality of Central Elgin)
- Sauble Beach (Town of South Bruce Peninsula)
- Station Beach (Kincardine)
- Wasaga Beach Provincial Park
- Waubuno Beach (Parry Sound)

Quebec:

- plage de l'Est and plage de l'Ouest, and plage des Cantons (Ville de Magog)

To find out more about Blue Flag beaches and marinas in Canada, visit

www.BlueFlag.ca

Report To: Board of Directors

Subject: St. Johns Centre Expression of Interest (EOI) Discussions

Report No: 123-15

Date: November 18, 2015

RECOMMENDATION:

1. That Report No. 123-15 be **RECEIVED**; and
2. That the NPCA Board **AUTHORIZE** staff to enter into a Lease Agreement with Brock University and Niagara Catholic District School Board regarding the St. John's Centre property.

PURPOSE:

To provide Board members with an update on the discussions that have taken place with respondents to the Expression of Interest and to seek Board direction on next steps.

This report aligns with the 2014-2017 NPCA Strategic Plan under 'Effective Communication with Stakeholders & Public,' specifically, 'Identify potential new partners, funders and allies.'

BACKGROUND:

At the May 20th Board meeting, the Board authorized staff to issue a call for Expressions of Interest (EOI) for use of the property and buildings at the St. Johns Centre, in Thorold. As reported at the September 16th Board meeting, four submissions were received. During that meeting staff were directed to enter into discussions with all four respondents for the purpose of clarifying key proposal components and assessing the strength of each proposal, prior to making a final recommendation to the Board.

DISCUSSION:

Since that time, staff has had the opportunity to meet with the four respondents. The discussions with each party are summarized below:

Brock University

The Brock University proposal (Appendix 1) has been greatly strengthened in detail and specificity. It is supported by high quality institutional partners including the Niagara Catholic District School Board, Niagara College and the Niagara Native Centre (letters of support are

provided as Appendix 2). Within this partnership arrangement, the Niagara Catholic District School Board would assume the lead role.

It is perhaps worth noting that this proposal aligns perfectly with the original objectives and activities identified by the St. Johns Centre Foundation, prior to the NPCA taking ownership of the property (Appendix 3).

Robert Hignell

The Robert Higenell (2350 Hollow Road) proposal (Appendix 4) is not a comprehensive proposal for the entire property but rather an offer to purchase the “Old Post Office”. The offer can stand alone or dovetail with another proposal. Mr. Higenell is an adjacent land owner. His stated intention is to keep the house, as is, and to make the “Old School House” available to the public.

JEM Corp.

The JEM Corp proposal (Appendix 5) submitted by Nadine Mercey, Director, World Council of Alternative Medicine, is based on a For-Profit Business Model. The proposal’s primary objective is to bring together a “holistic health group of researchers, practitioners and educators that provide retreat-learning” and on-line learning opportunities for teachers, doctors, practitioners and the community at-large. Dr. Colin Paddon, President of the World Council of Alternative Medicine, Dr. Jan Hill, Fred Fuchs and Tammy Gray are identified as project partners.

There is much passion and energy driving this project, however, the project proponents have not yet submitted a specific financial proposal or definitive business model that would allow staff to adequately assess this opportunity.

Eventful Niagara

The Eventful Niagara proposal (Appendix 6) submitted by Laura Beck, is also based on a For-Profit Business Model. Eventful Niagara is a “third-party booking agent for social events.” The proponent is seeking to enter into a long-term lease agreement and live on the St. Johns property, with her family, while serving as a venue broker for the property. In this proposal, the majority of capital improvement and maintenance costs would be borne by NPCA. The proponent has made no specific financial offer.

FINANCIAL IMPLICATIONS:

The Brock/Niagara Catholic District School Board proposal effectively addresses the issue of mid to long-term financial sustainability for this unique site; as they would assume operating and capital expenses of the property.

The Higenell proposal provides significant dollars that could be used to improve the St. Johns Centre property, however, this proposal would be incompatible with the Brock/NCDSB proposal.

The JEM Corp proposal aspires to address the financial sustainability of the property, however, no specific dollars or detailed business models have been offered or confirmed.


Eventful Niagara has not yet submitted enough information to properly assess the financial implications of this scenario.

Therefore, staff is recommending the Brock University/Niagara Catholic District School Board proposal be accepted and a Lease agreement be prepared for final approval by NPCA Board, ideally, at its next meeting.

RELATED REPORTS AND APPENDICES:

1. Appendix 1: Brock University/Niagara Catholic District School Board proposal
2. Appendix 2: Letters of Support from Brock University, Niagara College and Niagara Native Centre
3. Appendix 3: Schedule B of MOU between St. Johns Centre Foundation and NPCA
4. Appendix 4: Robert Higenell Proposal/Offer to Purchase
5. Appendix 5: JEM Corp proposal
6. Appendix 6: Eventful Niagara proposal

Prepared by:



Mark Brickell
Manager, Strategic Initiatives

Reviewed by:



David Barrick
Director of Operations

Submitted by:



Carmen D'Angelo
Chief Administrative Officer
Secretary Treasurer

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

November 2, 2015

Attn: Mark Brickell - Manager, Strategic Initiatives

Ref: St. John Centre Proposal

- This will be a joint usage proposal from Brock University and Niagara Catholic District School Board.
- Niagara Catholic District School Board will hold the primary lease agreement.
- Brock University will operate Outdoor Educational Activities for all Niagara Catholic District School Board students K-8.
- Brock University will have one Outdoor Education Coordinator stationed at St John Centre with the option for additional staff if required.
- Niagara Catholic District School Board is currently negotiating a Memorandum of Understanding with Niagara Native Centre as well as additional Aboriginal organizations within Niagara to establish an alternative education program K-12 for disengaged aboriginal students. It is our hope to provide two classrooms on site – one elementary from K-6 and one secondary from 7-12. Each classroom to be located in separate facilities – one in each house on site.
- Brock University will also work with Niagara Catholic DSB to establish summer programming from this site (i.e. camps).
- Niagara Catholic DSB will also work to establish a partnership with Niagara Peninsula Conservation Authority for Specialist High Skills Major – Environment.
- Niagara Catholic DSB is currently negotiating an agreement with Niagara College – Environmental Programming, Horticulture and Landscaping along with Niagara Catholic secondary students to maintain site.
- Niagara Catholic DSB is also in discussions with Brock University and Niagara College to offer Dual Credit Programming on site– secondary students can achieve credits towards their OSSD and post-secondary diploma/certificate/apprenticeship. This currently is established with Niagara College.
- Niagara Catholic DSB will further explore partnerships to this site – Expansion of Niagara Parks Schools of Horticulture Agreement, and current MOU with Canadian Wildlife Federation.

Financial Implications:

- Niagara Catholic DSB will be signatory on lease agreement.
- Lease agreement for a 5 year period with option to renew to 10 year period.
- Lease is for one dollar per year.
- All utilities covered by Niagara Catholic DSB
- All interior renovations/alterations by Niagara Catholic DSB with NPCA approval.
- Any exterior facility additions or alterations by Niagara Catholic DSB on NPCA approval.

- All exterior grass cutting and landscaping by Niagara Catholic DSB – with partners (Niagara College)
 - Any structural repairs to any building on site NPCA*
 - Any structural repairs/preventative maintenance to waterway, bridges etc. by NPCA*
 - All cleaning by Niagara Catholic DSB
 - Insurances provided by all parties at site
-
- * This can be negotiated in to a joint project should the need arise



Faculty of Applied Health Sciences

APPENDIX 2

Brock University
Niagara Region
500 Glenridge Ave.
St. Catharines, ON
L2S 3A1 Canada
905 688-5550 ext. 4531

jzanutto@brocku.ca

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

October 30th, 2015

Attn: Mark Brickell - Manager, Strategic Initiatives

This Ministry of Education has issued the following directive:

"Ontario's education system needs to help students build the knowledge and skills associated with positive well-being and become healthy, active and engaged citizens"

(Achieving Excellence: A Renewed Vision for Education in Ontario 2014).

In direct response, Brock University and the Niagara Catholic District School Board (NCDSB) have forged a partnership for the provision of mutually beneficial service delivery of Outdoor Education for the student body of the NCDSB.

As both parties recognize that learning experiences in the outdoors are a valuable tool in nurturing students to become active, healthy and environmentally and socially responsible community members, we strongly feel that this arrangement is of great benefit to the clients we serve and the community at large.

We are excited to continue to strengthen our partnership with Niagara Catholic District School Board and the Niagara Peninsula Conservation Authority by developing valuable, evidence-based, engaging and inclusive programming at the St. John Centre site. Our goal is to foster a Centre of Environmental Learning for students of all ages.

Brock University is looking forward to working closely with both Niagara Peninsula Conservation Authority, Niagara Catholic District School Board and additional community partners to ensure that this site is preserved and effectively utilized for all parties to gain from this meaningful collaboration.

Sincerely,

A handwritten signature in cursive script that reads "Janet Zanutto".

Janet Zanutto
Manager of Experiential Learning



November 5, 2015

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

Attn: Mark Brickell - Manager, Strategic Initiatives

Dear Mark,

Niagara College and Niagara Catholic District School Board have been working collaboratively over the past several years in a multitude of unique programs. Many of these programs serve students 'at risk' or 'disengaged' from conventional school settings. These programs have a high success rate and we see students moving on to Post-Secondary education, apprenticeships and viable career opportunities.

We understand Niagara Catholic District School Board is working with Niagara Peninsula Conservation Authority and Brock University to operate educational programming at St. John Centre on Orchard Hill Rd. We are very interested and supportive of this initiative and are engaging in discussions with Niagara Catholic District School Board as a partner for potential programming opportunities.

As a leader in environmental education and sustainability, Niagara College sees this centre as a true environmental learning opportunity and will continue to explore ways to partner that enhance the learning experiences of our students and build a culture of stewardship.

Niagara College looks forward to building innovative and collaborative programming with our partners.

Sincerely

A handwritten signature in dark ink, appearing to read 'Fiona Allan', with a long horizontal flourish extending to the right.

Fiona Allan
Dean, Academic and Liberal Studies



Niagara Regional Native Centre

382 Airport Road, Niagara on the Lake, Ontario, Canada, L0S 1J0
Phone: (905) 688-6484 Fax: (905) 688-4033

September 4, 2015

Marco Magazzeni
Co-ordinator, Student Success
Niagara Catholic School Board
427 Rice Road
Welland ON
L3C 7C1

Mr. Magazzeni,

Thank you and Janice Barretto-Mendonca for meeting with the Niagara Regional Native Centre (NRNC) on August 25, 2015 to discuss the implementation of an alternative classroom for Aboriginal high school students. The NRNC is very excited about this venture. As expressed in the meeting, we are both aware of the low success rates of Aboriginal students in mainstream systems.

As follow-up to the meeting, I would like to reiterate some points discussed. I understand the following was agreed upon;

- Students do not have to be currently enrolled in a Catholic school, but once enrolled in the alternative classroom they will be associated with a Catholic school,
- That transportation to school will be the responsibility of the Catholic School Board (either school bus or bus pass for public transportation),
- That students in the classroom will be exempt from religious studies, but will be provided the opportunity of participating if they so choose,
- That the teacher of the classroom must be an accredited teacher and will be an employee of the Catholic school,
- That the NRNC is able to send program staff into the classroom to provide programming and offer individual support to the students,
- That the minimum number of students required to establish the classroom is twenty.

M. Magazzeni
September 4, 2015
Page Two

At the conclusion of the meeting we agreed the next step would be:
NRNC would

- Survey the Aboriginal community to assess if there was enough interested individuals to support the classrooms need for twenty students.
- Assess which site would be best suited for the Aboriginal community

CDSBN would

- Send the list of sites possible
- Draft a Memorandum of Understanding or a Protocol Agreement that articulates the roles and responsibilities of the partnership between CDSBN and the NRNC.

If any of this is incorrect and/or I have forgotten something, please let me know. I look forward to moving towards moving this for our youth and community. I can be reached at 905 688 6484 or executivedirector@nrnc.ca.

Respectfully


Jaynane Burning-Fields
Executive Director

SCHEDULE "B"

The object for which the corporation is incorporated is:

To improve the efficiency of registered school boards by providing a location for study on a nominal or no cost basis, being the buildings, remains of buildings and roads that formed the original community of St. Johns in the first half of the 19th century to the extent such is located within and upon the 18 acres of land currently owned by the corporation, or within and upon adjacent land which may be acquired in the future.

The activities through which the corporation will accomplish its object:

- (a) making the corporation's property available to Ontario District School Boards, Canadian universities and other registered charities, on a nominal or no cost basis, so that they can deliver their educational programming on outdoor studies, history, ecology, natural science and/or art;
- (b) helping the Ontario District School Boards, Canadian universities and other registered charities by assisting them in the provision of educational programming, or in training those that will provide the educational programming, to students of Ontario District School Boards, Canadian universities and other registered charities; and
- (c) maintaining the property including remnants of the former village of St. Johns and its historical buildings.

15/8/17

DEAR MR. BRICKELL ET AL,

WHILE I ACKNOWLEDGE THAT THIS IS NOT A COMPREHENSIVE PROPOSAL REGARDING THE ENTIRE ST. JOHN'S CENTRE PROPERTY, I OFFER IT IN THE HOPES THAT IT WILL DOWNTAIL WITH ANOTHER.

I OWN THE PROPERTY ACROSS FROM THE OLD POST OFFICE BUILDING. I AM INTERESTED IN PURCHASING THE BUILDING. I WOULD BE RESPONSIBLE FOR ALL COSTS THAT MAY BE INCURRED IE SURVEY ETC, AND OFFER \$275,000 FOR THE BUILDING.

I BELIEVE THAT THE OLD SCHOOL HOUSE IS PART OF THE PROPERTY. IT COULD BE ADDED TO THE MILLER HOUSE PROPERTY OR IF DESIRED I WOULD CONTINUE TO MAKE IT AVAILABLE TO GROUPS IN PERPETUITY.

AS PREVIOUSLY STATED, I UNDERSTAND THAT THIS IS NOT THE SORT OF PROPOSAL YOU HAVE SOUGHT. I OFFER IT IN GOOD FAITH AND WITH THE SUPPOSITION THAT IT MIGHT ALLEVIATE COMPLICATIONS ASSOCIATED WITH THE ST. JOHN'S CENTRE PROPERTY AS A WHOLE.

YOURS TRULY



ROBERT HIGGENELL
2350 NOLAN RD
RR #1 FORTVILLE, ON
L0S 1E6

905-892-8317

REQUEST FOR EXPRESSIONS OF INTEREST**Operation and use of the St. Johns Centre on Orchard Hill Road, in Thorold**

Name of Proponent/Organization: JEM Corp. for the World Council Of Alternative Medicine

Contact Person: Nadine Mercey

Position: President of JEM Corp., Director World Council of Alternative Medicine

Address: 2190 Lakeshore Rd. Unit 701, Burlington, Ontario L7R 4K1

Telephone Number: 1.647.926.3046

Fax Number:

E-mail: Nadine@nadinemercey.com

Website (if applicable): We are building an on line school for certification now, and outsourcing the infrastructure with council at Communitel in Waterloo.

Colin's Website: <http://colinpaddon.com>

Nadine's Website: www.nadinemercey.com

<http://about.me/nadinemercey.com> for all social media

Registered Charitable Organization: Yes No - No

Not-for-Profit Organization: Yes No - No

For Profit Business: Yes No - Yes

The Proposal (Briefly describe in 500-1,500 words)

1) Proponent Organization Description

We are a progressive untapped holistic health group of researchers, practitioners, and educators that provide retreat-learning opportunities with various revenue streams. Our destination hub on this land is for the highest and best interest to benefit Niagara and the immediate community providing core health care education products, and services. This new untapped approach to wellness is a progressive industry. The St. John's Centre will lend itself to this education discipline, in an evolving learning medical community that listens well to its patrons to find solutions, for the betterment of humanity. We attract different modality principles for certification degrees in healing that will change the way we think of health care not only in this artistic community, we will change the way we think about health care in the Western nations. Our reach will put Niagara on the map as the first in Gold Standards to certify practitioners. We teach the teachers. We teach the doctors. This is a live/work model as the CEO has a stewardship of the property, connecting the oneness with nature and this organization.

2) Proponent Proposal – Be sure to include each of the following:

- Proposed Use(s) of property lands and buildings

The Mill and Outbuildings: Teaching Healing Arts

The Home: Office, Teaching Rooms, Therapy Rooms, Housing

The Cottage: Housing

Writer's Cottage: For writing!

Small barn could be for animals for therapy for people.

The land would be ideal for organic vegetable gardens, flower gardens, theatre, yoga, meditation, physical exercise training, concerts, ecology learning for schools, filming, and fund raising events to bring a community together!

- Name of any partners, their roles and contributions

- Dr. Colin Paddon – President of the World Council for Alternative Medicine
Educator/partner/health care practitioner/ Colin's spouse, Tammy Gray is also certified practitioner with creative skills to teach arts
Dr. Jan Hill, University Professor, Licensing and building core creative curriculum
Fred Fuchs – for creating and licensing Feature Film, TV, Film
Documentary Producer/for a nurturing Distribution teaching platform
Licensing Partners in Products of Supplements, Supplies,
Creative Arts Partners for licensing ie. Writers, Artists, Chefs,
Gardeners, Musicians
Financial partners
- Willingness to partner with other proponents
 - It is important to co-create community events and opportunities to grow together. We are very willing to co-operate with not-for profits, and or for growth of products and services for profit in a wellness business model on multiple levels. It is really about building a colony, family and community for provisions to expand in wellness.
- Resources being brought to the table
Licensing of the World Council of Alternative Medicine
Affiliated with The Indian Society for Development of Integrated Alternative Medicines (ISDIAM) which is licensed by World Health Organization (WHO)
 - Heart, knowledge, wisdom, connections, end users are local and international... with financial stability
 - We have a lab of equipment, office equipment, supplies, curriculum, technology resources (ie. Sales, legals, accountants, Directors at Google and Blackberry to launch a successful business) from Waterloo, business and legal resources from interested investors, Government resources from different countries in the West and the Eastern nations.

- Benefits to the Community
 - A federal MP has requested that we share this model with the Minister of Health. We have requested the federal government to recognize The World Council of Alternative Medicine as an educational school. The proposed site would be a retreat site to attract the best doctors to provide great care for the Niagara community and put Niagara on the map as a wellness research, teaching and clinical centre for holistic health.
 - When this happens, seniors can take courses from us, and the courses we are asking to be funded by the federal government. This opportunity provides jobs, healthy and balanced people, as people can pay taxes, our healing economy grows. We understand your community would greatly benefit from our business model as 60% of the Niagara community are senior citizens.
 - The land is ideally close to the US boarder. We need rooms for housing during a two week training course. This may open up opportunities for tourism!
 - Emergency Support for health
 - Support for prevention
 - Charity Support
 - Hospice Support
 - To assist social services support outside the hospital
 - Assist with seniors programs
 - Assist with shelter or looking into empowering the homeless on or outside the property
 - Mental health advocacy
 - We can assist caring for special needs family member ie. Autism
...there are many social services and health care that we can provide
 - Provide products that are healthy and organic
 - Tammy and I love to garden!... we may have a community garden!

Leading the way with heart, we are building a community of:

Love

Life

Order

Growth

Wisdom

Beauty

Family

Delight

Mystery

Sweetness

Provision

Nurturing

Community

Productivity

And... Communication for a healthy, holistic approach to life

To teach to schools, business and the health care systems.

- Challenges

We can't think of any at this time.

- Timelines

We can commit. The stars are aligned! Timing is perfect! We would share our agreement with investors if need be and work quickly. We would like a reasonable due diligence time ...60 days after a signed agreement to study costs of work to be done and work with investors.

3) Proponent Expectations of Niagara Peninsula Conservation Authority (What would you need from us?)

- We would look forward to a further meeting/interview process to openly share our passion and commitment to co-create opportunities for partnership within

your community. We wish a sense of connectivity with your community in fundraising or partnerships with not-for profits.

- We wish to learn more about the operations and town services to this property and recommended work to be done on the property. We wish 60 days after to do due diligence on the services of the property, for any environmental issues and time to communicate our co-operative agreements with investors.

- The property looks good as it is. We would like for the Niagara Peninsula Conservation Authority to list of chattels and fixtures, facilities reports, to discuss concerns of overhead maintenance and work to be done on the property if any.

- To share any potential partners who have expressed interest in preserving this beautiful property and are also passionate about the use and the care of this property as a wellness centre.

4) Validity of Proposal

- I am confirming that this proposal shall remain valid and open for acceptance by Niagara Peninsula Conservation Authority for a period of ninety (90) calendar days from the submission deadline of August 14, 2015. Niagara Peninsula Conservation Authority reserves the right to refuse any or all submissions and terminate the Request for Expressions of Interest process, at any time.
-

Thank YOU for the consideration to participate!

Nadine on behave of the World Council for Alternative Health

- Please confirm that this proposal shall remain valid and open for acceptance by Niagara Peninsula Conservation Authority for a period of ninety (90) calendar days from the submission deadline of August 14, 2015. Niagara Peninsula Conservation Authority reserves the right to refuse any or all submissions and terminate the Request for Expressions of Interest process, at any time.



PROPOSAL FOR ST. JOHN'S MILL

November 8, 2015

OVERVIEW

My goal is to help the NPCA realize its vision of organizational transformation, and Eventful Niagara's vision of operating a successful business, in a partnership which will benefit both, as well as the community desire for environmental sustainability.

The NPCA's goal will be accomplished through an innovative approach to collaboration and partnership which will result in sustainable revenue for both parties, based on environmentally sound principles.

THE OPPORTUNITY

The guiding principles of this partnership include:

1. Collaboration
2. Innovation
3. Sustainability
4. Economic viability
5. Environmental soundness

1. Collaboration:

I look forward to partnering with the NPCA and other community agencies, to further NPCA strategic direction at St John's Mill. These collaborative relationships are a cornerstone to foster the organizational transformation necessary to sustain this heritage property.

The house on the property will be my family's principle residence, insuring the integrity of the historical property, and the security of the premises.

2. Innovation:

My business model will generate the revenue which is the basic requirement of the NPCA's vision of achieving organizational transformation, and Eventful Niagara's business model of operating successfully.



My model is a prototype for future success. It will greatly reduce risk while maximizing revenue, and can also serve as a prototype for all NPCA properties, although St. John's is the only property which will serve as a principal residence.

3. Sustainability:

The vision of a transformed NPCA cannot happen without a solid business model and plan, which is what Eventful Niagara is providing. The NPCA will benefit from Eventful Niagara's expertise and experience in sourcing appropriate venues for successful social and corporate events, while ensuring the buy in of immediate neighbors and the community at large.

4. Economic Viability:

My plan is to promote St. John's Mill as the premiere Niagara destination location.

The key to my partnership with the NPCA, is that they will maintain control of their heritage watershed properties, while reducing their responsibility for the day to day operations of these revenue generating locations.

5. Environmental Soundness:

St. John Mill's potential for environmentally respectful events will be endless under my professional stewardship.

Through my partnership with the NPCA, the beauty of the property will be restored and maintained for the enjoyment of all who visit, while being a reliable revenue generator for the NPCA and Eventful Niagara.

CONCLUSION

My goal is to help the NPCA realize its vision of organizational transformation, and Eventful Niagara's vision of operating a successful business, in a partnership which will benefit both, as well as the community desire for environmental sustainability.

I look forward to the opportunity to present the facts and figures which support my innovative model at your earliest convenience.

Operation and use of the St. Johns Centre on Orchard Hill Road, in Thorold

Name of Proponent/Organization: **Eventful Niagara**

Contact Person: **Laura Beck**

Position: **Owner**

Address: **6288 Russell Street, NFO, L2J 1P1**

Telephone Number: **289-213-8968**

Fax Number: **905 374-4009**

E-mail: **eventfulniagara@gmail.com**

Website (if applicable): **www.eventfulniagara.com**

Registered Charitable Organization: **No**

Not-for-Profit Organization: **No**

For Profit Business: **Yes**

The Proposal (Briefly describe in 500-1,500 words)

1) Proponent Organization Description –

Eventful Niagara is a third party booking agent for social events. Our main focus is to find awe-inspiring locations and unique spaces for weddings & social events and corporate clients as well. Our goal is to find potential clients with a venue that not only meets their budgetary requirements, but that also meets their vision as well, all within the Niagara Region!

We currently represent over 30 different venues across the region including; banquet halls, 5 Star Resorts, hotels, restaurants, private farms, wineries and we're always sourcing new and different locals for our clients on an ongoing basis.

2) Proponent Proposal – Be sure to include each of the following:

- x Proposed Use(s) of property lands and buildings
- x Name of any partners, their roles and contributions
- x Willingness to partner with other proponents
- x Resources being brought to the table
- x Benefits to the Community
- x Challenges
- x Timelines

St. John's Centre is the ideal location to host a social event! The minute you walk on site you know you're somewhere unique, which is in line with Eventful Niagara's business and clientele! It would be an honor to host a wedding or celebration of life in such a beautiful and serene location, and to enable the community of Pelham and Niagara to enjoy this marvelous piece of our region.

3) Proponent Expectations of Niagara Peninsula Conservation Authority (What would you need from us?)

4) Validity of Proposal

- x Please confirm that this proposal shall remain valid and open for acceptance by Niagara Peninsula Conservation Authority for a period of

ninety (90) calendar days from the submission deadline of August 14, 2015. Niagara Peninsula Conservation Authority reserves the right to refuse any or all submissions and terminate the Request for Expressions of Interest process, at any time.

Submission of Proposal

- x Please mail a paper copy or e-mail an electronic copy of your Expression of Interest, clearly identified as **EOI – St. Johns Centre** to:

Mark Brickell, Project Manager
Niagara Peninsula Conservation Authority
250 Thorold Road West, 3rd Floor, Welland, Ontario
L3C 3W2

Telephone: (905) 788-3135 ext. 275

E-mail: mbrickell@npca.ca

Fax: (905) 788-1121

Individuals and organizations interested in visiting the St. Johns property may do so by contacting Mark Brickell.

Submissions in response to this Request for Expressions of Interest **MUST BE RECEIVED** at 250 Thorold Road West, 3rd Floor, Welland, Ontario, L3C 3W2, **NOT LATER THAN 4:00 p.m. local time, AUGUST 14, 2015**. Submissions received after the above due date and time will not be considered.

PLEASE NOTE:

Nothing herein shall be construed so as to oblige Niagara Peninsula Conservation Authority (NPCA) to select any proposal and NPCA reserves the right to reject any or all proposals that NPCA, in its absolute discretion, considers it advisable to reject.

The information contained herein is offered for assistance; however, NPCA assumes no responsibility for the accuracy or completeness of same and nothing herein shall be construed as a representation, warranty or guarantee by NPCA.

All information contained in this document and submitted to the NPCA as part of this Expression of Interest is collected by authority of the Conservation Authorities Act and will be considered public information for the purposes of the Municipal Freedom of Information and Protection of Privacy Act.

Eventful Niagara is a third party booking agent for social events. Our primary focus is to find awe-inspiring locations and unique spaces for weddings, social events, and corporate clients. Our goal is to find a venue for potential clients that not only meets their budgetary requirements, but also fulfills their vision – all within the Niagara Region!

As a Venue Broker, I am continuously looking for a venue that stands out among others, and I have undoubtedly found that in the St. Johns Centre. From the moment I arrived at your property, I knew that I was somewhere unique, beautiful, and serene – the ideal spot for a wedding! I immediately felt an overwhelming sense of responsibility to care of the estate and to preserve this exceptional piece of history – without even thinking about hosting an event!

I propose to move my family of 4 to live at St. John's Centre as our permanent place of residence. I would love to raise my boys in an environment where we can work together to make something profitable. I want them to run free along the many paths and to understand the gift that our ancestors have left us to care for. I want to provide my boys with the opportunity to make a great living right here in Niagara, while improving our Region's dedicated historical sites and conservation areas. I believe this can be done if I am given the opportunity to live and work at St. John's Centre.

Our intention is to use the out buildings and grounds to host events. We currently partner with many different suppliers in the special events industry and will continue to do so, helping us achieve our goal of making St. John's Centre the number one choice for an outdoor event.

In order to maintain and preserve St. John's manicured gardens and lawns, while ensuring that there will be an interest for potential clients, I will look to partner with Niagara College and local gardening clubs. They will provide volunteers to assist with the upkeep and preservation of the existing gardens. The costs of doing so will be minimal and I am prepared to help them have their work photographed and submitted to various magazines and blogging sites, giving their organization credit for the work.

I have been in the business of events for over 15 years and have been selling special events for 5 years. I know the trends, what is selling, and comparable venues. My level of expertise in the field of events is continually growing, as well as my partnerships with other venues and vendors. They will be instrumental in helping me source items I will need to make St. John's Mill a successful wedding venue.

My husband will also bring a huge benefit to the property. He is a Master Plasterer and General Contractor. His knowledge of new and old construction, as well as his contact within the skilled trade sector will help to preserve and greatly improve the existing structures. He is also a committed Conservationist and frequently works with Historical Societies in preserving homes and buildings. He is looking forward to teaching our children the critical value of good stewardship of our natural resources.

I thoroughly believe that the St. John's Centre should be enjoyed by more than just those taking care of it. I would love to host community and charity events for residents of the Niagara Region to enjoy. By opening our doors for special events and non-profit fundraising events, it is our hope that we draw more attention to the area's beautiful landscapes. We also hope to help residents become more aware of all that Niagara has to offer in terms of green space and the efforts that the Niagara Conservation Authority goes to, in order to preserve the property.

It is *Eventful Niagara's* intention to assist in job creation within the Region of Niagara through hosting special events and fundraisers. The wedding season at St. John's will be seasonal (April-October), taking place when college & university students, as well as high school students are out of school, looking for summer employment.

There are a few issues that must be addressed before embarking on special events at St. John Centre. The lack of designated parking areas, the overall size and current state of the property, and the overall safety and general repairs of the houses and out buildings must all be considered.

The 2015 wedding season will be coming to a close within the next couple of months. In order to start selling event space for the 2016 wedding season, including marketing material and site inspections, it is key to have the old mill

ready to show no later than January 2016. It would be ideal if it could be completed earlier; however, realistically, prime selling is in the winter months for the summer season. The grounds and gardens can be cleaned up, but new planting and upgrades aren't necessary for site visits in the winter. My husband and I are willing to move in next week if necessary!

Guidance and knowledge of the property, updates to the out buildings, home(s), and a long-term lease at a fair rate are the only expectations we have of the Niagara Peninsula Conservation Authority.

This proposal shall remain valid and open for acceptance by NPCA for a period of ninety (90) calendar days for the submission deadline of August 14, 2015. NPCA reserves the right to refuse any or all submissions and terminate the Request for Expressions of Interest process, at any time.

Report To: Board of Directors

Subject: The Village Phase IV Subdivision, Niagara-on-the-Lake

Report No: 124-15

Date: November 18, 2015

RECOMMENDATION:

1. That Report No. 124-15 be received for information; and
2. That the appropriate signing officers be authorized to execute the necessary documents to facilitate an easement agreement between the Town of Niagara-on-the-Lake and the Niagara Peninsula Conservation Authority (NPCA).

PURPOSE:

To provide the background of the applicant's proposed plans and to inform the Board of staff's assessment and analysis along with an appropriate recommendation.

BACKGROUND:

The Village Phase 6 Subdivision is a Draft Approved Subdivision in Old Town, Niagara-on-the-Lake (NOTL), which abuts Two Mile Creek (see Attachment #1). The developer, Brookfield Homes, is working to fulfill its servicing obligations under the Subdivision Agreement in order to be able to receive Building Permits and proceed with constructing homes. Currently, the developer has completed approximately 90 percent of its pre-servicing obligations.

One of the outstanding service obligations is the construction of a walkway (trail) along Two Mile Creek, which requires an NPCA Work Permit. There are two locations where the trail crosses onto lands owned by the NPCA. These encroachments were not evident during clearance of the subdivision conditions and now present a problem for issuing a Work Permit for the entire trail. The trail is contained within Block 10 on the Draft Approved Subdivision, which is presently still in the developer's ownership (see Grading Plan - Attachment #2).

To date, the NPCA has issued a Work Permit for the portions of the trail that does not encroach onto NPCA land. In order for NPCA staff to issue a Work Permit for the remainder of the trail, an easement would be required for the portions of the trail on NPCA land or the developer would have to revise a portion of the subdivision layout to accommodate the trail entirely within Block 10. The latter option poses a significant delay to the developer since it involves having to update servicing drawings and a revision of the draft approved plan.

DISCUSSION:

NPCA staff have discussed this issue with Town staff and the developer and all are in agreement that an easement agreement is the most appropriate mechanism to effectively address this situation. The easement agreement will be between the NPCA and the Town and will require Block 10 to be transferred to the Town. Attachment #3 shows the parts of NPCA-owned land that will be subject to this easement agreement. The trigger to execute this agreement will be when the subdivision is registered. Final approval of the subdivision by NOTL Council is scheduled to occur on November 23, 2015. After that date, the developer will be in a position to register the plan and transfer ownership of Block 10 to the Town.

As part of the easement documents, the Town will acknowledge and assume full liability and maintenance responsibility for the portions of the trail on NPCA land, thereby relieving the NPCA from any liability and responsibility for the trail. To register the easement there will need to be a reference plan created and an easement agreement drafted by a lawyer. These tasks will be handled by the Town and/or developer. Once the necessary documents are prepared, they will be reviewed by NPCA staff to ensure they appropriately address our requirements.

The developer has asked that, assuming Board approval, staff sign the necessary documents as soon as possible to help keep the development moving in a timely manner. NPCA staff advise that an easement for this purpose is straight forward and the proposed encroachment is relatively minor. Consequently, staff recommends that the Board support authorizing the appropriate staff members to execute the necessary paperwork.

FINANCIAL IMPLICATIONS:

There are no financial implications to the organization as a result of this request.

RELATED REPORTS AND APPENDICES:

1. **Aerial Map** – Two Mile Creek (showing land ownership)
2. **Grading Plan** (showing trail location)
3. **Draft Reference Plan** (showing parts of land that will be subject to easement)

Prepared by:



David Deluce; MICP, RPP
Supervisor, Development Reviews

Reviewed by:



Peter Graham; P.Eng.
Director, Watershed Management

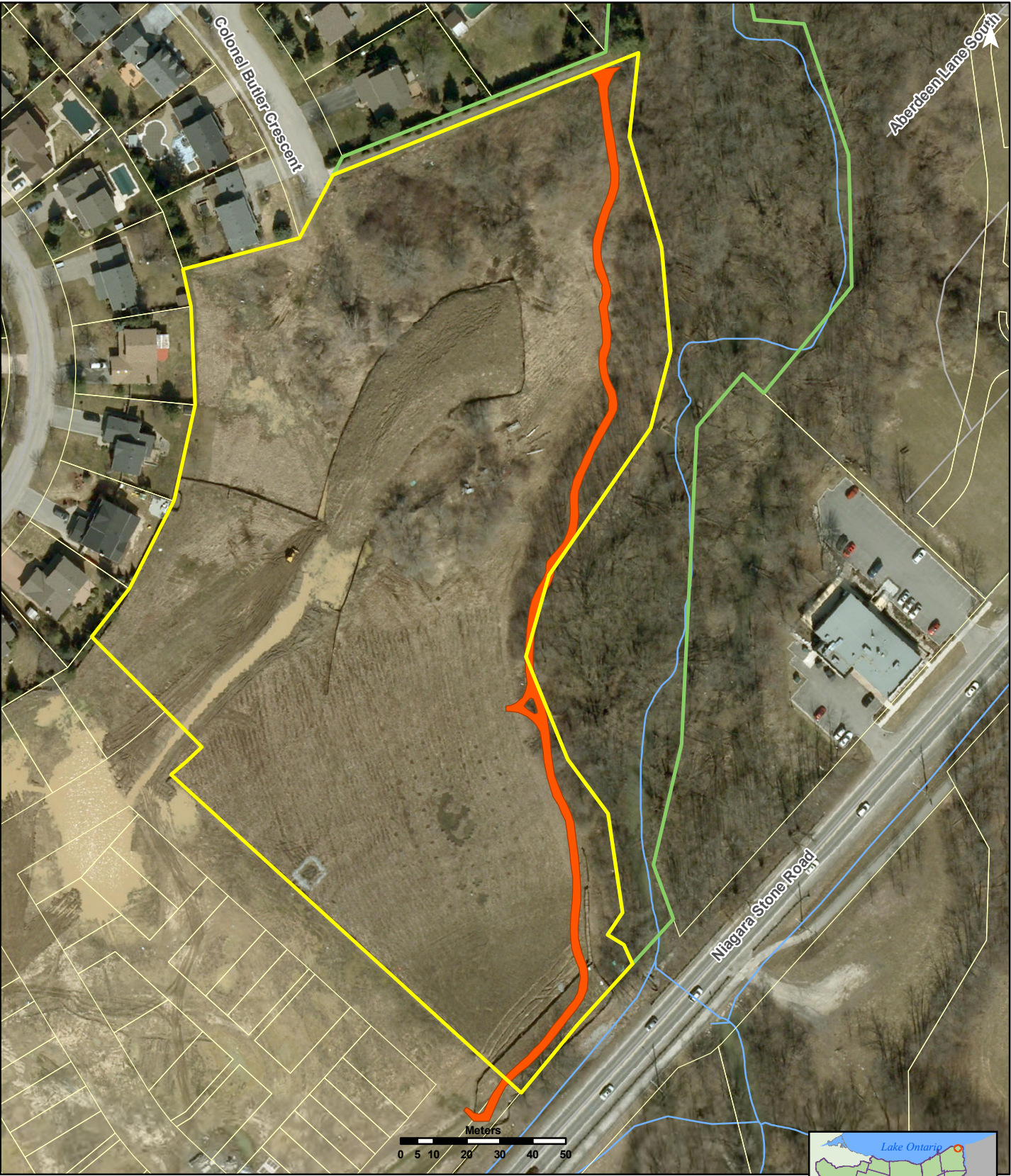
Submitted by:



Carmen D'Angelo;
Chief Administrative Officer / Secretary Treasurer

This report was prepared with the consultative input of Steve Miller; P.Eng. – Supervisor, Water Resources.

The Village Phase VI
Land Ownership



- Streets
- ~ Watercourses
- Property Boundaries
- The Village Phase VI
- NPCA - Two Mile Creek
- The Village Phase VI Proposed Trail

Produced by The Niagara Peninsula Conservation Authority, 2015. Portions of this map produced under license with Niagara Region, Members of the Ontario Geospatial Data Exchange, and the Ontario Ministry of Natural Resources, Queen's Printer for Ontario, 2015. Reproduced All Frames: North American Datum 1983, Universal Transverse Mercator 6° Projection, Zone 17N, Central Meridian 81° West with Permission. All Frames: North American Datum 1983, Universal Transverse Mercator 6° Projection, Zone 17N, Central Meridian 81° West.



I REQUIRE THIS PLAN TO BE DEPOSITED
UNDER THE LAND TITLES ACT.

PLAN 30R--

RECEIVED AND DEPOSITED

DATE _____, 2015

DATE _____, 2015

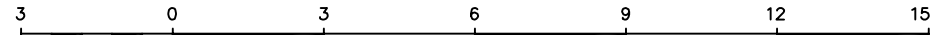
S.N. RAMSAMOOJ
ONTARIO LAND SURVEYORREPRESENTATIVE FOR LAND
REGISTRAR FOR THE LAND TITLES
DIVISION OF NIAGARA NORTH
(No. 30)

SCHEDULE

PART	LOT	PLAN	PART OF PIN	AREA (m ²)
1	PART OF LOT 206	M-11	46392-0027(LT)	26.3
2				14.8

PLAN OF SURVEY OF
PART OF LOT 206
PLAN M-11
TOWN OF NIAGARA-ON-THE-LAKE
REGIONAL MUNICIPALITY OF NIAGARA

SCALE 1:150



KRCMAR SURVEYORS LTD.

METRIC: DISTANCES AND COORDINATES SHOWN HEREON ARE IN METRES
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

BEARING

BEARINGS SHOWN HEREON ARE GRID BEARINGS DERIVED FROM THE REGION
OF NIAGARA HORIZONTAL CONTROL MONUMENTS No.1092000075 AND No.
00819950263 AND ARE REFERRED TO THE 6° UTM COORDINATE SYSTEM,
ZONE 17, CENTRAL MERIDIAN 81°00' WEST LONGITUDE. (NAD 83 ORIGINAL).

DISTANCES SHOWN HEREON ARE ADJUSTED GROUND DISTANCES AND CAN
BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A COMBINED
SCALE FACTOR OF 0.999885.

LEGEND

- ⊙ DENOTES HORIZONTAL CONTROL MONUMENT
- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT PLANTED
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- (WT) DENOTES WITNESS
- (S) DENOTES SET
- (M) DENOTES MEASURED
- (P13) DENOTES PLAN 30M-XXX
- (1370) DENOTES KRCMAR SURVEYORS LTD. O.L.S.
- N.P.C.A. DENOTES NIAGARA PENINSULA CONSERVATION AUTHORITY

MUNICIPAL ADDRESS

ONGHIARA HERITAGE TRAIL, NIAGARA

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH
THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT
AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE ____ DAY OF _____, 2015

DATE NOVEMBER 3, 2015

S.N. RAMSAMOOJ
ONTARIO LAND SURVEYORPLAN AVAILABLE AT www.ProtectYourBoundaries.ca

FIELD:	DRAWN:	K.B.	CHECKED:	S.N.R.	JOB NO:	07-100
DWG NAME:	07-100RP07	PLOT INFO:	07-22 03/Nov/2015	WORK ORDER NO:	18070	
1137 Centre Street Thornhill ON L4J 3M6 905.738.0053 F 905.738.9221 www.krcmar.ca						

KRCMAR

BLOCK 8, PLAN 30M-XXX

BLOCK 10, PLAN 30M-XXX

PIN 46392-- (LT)

PART 1

PART 2

LOT 206, PLAN M -- 11

PART 7, PLAN 30R-3858

PIN 46392-0027(LT)

TWO MILE CREEK

6° UTM ZONE 17 COORDINATES
NAD 83 (ORIGINAL) (CENTRAL MERIDIAN 81°00' WEST LONGITUDE)
THE UTM COORDINATES LISTED BELOW ARE TO URBAN ACCURACY AND COMPLY WITH
SUBSECTION 14(2) OF ONTARIO REGULATION 216/10 FILED UNDER THE SURVEYORS ACT.

MONUMENT ID.	NORTHING	EASTING
#10920020075	4 789 543.753	654 585.458
#00819950263	4 788 860.134	653 996.255
POINT		
1	4 790 125.06	655 000.63
2	4 790 169.20	655 011.88

COORDINATE VALUES SHOWN ARE FOR GEOGRAPHIC INFORMATION SYSTEM INTEGRATION ONLY.
COORDINATES CANNOT, IN THEMSELVES, BE USED TO
RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.