

**FULL AUTHORITY MEETING
Wednesday, July 25, 2018
9:30 a.m.
Ball's Falls Centre for Conservation
Glen Elgin Room
3292 Sixth Avenue, Jordan, ON**

A G E N D A

1. ADOPTION OF AGENDA

- 1.1 Addition of items
- 1.2 Change in order of items
- 1.3 Adopt Agenda

2. DECLARATION OF CONFLICT OF INTEREST

3. PRESENTATIONS (and/or Delegations)

4. ADMINISTRATIVE BUSINESS

4.1 Approval of Draft Minutes

- 4.1.1 Full Authority Meeting – June 20, 2018

4.2 Business Arising from Minutes

4.3 Correspondence

- 4.3.1 Memorandum, dated July 25, 2018, from Board Member and Strategic Planning - Committee Chair Quirk respecting the Niagara Peninsula Conservation Authority 2018-2021 Strategic Plan.

4.4 Chairman's Remarks

4.5 Chief Administrative Officer Comments

5. BUSINESS FOR INFORMATION

- 5.1 Watershed Management Q2 Status Report
Report No. 52-18
- 5.2 Corporate Resources Q2 2018 Project Status Report
Report No. 53-18
- 5.3 Q2 Office of the CAO Report
Report No. 54-18
- 5.4 Financial and Reserve Report – Month Ending June 2018
Report No. 55-18
- 5.5 Niagara Region Tree and Forest Conservation By-law Q2 (2018) Status Report
Report No. 56-18

6. BUSINESS FOR CONSIDERATION

- 6.1 Standing Committee Reports
 - 6.1.1 Niagara Peninsula Conservation Authority Advisory Committee
June 21, 2018
 - 6.1.2 Water Quality Improvement Grant Review Committee
June 28, 2018
 - 6.1.3 Water Quality Improvement Grant Review Committee
July 9, 2018
- 6.2 Reports
 - 6.2.1 Niagara Peninsula Conservation Authority 2018-2021 Strategic Plan
Report No. 57-18
 - 6.2.2 Non-Union Revised Wage Grid
Report No. 58-18
 - 6.2.3 Hamilton Naturalists' Club DRAFT Memorandum of Understanding
Report No. 59-18

7. BUSINESS – In Camera

7.1 Motion to move in to Closed Session:

That the NPCA Full Authority meeting **DO NOW MOVE** in to Closed Session for the purposes of:

7.1.1 A Matter in respect of which a council, board, committee or other body may hold a closed meeting under another act – *Auditor General Act* – Verbal Report

7.1.2 A Matter respecting Personal and Identifiable Individual(s) – Confidential Report No. CR 02-18

7.1.3 A Matter respecting A Proposed or pending acquisition or disposition of land by the NPCA – Confidential Report No. CR 03-18

7.2 Motion to reconvene in Open Session:

That the NPCA Full Authority meeting **RECONVENE** in Open Session.

7.3 Business Arising from Closed Session

8. NOTICE OF MOTION

9. NEW BUSINESS

10. ADJOURNMENT



**NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)
FULL AUTHORITY
MEETING MINUTES**

Wednesday, June 20, 2018
9:30 a.m.
Ball's Falls
Centre for Conservation – Glen Elgin Room
3292 Sixth Avenue, Jordan, ON

MEMBERS PRESENT: S. Annunziata (Chair)
B. Baty
S. Beattie
F. Campion
P. Darté
D. DiFruscio
D. Joyner (at 10:36 a.m.)
P. MacPherson
J. Maloney (at 9:40 a.m.)
T. Quirk
R. Shirton
B. Timms

MEMBERS ABSENT: J. Diodati
A. Jeffs
J. Kaspersetz (Vice-Chair)

STAFF PRESENT: M. Brickell, Chief Administrative Officer/Secretary-Treasurer
D. Barrick, Senior Director, Corporate Resources
G. Furtney, Acting Director, Watershed Management
L. McManus, Clerk/ Executive Coordinator

NOTE: The archived recorded meeting is available on the NPCA website. The recorded video of the Full Authority meeting is not considered the official record of that meeting. The official record of the Full Authority meeting shall consist solely of the Minutes approved by the Full Authority Board. *NPCA Board of Directors Policy Handbook Regulation #2, Meeting Procedures Sec.16.0*

The Board Chair called the meeting to order at 9:37 a.m. and welcomed those Board, staff and community members present.

1. ADOPTION OF AGENDA

1.1 Addition of Items

There were no addition of items to the agenda.

1.2 Change in Order of Items

Resolution No. FA-129-18

Moved by Board Member Campion

Seconded by Board Member Shirton

That the order of the agenda **BE AMENDED** to move the In-Camera session (Agenda Item 7.) to be dealt with immediately following the Presentation section (Agenda Item 3.1).

Resolution No. FA-130-18

Moved by Board Member Quirk

Seconded by Board Member Baty

That the order of the agenda **BE AMENDED** to move the In-Camera session (Agenda Item 7.) to immediately following the Delegation section (Agenda Item 3.2).

CARRIED

1.3 Adoption of Agenda

Resolution No. FA-131-18

Moved by Board Member Shirton

Seconded by Board Member Beattie

That the agenda **BE ADOPTED as amended.**

CARRIED

2. DECLARATION OF CONFLICT OF INTEREST

There were no declarations of Conflict of Interest.

3. PRESENTATIONS (and/or Delegations)

3.1 Presentations

3.1.1 Board Member Baty introduced and welcomed Ms. Shirley Lazareth. Ms. Lazareth proceeded to present long-time NPCA Board Member Domenic (Mickey) DiFruscio with a book of her poems.

3.2 Delegations

3.2.1 Mr. Chuck and Mrs. Laurie Jansen, Lowbanks residents, provided Board Members with information respecting erosion impact. Topics of the delegation were as follows:

- Who we are?
- Objective
- Current Issues
- What are others doing?
- Conclusion

Resolution No. FA-132-18

Moved by Board Member Darte

Seconded by Board Member Quirk

1. That the delegation provided respecting Erosion Impact **BE RECEIVED** for information.

CARRIED

Resolution No. FA-133-18

Moved by Board Member Darte

Seconded by Board Member Quirk

1. That the notice requirements under Section 11 of the Niagara Peninsula Conservation Authority Regulation #2 – Meeting Procedures **BE WAIVED** to permit the consideration of a motion from Board Member Maloney with respect to the delegation on the subject of Erosion.

CARRIED

Board Chair Annunziata explained that as per Section 11.5 any motion or other business may be introduced for consideration of the Authority provided that it is made clear that to delay such motion or other business for the consideration of an appropriate Standing Committee would not be in the best interest of the Authority and that the introduction of the motion or other business shall be upon an affirmative vote of the majority of the members of the Authority present.

Resolution No. FA-134-18

Moved by Board Member Maloney

Seconded by Board Member Shirton

1. That the Niagara Peninsula Conservation Authority **URGE** the Provincial Government to immediately establish an effective, reasonable program of financial assistance to shoreline property owners to construct works to combat erosion and provide protection;
2. That the Niagara Peninsula Conservation Authority make all efforts to **EXPEDITE** the issuance of any necessary permits required for the remedial works; and
3. That the Niagara Peninsula Conservation Authority **URGE** the Federal, Provincial and Regional Governments to take all necessary steps to reduce the water level of the Great Lakes.

CARRIED

3.2.2 Mr. Darren Platakis, Founder/CEO, Geospatial Niagara provided Board Members with information respecting Global Geoparks. Topics of the delegation were as follows:

- UNESCO Global Geoparks – Why Not Niagara?
 - What is a Global Geopark?
 - Characteristics of a Global Geopark?
 - Why is a Geopark NOT a conventional park?
 - What is Geotourism?
 - The Global Geopark accreditation process to date
 - Indigenous Communities' Perspectives
 - Creating a Solid Foundation
 - Working to Earn Political Support
 - Moving Forward

Resolution No. FA-135-18

Moved by Board Member Quirk

Seconded by Board Member Darte

1. That the delegation provided respecting Global Geoparks **BE RECEIVED AND ENDORSED**;
2. That NPCA staff **BE DIRECTED** to explore partnership opportunities for Global GeoParks; and
3. That the Global Geoparks presentation **BE REFERRED** to the Niagara Peninsula Conservation Foundation for consideration.

CARRIED

7. BUSINESS – IN CAMERA

7.1 Motion to Move in to Closed Session

Resolution No. FA-136-18

Moved by Board Member MacPherson

Seconded by Board Member DiFruscio

That the NPCA Full Authority meeting **DO NOW MOVE** in to Closed Session for the purposes of:

- 7.1.1 A Matter respecting advice that is subject to Solicitor-Client Privilege – Update

CARRIED

7.2 Motion to Reconvene in Open Session

Resolution No. FA-137-18

Moved by Board Member Darte

Seconded by Board Member Joyner

That the Niagara Peninsula Conservation Full Authority Board meeting **RECONVENE** in Open Session.

CARRIED

7.3 Business Arising from Closed Session

Resolution No. FA-138-18

Moved by Board Member Quirk

Seconded by Board Member Beattie

That staff **PROCEED** as directed in Closed Session.

CARRIED

4. ADMINISTRATIVE BUSINESS

4.1 Approval of Draft Minutes

4.1.1 Full Authority Board Minutes – May 29, 2018

Resolution No. FA-139-18

Moved by Board Member Quirk

Seconded by Board Member Shirton

That the Full Authority Board minutes of the meeting held on May 29, 2018
BE APPROVED as presented.

CARRIED

In respect of completing business that was time sensitive Board Chair Annunziata, with the agreement of Board Members, requested that the remaining items be dealt with in the following order.

6. BUSINESS FOR CONSIDERATION

6.1 Standing Committee Reports

6.1.2 Budget Steering Committee – June 18, 2018

Resolution No. FA-140-18

Moved by Board Member Quirk

Seconded by Board Member Joyner

That the minutes of the Budget Steering Committee meeting held on June 18, 2018 **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

CARRIED

6.1.1 Strategic Planning Committee – June 11, 2018

Resolution No. FA-141-18

Moved by Board Member Quirk

Seconded by Board Member MacPherson

That the minutes of the Strategic Planning Committee meeting held on June 11, 2018 **BE RECEIVED** and the recommendations contained therein **BE APPROVED**.

CARRIED

6.2 Reports

There were no reports for consideration

4.2 Business Arising from Minutes

There was no business arising from the minutes.

4.3 Correspondence

- 4.3.1 Vancouver Sun Article entitled, “B.C. golf courses part of North American plan to attract Monarch butterflies”

Resolution No. FA-142-18

Moved by Board Member Baty

Seconded by Board Member Shirton

That the Correspondence Item respecting a Vancouver Sun article **BE RECEIVED** for information.

CARRIED

5. BUSINESS FOR INFORMATION

Resolution No. FA-143-18

Moved by Board Member Joyner

Seconded by Board Member MacPherson

That the following items **BE RECEIVED** for information.

- 5.1 Financial and Reserve Report – Month Ending May 2018
Report No. 50-18

- 5.2 Ontario Power Generation (OPG) Update
Report No. 51-18

CARRIED

4.4 Chairman's Remarks

In respect of time the Chairman chose to forego his comments.

4.5 Chief Administrative Officer Comments

Mark Brickell, CAO/Secretary-Treasurer, provided Board members with the following information/announcements:

- Erika Navarro, Communications Specialist, was recently nominated for a Young Business Professional Award through the Greater Niagara Chamber of Commerce
- NPCA staff recently attended a team building exercise that concentrated on “The Kindness Advantage”. NPCA staff members have committed to conducting 1,000 acts of kindness over the next 6 weeks

- A “Welcome Back” barbecue for seasonal campers was held at Long Beach on Saturday, June 16, 2018 an additional barbecue is planned for Chippawa Creek on Saturday, June 23, 2018
- Binbrook FunSplash Sports Park Grand Opening is being held on Saturday, June 23, 2018 from 10:00 a.m. – 12 noon
- The Pen Centre Pollinator Garden Launch is being held on Friday, June 22, 2018 at 10:00 a.m.

8. NOTICE OF MOTION

There were no notices of motion.

9. NEW BUSINESS

9.1 Pollinator Gardens – New Partnerships

Board Member DiFruscio requested that Board Chair Annunziata, along with NPCA staff members, approach local golf courses to partner with the NPCA in creating pollinating gardens on their properties.

10. ADJOURNMENT

There being no further business, the Full Authority meeting adjourned at 12:28 p.m. with the following resolution;

Resolution No. FA-144-18

Moved by Board Member Shirton

Seconded by Board Member Baty

That the Full Authority Meeting **BE NOW ADJOURNED.**

CARRIED

Sandy Annunziata
Board Chair,
Niagara Peninsula Conservation Authority

Lisa McManus
Clerk,
Niagara Peninsula Conservation Authority



From the Desk of Full Authority
Board Member Quirk

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July 25, 2018

Dear Niagara Peninsula Conservation Authority Board Members:

The Niagara Peninsula Conservation Authority – Full Authority at its meeting held on Wednesday, June 20, 2018 approved the final version of the 2018-2021 Strategic Plan.

As Chair of the Strategic Plan Steering Committee I would like to express my appreciation and gratitude to the Board, Committee Members, staff, stakeholders and the public at large for embracing the process we embarked on.

The Strategic Plan timeline was aggressive, an understatement; however, staff and our consultant stepped up and accepted the challenge.

I know we have a document that will serve as the blueprint as we move forward together.

There are a few outstanding items that need Board direction and approval; therefore, Board Members will note that Report No. ##-18 respecting the 2018-2021 Strategic Plan is on the agenda for the Boards consideration.

The last component of the Strategic Plan process was the development of Key Performance Indicators (KPI) that will allow the progress in our Areas of Focus to be measured. The recommendation that the KPI review be delegated to the Budget Committee as it prepares the 2019 budget is because these KPI's will be necessary to help direct investments in our capital budget and further refine our operational budget commitments.

Let me, once again, say thank you to everyone who participated. We were able to reach over 75,000 individuals, accepted commentary from key stakeholders, and ran a truly Board driven process with significant staff support and input, all while embracing new ideas and technology from Performance Concepts.

We should all be proud of this document and I look forward to seeing it implemented with the same zeal and commitment as the previous Strategic Plan.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tony Quirk".

Tony Quirk
NPCA Board Member and Committee Chair of the 2018-2021 Strategic Planning Committee

Report To: Board of Directors
Subject: Watershed Management Q2 Status Report
Report No: 52-18
Date: July 25, 2018

RECOMMENDATION:

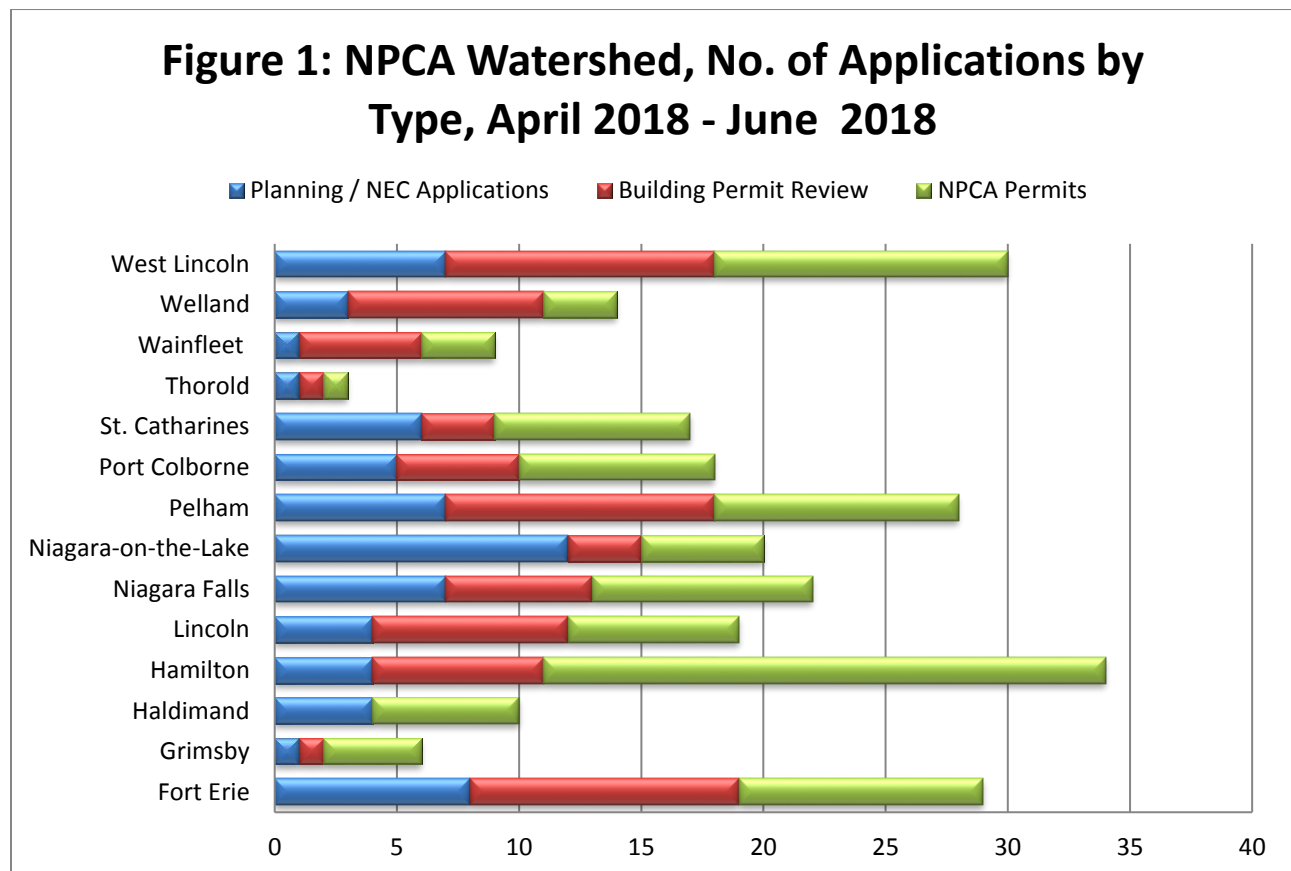
1. That Report No. 52-18 respecting the Watershed Management Q2 Status Report **BE RECEIVED** for information.

PURPOSE:

To update the Board on the Watershed Management Team's activities and achievements during Q2 2018.

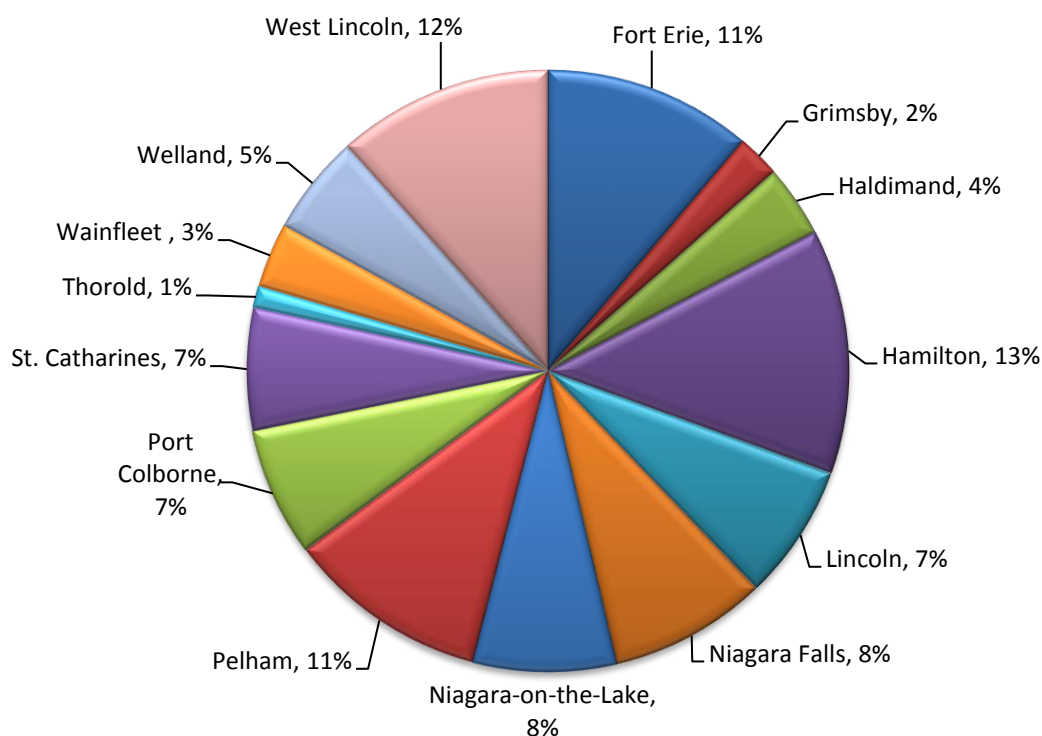
BACKGROUND:

A. Plan Review & Regulations



	Fort Erie	Grimsby	Haldimand	Hamilton	Lincoln	Niagara Falls	Niagara-on-the-Lake	Pelham	Port Colborne	St. Catharines	Thorold	Wainfleet	Welland	West Lincoln	Totals
Planning / NEC Applications	8	1	4	4	4	7	12	7	5	6	1	1	3	7	70
Building Permit Review	11	1	0	7	8	6	3	11	5	3	1	5	8	11	80
NPCA Permits	10	4	6	23	7	9	5	10	8	8	1	3	3	12	109
Totals	29	6	10	34	19	22	20	28	18	17	3	9	14	30	259

**Figure 2: Total No. of Applications (%),
April 2018 - June 2018**



PERMIT PROCESSING TIME

	Q2	Year to Date	2017 Year end
Total Reviews	109	157	301
Total Review Days	2729	3775	5060
Total Review Time (Days)	25	24	17

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

During the second quarter of 2018, the Watershed Management Department reviewed 70 *Planning Act* applications (various type and complexity)/Niagara Escarpment Commission Development Permit applications, 80 Building Permit applications, and 21 property information requests. Planning staff also provided comments on 83 pre-consultation proposals.

Staff also responded to various inquiries from the public and local municipalities, as well, attended weekly consultation meetings with the local municipalities and conducted various site inspections.

B. NPCA Policy Document Update

*The NPCA Policy Document, formerly The Living Landscape (www.thelivinglandscape.ca), is the name given to the project with its primary objective being to review and complete a fundamental rewrite of NPCA's primary development guidance document entitled, *Procedures and Guidelines for the Administration of Ontario Regulation 155/06 and Land Use Planning Policy Document*.*

Staff hosted an NPCA Watershed Floodplain Committee meeting on June 13, 2018 at Ball's Falls Conservation Area to review the latest draft document in its entirety. After further fulsome discussion, the committee passed a motion, unanimously, to recommend the latest draft document to the NPCA Full Authority Board for full approval and implementation.

C. Water Resources and Restoration Programs

1) Source Water Protection Program

- Source protection plan update presentations were given to staff at: NPCA, Niagara Region QMS/Compliance working group, the Township of Wainfleet, Niagara Region Area Planners, Niagara Region Public Health, City of Hamilton Source Water Planning/Public Health, and the MOECC Niagara District office. A presentation was also given to the Port Colborne Environmental Advisory Committee on the plan update.
- Staff engaged various partners to assist with the source protection plan updates; Niagara Region, Ontario Power Generation, Ministry of Natural Resources and Forestry and Environment Canada.
- Final 2017-2018 provincial financial reporting was prepared and submitted to the MOECC.
- A June Source Protection Committee meeting was held. The committee considered source protection plan updates including revising the Port Colborne intake vulnerability score, policies for the Enbridge line 10 pipeline and changes to Niagara Region intakes. Staff also provided monthly committee updates when no meeting was held, as well as regular liaison with the committee Chair.

- Two education and outreach activities were held by Source Protection Committee members (see photos below), supported by NPCA staff; engaging the public at a St. Catharines Princess Auto Mega-Smasher event and a Lunch and Learn at Walker Industries. These activities were to advise individuals on “*where their municipal drinking water comes from?*” (see bit.ly/npcawater) and provide additional information about source water protection in Niagara.
- Niagara College students assisted, and continue to assist, the source protection program with education and outreach and communications. During the spring, Corrie Clare engaged a number of school and community groups in the Yellow Fish Road program (meeting an NPCA responsibility under the Source Protection Plan). Also, Environmental Management and Assessment students have recently been engaged to work with NPCA on our long-term communications plan for the Source Water Protection program.

2) **Special Projects**

- Staff assisted the Operations Department with design, operation and reporting on the Ball’s Falls sewage systems.
- Staff responded to groundwater information requests from consultants, the public and other government agencies.
- Work on the Regional Bedrock Aquifer Study continued with: collection of quarterly water levels, interpretation of preliminary 2017 water quality results with provincial and federal partners, and liaison with these partners on the planned 2018 annual sampling.
- Staff presented at the Ontario Onsite Wastewater Association annual convention on “Rural development review from a conservation authority perspective”

3) **Water Quality Monitoring Program**

- Staff are continuing routine monitoring (chemical and biological) at the NPCA’s water quality monitoring stations. Chemical monitoring will be performed monthly until November at all stations and samples will be analyzed for general chemistry, nutrients, metals and bacteria. Biological monitoring of benthic macroinvertebrates for the spring session concludes at the end of June.



Twenty Mile Creek at Balls Falls

- NPCA staff completed the 2017 Water Quality Biological assessment report for the Hamilton International Airport as per established monitoring agreements.
- Staff have update databases, complete benthic identification of biological samples from 2017 and have completed the 2018 Annual Water Quality Report.
- Staff have deployed data loggers into several watersheds to measure temperature and dissolved oxygen condition throughout the summertime.



Midge Flies Collected at a NPCA monitoring station

- Staff continue to participate with Queens Royal Beach *E. coli* investigation with the Town of NOTL and MOECC for the Niagara River Remedial Action Plan.
- Provincial Groundwater Monitoring Network (PGMN): Staff continue to visit monitoring wells for manual downloads and perform QA/QC check on groundwater level data as part of their routine data maintenance protocol.
- Staff provided support to the Envirothon and the Niagara Children's Water Festival by providing leaders for several stations.
- NPCA staff completed the spring biological monitoring of the Hamilton International Airport and Glanbrook Landfill projects.
- To date, staff have processed 25 water quality data requests from other governmental agencies, consultants, and academic institutions.
- To date, The NPCA has received six (6) applications and completed 4 projects for the NPCA Well Water Decommissioning Program. Approximately 20% of the funding for this program has been allocated.

4) **Flood Control**

- In the second quarter of 2018, the NPCA issued 4 Watershed Condition Statements warning residents of a potential for flooding; two for Lake Erie lake and wave set-up and two for precipitation events. No major flooding was reported during these events.



Lowbanks on Lake Erie

- Staff continued to monitor daily water levels at our 15 stream gauge stations, climatic data at our 15 climate stations, and undertake routine maintenance, calibration, and inspections at all 30 installations, as part of the NPCA's routine Flood Forecasting and Warning duties. The public could typically access this real-time water level and rainfall information through the NPCA's website (<https://npca.ca/stream-flow-monitoring>).
- In Q2, staff had received and processed 5 water level, water flow, and meteorological data requests from other governmental agencies, consultants, and academic institutions.
- Binbrook Dam inspection completed, no issues were identified.
- Preparations made for installation of the Wainfleet Bog Fire Weather Station (photo below)



Mock set-up of Wainfleet Bog Fire Weather Station

5) **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 storm water management engineering designs.

Prepared by:

Gregg Furtney
Director, Watershed Management (Acting)

Submitted by:

Mark Brickell
CAO/Secretary-Treasurer

Prepared with input from D. Deluce, Manager, Plan Review & Regulations; D. MacKenzie, Supervisor, Construction Permits and Compliance; Jayme Campbell, Supervisor, Special Projects; Josh Diamond, Water Quality Specialist; and Ryan Kitchen, Water Resources Technician.

Report To: Board of Directors

Subject: Corporate Resources Q2 2018 Project Status Report

Report No: 53-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 53-18 respecting the Corporate Resources Q2 2018 Project Status Report **BE RECEIVED** for information.

PURPOSE:

To provide the Board a summary of projects important to the Conservation Authority's business objectives from the period April-June, 2018.

DISCUSSION:

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

STRATEGIC INITIATIVES

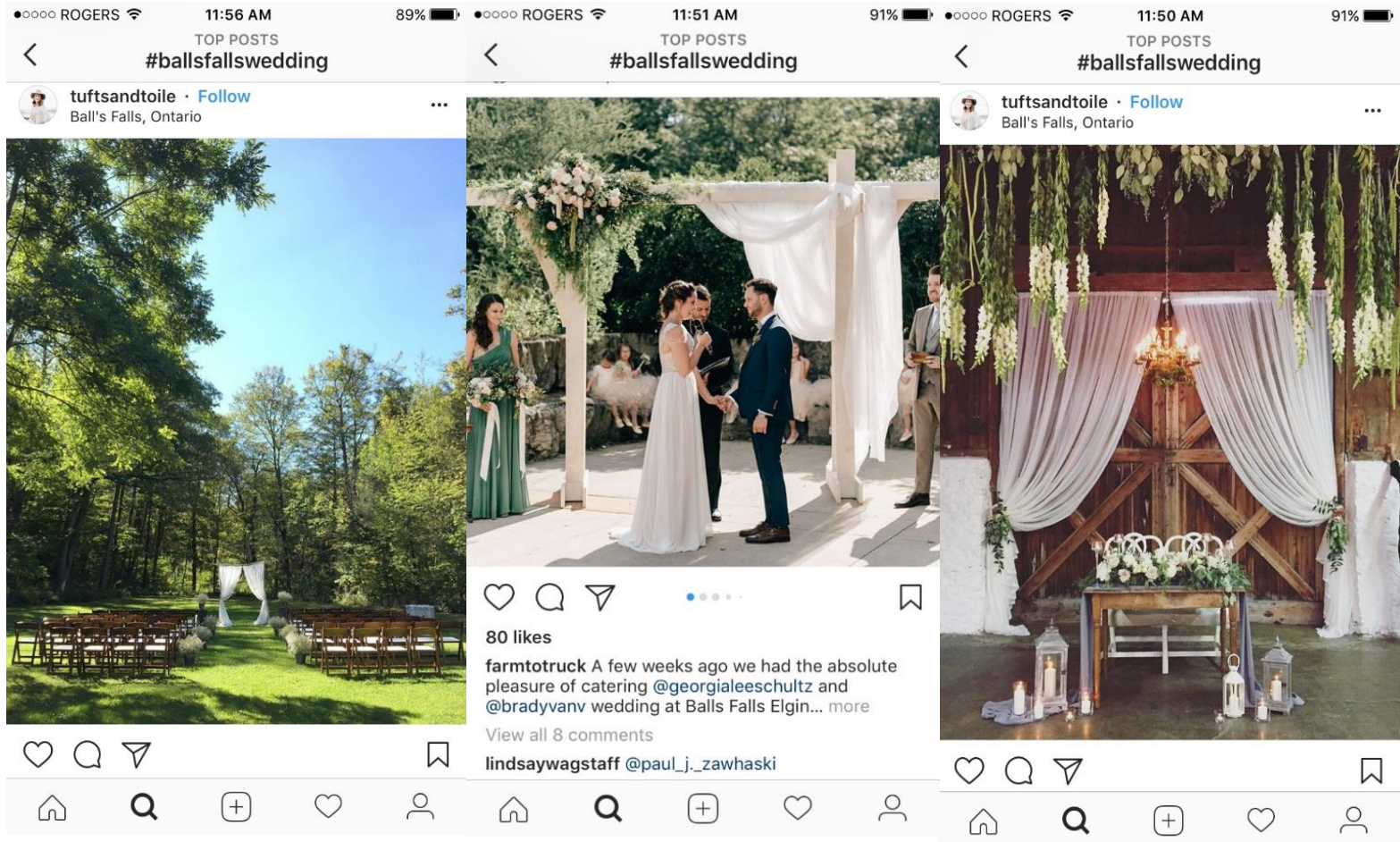
The Strategic Initiatives team has been looking to continue its first quarter success and continue the momentum into the second quarter. The Strategic Initiatives 2018 goals are to create new relationships, bring new experiences to the conservation areas and increase revenues to the Niagara Peninsula Conservation Authority. The areas of focus are weddings, corporate events, educational programming, hosting filming projects, the annual Thanksgiving Festival and creating new events and activities at Binbrook Conservation Area.

For the duration of the second quarter staff has been concentrating on selling, booking, scheduling and coordinating a variety of different programs and events for the 2018 season. Below is an update on several of these programs and events.

WEDDING FACILITY RENTALS

Wedding Categories	2017	2018
Barn Weddings	21	19
Barn Value Package	0	0
Glen Elgin Weddings	4	6
Church Ceremonies	13	2
Outdoor Ceremonies	4	6
Bridal Suite	3	8

Ball's Falls Conservation Area continues to be one of the leading wedding venue destinations in the Niagara Region. With the addition of the Bridal Suite, first originating in 2017, the SI team has been able to add net value to its bottom line. Not only does the above chart indicate this, but it also shows an increase in Glen Elgin bookings. With the addition of Chiavari White Resin chairs, the SI team has booked more Glen Elgin weddings during the early months of the wedding season in 2018 comparable to 2017. Not only do the chairs enhance the Glen Elgin room value, but they enable couples to use the chairs on the beautiful patio for their ceremony. Outdoor ceremonies over church ceremonies continues to be an on-going trend. The SI teams will continue to capitalize on this trend by enhancing the outdoor ceremony space value at Ball's Falls.



CORPORATE & GENERAL FACILITY RENTALS

Ball's Falls

Increased corporate facility rentals continue to be a priority at Ball's Falls Conservation Area. After a 114% increase in corporate bookings at Ball's Falls in 2017 staff continues to match the success of last year through the second quarter. Creating relationships and highlighting the Barn and Glen Elgin features remain key ingredients for success in corporate facility rental bookings. Companies and organizations such as Brock University, Performance Auto and Allstate Insurance hosted events at Ball's Falls this past quarter.

2018 Niagara Children's Water Festival

NPCA partnered with the Niagara Region to coordinate the 2018 Niagara Children's Water Festival from May 8th to 11th. Over 4000 students learned the importance of water while participating in exciting educational activity centres.



Binbrook

MUD GIRL

On June 2nd and 3rd Binbrook Conservation Area hosted a mud run obstacle event called Mud Girl. The event was the biggest event Binbrook has ever hosted. Over the weekend Binbrook saw over 10,000 visitors to the park. The event was a huge success with both days being completely sold out. On top of the exposure the park received the event generated over \$20,000 in revenue on a rather cold and rainy weekend in June that normally would tend to be quiet. NPCA staff are meeting with the company that coordinated the event and will continue to work to make this an annual event.



NPCA worked alongside different companies to offer a variety of recreational programs and services at Binbrook Conservation Area for the 2018 season. On June 4th the programs and services began operating. These recreational services include Boarder Pass Canada who offer wakeboarding, Staycation Rentals who offer a variety of boat rentals and PT Water Sports who operate an inflatable water park. Early signs have shown a substantial visitor increase at Binbrook Conservation Area for the 2018 season which included a massive Canada day Weekend. Gate revenue is showing close to a 40% increase compared to 2017.



Treetop Trekking

NPCA staff have been working with Treetop Trekking to receive proper approvals to begin construction in 2018 for a spring 2019 opening. An 11-year lease with Treetop Trekking has been drafted and agreed upon by both parties. The City of Hamilton staff have approved the zoning amendment application and will now submit a report for the Hamilton Council planning committee for September. Once the report is approved Tree Top can begin construction. The current goal is for Treetop Trekking to be operating for spring 2019.



NPCA FILMING

The Strategic Initiatives team continues to promote NPCA properties for filming opportunities. This past May, NPCA hosted the TV show Star Trek Discovery at Ball's Falls Conservation Area. The TV show filmed a total of 128.5 hours of filming at Ball's Falls during the week of May 14th. All filming took place throughout the Historical Village. Ball's Falls received a cheque for \$19,000. Star Trek Discovery filmed a portion of Season 2, Episode 2 at Ball's Falls. Season 2 is slated to air sometime in early 2019. The show is owned by CBS and will air on Netflix and Crave TV in Canada as well as CBS on Demand in the United States.



PROGRAMMING

The NPCA program staff had another successful quarter elevating the divisions core educational programs while increasing numbers and revenue in comparison to 2017. Below is a list of programs that were featured this quarter.

SPRING AWAKENING

Students experience the lives of settler children by participating in a variety of seasonal chores, which include: baking bannock bread in an outdoor bake oven, churning butter, quilting, assembling a timber frame, and planting and ploughing. Students get to make a pioneer toy to take home!

AMAZING AMPHIBIANS

Students explore ponds, streams, and forests to discover frogs, toads, and even salamanders. They study the life cycle of amphibians, and the impact that humans have on their habitats.

BALL'S FALLS ROCKS!

Students use their scientific skills to test and identify characteristics of Niagara Escarpment rocks. They will take a tour of important geological sites and features, and gain an understanding of how sedimentary rocks are formed.

WATER QUALITY AT BALLS FALLS

Students collect samples from three locations, including the Twenty Mile Creek for water quality measurement. They conduct a macroinvertebrate field survey on the Twenty Mile Creek, in which organisms are used as bio-indicators of stream health. Using their collected data, they are able to determine the health of the water systems at Ball's Falls by comparing collected data. Using land-cover maps of the area, students also examine the interrelationships between humans and the environment, and identify potential causes for any pollution that may be evident in the water.

Educational Programming Revenue (January to June)

	2017	2018
# of Programs	38	58
Revenue	\$5781.20	\$8976.25

DSBN Overnight Adventure Programming

Staff coordinated the first ever Overnight Adventure Program for 4 schools and 200 total students this past quarter. Each program included 2 educational programs including 'Our Water Quality' and 'Ball's Falls Rocks', and one nighttime program, 'Awesome Astronomy' which was led by the Royal Astronomical Society of Canada. These programs took place in addition to two guided hikes and large-group games and activities such as orienteering and capture-the-flag. Students slept in tents in the Ball's Falls campground and was also taught basic survival skills such as how to set up a tent. Below was the itinerary for the overnight program

	2017	2018
# of Programs	0	4
Revenue	\$0.00	\$20,000

ECOLOGICAL ACTIVITY:

➤ **Cave Springs Conservation Area**

Bat monitoring continues at the site for season May through October. This includes acoustic monitors to record bats species in the area and help further refine possible critical habitat areas.

➤ **Comfort Maple Conservation Area**

Staff met with the 'Maple Leaves Forever' group to discuss the mutual concern to continue the genetic line of the tree, and the potential of a low risk propagation.

➤ **St. Johns Conservation Area**

The annual stocking of the Conservation Area recreational fishing pond was completed for the fishing season and opening day on April 28. While under a new stocking license, Rainbow Trout have traditionally been stocked here for their active nature for anglers. Also new this year was tagging of one fish for the Foundation prize. During the fishing season, an angler had caught the fish to claim the prize.

A Brook trout spawning bed is to be constructed at the site to assist in the population enhancement of area's native fish. NPCA staff will complete the work with volunteers of the Trout Unlimited.



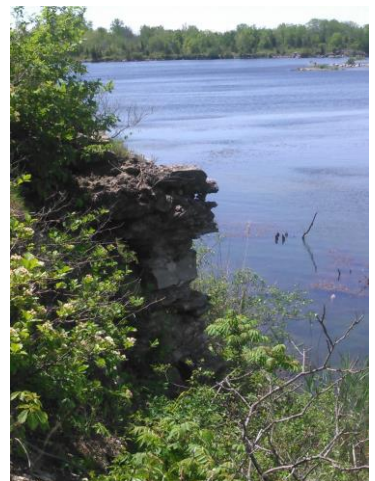
St. Johns CA

➤ **Smith Ness Conservation Area**

The prairie grass areas on site were augmented with additional seed and plant plugs to ensure a full complement of tall grasses and forbs for prairie bird species. This is to enable a feature of a tall grass meadow/prairie at the site, and assist in ensuring representation of a variety of ecosystems across our Conservation Areas.

➤ **Wainfleet Bog Conservation Area**

Fire monitoring via lightning strike information from OMNRF Haliburton and staff water well readings continue at the Wainfleet Bog. No lightning or fires have been reported or observed to date this year.



Wainfleet Wetland CA

➤ **Wainfleet Wetlands Conservation Area**

On June 13, the Ontario Stone, Sand and Gravel Association (OSSGA, representing the producers and suppliers of these industry products and services) and OMNRF, toured the Wainfleet Wetland Conservation Area. NPCA staff guided the tour, highlighting the rehabilitation efforts of the Management of Abandoned Aggregate Properties Program (MAAP) in 1998, as well as the former Conservation Club/ NPCA rehabilitation activities, and monitoring at the site to increase wildlife habitat and preserve the alvar habitat, and the geological features of the former limestone quarry/clay pits at the sites. NPCA staff also met on site with the OSSGA in early May to review tour components.

Other Conservation Area Ecological Activity

➤ **NPCA Hunting Program**

a) General: Hunting Permits

An additional 68 NPCA Hunting Permits were issued during this quarter, with a total of 176 Hunting Permits having been issued for hunting areas at the NPCA in 2018. Of these 30 individuals are residents from outside the NPCA administrative watershed area.

In comparison to the previous year for the same time (second quarter 2017), this is a decrease of approximately 5% from 185 NPCA Hunting Permits during the same timeframe in 2017.

- b) The NPCA Waterfowl Hunting Program continues this year at Binbrook and Mud Lake Conservation Areas. The hunting season for these sites area:
- September 22 through December 8 at Binbrook Conservation Area, Monday and Saturdays, and
 - September 22 through November 30 at Mud Lake Conservation Area, Monday, Wednesday, Friday and Saturday



As in previous years, a lottery draw is in place for use of site hunting blinds during the first two weeks of the waterfowl/duck season, from September 22 through October 5. This lottery enables hunters fair access to NPCA hunting blinds during this popular hunting time. Lottery Applications for the use of site hunting blinds at both Mud Lake and Binbrook Conservation Areas have been mailed to NPCA permit holders as well as posted on our website for public access. The application deadline is August 31, 2018, with hunting blind selections drawn the following business day.

➤ **Gypsy Moth Monitoring**

NPCA Ecological staff completed the annual gypsy moth monitoring at our set Conservation Areas at Chippawa Creek, Comfort Maple, Hedley Forest, Ruigrok Tract, St. Johns, Smith-Ness, and Willoughby Marsh. The level of gypsy moth population and forest health was assessed at these sites using permanent plots. In these plots the initial egg mass survey indicated low forecasted gypsy moth population levels and no forest health concerns. Cool wet spring also suggest the natural fungus will increase resulting in a decrease in the gypsy moth population in 2018, and a decreased dispersal and feeding of newly hatched moths as well as slow growth. Of all monitored Conservation Areas, Ruigrok Tract CA had the highest population of gypsy moth. Due to the forecasted low moth populations with observed spring conditions and its expected effects, no spray or other forest management measures are determined necessary as this time. Monitoring of summer defoliation rates will continue by NPCA staff to further assist in estimated population information, as will the annual monitoring program to continue to help forecast the moth populations and forest ecosystem management measures.

CONSERVATION AREAS:

Ball's Falls Conservation Area

At the beginning of April, park staff started up water systems, cleaned up branches and limbs, cleaned rental facilities and historical buildings and began regular grounds maintenance.

May saw the beginning of weddings this year, filming and the Annual Children's Water Festival. Before the start of summer camp, renovations inside the camp house were completed to make the building more suitable for this program.

With some hard work from our volunteers, a foot bridge on the Forest Frolic trail was replaced and the process has begun for the second bridge on that trail.

Ball's Falls had the fortunate opportunity of accepting a sifter from an old mill in Caledonia. The picture shows the item being lifted from the 3rd floor of the mill to be placed in our trailer. Once we can get the item cleaned and get some restoration work done, we will be putting it on display.



Binbrook Conservation Area

As of May 16th, 2018, **PT Watersports** has been operating the new water feature '**FunSplash**' at Binbrook Conservation Area. They offer a large inflatable water course anchored in Lake Niapenco and the east portion of the public beach area. This exciting new feature can accommodate up to 150 people at a time and is monitored by a team of lifeguards employed by PT Watersports.

PT Watersports joins an existing group of businesses currently operating on site including Boarderpass Canada (wakeboarding) and Burlington Beach Rentals (concessionaire and watercraft rentals).



Wedding Ceremony - a rare but welcome wedding event took place on Saturday May 26th showcasing the new gazebo project completed in 2017.



Tough Mudder by Sportera held their 'Tough Mudder' event Saturday June 2nd through Sunday June 3rd. Over 10,000 women participated in the two-day event bring in \$20k of additional revenue.



Society of Creative Anachronism held their annual event at Binbrook Conservation Area Thursday June 7th – Sunday June 10th. Hundreds of visitors camped overnight during the four-day event and carried out numerous re-enactments common during the medieval time period.

1st Hamilton Binbrook Scouts held their annual event Friday June 22nd through June 24th. Well over 100 youths participated in numerous recreational events during their stay.

Upcoming Events

Perseids Meteor Shower - Public Viewing Night and Overnight Camping

This is a free event, open to the general public on Saturday August 12th from dusk to dawn.

Annual Movie Night and Overnight Family Camping – Saturday August 18th

The feature film will be 'Peter Rabbit' with all proceeds benefiting the Niagara Peninsula Conservation Foundation.

Extreme Mudder Race Competition – Saturday September 15th and Sunday September 16th

A second two-day mud race event open to the general public on a pre-registration basis only. This is the second of two

Chippawa Creek Conservation Area

Seasonal camping

There are 95 seasonal campers in 2018 at Chippawa Creek CA. This is an increase of 8 seasonal campers from 2017. Park staff has received numerous inquiries from transient campers regarding the availability of seasonal camping for 2019.

Park Maintenance

Besides regularly cutting grass and weed trimming, park staff is working on trail maintenance, tree pruning, picnic table repairs and painting of campsite hydro and water post.

Contributing to the one million tree initiative, 50 native trees averaging 5 – 6 feet in height were planted at Chippawa by two Welland scout groups and park staff. The trees were planted in two separate picnic areas. The new trees also replaced some of the ash trees that were removed from the picnic areas. Park staff have been diligently watering the trees due to the hot and dry weather conditions.

Seasonal camper barbeque

The seasonal camper welcome back barbeque was well received with 65 people in attendance. The consensus is campers are satisfied with park operations and future direction of the park.

Seasonal camper recreation committee

The seasonal camper recreation committee hosted their pancake breakfast and spaghetti dinner. Both events were well attended by seasonal and transient campers. Some of the upcoming events include a pig roast, corn roast, chili cook off and chicken wing eating contest.

Long Beach Conservation Area

Seasonal Camping

There are currently 122 seasonal campers registered for the 2018 camping season. Park staff has received numerous inquiries from transient campers regarding the availability of seasonal camping for 2019.

Park Maintenance

Besides regularly cutting grass and weed trimming, park staff is working on tree pruning, picnic table repairs and replacing of campsite number posts.

Seasonal camper barbeque

The seasonal camper welcome back barbeque was well received with approx. 75 people in attendance. The consensus is campers are satisfied with park operations and future direction of the park.

Central Workshop

Central Workshop installed 1 of 3 docks at Jordan Harbour, however, were unable to install the other 2 docks due to high water levels. Removed trees, graded road and applied dust suppressant on road of Stevensville Conservation Area in for the 1st annual car show held on June 10th; which was a great success. A bog firefighting training was held at the Central Workshop; 5 NPCA staff completed this training.

Groomed Gord Harry Trail because of encroaching vegetation. Painted the picnic pavilion at EC Brown Conservation Area. Installed an extra pump at the Quarry of the Wainfleet Wetlands; could prove useful for the NPCA in case of a bog fire, as well as the Wainfleet Fire Department in case of an emergency. More dead tree removals at various Conservation Areas. Regular maintenance at all parks.

INFORMATION MANAGEMENT & TECHNOLOGY SERVICES (IMTS):

CityView Implementation and Support

1. Support for daily CityView use by staff is ongoing.
2. Staff is waiting for initiation the Planning and Regulations Review team to prioritize continuous improvements and leverage an enhanced maintenance package of professional service hours which includes the migration to the new web based interface. The CityView workflows will have to be reviewed and amended based on the new business operations and practices in light of the all the changes to the department.

Capital Projects

1. The patch panel and switch migration from the staff office to the data center is complete.
2. The Digital Terrain Model (DTM) update is progressing well now by the vendor since the imagery has been captured and processed.
3. The 2018 Orthoimagery Acquisition project capture is complete, the municipal partners are receiving the quick imagery deliverables, NPCA should begin receiving the new imagery late in the fall.
4. The collocated data center upgrade will be moving forward as soon as we confirm any enterprise GIS configuration associated hardware requirements in that environment which is occurring this month
5. Staff will be working with procurement to initiate a plan acquire a records management/retention solution with all the business information gathering that has been completed and reviewed to date.

GIS

1. Staff 's enterprise GIS reconfigure plans are being vetted with the information technology service provider this month so that they can set up the server infrastructure and staff can begin to implement.
2. Built Watershed Manager and Watershed Explorer in ArcGIS Online Web AppBuilder toolset to replace the Geocortex applications. This has provided more functionality and ease of use to the end users and have enabled NPCA to discontinue the use of Geocortex and its maintenance fees
3. Provided several maps and conducted several significant analyses at the request of the OAGO.
4. Provided mapping and data maintenance support for Source Water Protection.
5. Refined existing field data collection apps to enhance data collection methods involving embedding historical data into the apps so this data can be viewed live in the field
6. Attended the CACIS conference in Orillia, Ontario to keep apprised of current Conservation Ontario GIS initiatives and practices
7. In the process of deploying an ArcGIS Story Map in cooperation with the coordinator for the Niagara River Remedial Action Plan

Information Management

8. Staff has fulfilled multiple information requests to the OAGO with regards to the Authority's information technology and information systems environment.
9. Staff continues gathering information from other CA's and municipalities that will assist with the development of a corporate mobile and bring your own device policy.
10. Annual computer replacements are being determined for roll out this fall.
11. Arranged set up several additional computer workstations for the office summer staff.

RELATED REPORTS AND APPENDICES:

Appendix 1: Capital Projects Calendar Q2 2018 & Capital Projects Financial Update
(as of June 30, 2018)

Prepared by:



David Barrick
Senior Director, Corporate Resources

Submitted by:



Mark Brickell
CAO/Secretary-Treasurer

This report was prepared in consultation with: Adam Christie, Manager, Strategic Initiatives and Capital Assets; Alicia Powell, Program Assistant; Kim Frohlich, Ecologist; Michael MacIntyre, Acting Manager, Conservation Areas; Nathaniel Devos, Park Superintendent of Ball's Falls Conservation Area; Mike Boyko, Park Superintendent of Binbrook Conservation Area; Rob Kuret, Park Superintendent of Chippawa Creek Conservation Area; Michel Germain, Superintendent of the Central Workshop; and, Geoff Verkade, Manager, Information Management and Technology Services.

Projects Calendar for 2018					Project Schedule					
Conservation Area	Location / Project Description	Reference No.	B U D G E T	Pr. Lead	Jan	Feb	Mar	Apr	May	June
Ball's Falls CA	New Septic System - Lower Level Comfort Station	BF-2017-09	\$ 70,000.00	ND						
	Refurb of Big Barn and Field center	BF-2018-11	\$ 25,000.00	RS						
	St.Georges Church Upgrade	BF-2018-12	\$ 45,000.00	RS						
	Centre for Conservation Upgrade	BF-2018-13	\$ 50,201.00	ND						
	Furry Cabin Repair	BF-2018-14	\$ 40,000.00	RS						
	Utility Vehicle	BF-2018-15	\$ 35,000.00	RS						
	Floor Cleaning Machine for Centre for Conservation	BF-2018-16	\$ 10,000.00	ND						
Totals			\$ 275,201.00							
Binbrook CA	Hazard Tree Removal	BB-2018-14	\$ 25,000.00	MB						
	RTV	BB-2018-15	\$ 35,000.00	RS						
	Tree Planting	BB-2018-16	\$ 30,000.00	MB						
Totals			\$ 90,000.00							
Chippawa Creek CA	Main Washroom(Comfort Station#1) Interior Renovation	BB-2018-14	\$ 75,000.00	RK						
	Purchase Kubota RTV-X900	BB-2018-15	\$ 18,000.00	RS						
	Honey Wagon	BB-2018-16	\$ 20,000.00	RK						
Totals			\$ 113,000.00							
Central Workshop	Eavestrough Replacement Jordan Harbour	CW-2017-19	\$ 15,000.00	RS						
	Beamer Lookout Improvements	CW-2015-02	\$ 111,577.00	RS						
	Tree Planting Shade Structures and Landscaping	CW-2017-20	\$ 150,000.00	RS						
	Riding Mower	CW-2018-22	\$ 35,000.00	RS						
	Tree Removal and Landscape	CW-2018-23	\$ 150,000.00	RS						
	St Johns Pond Erosion	CW-2018-24	\$ 18,000.00	RS						
	Jordan Harbour Building Upgrades	CW-2018-25	\$ 50,000.00	RS						
	Gord Harry Trail Gates Repairs	CW-2018-26	\$ 30,000.00	RS						
	Wainfleet Wetlands Parking Lot	CW-2018-27	\$ 15,000.00	RS						
Totals			\$ 574,577.00							
Long Beach CA	Electrical Upgrades	LB-2017-07	\$ 100,000.00	MM						
	Gate System Replacement	LB-2017-09	\$ 70,000.00	MM						
	Lagoon Empty/ New Gate Valve/Integrity Inspection	LB-2018-12	\$ 150,000.00	MM						
	Electrical Upgrade on Long Beach North Side	LB-2018-13	\$ 100,000.00	MM						
	Playground, Southside	LB-2018-14	\$ 80,000.00	MM						
Totals			\$ 500,000.00							
Total Budget			\$ 1,552,778.00							

Approved 2018 CAPITAL BUDGET									
Capital Projects for 2018	Project Description	Approved 2018	Department Code	Account #	Reference #	From Reserves	Spent at June 30 2018	Variance	Original Budget
Ball's Falls	Refurbish Big Barn & Field Centre	25,000	633	8011	BF - 2018 - 11	-		-25,000	
	St. Georges Church Upgrades	45,000	633	8012	BF - 2018 - 12			-45,000	
	Centre for Conservation Upgrade	50,201	633	8013	BF - 2018 - 13		25,793	-24,408	
	Furry Cabin Refurbishment	40,000	633	8014	BF - 2018 - 14			-40,000	
	Utility Vehicle	35,000	633	8015	BF - 2018 - 15		33,217	-1,783	
	Floor Cleaning Machine	10,000	633	8016	BF - 2018 - 16	-	9,155	-845	
	Monitoring Well - CFC Septic System	8,000	633	8017	BF - 2018 - 17			-8,000	
	Septic System Replacement - Lower Comfort Station	-	633	8009	BF - 2017 - 09	70,000	394	-69,606	
	Total	213,201				70,000	68,559	-214,642	
Binbrook	Hazard Tree Removal	25,000	603	8114	BB - 2018 - 14	-		-25,000	
	RTV	35,000	603	8115	BB - 2018 - 15	-	22,232	-12,769	250,000
	Tree Planting	30,000	603	8116	BB - 2018 - 16	-		-30,000	25,000
Total		90,000				-	22,232	-67,769	
Central Workshop	Riding Mower	35,000	643	8222	CW - 2018 - 22	-	32,275	-2,725	
	Tree Removal and Landscape	150,000	643	8223	CW - 2018 - 23	-	61,274	-88,726	
	St John's Pond Erosion	18,000	643	8224	CW - 2018 - 24	-		-18,000	
	Jordan Harbour Building Upgrades	50,000	643	8225	CW - 2018 - 25	-	375	-49,625	10,000
	Gord Harry Trail Gate Repairs	30,000	643	8226	CW - 2018 - 26	-		-30,000	12,595
	Wainfleet Wetlands Parking Lot	15,000	643	8227	CW - 2018 - 27	-		-15,000	35,000
	Eavestrough Replacement Jordan Harbor		643	8219	CW - 2017 - 19	13,687	5,797	-7,891	35,000
	Tree Planting & Shade Structures		643	8220	CW - 2017 - 20	71,348	18,532	-52,816	1,400
	Beamer Lookout Improvements		643	7202	CW - 2015 - 02	13,307	28,675	15,368	8,000
	Total	298,000				98,342	146,926	-249,416	
Chippawa Creek	Main Washroom (Comfort Station) Interior Renovation	75,000	609	8307	CC - 2018 - 07	-	26,124	-48,876	25,000
	Kubota RTV -X900	18,000	609	8308	CC - 2018 - 08	-	22,232	4,232	15,000
	Honey Wagon	20,000	609	8309	CC - 2018 - 09	-	9,691	-10,309	7,000
Total		113,000				-	58,046	-54,954	
Long Beach	Lagoon Empty/New Gate Valve/Integrity Inspection	150,000	611	8412	LB - 2018 - 12	-		-150,000	
	Electrical Upgrade Long Beach Norht Side	100,000	611	8413	LB - 2018 - 13	-		-100,000	
	Playground - Southside	80,000	611	8414	LB - 2018 - 14	-		-80,000	
	Electrical Upgrades		611	8407	LB - 2017 - 07	86,133		-86,133	
	Gate System Replacement		611	8409	LB - 2017 - 09	50,376	29,002	-21,374	
Total		330,000				136,508	29,002	-437,507	
Capital Projects for 2018	Project Description	Approved 2018	Department Code	Account #	Reference #	From Reserves			
Ecological Projects	Red Mulberry /Perched Culvert/Brook Trout	25,000	613	8506	EB - 2018 - 06	-		-25,000	
	Fowler Toad Habitat Enhancement	10,000	613	8507	EB - 2018 - 07	-		-10,000	
Total		35,000				-	0	-35,000	
Total Operations		1,079,201				304,850	324,764	(1,059,287)	
Corporate Resources	Annual Computer Replacements	30,000	677	8611	GIS - 2018 - 11	-	6,559	-23,441	
	Records Management Solution	50,000	677	8612	GIS - 2018 - 12	-		-50,000	
	External Data Centre Maintenance	10,000	677	8613	GIS - 2018 -13	-		-10,000	15,000
	Ortho Imagry - Arial Photography	20,000	677	8614	GIS - 2018 - 14	-	7,500	-12,500	25,000
	Digital Terrain Model Update		677	8610	GIS - 2017 - 10	100,000	96,089	-3,911	55,000
Cao/Admin	Eye Wash Stations	6,500	673	8705	CS - 2018 - 05	-		-6,500	15,000
Total GIS/Corporate Resources/CAO		116,500				100,000	110,148	-106,352	
Watershed	Cityview Workspace	20,000	681	8815	WS - 2018 - 15	-		-20,000	
	Town of Grimsby & West Lincoln Floodplain Mapping		681	8816	WS - 2018 - 16	60,000	9,519	-50,481	
	Water Quality Loggers	25,000	681	8817	WS - 2018 - 17				
	Wainfleet Bog Fire Monitoring	18,000	681	8818	WS - 2018 - 18	-	12,514		
	Telemetry & Sensors	10,000	681	8819	WS - 2018 - 19	-		-10,000	
	Groundwater Instrumentation	10,000	681	8820	WS - 2018 - 20	-	1,409	-8,591	
	Temperature Conductivity & Water Level Loggers	5,000	681	8821	WS - 2018 - 21	-		-5,000	81,244
	Total Watershed	88,000				60,000	23,443	-94,071	
Total NPCA		1,283,701				464,850	458,355	-1,259,710	

Report To: Board of Directors

Subject: Q2 (2018) Status Report - Office of the Chief Administrative Officer (CAO)

Report No: 54-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 54-18 respecting the Q2 (2018) Status Report - Office of the CAO **BE RECEIVED** for information.

PURPOSE:

To provide the Board a quarterly summary of projects undertaken by the Office of the CAO.

DISCUSSION:

See attached Appendices one (1) through four (4).

FINANCIAL IMPLICATIONS:

None.

RELATED REPORTS AND APPENDICES:

- Appendix 1 Q2 (2018) Human Resources
- Appendix 2 Q2 (2018) Community Engagement
- Appendix 3 Q2 (2018) Communications
- Appendix 4 Q2 (2018) Administration / Clerks

Submitted by:



Mark Brickell
CAO/Secretary-Treasurer

This report was prepared in consultation with Misti Ferrusi, Renee Bisson, Kerry Royer, Michael Reles, Krystle Caputo, Erika Navarro and Lisa McManus.

2018 – Q2 Status Report Human Resources

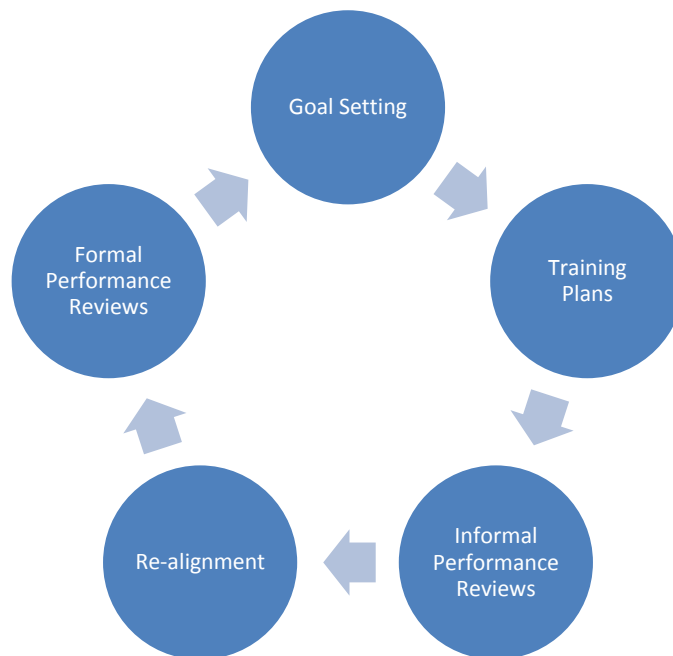
Recruitment

- ❖ Director, Watershed Management
 - 26 applications received
 - 5 candidates interviewed
 - 2nd interviews currently in progress
- ❖ Park Attendant (summer positions) (Partial funding through Canada Summer Jobs Program)
 - 369 applications received
 - To date: 47 summer students have been hired and are actively working at the Parks
- ❖ Student Assistant Ecologist (Funded through Canada Summer Jobs Program)
 - 55 applications received
 - 5 candidates interviewed
 - 2 successful candidates to begin on July 16
- ❖ Student Community Outreach Assistant (Funded through Summer Experience Program)
 - 16 applications received
 - 3 candidates interviewed
 - Successful candidate began on July 3
- ❖ Student Assistant Water Resources (Funding through Summer Experience Program)
 - 99 applications received
 - 4 candidates interviewed
 - Successful candidate began on May 7
- ❖ Compliance & Enforcement Officer position posted
 - 206 applications received
 - Applications currently being reviewed

Training & Development

- ❖ Values Team Building Training Session held with managers:
 - This session focuses on identifying authentic leadership; building one's values operating system and understanding how they influence an individual's leadership approach.
 - The session also allowed the team to discuss and understand the team's values to further understand all members of the team and how to support each other, building trust and opening dialogue.
- ❖ Manager Coaching/Development Training Session held with managers:

- This session focused on self awareness and self management as well as being aware of others. The ability to build trust and communicate effectively was worked on through interactive discussions on managing change and dealing with conflict and coaching for performance.
- ❖ Team training on the Kindness Advantage
 - This session focused on the impacts that doing something for others and expecting nothing in return can have on workplace morale, productivity and customer satisfaction.
 - The team is currently engaged in the 1000 Acts of Kindness challenge to be completed by mid August.
- ❖ Employee/Labour Relations
 - No additional grievances unrelated to the 2017 lay-offs have been filed
- ❖ Performance/Talent Management
 - A performance review and goal setting worksheet is scheduled to be rolled out in July.
 - This will assist in facilitating productive, meaningful conversations between managers and their direct reports regarding expectations, feedback, strengths and opportunities, personal and professional goals as well as development of supportive training plans





**COMMUNITY ENGAGEMENT, OUTREACH
AND VOLUNTEERS 2018 Q2 REPORT**

Submitted by Renee Bisson and Kerry Royer

APRIL

KEY NUMBERS: In the Q2 period, with the help of partners and volunteers, the Community Engagement Team successfully:

- ✓ removed 700 kg of garbage and 20 bags of garlic mustard
- ✓ planted 592 trees and shrubs
- ✓ planted 1876 wildflowers and native plants
- ✓ utilized 650+ volunteers since January, with a total of 2000+ volunteer hours.

Bioblitz – Niagara College

The NPCA attended and participated in the third annual Bioblitz at Niagara College on April 14, 2018. The Bioblitz is coordinated by the Niagara College Sustainability Department on an annual basis, to identify and catalogue as many living things as possible on the Niagara-on-the-Lake campus. Expert scientists lead citizen scientists around the campus identifying species of plants, animals, insects, etc. Ontario Bioblitz is the provincial coordinator of this program.

Bang the Table – Engagement HQ Portal

The NPCA Board of Directors approved the selection of an online engagement portal service provider. This portal was utilized for several online surveys, and an online townhall during the public consultation process of the 2018-2021 Strategic Plan. The long-term purpose of the portal is to create an engaging space where all community-focused information, volunteer opportunities and events will be hosted for easy access and registration.

2018-2021 Strategic Plan – Public Consultation

Throughout the months of April and May, the Community Engagement team worked with the Communications team and Performance Concepts to develop the public consultation process for the new Strategic Plan. This included staffing, and booking of the public townhalls held in Lowbanks, Ball's Falls, and St. Catharines. An additional meeting was held by request with members of the North and South Agriculture Federations. The St. Catharines public meeting also included an online "Q&A" session where guests were able to view the presentation online via the portal and participate by asking questions, which were then responded to by Staff.

Earth Day Week – Events with Partners

The NPCA attended the **Links for Greener Learning Earth Day** workshop at Market Square in St. Catharines on April 18, and the **Evergreen Academy** Earth Day Community Event on April 20, in Port Colborne. The NPCA table focused on the Yellow Fish Road program and staff took the opportunity to share information about the NPCA One Million



Tree initiative, signing up volunteers and sharing information about the upcoming Strategic Plan. The event was attended by over 400 students. The **Welland River Keepers** hosted an Earth Day clean-up at EC Brown Conservation Area. The **Remedial Action Plan** (RAP) program sponsored the lunch for this volunteer event. Volunteers removed over 200 kg of garbage from EC Brown Conservation Area and River Road. The event was attended by Welland River Keepers volunteers, NPCA staff, students from **Niagara Christian Collegiate** and NPCA community volunteers from **Niagara College**.

The **Town of Pelham** held a community tree planting on Friday April 27, in Fenwick. School children of all ages helped plant trees in partnership with the NPCA, Forest Ontario, and TD Friends of the Environment.

The **Glanbrook Conservation Committee** coordinated a park clean-up at Binbrook Conservation Area on April 27. The NPCA provided support for the event by recruiting volunteers to assist with the cleanup.

Infrastructure Ontario Sustainability Fair

The NPCA was invited to participate in a sustainability fair on April 19. The fair was held over the lunch hour for employees of the Ministry of Infrastructure. Niagara College Public Relations Intern, Corrie Clare, assisted with the registration of over 30 volunteers to help plant trees as part of the NPCA One Million Tree initiative. A few of the other partners in attendance were Forests Ontario, the Niagara Region, and Habitat for Humanity.

Niagara Peninsula Conservation Foundation – Wild Game Dinner



Multiple NPCA staff members volunteered their time to support the third annual NPCF Authentic Wild Game Dinner on Friday April 20. The sold-out event, generously sponsored by Mike Knapp Ford, featured a variety of wild game dishes, and an extensive silent auction table with prizes donated by partners in conservation. The evening was emceed by GIANT FM on-air personality, Chuck LaFleur. A presentation was delivered by Kathy Richardson of MNRF regarding the partnership with Niagara Helicopters, MNRF, and the NPCA and NPCF, that produced new Aerial Deer Surveys of 89A and 89B utilizing Wild Game Dinner proceeds from previous years.

Remedial Action Plan – Waterlife Film Screening

The NPCA partnered with the Remedial Action Plan (Natalie Green) to host a private screening of the Great Lakes documentary- **Waterlife**. Both screenings, held on April 25 and 30, were attended by a total of 500 people, including partners and high school students.

St. John's Trout Pond Opening

NPCA Staff from Community Engagement and Communications attended the trout pond opening to engage the local public on the 2018-2021 Strategic Plan. Postcards were handed out to provide easy instructions on how to participate in the public consultation process.

MAY

Workshop at DSBN Forest of Reading Day –Scotiabank Convention Centre

The NPCA was asked to provide a workshop/presentation for the DSBN Forest of Reading Day at the Scotiabank Centre on May 4. The workshop was centered around water quality testing and benthic invertebrates. Earlier in the year, the students read a book called “Hawk” that spoke to water pollution and the environment. The NPCA teamed up with a volunteer from Brock University’s Sustainability Department to deliver the presentation.

Niagara Children’s Water Festival

The NPCA was an important partner in the delivery of the Niagara Children’s Water Festival in 2018, the first year since the Niagara Region has become the lead on this program. A total of 15 staff from the NPCA Main Office participated in running activities, greeting students and teachers, assisting at the registration desk and helping with lunch and food preparations. Four staff from Communications, Strategic Initiatives and Community Engagement were a part of the Water Festival Steering Committee. In this role on the Steering Committee, the Community Engagement team helped secure key partnerships that are crucial to the overall success of this program. Key Water Festival supporters in 2018, in addition to funding partners, Walker Industries, Ontario Power Generation, and City of St. Catharines included:

- Bass Pro Shop
- City of Niagara Falls
- City of Welland
- Land Care Niagara
- Ministry of Environment and Climate Change
- Niagara College
- Niagara Restoration Council
- Town of Lincoln Fire Department
- Town of Lincoln
- Township of Wainfleet

In addition to supporters listed above, the Water Festival relies on additional community volunteers. A total of eight (8) NPCA community volunteers assisted, most attending every day of the Festival.

Niagara Christian Collegiate – Community Service Day

Niagara Christian Collegiate contacted the NPCA to volunteer for their annual Community Service Day on May 17. A total of twelve (12) students volunteered at Ball’s Falls Conservation Area and removed over 20 bags of garlic mustard, an invasive species that threatens forest vegetation, from the trails.

Greater Fort Erie Secondary School – Tree planting with Niagara Parks Commission + Remedial Action Plan

The Niagara Parks Commission worked with the NPCA to plant trees along the Niagara Parkway in Fort Erie with funding secured through the Remedial Action Plan. The NPCA contacted Greater Fort Erie Secondary to plant the trees. Twenty-seven (27) students came out to plant 100 trees along the Niagara River to increase shade, widen the buffer and improve water quality in the Niagara River.

Stratus Vineyards - Pollinator Garden planting

Stratus contacted the NPCA again this year to partner with them on their annual staff volunteer day. Staff from Stratus planted a pollinator garden at Woodend Conservation Area near the Walker Living Campus. The pollinator garden will help local bees, butterflies and other insects find food and shelter. A total of 20 Stratus staff and family members attended the planting adding 360 native plants to the Woodend property.



Friends of Walker's Creek

Community Engagement staff met with the Friends of Walker's Creek to discuss improving the stream buffer of Walker's Creek in St. Catharines, at Realty Park. A planting in partnership with the Friends of Walker's Creek is planned for the Fall. While visiting the park, significant erosion was observed in some areas along the creek and a half dozen White Sucker (native fish species) were observed in the creek.

Glanbrook Conservation Committee – Garlic mustard removal at Binbrook CA

The Glanbrook Conservation Committee removed 20 garbage bags of garlic mustard removal day at Binbrook Conservation Area in May 2018. The NPCA assisted in providing additional volunteers to help and improve Tyneside Trail.

Hospice Niagara Sustainability Hike

The NPCA donated 400 white spruce seedlings to volunteers of Hospice Niagara to sponsor their annual hike, helping to empower them to do their part in supporting the NPCA One Million Tree initiative.

Maple Leaves Forever

NPCA Staff met with a non-profit organization, Maple Leaves Forever (MLF), to discuss their proposal for a Comfort Maple Tree Legacy project. MLF promotes and supports the planting of Sugar Maples within the Canadian landscape, and is interested in partnering with the NPCA to collect the unique DNA makeup of the Comfort Maple tree, preserving its legacy for future generations. Discussions are still on-going and dependant on a study performed by Urban Forest Innovations in July.

Port Colborne Horticulture Society

The NPCA and NPCF were invited to present to the Port Colborne Horticulture Society to discuss potential partnerships for projects in Port Colborne. Other partners in attendance were St. James & St. Brennan's Church who are also looking for partners for a new community garden to be created on King St. in 2019. All the groups participated in a discussion pertaining to a bigger project for a pollinator garden initiative that would encompass volunteers from all the Horticulture Clubs located in the Niagara Region.

JUNE

Friends of One Mile Creek – Pollinator garden maintenance NOTL

The Friends of One Mile Creek contacted the NPCA to assist with a garden that was planted partnership with FOMC a few years ago. The garden needed some weeding and additional plant material. The NPCA assisted the FOMC with weeding the garden and provided additional native plants to support this initiative in Niagara-on-the-Lake.

GM Green Day – Tree planting at DSBN Academy with Niagara College and GM

The NPCA teamed up with General Motors-St. Catharines for another year on World Environment Day, June 5. GM staff and students from Niagara College Sustainability department worked with a team of 25 grade eight students from DSBN Academy in St. Catharines to perform water quality sampling earlier in the year. GM contacted the NPCA to assist with ordering and choosing appropriate tree species for the school. The NPCA supported this initiative by coordinating all aspects of tree planting, and lead the tree planting at DSBN Academy where 10 large trees were planted in the school yard. The trees were paid for by GM as part of their GM Green initiative, and were planted by the grade eight students from DSBN Academy along with staff from GM, NPCA staff, and NPCA Board Chair Sandy Annunziata.



Photo used by permission from General Motors

Herman Miller –Pollinator Garden Maintenance

Herman Miller, an international furniture company, hosted their annual sales meeting in Niagara-on-the-Lake in early June. They contacted the NPCA to look for a corporate volunteering opportunity for their staff while they were in town. The NPCA arranged for the 30 Herman Miller staff to come to the Virgil Dam Conservation Area to assist with maintenance on the pollinator garden that was planted in 2017 as part of the Mickey DiFruscio and Family Legacy Pollinator Project. The garden was weeded, edged, mulched and additional native species were added to fill in gaps. The Herman Miller staff also planted 10 trees at the Virgil Dam. A \$500 donation was made by Herman Miller to the NPCF to support this initiative. This was one of the NPCA corporate volunteering opportunities the Community Engagement team is hoping to further develop in 2018.

Google and Friends of One Mile Creek– Pollinator Garden Maintenance

Google contacted the NPCA when they were hosting a staff conference for their DoubleClick team in Niagara-on-the-Lake in late June. They were looking for a corporate volunteering opportunity for their 50 staff members on June 27. The NPCA partnered with Friends of One Mile Creek, and the Town of Niagara-on-the-Lake to provide an opportunity for the Google team. The Google team members weeded, edged, mulched and watered the existing pollinator garden at William-Nassau Park that is in Niagara-on-the-Lake. Volunteers from the Friends of One Mile Creek were on-site to assist the team in identifying native plants and weeds to help with this initiative. The Town provided water and mulch for the day. Volunteers from Google also planted 360 additional wildflowers in the garden.



Scouts Canada – Tree planting at Chippawa Creek Conservation Area with Welland River Keepers

Scouts Canada volunteers from Niagara Falls, Welland and Stevensville were at the Chippawa Creek Conservation Area on June 9 to plant 50 trees with funding from the Remedial Action Plan in partnership with the Welland River Keepers. A total of 30 volunteers assisted with the planting, mulching, staking and watering of native tree species. Lunch was provided at the park for all volunteers.



Photo used by permission from Welland Scouts

Niagara Tourism Network Meeting

The NPCA and NPCF hosted members of the Niagara Tourism Network to introduce them to the NPCA, Ball's Falls Centre for Conservation, and the Glen Elgin Room. After a presentation regarding the 2019 Conservation Ontario Biennial Tour, members were taken on a guided tour of the LEED building, the historical village and lower falls. The meeting was well-attended with a total of 45 people.

The Pen Centre Pollinator Garden Launch

The NPCA, The Pen Centre, and Niagara College partnered on the planting of two pollinator gardens located in the mall parking lot. This is the first of more projects to come as the mall begins a new GREEN initiative.

NPCA Advisory Committee

The NPCA Advisory Committee met on June 21 at the Welland Main Office. Eight of the eleven members were present. Draft Meeting Minutes will be provided to the NPCA Board of Directors with the July 25 meeting agenda package. The meeting included an update on the new Strategic Plan, a review of the Plan and a discussion around the Areas of Strategic Focus. The Manager of Community Engagement, Renee Bisson, presented to the Committee about our department and how we can build a better relationship with the various sectors represented on the Advisory Committee. Long-time Committee member Jonathan Whyte announced that this would be his last meeting as he will be stepping down from the Advisory Committee and his job at Mountainview Homes to take on a new role at the Niagara Region. Jonathan has served on the Committee since 2014 and served as Co-Chair between 2015 and 2017.

Volunteer Update

In the second quarter of 2018, volunteers were recruited to assist with many educational programs at Ball's Falls. Volunteers from local nature clubs, partner organizations and the community helped with the delivery of the Niagara Envirothon program and the Niagara Children's Water Festival. The NPCA was fortunate to receive a Public Relations Program intern from Niagara College for the month of April. Corrie Clare volunteered for 192 hours with the NPCA to highlight and deliver the Yellow Fish Road Program as well as assist with various community outreach events and activities. A team of five volunteers have been monitoring the bluebird boxes at Ball's Falls Conservation Area since early April to remove the nests of non-native House Sparrows and record the nesting, eggs and fledglings of our native Eastern Bluebirds, Tree Swallows, House Wrens and Chickadees. The Special Project volunteers at Ball's Falls – Howard McRae and Mark Piwowski have been busy monitoring trails at many of our Conservation Areas and reporting on required maintenance, hazard trees and trail improvements. They have installed a winch in the Grist Mill, built a new bridge for one of the trails, worked on restoring a corn shucker for educational demonstrations and were very active in the set-up and tear down of the Niagara Children's Water Festival. In the second quarter Howie has volunteered for 120 hours and Mark for 30 hours. Their contributions to Ball's Falls are substantial and the staff are grateful for their dedication to our park.



Volunteers have been recruited to assist with Ball's Falls Summer Adventure Camp at Ball's Falls. These volunteers will assist with supervising activities, leading hikes, and general assistance with the campers.

Community Outreach Programs

Niagara Envirothon

The 2018 Niagara Envirothon was a great success. Now in it's 11th year the program has been educating Niagara students about forestry, aquatics, soils and wildlife using hands-on workshops and professional industry-specific volunteers. This program could not be possible without the support and assistance from the Niagara Restoration Council, and Land Care Niagara. In April, there was a workshop hosted at Stevensville Conservation Area for the 15 teams that participated from the 11 different schools. Fort Erie Conservation Club members played an important role by preparing the lunch and by getting the grounds ready for the schools. The schools that participated were:

- Blessed Trinity
- Sir Winston Churchill
- Greater Fort Erie Secondary
- St. Michael
- Denis Morris
- Laura Secord Secondary
- Holy Cross
- Stamford Collegiate
- St. Francis
- Lakeshore Catholic



Volunteers from Brock University, Agriculture Canada, Bert Miller Nature Club, Ministry of Natural Resources and Forestry, along with staff from NPCA led the ecostation workshops on April 18.

On May 2, the teams competed against each other for the Niagara Envirothon Championship. Teams completed tests for each of the ecostations from the workshop: aquatics, forestry, wildlife and soils. They also had to prepare a presentation about the Current Issue topic for 2018- Climate Change using a scenario that was provided to them. The scenario presentation was judged by a team of volunteers from the NPCA community including local nature clubs. The winning teams were as follows:

1st place: Sir Winston Churchill Secondary, St. Catharines

2nd place: Blessed Trinity, Grimsby

3rd place: Laura Secord Secondary, St. Catharines

Sir Winston Churchill went on to represent Niagara at the Ontario Envirothon at the end of May, and Blessed Trinity won one of the Wild Card spots and was able to compete at the provincial level as well.

Yellow Fish Road

The Yellow Fish Road program was very active in the second quarter of 2018.

Since 1991 Trout Unlimited Canada's (TUC) award-winning Yellow Fish Road™ program has been Canada's premier water education program specifically targeted to reduce water pollution. TUC's Yellow Fish Road™ program educates Canadians that storm drains are the doorways to our rivers, lakes and streams. Participants learn that together we can prevent pollutants from entering our storm drains and protect Canada's water.

This program teaches Canadians that in most municipalities across Canada, storm drains flow untreated directly into local rivers and streams. Other than clean rainwater almost anything that gets into our storm drains harms fish and other aquatic lives as well as Canadians who need clean water. Common contaminants include soap, fertilizer, dirt, oil, pet feces and construction materials.

TUC's Yellow Fish Road™ program targets and engages Canada's youth to protect Canada's water, not only for today but for the future as well. Students learn about the impact pollution has on their community and what steps they can take to protect their local water.

Yellow Fish Road™ volunteers paint yellow fish symbols with the words 'Rainwater Only' adjacent to storm drains and distribute fish-shaped brochures to nearby households reminding people that anything that enters the local storm drain system, good or bad, ends up in their water. The Niagara Peninsula Conservation Authority (NPCA) has been the Niagara area coordinator for the Yellow Fish Road™ since 2006.

In 2018, the NPCA worked with Niagara College's Public Relations program to host a spring intern. The intern, Corrie Clare, worked specifically on the Yellow Fish Road™ (YFR™) program and assisted the Communications team with various other projects. Corrie attended community events in April and May to increase awareness about the Yellow Fish Road™ program in Niagara. Two were public events, and five were painting events in the community. Below is a table outlining the various

Table 1. Community Events with Yellow Fish Road™ Display

Name of Event	Date	Location	Number attending
Earth Day Event - Links for Greener Learning	April 18	St. Catharines	400
Earth Day Event - Evergreen Academy	April 21	Port Colborne	100
Niagara Children's Water Festival	May 8-11	Jordan	1555
Yellow Fish Road painting day – Central Public School	April 16	Grimsby	96
Yellow Fish Road painting day – Grimsby Scouts	April 21	Grimsby	42
Yellow Fish Road painting day – Lakeview School	May 1	Grimsby	90
Yellow Fish Road painting day – Grapeview School	May 1	St. Catharines	60
Yellow Fish Road painting day – St. John Bosco	May 17	Port Colborne	65
Yellow Fish Road painting day – Welland Scouts	May 26	Chippawa IPZ	25
Yellow Fish Road painting day – St. Joseph School	June 19	Port Colborne	12
Yellow Fish Road painting day – Sir Winston Churchill	June	St. Catharines	15

community events that were attended to date in 2018. The NPCA's GIS team also built an app for the Yellow Fish Road™ program in Niagara to track where the fish are being painted.

Link to article published in Niagara This Week by Mike Zettle "Port Colborne kids deliver colourful clean-water message" Photo by Mike Zettle/Metroland <https://bit.ly/2I2DCQK>

Social Media:

Since October 2017, NPCA and Conservation Areas' social media (Facebook, Twitter, and Instagram) have been increasingly used to share more positive, proactive messages. Since 2017:

- Twitter followers have increased by 156
- 865 new likes and 1,045 new follows on Facebook, with increasing shares, and engagement every day
- 123 new followers on Instagram
- Binbrook Conservation Area's Facebook page has an increase of 1,900 followers and 1,763 likes due to interest in the opening of the new FunSplash Sports Park

Buffer, a social media scheduling application, is being utilized for better scheduling of posts across all platforms. Two staff training sessions are scheduled in July to increase usage and highlight work being done across all departments.

Storytelling:

Communications has been focused on highlighting our good work including: Source Water Protection promotion, flood forecasting, etc.

Source Water Protection:

The Communications team participated in several Conservation Ontario discussions and webinars on Source Water Protection and began maintaining SWP website. Communications staff met with Niagara College students to discuss a communications plan project, which initiated a new online engagement project. This project consists of a thorough survey to learn about the current knowledge that Niagara watershed residents have about their drinking water, and what they want to learn more about.

The survey was distributed through MailChimp newsletter to over 2k NPCA stakeholders, direct to Source Water Protection contacts, Conservation Ontario, social media, and more.

SWP Committee began its community outreach program and path towards a working board. Communications team is supporting their efforts through creation of promotional materials and event promotion through social media.

Events attended:

St. Johns Pond Trout Season Opener (logistic coordination, communications and promotions, event management)
RAP Movie Screening of Waterlife
NPCF Wild Game Dinner
Children's Water Festival
2018 Niagara Business Achievement Awards

FunSplash Sports Park at Binbrook Conservation Area:

Communications staff supported the opening of the FunSplash Sports Park at Binbrook Conservation area through various promotions and public relations activities. The media event on June 18 was well attended, including CHCH TV and Cogeco TV. This was followed by an official grand opening and ribbon cutting on June 23. Communications team worked on media release, media advisory, website updates, social media promotion, media and local dignitaries invites.

Radio promotions with Corus Entertainment (Y108 & Fresh Radio) were done in exchange for day use passes and FunSplash day pass packages. Social media promotion campaign was very successful, with a specific video going viral. Currently at 145k views, 2.3k shares, 1.4k likes, and over 1k comments.

Have Your Say Campaign- Strategic Plan:

Communications Team was at every meeting supporting the Board where needed. All Town Hall events were added to NPCA website and Facebook events were created for them, promoted and advertised through social media channels for increased exposure.

Communications attended all pop-up events for Strategic Planning promotion: Beamer Hawkwatch, St. Johns pond opening, RAP Movie Screening, State of the Region, etc.

2019 Conservation Ontario Biennial Tour:

Preliminary research, quotes, cost research, event planning logistics were started to provide the board with draft itinerary and budget breakdown which is being supported by Communications. Planning for promotional and educational videos during the tour has begun.

White Boards Videos:

Communications Staff created two educational videos explaining what a watershed is, and what floodplain mapping is. The videos were shared on NPCA social media channels and can be viewed on YouTube: <https://www.youtube.com/channel/UC-XhNkCkF9eSdP456TfARqA>

Floodplain Mapping:

Communications staff supported the launch of the floodplain mapping project in Grimsby and Lincoln. Staff created ads, direct mail flyers, posters, and attended meetings with consultants to provide communications support.

Discover NPCA:

Staff created a video to highlight the work that NPCA does. This focused mainly on highlights flagship Conservation Areas. The video was shared on social media channels, and can be viewed here: <https://youtu.be/S8R7XxkrFqk>

Q2 status report – Clerks, Administration

Administration

- ❖ Auditor General of Ontario
 - Continuing to work together with staff to complete requests for information from the Auditor General of Ontario and conduct factual clearances when needed.

Clerks

- ❖ Preparation for Orientation of the 2018-2022 Full Authority Board
- ❖ Set up of two new Committees:
 - 2019 Conservation Ontario Biennial Tour Planning Committee
 - First two meetings held; reports due to the Full Authority September 2018
 - Water Quality Improvement Grant Review Committee
 - First two meetings held; report listed for consideration on the Full Authority agenda for the meeting held on July 25, 2018
- ❖ Agenda and Meeting Management Software Program
 - Staff are preparing a business case for the Budget Steering Committee to consider as part of the 2019 Budget deliberations
- ❖ Conservation Ontario Best Management Practices and Administrative By-laws
 - As instructed by Conservation Ontario, Administration staff are currently taking the NPCA four (4) Regulations and placing them in to the Conservation Ontario Best Management Practices and Administrative By-law format. This will be done to ensure consistency and that all changes made by Bill 139 are captured.
- ❖ Templates
 - Working towards creating consistent report, memorandum, agenda and minute templates across the corporation
- ❖ Automated Telephone Services
 - Further to the Q1 status update provided, the NPCA main headquarters / office switched to a fully automated telephone service on a 60-day trial basis effective July 16, 2018. Staff will ensure that positive and negative feedback is recorded during this time to effectively identify impact to the public, stakeholders and local area municipalities and provide findings to the Full Authority Board.

Report To: Board of Directors

Subject: Financial and Reserve Report – Month Ending June 2018

Report No: 55-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 55-18 respecting Financial and Reserve Report – Month Ending June 2018 **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.

FINANCIAL IMPLICATIONS:

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

RELATED REPORTS AND APPENDICES:

Appendix 1 – Budget Status Report: for month ending June 2018 (consolidated)

Appendix 2 - Statement of Reserves for month ending June 2018

Prepared by:

Submitted by:



David Barrick
Senior Director, Corporate Resources

Mark Brickell
CAO/Secretary Treasurer

This report was prepared in consultation with John Wallace, Manager of Finance.

NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSOLIDATED NON CAPITAL
JANUARY 1, 2018 -JUNE 30, 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>ANNUAL BUDGET</u>	<u>% OF BUDGET</u>
MNR TRANSFER PAYMENTS	-	174,496.00	0.0%
PROVINCIAL GRANTS - MOE	30,500	99,500	30.7%
PROVINCIAL GRANTS - OTHER	174,867.62	200,000.00	87.4%
FEDERAL GRANTS	57,705	155,000	37.2%
MUNICIPAL LEVY - GENERAL	2,902,873	5,805,740	50.0%
LEVY - SPECIAL - NIAGARA	412,060	824,120	50.0%
LEVY - SPECIAL - HAMILTON	11,658	23,315	50.0%
ADMINISTRATION FEES	221,682	367,500	60.3%
USER FEES /OTHER REVENUES	1,226,560	1,787,850	68.6%
LAND OWNER CONTRIBUTION	576	-	100.0%
MISCELLANEOUS	140,532	193,500	72.6%
	5,179,014	9,631,021	53.8%

EXPENDITURES

CAO/BOARD & ADMINISTRATION	853,665	1,605,035	53.2%
WATERSHED	980,243	2,578,492	38.0%
CORPORATE RESOURCES	2,706,807	5,447,494	49.7%
	4,540,715	9,631,021	47.1%

NIAGARA PENINSULA CONSERVATION AUTHORITY
CAO/BOARD AND CORPORATE SERVICES
JANUARY 1, 2017 -JUNE 30, 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>ANNUAL BUDGET</u>	<u>% OF BUDGET</u>
MNR TRANSFER PAYMENTS	-	29,496	0.0%
PROVINCIAL GRANTS - OTHER	28,027	42,500	65.9%
MUNICIPAL LEVY - GENERAL	766,519	1,533,039	50.0%
MISCELLANEOUS	100	-	100.0%
	794,646	1,605,035	49.5%

EXPENDITURES

CAO & BOARD EXPENSES	194,023	401,626	48.3%
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ADMINISTRATION

OFFICE SERVICES	130,929	298,234	43.9%
HUMAN RESOURCES	141,203	323,118	43.7%
CORPORATE COMMUNICATIONS	387,510	582,057	66.6%
	659,642	1,203,409	54.8%

**NIAGARA PENINSULA CONSERVATION AUTHORITY
WATERSHED
JANUARY 1, 2018 -JUNE 30, 2018**

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>ANNUAL BUDGET</u>	<u>% OF BUDGET</u>
MNR TRANSFER PAYMENTS	-	145,000	0.0%
PROVINCIAL GRANTS - MOE	30,500	99,500	30.7%
PROVINCIAL GRANTS - OTHER	118,814	115,000	103.3%
FEDERAL GRANTS	57,705	155,000	37.2%
MUNICIPAL LEVY - GENERAL	739,842	1,479,677	50.0%
LEVY - SPECIAL - HAMILTON	11,658	23,315	50.0%
ADMINISTRATION FEES	221,682	367,500	60.3%
LAND OWNER CONTRIBUTION	576	-	100.0%
MISCELLANEOUS	140,432	193,500	72.6%
	1,321,209	2,578,492	51.2%
<u>EXPENDITURES</u>			
WATERSHED MANAGEMENT	213,414	443,526	48.1%
PLAN REVIEW AND REGULATIONS	268,170	790,601	33.9%
WATERSHED PROJECTS	498,659	1,344,365	37.1%
	980,243	2,578,492	38.0%

NIAGARA PENINSULA CONSERVATION AUTHORITY
CORPORATE RESOURCES
JANUARY 1, 2018 -JUNE 30, 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>ANNUAL BUDGET</u>	<u>% OF BUDGET</u>
PROVINCIAL GRANTS - OTHER	28,026.81	42,500.00	65.9%
MUNICIPAL LEVY - GENERAL	1,396,512	2,793,024	50.0%
LEVY - SPECIAL - NIAGARA	412,060	824,120	50.0%
USER FEES/OTHER REVENUES	1,226,560	1,787,850	68.6%
	<u>3,063,159</u>	<u>5,447,494</u>	<u>56.2%</u>
<u>EXPENDITURES</u>			
MANAGEMENT	1,596,948	3,063,802	52.1%
STRATEGIC INITIATIVES	177,614	473,268	37.5%
LAND PROGRAMMING	854,057	1,739,924	49.1%
VEHICLES AND EQUIPMENT	78,187	170,500	45.9%
	<u>2,706,807</u>	<u>5,447,494</u>	<u>49.7%</u>

NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSOLIDATED CAPITAL
JANUARY 1, 2018 - JUNE 30 , 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>% OF BUDGET</u>
MUNICIPAL LEVY - GENERAL	220,190	440,378	50.0%
LEVY - SPECIAL - NIAGARA	652,362	1,304,701	50.0%
LEVY - SPECIAL - HAMILTON	50,000	100,000	50.0%
RESERVE FUNDS	-	204,000	0.0%
MISCELLANEOUS/OTHER	-	275,000	100.0%
	922,552	2,324,079	39.7%

EXPENDITURES

CORPORATE SERVICES	110,148	116,500	94.5%
WATERSHED	23,443	88,000	26.6%
LAND DEVELOPMENT	324,764	1,679,201	19.3%
NIAGARA DIFFERENTIAL (RESERVE)	-	440,378	0.0%
	458,355	2,324,079	19.7%

NIAGARA PENINSULA CONSERVATION AUTHORITY
CORPORATE SERVICES - CAPITAL
JANUARY 1, 2018 - JUNE 30, 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>% OF BUDGET</u>
LEVY - SPECIAL - NIAGARA	48,250	96,500	50.0%
MISCELLANEOUS/OTHER	-	20,000	0.0%
	48,250	116,500	41.4%

<u>EXPENDITURES</u>			
GIS/CORPORATE RESOURCES	110,148	116,500	94.5%
	110,148	116,500	94.5%

NIAGARA PENINSULA CONSERVATION AUTHORITY
WATERSHED CAPITAL
JANUARY 1, 2018 - JUNE 30, 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>% OF BUDGET</u>
LEVY - SPECIAL - NIAGARA	20,000	40,000	50.0%
RESERVE FUNDS	-	23,000	0.0%
MISCELLANEOUS/OTHER	-	25,000	
	20,000	88,000	22.7%

<u>EXPENDITURES</u>			
FLOODPLAIN MAPPING	-	-	100.0%
STREAM GUAGE & MONITORING NETWORK	23,443	88,000	26.6%
	23,443	88,000	26.6%

NIAGARA PENINSULA CONSERVATION AUTHORITY
CONSERVATION LAND DEVELOPMENT - CAPITAL
JANUARY 1, 2018- JUNE 30, 2018

<u>REVENUES</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>% OF BUDGET</u>
LEVY - SPECIAL - NIAGARA	584,112	1,168,201	50.0%
LEVY - SPECIAL - HAMILTON	50,000	100,000	50.0%
RESERVE FUNDS	-	181,000	0.0%
MISCELLANEOUS/OTHER	-	230,000	100.0%
	634,112	1,679,201	37.8%

EXPENDITURES

LAND ACQUISITION (RESERVE)	-	600,000	0.0%
BALL'S FALLS	68,559	213,201	32.2%
BINBROOK	22,232	90,000	100.0%
CHIPPAWA CREEK	58,046	113,000	0.0%
LONG BEACH	29,002	330,000	8.8%
ECOLOGICAL PROJECTS	-	35,000	100.0%
GAINSBOROUGH CENTRAL WORKSHOP	146,926	298,000	49.3%
	324,764	1,679,201	19.3%

**NIAGARA PENINSULA CONSERVATION AUTHORITY
STATEMENT OF CONTINUITY FOR CAPITAL & OPERATING RESERVES
FORECAST FOR 2018**

	Balance 31-Dec <u>2017</u>	Authorized Appropriations <u>2018</u>	Forecasted Balance 31-Dec <u>2018</u>
	\$	\$	\$
Unexpended Capital Reserves			
Equipment	279,319	(204,000)	75,319
General Capital	1,058,385	(404,850)	653,535
Flood Protection Services	359,266	(60,000)	299,266
Niagara Levy Differential	1,206,213	440,378	1,646,591
Land acquisition-Hamilton	1,000,000	100,000	1,100,000
Land acquisition-Niagara	1,298,176	500,000	1,798,176
Land acquisition-Cave Springs	133,704		133,704
	5,055,744	575,528	5,631,272
	5,335,063	371,528.00	5,706,591
Operating Reserves			
General Operating Reserve	713,420	(20,000)	693,420
Tree Bylaw Agreement	82,371	0	82,371
	795,791	(20,000)	775,791
	795,791	0	795,791
Grand Total Reserves	6,130,854	371,528	6,502,382
*Unfunded employee future benefits liability \$109,500			
Deferred Revenue - Ontario Power Generation Funding	1,547,585	(446,348)	1,101,237

OPG Funded 2018

\$275,000 Capital Works (2018)

\$171,348 Capital Works (2017)

Report To: Board of Directors

Subject: Niagara Region Tree and Forest Conservation By-law Q2 (2018) Status Report

Report No: 56-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 56-18 respecting the Niagara Region Tree and Forest Conservation By-law Q2 (2018) Status Report **BE RECEIVED** for information.

PURPOSE:

To provide an update on the status of the Niagara Region Tree & Forest Conservation By-law (30-2008) and forestry activities being conducted by the NPCA Forester in Q2 2018.

BACKGROUND:

By-law issues and forestry activities in Q2 2018 can be found itemized in Appendix 1 to Report No. 56-18.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this report.

RELATED REPORTS AND APPENDICES:

Appendix 1 Q2 2018 By-law issues and forestry Activities

Reviewed by:



Gregg Furtney
Director, Watershed Management (A)

Submitted by:



Mark Brickell
Chief Administrative Officer/Secretary-Treasurer

NPCA Forestry Department: Communication and Work Summary

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
1	Pelham	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-06	Permits	A GFP permit application was received April 6, 2018 for a woodland located in Pelham. The woodland and application will be assessed during a site visit. Parts of harvest area are designated as NEC Natural Area and Protected Area.	<p>Inspected the property to assess the tree marking prescription and the condition of the woodland on May 1. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils.</p> <p>Recommend approving a GFP permit. Permit will be 2018-07.</p>	Permit was sent to the applicant on May 3. The OPFA member/marker, logging contractor, NEC, and the clerk at the township of Pelham were copied.
2	Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-06	Permits	A GFP permit application was received April 6, 2018 for a woodland located in Lincoln. The woodland and application will be assessed during a site visit. The harvest area is designated as a Significant Woodland under the GB plan and an ANSI.	<p>Inspected the property to assess the tree marking prescription and the condition of the woodland on April 10. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils and ideal drainage.</p> <p>Recommend approving a GFP permit. Permit will be 2018-05.</p>	Permit was sent to the applicant on April 11. The OPFA member/marker, logging contractor, and the clerk at the township of Lincoln were copied.
3	Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-12	Woodlands	A representative from MTO called to inquire on their ability to clear a 0.8 hectare forested area on one of their properties in Beamsville. The area has no regulated features and from drive by observation, it is predominately young dead ash trees.	<p>A ground observation will be conducted to confirm forest condition and applicability to the Forest Bylaw.</p> <p>The site visit determined that the live tree density is below the minimum requirement to be considered a forest under the Bylaw.</p>	Called the MTO representative to inform them the treed area is not covered by the Bylaw

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
4	NOTL	Dan Drennan	<input type="checkbox"/>	2018-04-12	Exemptions	A real estate agent inquired about a purchaser's ability to clear a lot in the Queenston area of NOTL. The lot is sparsely treed except for the property line along the house on York Road. There are no other features on the property that would be a concern to the NPCA. NEC has coverage on this lot.	Informed the agent the most of the property has no forest bylaw coverage and no NPCA regulated areas.	Waiting to hear back about the plans for the treed area along York Road portion of the property.
5	Fort Erie	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-16	Enforcement	Received an inquiry on April 16 about tree and vegetation clearing on a property in Fort Erie near the intersection of the QEW and Netherby Rd. The 4 ha forest on the property is covered by the Bylaw and is designated as PSW.	<p>Inspected the site on April 17 after speaking to the property owner. No operations were in progress. Used the GPS to map the extent of clearing work. There was no encroachment into the forest/wetland but some vegetation was cleared within the 30 meter buffer.</p> <p>Spoke to the owner on April 19 to make him aware of my findings. Instructed him to cease any further veg and tree clearing work. The property is being proposed for development. Until then, the area impacted in the buffer will be left to naturally regenerate. No restoration required.</p>	Continue to monitor.
6	Fort Erie	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-24	Exemptions	Received a complaint from a land owner adjacent to a Town of Fort Erie property where tree was occurring. The town property contains municipal drains for storm water control.	The town was clearing some of the trees on their property to improve the drains and create new ones for a subdivision being built to the north east. I was on property with town staff prior to clearing to identify large healthy trees that were to be retained.	None required.
7	NOTL	Dan Drennan	<input type="checkbox"/>	2018-04-25	Site Inspection	Received inquiries from two adjacent land owners to the Four Mile Creek Conservation Area regarding hazardous trees located on CA land. Need to verify location and condition of the trees.	Conducted site inspections and confirmed the trees belong to the CA and are hazardous. The Hazard Tree Removal Program table was updated and sent to certain NPCA Operations staff for their follow up.	CA operations staff were notified by email and in person of the need to repair the fence and remove all hazardous trees.

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
8	Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-27	Permits	A GFP permit application was received April 27, 2018 for a woodland located in Lincoln. The woodland and application will be assessed during a site visit. The harvest area does not have any special designation such as Greenbelt or PSW.	<p>Inspected the property to assess the tree marking prescription and the condition of the woodland on April 30. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils.</p> <p>Recommend approving a GFP permit. Permit will be 2018-06.</p>	Permit was sent to the applicant on May 1. The OPFA member/marker, logging contractor, and the clerk at the township of Lincoln were copied.
9	Port Colborne	Dan Drennan	<input checked="" type="checkbox"/>	2018-04-29	Enforcement	Received a complaint about tree cutting on a property on Minor Road in Port Colborne. According to Niagara Navigator, the property has woodland but no wetlands.	Conducted a site visit and observed the trees were being cleared under a permit building permit for a new house construction.	None required.
10	St. Catharines	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-04	Exemptions	A representative from Club Roma inquired on their ability to remove trees in order to prepare a site for a building project. The woodland is not designated as significant under the Region's OP but appears top a woodland as per the Bylaw definition when looking at aerial images of the site.	Conducted a site visit with the land owner rep and determined it did not have the tree density to be covered by the Bylaw. It was more of a treed lawn than a woodland. Informed the City of St. Catharines of my findings in case they received complaints about tree cutting on the property.	None required.
11	Pelham	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-11	Permits	A GFP permit application was received May 11, 2018 for a woodland located in Pelham. The woodland and application will be assessed during a site visit. Parts of harvest area are designated as NEC Natural Area and Protected Area.	<p>Inspected the property to assess the tree marking prescription and the condition of the woodland on May 15. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils.</p> <p>Recommend approving a GFP permit. Permit will be 2018-08.</p>	Permit was sent to the applicant on May 16. The OPFA member/marker, logging contractor, NEC, and the clerk at the township of Pelham were copied.

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
12	West Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-23	Enforcement	Received complaints of tree cutting on a property on 20 Mile Rd in West Lincoln. From aerial photos the property is forested with a watercourse traversing through it. Gradual slopes going down towards the watercourse.	Conducted a site visit on May 24. Tree removal has occurred along Twenty Mile Road, approximately 0.2 hectares. No tree removal within 15 meters of the water course.	Continue to monitor and contact the land owner.
13	Welland	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-23	Enforcement	Received a complaint about 'significant tree cutting' at a property on Kingsway Street in Welland. The property has woodland and is designated as LSW.	Conducted a site inspection and observed a small number of trees removed. They were dead ash trees and located on the perimeter of the woodland. Would not describe it as significant. No issue with the removal from a Forest Bylaw perspective.	None required.
14	Welland	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-25	Woodlands	Activity involving tree cutting has been occurring on a forested property in southeast Welland over the winter and spring 2018. The tree cutting has been sporadic with a couple trees cut on different occasions. On May 25 tree cutting/clearing was observed. The property has a development application in with Welland but no official approvals. The property also has PSW.	The contractor was interviewed and asked about the extent of works he was told to carry out. He was only clearing brush and dead trees, and to stay outside of the wetland and its buffer. The limit of work permitted was flagged by the NPCA Forester and instructions were provided to the contractor. They were asked to have the owner call the NPCA Forester. The owner called that day and they were informed of permitted activities on their property before approvals were obtained. The owner was informed that approvals are required to be exempted from the Bylaw and no clearing of live trees was allowed until then.	Continue to monitor with site visits.
15	Fort Erie	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-28	Hazard Trees	A woodland owner requested assistance with selecting dead and hazardous trees along trails the public use even though it is private property.	Assessed the trees in the woodland and marked trees that were deemed hazardous with orange tree marking paint.	None required

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
16	Grimsby	Dan Drennan	<input type="checkbox"/>	2018-05-29	Woodlands	Conducted a site visit at Beamer CA to assess the fall canker worm population. The population was high in May/June 2017 and caused significant defoliation. The trees refoliated in July. The same results are anticipated in 2018. This would be 2 years of significant defoliation. A third defoliation would be hazardous to forest health.	A biological (Bt) broadcast spray would be ideal but the window for planning and conducting a spray operation in 2018 has past. Recommend posting information about canker worm on the NPCA website to educate the public.	Investigate the planning and cost required to conduct a Bt spray in 2019.
17	Pelham	Dan Drennan	<input checked="" type="checkbox"/>	2018-05-31	Permits	A GFP permit application was received May 31, 2018 for a woodland located in Pelham. The woodland and application will be assessed during a site visit. Parts of harvest area are designated as NEC Natural Area and Protected Area.	Inspected the property to assess the tree marking prescription and the condition of the woodland on June 4. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils. Recommend approving a GFP permit. Permit will be 2018-09.	Permit was sent to the applicant on June 8. The OPFA member/marker, logging contractor, NEC, and the clerk at the township of Pelham were copied.
18	Wainfleet	Dan Drennan	<input checked="" type="checkbox"/>	2018-06-04	Permits	A GFP permit application was received June 4, 2018 for a woodland located in Wainfleet. The woodland and application will be assessed during a site visit. Parts of harvest area are designated as Provincially Significant Wetland.	Inspected the property to assess the tree marking prescription and the condition of the woodland on June 26. Satisfied with tree marking and associated prescription. This is a stand thinning of ash, beech and maple to encourage regen of soft maple and oak species. Operations need to occur during dry weather in the summer or frozen in the winter. Recommend approving a GFP permit. Permit will be 2018-10.	Permit was sent to the applicant on June 27. The OPFA member/marker, logging contractor, and the clerk at the township of Wainfleet were copied.

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
19	West Lincoln	Dan Drennan	<input type="checkbox"/>	2018-06-07	Individual Trees	Received a complaint from a property owner that the owner/developer next to her property was removing mature trees that she considers 'boundary trees'. The trees in questions are not part of a woodland that would be covered by the Bylaw and are not significant community trees.	Under the provincial Forestry Act, section 10, the removal of boundary trees requires consent from the other owner before removal. I informed the caller that the Bylaw does not enforce the Forestry Act but it is the province that should be administering/enforcing the act. The caller said they will be calling the MNR.	None required.
20	Pelham	Dan Drennan	<input checked="" type="checkbox"/>	2018-06-15	Permits	A GFP permit application was received June 15, 2018 for a woodland located in Pelham. The woodland and application will be assessed during a site visit. Parts of harvest area are designated as NEC Natural Area and Protected Area.	Inspected the property to assess the tree marking prescription and the condition of the woodland on June 18. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils. Recommend approving a GFP permit. Permit will be 2018-11.	Permit was sent to the applicant on June 19. The OPFA member/marker, logging contractor, NEC, and the clerk at the township of Pelham were copied.
21	Pelham	Dan Drennan	<input checked="" type="checkbox"/>	2018-06-15	Permits	A GFP permit application was received June 15, 2018 for a woodland located in Pelham. The woodland and application will be assessed during a site visit. Parts of harvest area are designated as NEC Natural Area and Protected Area.	Inspected the property to assess the tree marking prescription and the condition of the woodland on June 18. Satisfied with tree marking and associated prescription. This is a stand thinning of black walnut and salvage declining ash trees. Operations could occur in the spring because of course textured soils. Recommend approving a GFP permit. Permit will be 2018-12.	Permit was sent to the applicant on June 19. The OPFA member/marker, logging contractor, NEC, and the clerk at the township of Pelham were copied.

Item	Municipality	Documented by	Related to Bylaw?	Comment Date	Program Area	Comment or Concern	Response/Action by NPCA RPF	Follow up required?
22	Thorold	Dan Drennan	<input checked="" type="checkbox"/>	2018-06-26	Enforcement	Received a complaint about tree clearing on a property in Thorold. The caller reported machinery in a woodland that is also designated as PSW.	Conducted a site visit the same day the complaint was received. Went on site and observed a skid steer with a grass mowing blade cutting vegetation on the field adjacent to the forest. No other machinery was on site and no trees were being cleared.	None required.
23	West Lincoln	Dan Drennan	<input checked="" type="checkbox"/>	2018-06-28	Enforcement	Received a complaint from the Town of West Lincoln regarding tree cutting in the Caistor Centre area. The property has ECA significant woodland and PSW.	Conducted a site inspection on June 29. Tree removal did not occur in the wetland area and the treed area did not have the density to be considered a forest under the Bylaw. Appeared to be an old fruit orchard, not a woodland.	None required.
24	Port Colborne	Dan Drennan	<input checked="" type="checkbox"/>	2018-07-03	Enforcement	Received a complaint about tree clearing on a farm property in Port Colborne. There is a municipal drain (Howie's Drain) and LSW next to the drain.	Conducted a site visit on July 4. The owner was on site. He mentioned he was clearing trees along the municipal drain located on his property in order to conduct drain maintenance work. A 10 meter wide clearing was being created along the north side of the drain to facilitate cleaning work. Drainage work is allowed under section 3.23 of Reg 155/06 and the Region's Forest Bylaw.	None required.



**NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)
ADVISORY COMMITTEE
MEETING MINUTES**

Thursday June 21, 2018
5:30 P.M.
NPCA Main Office
250 Thorold Road West -3rd Floor, Welland, ON

MEMBERS PRESENT: S. Annunziata (Co-Chair, NPCA Ad. Committee)
J. Ariens
D. Dick
A. Kirkby
H. Korosis
D. Pont
S. Stea
J. Whyte

MEMBERS ABSENT: J. Jordan
Y. Hopkins
M. Edwards

STAFF PRESENT: M. Brickell, Chief Administrative Officer/Secretary-Treasurer
R. Bisson, Manager – Community Engagement
K. Royer, Community Outreach & Volunteer Coordinator

The Board and Committee Chair called the meeting to order at 5:45 p.m.

1. ROLL CALL

- 1.1 The Board and Committee Chair welcomed all in the meeting and asked that the following items be added to any future agendas: Approval of agenda, additions/edits to the agenda, correspondence.

2. ADMINISTRATIVE BUSINESS

2.1 Approval of Draft Minutes

2.1.1 NPCA Advisory Committee Minutes – March 28, 2018

Moved by J. Whyte
Seconded by J. Ariens

That the NPCA Advisory Committee minutes of the meeting held on March 28, 2018 **BE APPROVED** as presented.

CARRIED

3. BUSINESS FOR INFORMATION

3.1 Update on NPCA New Strategic Plan

S. Annunziata, NPCA, Board Chair, noted that we have closed the loop on the 2014-2017 Strategic Plan and we are moving into the new plan for 2018-2021. Through the development of this plan we have undertaken the most robust public consultation process we've ever had and we reached close to 73,000 people. S. Annunziata asked Mark Brickell, NPCA CAO/Secretary-Treasurer to speak to the Strategic Plan. M. Brickell noted that the previous plan was about bringing organizational competency, the new plan is a pivot point. The theme will be: Partners in Conservation – a shared responsibility. The new plan incorporates all 8 of the initiatives that were brought to the NPCA Advisory Committee in 2017 into four “Areas of Focus”. M. Brickell walked the group through the 2018-2021 Strategic Plan and the committee members gave feedback on each.

Area of Strategic Focus 1: Evidence-Based Watershed Resource Management

A. Kirkby voiced her concerns over the use of the word “watercourse” and noted that she feels strongly that there should be a distinction between a natural watercourse and a municipal drain. There was a discussion around floodplain mapping and the inaccuracies that exist on some of those floodplain lines. M. Brickell noted that the NPCA is not directly responsible for floodplain mapping but that the NPCA needs to regulate and enforce those lines. He further noted that the NPCA can direct proponents that are applying for the permit to do floodplain mapping, or a municipality can do the mapping if they are anticipating development. The NPCA would like to put together a plan that shows how we are going to approach floodplain mapping. With existing problems with the current mapping, M. Brickell explained, we would send staff out to look at the property and determine if the lines are accurate or not when an issue arises or a concern is raised. J. Whyte added that even though the NPCA is not mandated to do floodplain mapping, it should be NPCA that does it. M. Brickell explained that floodplain mapping is an onerous and expensive process and that the expenses should be shared, therefore we want to develop a strategy moving forward. A. Kirkby noted that the existing maps are what are being used by NPCA staff and the Town to make permitting decisions. If they are not correct, they need to know that. J. Ariens agreed with J. Whyte that the NPCA needs to be the lead on floodplain mapping projects.

Area of Strategic Focus 2: Rebuild the Canopy

M. Brickell noted that the NPCA will be looking for huge partnerships to help plant 1 million trees and 3 million native plants. A. Kirkby noted that again, the language and the details are important here. She is frustrated that fruit trees are not counted as “trees” when they are planted. A. Kirkby and D. Dick reiterated their concerns brought forward at the previous meeting about the Watershed Report Card and the failing grade in NOTL. J. Ariens noted that for this plan to be successful, implementation plans will be of key importance – he asked if the NPCA Advisory Committee would have input on these plans.

M. Brickell confirmed that they will be coming to the NPCA Advisory Committee and that they will be very detailed. J. Ariens also noted that if the focus is primarily on rebuilding the canopy, should there not be a plan in place for maintaining existing canopies? Or perhaps a 3:1 replacement strategy? M. Brickell agreed that the development community will be a big part of this plan. We are currently at about 17% canopy, some suggest that 30% is ideal. J. Whyte pointed out that it may be difficult to find enough sites to plant the trees.

Area of Strategic Focus 3: Forging Corridors & Creating Parks

M. Brickell noted that part of this plan is to build 3-4 Central Parks, build migration corridors, allow for enhanced habitat throughout and that these parks would be master planned, provide recreational opportunities, useable by people, support communities, and that none of this will be done through expropriation. The NPCA will be looking for legacy land donations, other lands that may become available for the public domain. J. Whyte asked for clarification on M. Brickell's comment about acquiring but not owning, did he mean sterilization through regulation? M. Brickell said that is not what he meant, he was speaking about long term leases, not done through policy. J. Whyte noted that if there is a piece of land that has been sterilized through policy (e.g. Provincially Significant Wetlands), they may as well be donated to the NPCA, the province has done sterilization without compensation. It is clear in the pre-consultation process that nobody wants to own these lands, why shouldn't the NPCA own them? The developers don't want to have to pay long-term maintenance and taxes on them. M. Brickell said that he understands the problem that J. Whyte raised, and he wants to work with them on it. J. Ariens noted Section 37 of the Planning Act, and asked why Conservation Authorities don't take more advantage of that? Enhancing the canopy, creating linkages, part of giving developers height and density and contributing to your areas of focus. Conservation Authorities should be at the table on this, he feels strongly that this is a great opportunity.

Area of Focus 4: Sustainable Asset Management & Meeting Public Demand for Park Services

M. Brickell noted that some of the NPCA parks can be enhanced to create more opportunities for campers and improve revenue for the NPCA.

S. Annunziata thanked M. Brickell for the update on the Strategic Plan. He noted that the NPCA is anticipating and looking forward to the Auditor General's report. J. Whyte asked if this is the final plan. S. Annunziata confirmed that the Strategic Plan Committee adopted the language and it was ratified by the full NPCA Board earlier in the week. This will be the Strategic Plan for the next 4 years.

4. PRESENTATIONS (and/or Delegations)

4.1 Presentation – Community Engagement, Renee Bisson

Renee Bisson, NPCA Community Engagement Manager, presented to the group about the Community Engagement Department and the role the department plays at the NPCA. R. Bisson noted that her department is primarily focused on building partnerships and relationships in the community, volunteers, stewardship programs (corporate and community volunteering) and community outreach. After the presentation, R. Bisson opened the room to discussion, asking each sector how we can build a better relationship with their group.

S. Stea noted that the NPCA could be doing more social media, some people are not aware of the NPCA Facebook page, building more general awareness – local newspapers, flyers, banners/postcards, etc. S. Annunziata asked S. Stea if people in her network were aware of our Conservation Areas, she replied that they know the big ones but not all of them. J. Whyte noted that the new FunSplash Sports Park at Binbrook will be a huge draw for that park. He feels strongly that the Advisory Committee is a good start and a great leadership tool. He noted that the NPCA should continue along the lines that we have been going, not throwing up road blocks, working with developers and understanding the delays and roadblocks that do exist. He also noted that he would likely submit some additional thought to R. Bisson after the meeting when he had time to think about it some more. R. Bisson commented that many other CAs in more urban areas work closely with developers on “Low Impact Development” or LIDs. J. Ariens stated that on the planning side of things, they are closely aligned with the development industry. There is a new culture of collaboration and cooperation at the NPCA. He noted that he has created an outreach list for the NPCA watershed and will continue to keep those partners informed. He said that planners love to attend seminars, lunch and learn, etc. Sustainable development, good urban design and they see the NPCA as an active proponent. He further noted that it would be a good idea for the NPCA to get involved in a Habitat for Humanity build, or something similar to be seen as an active part of the community, not just dealing with birds and bees.

A. Kirkby stated that there is a lot of controversy between the NPCA and the farm communities. She feels strongly that until specific changes are made to the NPCA policy document that relationship won't get better. Some changes such as recognizing the local agricultural areas within the NPCA Watershed; constructed drains being identified as natural watercourses; changes needed to the Ontario Wetland Evaluation System (OWES) identification that has reclassified woodlots as wetlands and then requires an onerous Area of Interference on small farm parcels of up to 394 ft.; and the recognition that the word “natural” in reference to buffers needs to be defined to recognize the Best Management Practices of using a managed ground cover adjacent to the edge of the top of bank as part of that buffer along with the orchards and vineyards that also have permanent sod are some changes that should be made. They need a Niagara approach to policies – the average farm size in Ontario is over 200 acres, the average farm size in NOTL is 54 acres.

S. Annunziata assured A. Kirby that he is aware that there is a large disconnect and that internally we will do our best to change the culture. He noted that the NPCA is a creature of the provincial government but that there may be opportunities where we can collaborate and move the bar. A. Kirby noted her frustrations with the fact that everything is treated as a natural feature, a natural resource. Leaving natural vegetation can mean leaving in unmanaged and allowing Phragmites to take over. M. Brickell said that we will bring the farmers together and get the language as close as possible.

D. Dick noted that the NPCA was a huge obstacle in the 90's, said it needed to be changed and it has changed. He noted that he is hoping NPCA will take on the DND property (department of national defence). S. Annunziata noted that he has met with the Harmony Residents group a few months ago and that this is a partnership we are trying to forge forward. D. Pont noted that harvest dinners, community events, are a great opportunity for the NPCA to set-up an information booth so that people can get to know them better. Send a friend request on Facebook, get to know other groups by doing that. These things sometimes get shared across the province, or across Canada. Keep shares short and concise.

4. OTHER BUSINESS

- 4.1.2 After sharing her concerns about the proposed NPCA Policy Document with hopes changes can be made before it goes to the NPCA Board, A. Kirby, shared a map of NOTL that NPCA's Geoffrey Verkade has compiled as part of the Niagara Region Watercourse Mapping Project. She said that the map is accurate. She believes the mapping has been done for the other municipalities also. She is hoping the mapping exercise is finalized for all the Regional municipalities and then sent out for review. The maps would be a great asset for municipalities, landowners, stakeholders and the NPCA who manage the Watershed.

5. ADJOURNMENT

There being no further business, the NPCA Advisory Committee meeting adjourned at 7:38PM.

Moved by J. Whyte
Seconded by D. Dick

That the NPCA Advisory Committee Meeting **BE NOW ADJOURNED.**

CARRIED

Sandy Annunziata
Board Chair,
Niagara Peninsula Conservation Authority

Kerry Royer
Recording Secretary
N



WATER QUALITY IMPROVEMENT GRANT REVIEW COMMITTEE MEETING MINUTES

Thursday, June 28, 2018
10:00 a.m.
NPCA Headquarters
Main Boardroom
250 Thorold Road West, Welland, ON

MEMBERS PRESENT: S. Annunziata (Chair)
B. Baty
J. Maloney

MEMBERS ABSENT: M. DiFruscio
J. Kaspersetz
P. MacPherson
B. Timms

STAFF PRESENT: G. Furtney, Acting Director, Watershed Management
L. McManus, Clerk/ Executive Coordinator
Josh Diamond, Water Quality Specialist
S. Gillis, Ecological Technician
S. McPherson, Water Quality Grant Coordinator

Quorum was not achieved for this meeting; therefore, as per Section 2.2 of the Niagara Peninsula Conservation Authority Policy Handbook – Regulation #2 – Meeting if there is no quorum within one half hour after the time appointed for the meeting, the Chair for the meeting shall declare the meeting adjourned due to a lack of a quorum and the Clerk shall record the names of the members present and absent.

Sandy Annunziata
Board Chair,
Niagara Peninsula Conservation Authority

Lisa McManus,
Clerk to the Authority

**WATER QUALITY IMPROVEMENT GRANT REVIEW COMMITTEE
MEETING MINUTES**

Monday, July 9, 2018
1:00 p.m.
NPCA Headquarters
Main Boardroom
250 Thorold Road West, Welland, ON

MEMBERS PRESENT: S. Annunziata (Chair)
B. Baty
M. DiFruscio
J. Maloney
P. MacPherson
B. Timms

MEMBERS ABSENT: J. Kaspersetz (Vice-Chair)

STAFF PRESENT: G. Furtney, Acting Director, Watershed Management
L. McManus, Clerk/ Executive Coordinator
Josh Diamond, Water Quality Specialist
S. Gillis, Ecological Technician
S. McPherson, Water Quality Grant Coordinator

The Board Chair called the meeting to order at 1:00 p.m. and welcomed those Board, staff and community members present.

1. ADOPTION OF AGENDA

1.1 Addition of Items

There were no additional items.

1.2 Change in Order of Items

There were no changes to the order of agenda items.

1.3 Motion to adopt Agenda

Resolution No. WQ 01-18

Moved by Board Member MacPherson

Seconded by Board Member Baty

That the agenda **BE ADOPTED** as presented.

CARRIED

2. DECLARATION OF INTEREST

There were no declarations of interest.

3. PRESENTATIONS (and/or Delegations)

There were no presentations or delegations.

4. BUSINESS FOR INFORMATION

- 4.1 Water Quality Improvement Grant Review Committee Terms of Reference
Report No. 46-18 Appendix 2

Resolution No. WQ 02-18
Moved by Board Member Timms
Seconded by Board Member MacPherson

That Appendix 2 of Report 46-18, being the Water Quality Improvement Grant Review Committee Terms of Reference **BE APPROVED.**

CARRIED

5. BUSINESS FOR CONSIDERATION

- 5.1 Water Quality Improvement Grant Review Committee Terms of Reference
Report No. 46-18

Resolution No. WQ 03-18
Moved by Board Member Timms
Seconded by Board Member Baty

That this Committee recommend to the Full Authority:

1. That Option 2, identified below and in the Financial Implications section of Report 46-18 respecting the Niagara Peninsula Conservation Authority (NPCA) Water Quality Improvement Grant Program, **BE APPROVED**;

Option 2: Unspent funds to be allocated to a specially defined Reserve Account accessible by the Water Quality Improvement Grant Program Review Committee

CARRIED

Resolution No. WQ 04-18
Moved by Board Member MacPherson
Seconded by Board Member Timms

That this Committee recommend to the Full Authority:

1. That the Draft NPCA Water Quality Improvement Grant Program Outline attached to Report No. 46-18 as Appendix 1 **BE APPROVED as amended to correct Section 6 – Funding examples one, two and three.**

CARRIED

Resolution No. WQ 05-18
Moved by Board Member Maloney
Seconded by Board Member Baty

That this Committee recommend to the Full Authority:

1. That staff **BE DIRECTED** to advertise and promote the NPCA Water Quality Improvement Grant Program as outlined in the NPCA Water Quality Improvement Grant Program Outline attached to Report 46-18 as Appendix 1.

CARRIED

6. BUSINESS FOR DISCUSSION

The Board Chair, with the agreement of Committee Members, stated that having approved the Water Quality Improvement Grant Program Outline in the Resolution No. WQ 03-18 there were no business items for discussion.

7. NEW BUSINESS

Committee members requested that staff provide, at the next Committee meeting, Options to address how previous (uncompleted) restoration projects would be addressed.

8. ADJOURNMENT

There being no further business, the Water Quality Improvement Grant Review Committee meeting adjourned at 1:45 p.m. with the following resolution;

Resolution No. WQ 06-18
Moved by Board Member Baty
Seconded by Board Member MacPherson

That the Water Quality Improvement Grant Review Committee Meeting **BE NOW ADJOURNED.**

CARRIED

Sandy Annunziata
Board Chair
Niagara Peninsula Conservation Authority

Lisa McManus,
Clerk to the Authority

Report To: Board of Directors

Subject: Niagara Peninsula Conservation Authority (NPCA) 2018-2021 Strategic Plan

Report No: 57-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 57-18 respecting the Niagara Peninsula Conservation Authority (NPCA) 2018-2021 Strategic Plan **BE RECEIVED**;
2. That the final version of the NPCA 2018-2021 Strategic Plan attached as Appendix 1 to Report 57-18 **BE APPROVED**;
2. That staff **BE DIRECTED** to circulate the final 2018-2021 Strategic Plan to all partners in conservation and post on the NPCA website;
3. That, having completed their work, the Strategic Planning Committee **BE DISSOLVED** as per the Terms of Reference; and
4. That review of the Key Performance Indicators **BE DELEGATED** to the Budget Steering Committee.

PURPOSE:

NPCA Full Authority at its board meeting held on Wednesday, June 20, 2018 approved the following recommendations of the Strategic Planning Committee:

1. That a formatted version of the amended four (4) identified Areas of Strategic Focus **BE PRESENTED** to the Full Authority Board meeting being held on June 20, 2018 for consideration; and
2. That the Full Authority Board **APPROVE** as amended the 2018-2021 Strategic Plan.

The recommendations contained within this report will finalize the 2018-2021 Strategic Plan process.

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this report.

RELATED REPORTS AND APPENDICES:

Appendix 1 NPCA 2018-2021 Strategic Plan

Prepared by:



Lisa McManus
Clerk

Submitted by:



Mark Brickell
CAO / Secretary-Treasurer

2018–2021 STRATEGIC PLAN

PARTNERS IN CONSERVATION

A SHARED RESPONSIBILITY

Report No. 57-18

Appendix 1



MESSAGE FROM THE CHAIR



As Chair of the Niagara Peninsula Conservation Authority (NPCA) Board of Directors, I am honoured to share our 2018-2021 Strategic Plan. The identified Areas of Focus are the result of the most ambitious and robust public consultation process the NPCA has ever undertaken. After hosting four Town Halls and three stakeholder-specific meetings, attending five events throughout our watershed, engaging our NPCA Advisory Committee, and using numerous communication platforms, such as Facebook, Twitter, Instagram, email, surveys, YouTube, telephone, Bang the Table, Mentimeter and face-to-face conversations, we've been able to reach approximately 76,300 individuals that all care passionately about the Niagara Peninsula watershed.

Long before we embarked on our Strategic Planning process, the NPCA Board of Directors made a commitment to engage the residents of our watershed in a different way, and to transition from a talking organization to a listening organization. We committed to evolving a leading and learning organization that could adapt, and that would strive towards excellence by implementing new technologies. We also committed to building new partnerships that would support a healthy watershed, all while simultaneously conserving and enhancing our 41 Conservation Areas. Witnessing first-hand partnerships evolve and leadership emerge continues to reaffirm our belief that efforts in conservation are a shared responsibility. No one person or organization can do it alone, but together we can ensure the quality of our watershed for generations to come.

In 2017, I had the opportunity to meet with over 165 groups, partners, and communities throughout the Niagara region, the City of Hamilton, and Haldimand County. Listening to feedback on how the NPCA can play a positive role in their respective sectors has been critical in moving the NPCA forward. Balancing the needs of all those sectors that are impacted by the work we do has at times been challenging, and has not been without conflict. However, as long as we continue to respectfully and conscientiously work together with our partners, and we do so exclusively within the language of the Conservation Authorities Act, we can feel confident we are moving in the right direction.

To the many voices we've now heard from, your comments and ideas will now help shape our focus, our direction, and our future. Thank you for your efforts, your continued support, and for embracing our shared responsibility of ensuring the health and resiliency of our magnificent watershed.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandy", with a large, sweeping flourish extending from the end.

Sandy Annunziata
Niagara Peninsula Conservation Authority Board Chair

NPCA STRATEGIC PLAN LIFECYCLE

In 2012, the NPCA Board of Directors began the process of creating its first-ever Strategic Plan.

The 2014-2017 Strategic Planning process was also the first to consult with the public, stakeholders, landowners, municipal partners and park users.

The 2014-2017 Strategic Plan envisioned a fundamental change to how the NPCA and its staff conducted its business, interacted with the public, managed its finances and organized itself.

STAGE 1

Strategic Plan Process Begins

(January-March 2018)

- Review previous Strategic Plan outcomes
- Board of Directors defines organizational priorities (Areas of Focus)
- Sub-committee refines draft Areas of Focus package and mission statement
- Board of Directors endorses draft Areas of Focus package and mission for public feedback

STAGE 2

Public Consultation Period

(April-May 2018)

- NPCA reaches over 76,000 people to solicit feedback on the draft Areas of Focus
- Public input closed May 11, 2018
- Public feedback is provided to the sub-committee, and the Board Of Directors

After the successful implementation of the 2014–2017 Strategic Plan, the NPCA Board of Directors began the process anew in the Spring of 2017 for the Strategic Plan 2018–2021.

The process began with a Board-driven workshop to identify Areas of Focus that, in consultation with staff, would allow the NPCA to focus on its core mandate, deliver professional services, and enhance the visitor experience to its facilities.

After seven Areas of Focus were identified by the Board of Directors, the organization undertook the largest public consultation process in its history, with Town Hall meetings, online engagement, social media campaigns, and targeted stakeholder meetings.

The consultation confirmed that the NPCA was on the right track with its Areas of Focus, and helped refine the Plan content. This Strategic Planning 2018–2021 document is the result.

STAGE 3

Strategic Plan Process

(May–June 2018)

- Board of Directors reviews public consultation feedback
- Sub-committee refines final Areas of Focus and implementation methods based on public consultation findings
- Sub-committee presents Board Of Directors with the proposed final Areas of Focus

STAGE 4

NPCA Board of Directors review and endorse the Areas of Focus and the Strategic Plan 2018–2021

(June 2018)

“NIAGARA HAS ONE OF THE MOST
COMPLEX WATERSHEDS IN ONTARIO
AND RESPECTING THAT INCREDIBLE
RESPONSIBILITY HAS BEEN
FUNDAMENTAL TO EVERYTHING WE DO.”

Sandy Annunziata

Niagara Peninsula Conservation Authority Board Chair

NPCA MANDATE AND MISSION

Report No. 57-18

Appendix 1

NPCA Mandate

As prescribed by the Conservation Authorities Act:

To establish and undertake programs and services, on a watershed basis, to further the conservation, restoration, development, and management of natural resources; and

As prescribed by Provincial Regulations:

To protect people and property by regulating, and risk-mitigating development through reviewing and commenting on applications, issuing permits, and ensuring policy compliance within the appropriate legislative and regulatory framework.

Mission

To implement our Conservation Authorities Act mandate by remaining a responsive, innovative, accountable and financially sustainable organization.

Our success in meeting our mission is dependent upon working in collaboration with our partners in conservation. Ensuring the future viability of the Niagara Peninsula watershed is a shared responsibility.

NPCA MANDATE STATEMENT

Niagara Peninsula Watershed

A watershed is a geologically defined geographic area of land that catches rain and snow, and drains or seeps into a marsh, stream, river, lake or groundwater.

The Niagara Peninsula watershed includes lands that are predominantly drained by the Welland River into the Niagara River, as well as those lands drained by creeks and streams into Lake Erie and Lake Ontario.

Our complex watershed covers the Niagara region and parts of Hamilton and Haldimand. It is made up of homes, farms, cottages, forests, small towns, and large cities. Everyone shares the responsibility to conserve within the watershed.

What does our mandate mean, and how do we implement programs and services to execute our mission?

Conservation

NPCA practices conservation on all 41 of its Conservation Areas. NPCA manages and maintains its properties in order to provide diverse recreational and educational opportunities with the purpose of keeping the properties healthy for future generations.

*Examples of our conservation programming include:
Grooming our properties to encourage healthy ecosystems,
planting native plants and trees to improve our water
quality and overall land health, offering camp grounds and
educational-based day camps.*

Restoration

NPCA improves or redevelops natural landscapes and habitats at its Conservation Areas so that they remain safe for humans, wildlife, and plant communities. Ecological destruction is usually the consequence of pollution, deforestation, salination or natural disasters.

Examples of our restoration projects include: Designing agricultural buffers, enhancing slope stability, and the planting of native trees and plants.

Development

NPCA works within the framework that the Provincial government sets to provide comment on the suitability of proposed changes or improvements to existing resources, and may recommend conditions based on Ontario Regulation 155/06: Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses.

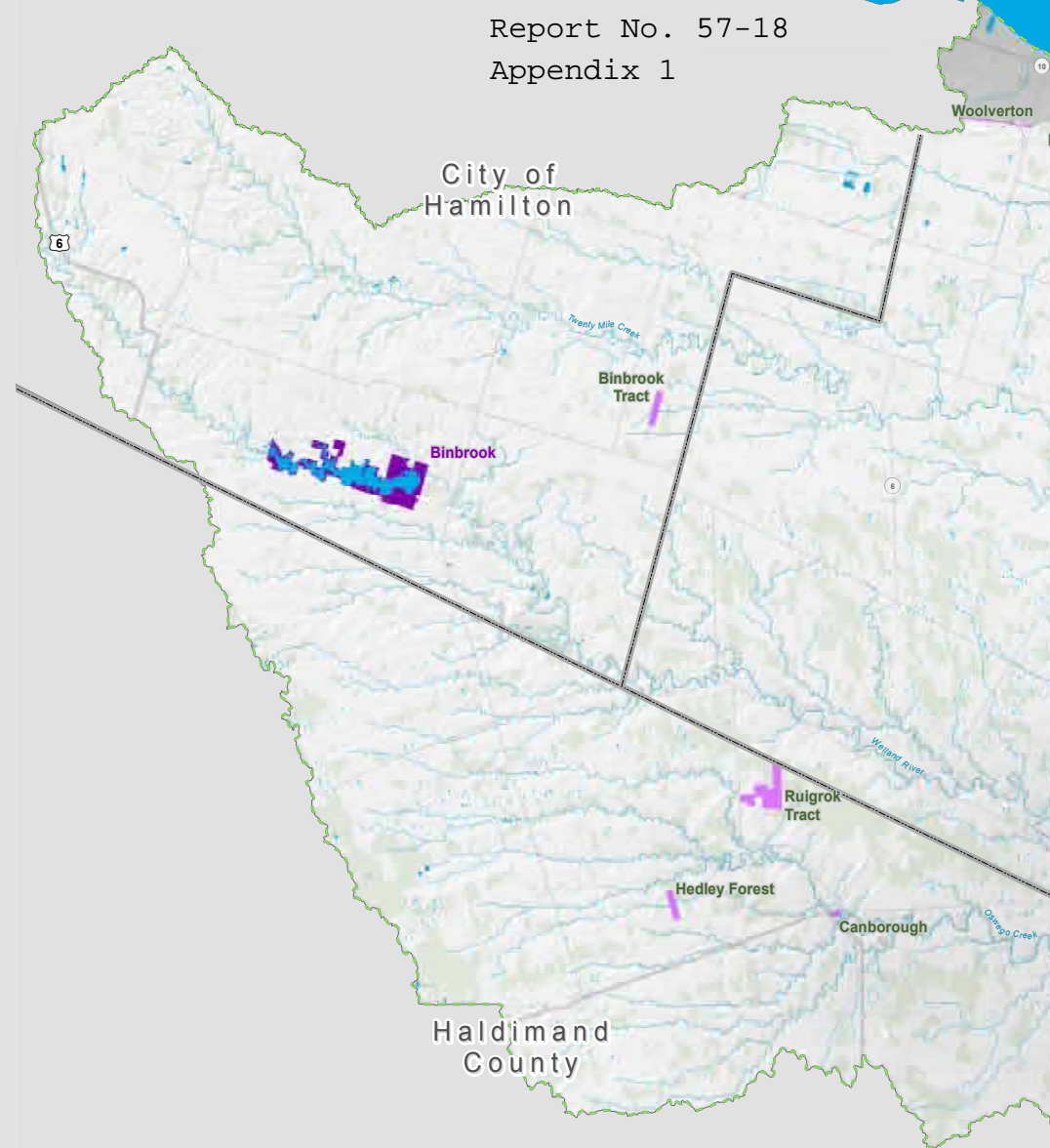
Examples of projects on which NPCA provides comments, recommendations or permits include: New dwellings and alterations to existing dwellings, pathway, and construction compliance when work takes place on properties that contain, for examples, a shoreline.

Management of Natural Resources

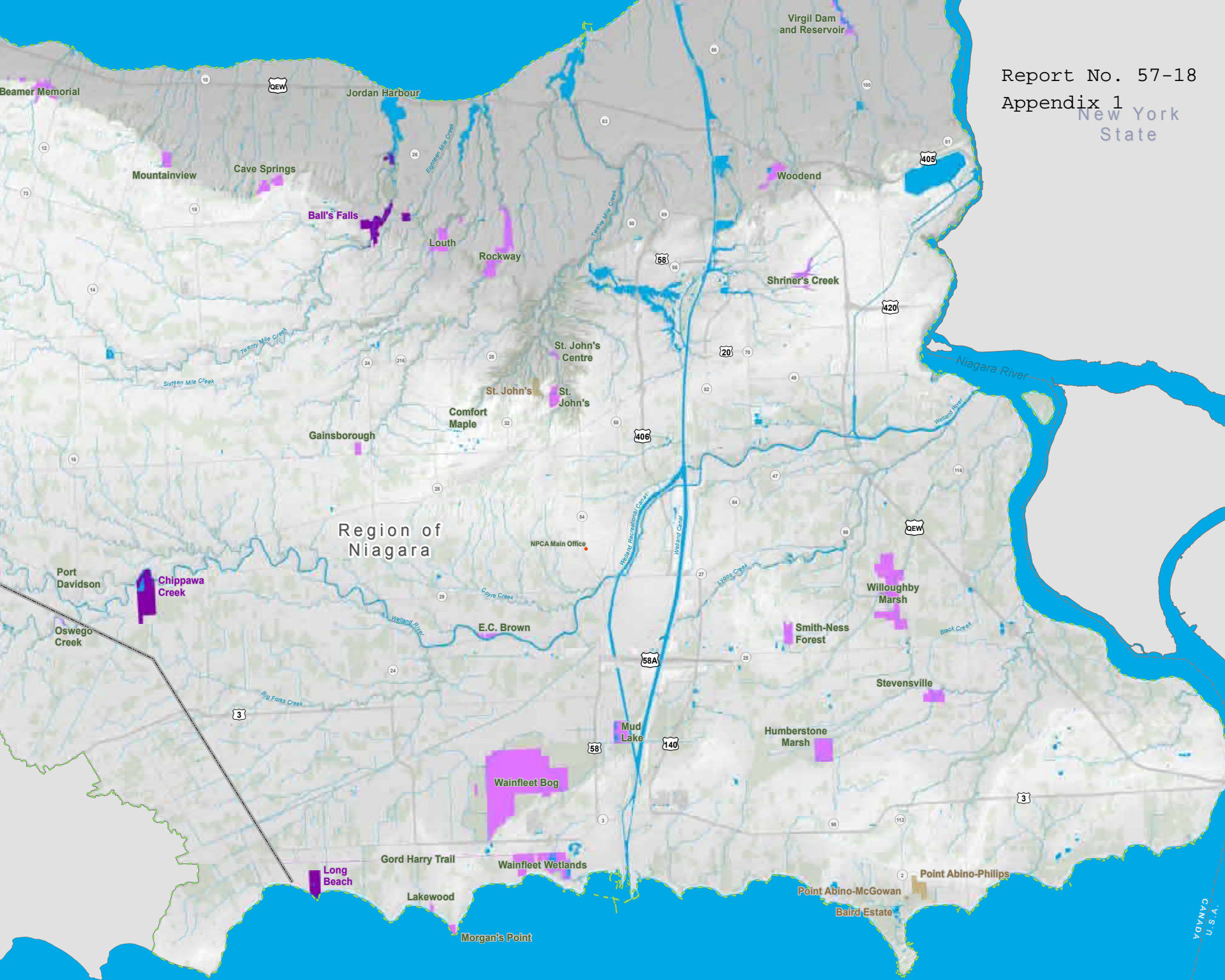
Natural resource management deals with managing the way in which people and natural landscapes interact. It connects land use planning, water management, biodiversity, conservation, and the future sustainability of industries like agriculture. NPCA relies on a scientific and technical understanding of resources and ecology, and the life-supporting capacity of those resources.

Examples of how NPCA manages natural resources include: hunting permits, building permits, and floodplain mapping.

NPCA WATERSHED MAP



- | | | |
|---------------------------------|------------------------|---------------------------------------|
| Major Highways | International Boundary | Haldimand County in NPCA Jurisdiction |
| Regional Roads | Major Watercourses | City of Hamilton in NPCA Jurisdiction |
| Niagara Region Boundary | Waterbodies | Conservation Areas |
| Lower Tier Municipal Boundaries | NPCA Watershed | Conservation Areas (Non-Public) |
| Hamilton/Haldimand Boundary | Natural Areas | Conservation Areas (Flagship) |



AREAS OF STRATEGIC FOCUS



Evidence-Based Watershed
Resource Management



Rebuild the Canopy
Plant 1 Million Trees & 3 Million Native Plant



Forging Corridors & Creating Parks
100-Year Land Plan for the Watershed



Sustainable Asset Management & Meeting
Public Demand for Park Services





EVIDENCE-BASED WATERSHED RESOURCE MANAGEMENT

Using Science & Data-Driven Problem Solving to:

- Support the protection and rehabilitation of aquatic habitats
- Support initiatives that lead to improved water quality
- Support continued Source Water Protection responsibilities

NPCA WILL:

- Develop a detailed long-term Water Resource Management Plan with clear goals, objectives, resources, measurables, and timelines.
- Develop, resource, and implement a ten year technology and data integration strategy that will optimize the use of technology, and better serve the various stakeholders of the Niagara Peninsula watershed.
- Build community coalitions on specific watercourses, with the NPCA as the organizing lead and coordinator, with a focus on water quality improvement solutions.
 - Establish 100 new formal partnerships.
 - Grow our volunteer list from 700 to 3,500+, and establish an Annual Watershed Awards program to recognize the most significant efforts.
 - Work in collaboration with other government bodies to develop science-based solutions to help mitigate climate change impacts, and report progress to the Board of Directors on an annual basis.

Report No. 57-18
Appendix 1







REBUILD THE CANOPY PLANT 1 MILLION TREES & 3 MILLION NATIVE PLANTS

NPCA WILL:

- Develop a detailed operational “Rebuild the Canopy” plan that recognizes efforts to enhance the natural features of the watershed as a shared responsibility.
- The operational plan will envision NPCA staff working in consultation with subject matter experts, Trees Co-op partners, and a community coalition.
- The operational plan will be a multi-term project expected to last beyond the next two terms of the NPCA Board of Directors, and span across the three watershed municipal councils.
- The operational plan will address project governance, staff and volunteer resources, funding sources, science-based criteria, and define roles of key stakeholders.
- The operational plan will include targets and methods to measure success.

Planting Trees and Native Plants allows us to:

- Achieve enhanced watershed restoration impacts
- Mitigate climate change impacts through natural means



FORGING CORRIDORS & CREATING PARKS 100-YEAR LAND PLAN FOR THE WATERSHED

Forging Corridors and Creating Parks allows us to:

- Conserve, restore and protect more land in the watershed
- Increase the amount of lands that are conserved in trust for future generations
- Expand recreational opportunities

NPCA WILL:

- Develop a detailed 100-year, financially sustainable land acquisition plan, in consultation and in partnership with stakeholders.
- Ensure the land acquisition policy is suitable to meet the needs and initiatives of the NPCA and is implemented in consultation with community partners and subject matter experts.
- Design a network of 3-4 Central Parks (between 150 and 350 hectares each).
 - The network will connect across the watershed.
 - The network will support and be supported by the “Rebuild the Canopy” plan.
 - The network will be designed in partnership with local and regional municipalities, public and private landowners, as well as with existing land trusts and conservancies.
 - The network will also serve as wildlife migration corridors by enhancing and restoring wildlife habitats.



Report No. 57-18
Appendix 1





SUSTAINABLE ASSET MANAGEMENT & MEETING PUBLIC DEMAND FOR PARK SERVICES

Investing in Our Properties allows us to:

- Ensure our services meet the needs of our visitors
- Improve our Conservation Areas experience
- Create self-sufficient and sustainable funding models

NPCA WILL:

- Execute and implement Master Plan-mandated park improvements, **incorporating the Strategic Asset Management Plan** and the 10-year capital budget.
 - Deliver required lifecycle-driven maintenance/capital re-investments for existing NPCA parks/facilities/campsites.
 - Design and execute a financial strategy to leverage existing debt financing capacity and reduce the current lifecycle funding deficit.
- Enhance the recreational experience at NPCA's flagship properties by:
 - Finding new camping and recreational opportunities at existing NPCA park facilities.
 - Adding additional camping spaces at existing campgrounds, specifically: 50 additional camping spaces at Chippawa Creek Conservation Area and 50 additional camping spaces at Long Beach Conservation Area.
 - Developing a time frame and targets for each phase of creating the new campsites.

IMPLEMENTATION AND PROGRESS



AREA OF FOCUS	2018				2019				2020				2021			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Evidence-Based Watershed Resource Management	forthcoming	forthcoming	forthcoming	forthcoming	primary focus	primary focus	in progress	in progress	in progress	in progress	in progress	complete				
Rebuild the Canopy Plant 1 Million Trees & 3 Million Native Plants	forthcoming	forthcoming	primary focus	primary focus	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress	complete
Forging Corridors & Creating Parks 100-Year Land Plan for the Watershed	forthcoming	forthcoming	forthcoming	forthcoming	primary focus	primary focus	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress	in progress
Sustainable Asset Management & Meeting Public Demand for Park Services	forthcoming	forthcoming	forthcoming	forthcoming	forthcoming	forthcoming	primary focus	primary focus	in progress	in progress	in progress	in progress	in progress	in progress	in progress	complete

#DISCOVER**NPCA**

Report No. 57-18
Appendix 1



NIAGARA PENINSULA
CONSERVATION
AUTHORITY

250 Thorold Road West; 3rd Floor
Welland, ON L3C 3W2

Phone: 905-788-3135

Fax: 905-788-1121

www.npca.ca

info@npca.ca

Report To: Board of Directors

Subject: Non-Union Revised Wage Grid

Report No: 58-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 58-18 respecting the Non-Union Revised Wage Grid **BE RECEIVED**; and
2. That the completion of the Non-Union wage grid, Grade 1, **BE APPROVED**.

PURPOSE:

To assign wages of fair market value to all grades within the approved wage grid.

BACKGROUND

In 2017, the Board of Directors approved the current non-union wage grid based on the Job Evaluation and Market analysis as prepared by Gallagher McDowall Associates (CR-16-17)

The grid at that time accounted for a non-union Grade 1 level position, however no compensation was defined for this grade at this time.

To have a complete and fulsome non-union wage grid, additional analysis was made across the 5 Conservation Authorities used in the initial job evaluation and market analysis in 2017 to complete the grid.

NPCA Non-Union 2018 - Salary Schedule

Grade	Step 1	Step 2	Step 3	Step 4	Step 5
1	\$52,866	\$56,170	\$59,474	\$62,778	\$66,083

FINANCIAL IMPLICATIONS:

No financial implications.

Prepared by:



Misti Ferrusi
Human Resources Consultant

Submitted by:



Mark Brickell
CAO / Secretary-Treasurer

Report To: Board of Directors

Subject: Hamilton Naturalists' Club DRAFT Memorandum of Understanding (MOU)

Report No: 59-18

Date: July 25, 2018

RECOMMENDATION:

1. That Report No. 59-18 respecting the Hamilton Naturalists' Club DRAFT Memorandum of Understanding (MOU) **BE RECEIVED**; and
2. That staff **BE AUTHORIZED** to enter into the Memorandum of Understanding, attached to Report No. 59-18 as Appendix 1, with the Hamilton Naturalists' Club for the removal of Phragmites at the Grimsby Wetland site.

PURPOSE:

The purpose of this report is to seek approval for the CAO to enter into this Memorandum of Understanding (MOU) with the Hamilton Naturalists' Club.

BACKGROUND:

At the Full Authority NPCA Board of Directors meeting on May 29th, 2018, Board Members adopted Resolution No. FA-105-18

- 1.) That Report No. 44-18 respecting the Hamilton Naturalists' Club – Grimsby Wetlands – Request for Assistance **BE RECEIVED**; and
- 2.) That staff **BE AUTHORIZED** to enter into an agreement to partner and assist the Hamilton Naturalists' Club in the removal of Phragmites at the Grimsby Wetland site.

DISCUSSION:

With respect to Resolution No. FA-105-18, staff have drafted a Memorandum of Understanding (MOU), in consultation with the Hamilton Naturalists' Club, to partner and assist the Hamilton Naturalists' Club in the removal of Phragmites at the Grimsby Wetland site.

FINANCIAL IMPLICATIONS:

There will be an upfront cost of \$2,500 paid to the contractor, by NPCA, however the Hamilton Naturalist's Club will fully reimburse that cost by the end of the fiscal year, as outlined in Report No. 44-18.

RELATED REPORTS AND APPENDICES:

Appendix 1 DRAFT Memorandum of Understanding (MOU)

Prepared by:



Gregg Furtney
Director, Watershed Management (Acting)

Submitted by:



Mark Brickell
CAO/Secretary-Treasurer



June 24, 2018

MEMORANDUM OF UNDERSTANDING

BETWEEN

NIAGARA PENINSULA CONSERVATION AUTHORITY (NPCA)

And

HAMILTON NATURALISTS' CLUB (HNC)

1.0) PURPOSE

1.1 This Memorandum of Understanding establishes a strategic alliance and ongoing partnership between the Niagara Peninsula Conservation Authority (NPCA) and the Hamilton Naturalist's Club (HNC). This Memorandum of Understanding (MOU) is also a collaboration agreement between the two parties on any future Ecological Restoration works done at the Grimsby Wetlands, former site of the Biggar Sewage Lagoons located at 624 Winston Road, Grimsby, ON, Part Lot 21, Concession Broken Front, North Grimsby.

2.0) OBJECTIVE AND SCOPE

2.1 The Niagara Peninsula Conservation Authority (NPCA) and the Hamilton Naturalists' Club (HNC) have a shared interest in maintaining wetlands in a natural state and without the growth and or introduction of invasive plants and animals wherever possible and practical.

2.2 The NPCA wishes to be an ongoing collaborative partner with the HNC on its current ecological restoration project at the Grimsby Wetlands project site.

2.3 This MOU will be reviewed by the participants annually.

3.0) RESPONSIBILITIES

3.1 Immediate responsibilities and specific terms will be outlined in this document with the ability of either party to request delegation and additional resources as the project continues. Delegations and subsequent requests for additional resources must be done in writing and comply with the Regulations and rules that each agency adheres to.

3.2 The Niagara Peninsula Conservation Authority (NPCA) will covenant:

- I. To be the Permitting Agency for the application of the herbicide known as Roundup WeatherMax with Transorb 2 Technology for the removal of Phragmites Grass, an invasive plant species on the Grimsby Wetlands Property;

- II. When requested by the HNC, to hire and provide a Purchase Order to Giles Restoration to plan and carry out a control program for Phragmites at the Grimsby Wetlands Property, first starting in August of 2018 and then in subsequent years as necessary (2019 & 2020);
- III. To provide a letter of support to the HNC on this project.

3.3 The Hamilton Naturalists' Club (HNC) will covenant:

- I. Subject to the HNC arranging the required funding, to reimburse the NPCA for the work done by Giles Restoration for the work completed with regards to the removal of Phragmites Grass at the Grimsby Wetlands site;
- II. To report to the NPCA on activities at the Grimsby Wetlands and on the outcome of the Phragmites control program on an annual basis;
- III. To develop and display interpretive signage on the property describing the Phragmites control program and recognize the NPCA as a partner in the project along with the Hamilton Community Foundation (HCF);
- IV. To comply with all local ordinance and regulations by applicable permitting agencies including the Ontario Ministry of the Environment and Climate Change (RE: Herbicide Application);
- V. To speak directly with the Town of Grimsby and the Region of Niagara (Administrative and Field Staff) and advise them of their work plans and needs for temporary site closure, when applicable and necessary;
- VI. To use the property in a manner consistent with the anticipated uses.

4.0 POINTS OF CONTACT

4.1 All notices and communications related to this MOU will be addressed as follows:

4.1.1 For **Niagara Peninsula Conservation Authority (NPCA)** to:

Mr. Mark Brickell
Chief Administrative Officer/ Secretary-Treasurer
Niagara Peninsula Conservation Authority
250 Thorold Road West, 3rd Floor, Welland, ON, L3C 3W2
Phone: (905) 788-3135 Ext. 233

4.1.2 For **Hamilton Naturalists' Club** to:

Ms. Bron Tregunno
President
Hamilton Naturalists' Club (HNC)
P.O. Box 89052, Hamilton, ON, L8S 4R5
Email: brontreg@cogeco.ca

Mr. Bruce Mackenzie
Grimsby Wetlands Coordinator
Hamilton Naturalists' Club (HNC)
Email: kintail52@gmail.com
Phone: (905) 973-4869

5.0 SETTLEMENT OF DISPUTES

5.1 Any disputes regarding the interpretation or implementation of this MOU will be resolved only by consultation between the Participants and will not be referred to a national tribunal or any other third party for settlement.

5.2 This MOU is not a contract, and is not intended to be, legally enforceable in a court of law or otherwise. For greater certainty, the MOU does not create legal relations between the Participants.

5.3 This MOU is subject to applicable law. In the event of any inconsistency or conflict between this MOU and any applicable law, the applicable law will prevail to the extent of the inconsistency conflict.

6.0 AMENDMENT

6.1 This MOU may only be amended with the mutual written consent of the Participants

7.0 DURATION, WITHDRAWAL, AND TERMINATION

7.1 This MOU may be terminated with the mutual written consent of the Participants

7.2 This MOU will be review by the participants annually.

8.0 EFFECTIVE DATE AND SIGNATURE

8.1 This MOU will enter into effect on the date of the later signature.

Mark Brickell
CAO/ Secretary-Treasurer
Niagara Peninsula Conservation Authority (NPCA)

Ms. Bron Treguno
President
Hamilton Naturalists' Club (HNC)

Date: _____

Date: _____